



TOWN OF HANOVER  
550 HANOVER STREET  
HANOVER, MASSACHUSETTS 02339

*Advisory Committee*

**Hanover Advisory Committee**

**550 Hanover Street**

**Hanover, MA 02339**

Meeting Minutes

Wednesday, October 11, 2023 – 6:30 pm

**In-Person and Remote**

**Committee Attendees:**

Emmanuel Dockter, Chair

Jim Hoyes

Mike Cianciola

Nancy Clinton

Steve Freedman

Lynne Hash

Sandy Hayes

Greg Satterwhite

**Member on Zoom:**

Rachel Hughes

**Other Attendees:**

Joe Colangelo, Town Manager

Chelsea Stevens, Finance Director

Chief Tim Kane

Chief Jason Cavallaro

Director of Public Works Victor Diniak

Deputy Superintendent of Public Works Kurt Kelley

Chair Emmanuel Dockter called the Advisory Committee Meeting to order at 6:30 pm.

The Chair opened the meeting with a discussion relating to the potential of a discussion at Town Meeting about an override. That being the case the Chair would like to have 3 meetings with each department. The first meetings will happen in October to Early November – Capital Plans. The second meetings will happen in Mid-November into December review of services and operating budget. The third meetings will be held in January services and operating budget.

In preparation for these meetings the Chair is asking each department to review the following for their department:

- The services your department provides
- The level of service
- The cost to provide the service

In preparing for these meeting the Town Manager and School Superintendent have put together a list and have suggested that we compare our local geographic towns –

Norwell

Pembroke

Rockland

In addition compare towns with similarly situated –

Holliston

Middleboro

North Reading

Sandwich

Westwood

Wrentham

We are asking all department heads to put some thought into the services that you provide and how do those services compare with the other towns.

If this list doesn't work and a town should be deleted or added have a discussion with the Town Manager. If a town would be a good comparison it could be added. If a town is not a good comparison, please explain why.

Police Chief Tim Kane was the first to present. The Chief went through a PowerPoint presentation.

He first covered an update on cruiser replacements, bodyworn cameras, and co-response and then future capital budget requests.

Cruiser Replacement – Estimated cost \$150,000. For these new cruisers they will be adding portable radios. The Chief is confident they can work with this number.

The Chief explained how they prioritize cruisers. Marked cruisers get the most use and have the bulk of the mileage. Unmarked vehicles are on one shift.

The Chief also shared an update on the cruisers ordered last year. They have not arrived yet. They are expecting them to arrive by Thanksgiving.

Bodyworn Camera – The Chief shared that they were able to get grant funding.

Cameras for every full-time officer (30 officers)

Dashboard camera for every marked cruiser (9 cruisers) – they are seeking grant opportunities for this expense.

One area that is proving to a concern is storage. They have to comply with the standard retention period of 90 days, but some cases have to be saved forever. The Chief shared that If we don't have the incident we have to explain why?

**Question:** With the two servers do you have an off-site backup. If something happens to the server what will you do? The answer is, NO we don't have off-site storage because of control. We are looking for a grant to fund this.

Cloud storage costs \$30,000. They have one server and they are adding a second server.

Redaction wasn't included. We need that and are getting a price.

Halloween is a test date.

We have had a good response from the officers.

Jail Diversion/Co-Response Program- funding secured and programed started in September.

\$80,000 - This is a partnership with Pembroke's PD & "Advocates". A clinician responds with an officer to calls involving a person in crisis. With the grant money they hired Jillian as a Clinician. Our officers are receiving Critical Incident Training. Officer's who had an interest were prioritized. The officers are returning from the training saying it was the best training they have had.

**Question** – How is the sharing going? The clinician works 40 hours per week and Pembroke has a higher number of incidents so they have more time than we do. The clinician goes on all calls. Hanover developed a policy with the union to be sure we had buy-in. The calls may be mental health, substance abuse, and even support for the family and for a patient. It could be an accident or a sudden death! We are finding it helps de-escalate a situation.

\$50,000 for Peer Support/Officer Wellness Program - This is support services for officers after experiencing a critical event and an avenue to receive support due

to on-the-job exposure to traumatic events. An application has been submitted for a federal grant – they are waiting to hear.

Future Capital Budget Requests – The Chair asked the Chief to present at a future meeting the reason for each item. How essential is each item. Please give both sides as much as possible

- FY'25-FY'29 – annual cruiser replacement and in FY'27 2 3 cruisers and 2 motorcycle replacements. In FY'26 we will have an increase to 3 cruisers and in FY'27 will have 3 cruisers and 2 motorcycles.
  - **Question** – Were the cruisers purchased through ARPA? Yes, there was a cruiser purchased through ARPA. It was a cruiser we needed not an expansion of the fleet. It is an unmarked vehicle and it probably won't need replacing for a while.
  - **Question** – The ARPA question is a good question and could Chelsea provide a list of all vehicles purchased through ARPA. Chelsea agreed to provide that information.
- FY'25 Replacement of Officer Portable Radios – Communication is the life-line for officers and the department is looking for grants, but they are hard to find.
  - **Question** – could there be a rolling replacement?
- FY'26 Replacement of Department Firearms- weapons are 10 years old. We work with a 10-year replacement cycle for full-time officers. We have to replace all firearms at the same time for the safety of the officers. It would not be safe for us to have more than one model of firearm.
- FY'27 – Acquisition of virtual reality training simulation program - \$50,000. This is a scenarios based training. The department has applied for a grant and they are waiting to hear. If we get the grant for the training this will be purchased right away.

