



TOWN OF HANOVER  
550 HANOVER STREET  
HANOVER, MASSACHUSETTS 02339

*Advisory Committee*

**Hanover Advisory Committee**  
**550 Hanover Street**  
**Hanover, MA 02339**  
Meeting Minutes  
Wednesday, April 21, 2021 – 6 PM  
**Virtual Meeting**

**Committee Attendees**

Ted Hickey	Gavin Little-Gill
Sandy Hayes	Jim Hoyes
Joan Port-Farwell	Gerry O’Hearn
Steve Kmito	

**Committee Absent**

Emmanuel Dockter	Steven Freedman
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**Other Attendees**

Joe Colangelo, Town Manager	Chelsea Stevens, Finance Director
Doug Thomson, Moderator	Cathy Harder-Bernier, Town Clerk

Ted called the meeting to order at 6:01 PM with 7 members present and 2 absent.

Ted asked for a motion to approve the minutes for the 4/7/21 meeting. A motion was made and approved unanimously. They 4/14/21 minutes will be approved at a later meeting.

The committee was prepared to discuss Article 22 with Scott McFadden from Wildland Trust. At the last minute Scott was unable to attend. The committee discussed some concerns that they had, and Sandy Hayes volunteered to call Scott and ask him the questions and report back at the next meeting.

The next agenda item was Town Clerk, Cathy Harder-Bernier. Ted thanked Cathy for coming to provide her Town Clerk update. Cathy had a powerpoint presentation that she reviewed in summary. The committee had questions relating to prioritization of tasks and service levels. She shared that elections are her priority and a questions was asked on how long it takes to complete a vital record. Given the average number of vital records being 360 per year there was a strong feeling that Cathy could look at how she is prioritizing her work load. Cathy knows that the service level is not where it should be. She has been utilizing tax-workoff residents to help meet the needs. She is very concerned that the Asst. Town Clerk position is going to be a part-time person. She feels very strongly that it should be a full-time position. Joe was asked if he could share the decision process that is being used when replacing staff. Joe shared that there are many areas within town hall that have concerns with their administrative staffing numbers (Assessing, Conservation, Health Dept.), and in other areas around town. Cathy wants a full-time Assistant Town Clerk. She also feels very strongly that the Clerk position should be elected and not appointed. During Cathy’s

presentation she asked for a 10% raise. 5% for last year and 5% for the coming year. The committee was asked if they had any additional questions. There were none and Ted thanked Cathy for meeting with the committee.

The committee began to review warrant articles. Votes were taken to accept the

The following articles - have been **voted to approve the motion and commentary.**

1, 2, 3, 4, 5, 11, 13, 14, 15, 17, 25 = 11 articles completed

The following article - **the motion and commentary drafted.**

16, 18, 26, 27, 28, 31, 33, 34 = 8 articles needing motions and commentary

The following article - **needs a motion, commentary has been drafted**

8 = 1 article needing a motion

Planning will make the motion on the following articles..

19, 29, 30, 32 = 4 articles will have the motion made by Planning

The following articles - **motions drafted** and **commentary needs to be drafted**

9, 20, 21, 22, 23, 24 = 6 articles need commentary drafted

The following articles **need further discussion.**

6, 10, 12 = 3 more discussion articles

The petitioner will make the motion on this article.

7 = 1 article will have the motion made by the Petitioner

The next meeting will be Tuesday, April 27<sup>th</sup>. It will be a Virtual and In-Person meeting starting at 6 PM.

A motion was made to adjourn that was seconded and passed unanimously. The meeting adjourned at 7:32 p.m.