



TOWN OF HANOVER  
550 HANOVER STREET  
HANOVER, MASSACHUSETTS 02339

*Advisory Committee*

**Hanover Advisory Committee**  
**550 Hanover Street**  
**Hanover, MA 02339**  
Meeting Minutes  
Wednesday, April 11, 2018 - 6:30 pm  
**Advisory Committee Hearing Room**  
**Hanover Town Hall**

**Committee Attendees**

Ted Hickey  
Sandra Hayes  
Jerry O'Hearn  
Gavin Little-Gill  
Steve Kmito  
Nick Morwood  
Brandon Freeman  
Steven Freedman

**Absent**

Joan Port-Farwell

**Other Attendees**

Lincoln Heineman, Finance Director  
Chelsea Stevens, Town Accountant  
Chief Walter Sweeney, Hanover Police Department  
Catherine Harder-Bernier, Town Clerk  
Dr. Thomas Raab, School Department Business Manager  
Michael Oates, Cedar School Principal

**Opening**

The meeting was opened at 6:38 p.m. by Chairman, Ted Hickey.

### **Review of Meeting Minutes**

The Committee decided to further review the outstanding meeting minutes.

### **Review and Discussion of STM Article 3 – Appropriate Funds – Cedar Elementary School Playground**

Dr. Raab, School Business Manager and Principal Oates reviewed and presented discussion for the approval of Article 3, to appropriate funds to purchase and install playground equipment at the Cedar Elementary School. It was stated that the playgrounds currently in use will not be age appropriate in the upcoming consolidation of younger grade levels at the school. The equipment in use must also be ADA compliant. There are three playgrounds currently in use. It was noted that one of the playgrounds, the Nicole Henry, is reaching the end of its life cycle and is not handicapped accessible. Currently, Cedar School occupational and physical therapists are considering new, proposed playground equipment for appropriateness. Since interest is increasing in Hanover's P-K Peer Program, the pressure within the community is expected to escalate to make improvements at the playgrounds. Both Dr. Raab and Principal Oates stated the need to upgrade the Cedar playgrounds and stressed that they be both age appropriate for the level of children using them and that they are ADA compliant. A vendor in Marshfield, Childscapes, who provided a proposal gave a combined quote of \$175,000 for the playground upgrades.

### **Review and Discussion of ATM Article 7 – Set Pay for Elective Officers**

Catherine Harder-Bernier, Town Clerk, reviewed and presented discussion for the approval of Article 7, Set Pay for Elective Officers. She stated that the pay range of \$70- \$73K for the Town Clerk's position was consistent with the mid-range of other comparable cities and towns across the state. It was said that Hanover falls within town ranges such as Walpole, Norfolk, Canton and Mansfield. Hanover currently does not have a set pay range for the role of Town Clerk. It was also noted that other towns have more full-time staff who provide support to the Town Clerk. The Committee asserted that other town employees are receiving a 2% salary increase while the Town Clerk is requesting a 25% increase. The Committee discussed the option of the Town Clerk being an appointed position rather than a voted one, as are the Board of Selectmen. Salary increase was recommended at 5%.

### **Review of Approved Warrant Articles Motions and Commentary**

The Advisory Committee reviewed and discussed the Articles presented in the Annual Town Meeting warrant and voted as recorded. Following are the Articles that were presented and reviewed.

<b><u>Article #</u></b>	<b><u>Annual Town Meeting</u></b>	<b><u>Motion Voted</u></b>	<b><u>Commentary Voted</u></b>
7	Set Pay for Elective Officers	Positive	Committee voted to re-write commentary.
11	Appropriate Funds Building Insurance Funds	Article Removed by the Board of Selectmen	
12	Public Safety Employee Training	Negative	Chairman voted on 4/11/18
13	Appropriate Funds – Police Vehicles	Positive	Voted on 4/4/18 re-opened 4/11/18. Committee voted to approve.
16	PEG Access and Cable Related Fund	Positive	Committee voted to approve on 4/11/18.
17	Appropriate Funds – Town Hall HVAC Project	Negative	Chairman’s motion on 4/11/18.
18	Appropriate Funds – Senior Center Emergency Generator	Positive	Committee re-voted, approved on 4/11/18.
19	Amend General By-Laws Establish and Authorize Dpt. Revolving Funds	Positive	Committee re-voted, approved on 4/11/18.
20	Amend Town Manager Act	Positive	Committee voted to approve on 4/11/18.
23	Appropriate Funds – One Ton 4X4 Dump Truck	Negative	Voted on 4/9/18, 4/11/18.
27	Appropriate Funds – Water Service Van	Negative	Voted on 4/9/18, 4/11/18.
30	Appropriate Funds – Purchase Street Lights and Convert LED	Positive	Committee voted to approve on 4/11/18.
31	Appropriate Funds – MS and Cedar School Camera Security System	Positive	Committee voted to approve on 4/11/18.

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Appropriate Funds – Inventory  
Historical and Cultural Resources

Positive

Committee voted to  
approve on 4/11/18.

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Appointed Town Clerk

**Adjournment**

Sandra Hayes made the motion to adjourn. This was seconded by Gavin Little-Gill. All were in favor and the meeting adjourned at 9:20 p.m.