The chair thanked Chief Kane for his presentation.

Before the next presentation the Chair shared with the committee that because the presentations are going a little longer than anticipated, he asked Victor if he could come to a later meeting this month. Victor agreed!

The Chair welcomed Fire Chief Jason Cavallaro

The Chief started his presentation going over a summary of information

- Previously approved Capital Projects are on track/complete with the exception of the new ambulance
- He shared that Hanover Fire is committed to being fiscally responsible to the community; and they try hard to stretch all operating and capital funds.

- Their priority is to seek and attain grant funds wherever possible to alleviate strain on both Capital and Operating Budgets.
- FY'25 Capital requests are strategically targeted and a high priority
  - Projects maintain/enhance service delivery capabilities and increase firefighter safety.
- Future Capital requests include investment in current facilities.
- New ambulance significant delays – they have been proactive and taking steps to reduce timeline.
  - We recognize that we must continue to maintain the vehicle replacement schedule
  - We must also continue the maintenance on our fleet. We have 3 mechanics & EMS on the fire side.
- Command Vehicle Replacement – this project is moving forward. The vendor has been selected, specifications finalized and vehicle is ordered.
- Cardiac Monitor Replacement – Equipment purchased, items delivered and placed in service. These replacements provide the most modern and reliable equipment available.
- Ballistic Gear – Items purchased, issued to members, and placed in service. We secured a grant to fill the gap of \$5,000 that was needed.
- FY'25 – Ambulance Replacement – Replacement of 2015 ambulance. It is important that we appropriate the funds now to start the 30+ month process.
  - It is important that we keep three ambulances available in-service.
  - Our replacement schedule has been modified to account for current production time.
- FY'25 – Self Contained Breathing Apparatus (IDLH) – Air-Paks - Immediately Dangerous to Life or Health environments. It is recommended that they be replaced every 10 years. We have 39. The funding will replace harnesses, bottles and face masks.
  - **Question** – Could we do some each year? In a life or death situation the new equipment may not have the valves in the same place and if we were switching from old to new that could cause a life or death situation.
- FY'25 – UTV and Trailer - \$45,000 not \$60,000. We now have a trail network along with our various community events. In the past we have borrowed from other communities. We cannot continue to rely on other communities to “borrow”.
- FY'25 – Public Safety Radio Infrastructure – This request impacts Fire, Police and DPW. Reliable communications are critical to fire/police safety. We are working with the DPW to include the wiring that needs changing on the Constitution Way Water Tank. We discovered during a recent fire that are portable radio weren't working We appropriated money last year to paint the tower and when we discovered our need for improved public safety radio infrastructure we asked

Victor if he could hold and wait to paint the water tower until the radio study was completed and then do both the radio work and paint the tower. Our concern is our North Hanover radio communication and getting the work done on the water tower right away.

- FY'25 – Fire Headquarters Renovations – The improvement for the upcoming year focus on the living area(s) and storage needs.
  - With the inability to move forward with the North Hanover Substation we need to invest in current infrastructure and facilities over the next few years.

The Chief reviewed Future Capital Items

- Headquarters Improvements – FY'26
- Extrication Equipment Replacement – FY'26
- Pumper/Quint Replacement – FY'26
- Station 2 Improvements – FY'27
- Ambulance Replacement FY'27
- Brush Truck Replacement – FY'27
- Visiting Nurse Office Improvements – FY'28
- Training Facility – FY'28

The Chief reviewed Capital Budget Grants

- We seek grant opportunities targeting items on the Capital Plan whenever possible.
- AFG Grant - \$239,000 – Portable Radio Replacement
  - FY'25 Capital Plan Item (originally \$280,000)
- AFG Grant - \$49,000 – Replace Fire Hose
  - FY'26 Capital Plan Item (originally \$120,000 – now reduced)
- Fiber Grant - \$200,000 – Town-wide Fiber (HEMA, Schools, IT, TM Office)
  - FY'25 Capital Plan Item – School/IT (originally \$500,000)
- AFG Grants (2016-2022) - \$1,271,542 – Other Capital items since 2016

The Chair thanked Chief Cavalaro for his presentation.

The Chair reminded the committee that there is a meeting next week probably Library, CMDI, Community Services and Finance. The following week will be DPW. The first week of November will be the Schools.

Chair Dockter asked for a motion to adjourn the meeting. The motion was seconded and approved unanimously by the Advisory Committee. The meeting adjourned at 9:17 pm.