

**Advisory Committee
Town of Hanover
550 Hanover Street
Hanover, MA 02339**

Meeting Minutes of October 30, 2013

Committee Attendees: Helen Graves, John O’Leary, Jerry O’Hearn, Chris Martin, Nicole Duhamel, Wayne Moores, Donald White

Absent: Jim Van Arsdale

John O’Leary called the meeting to order at 7:00 p.m. in the Advisory Committee Hearing Room at Town Hall.

FY15 Budget Liaisons:

The Committee discussed the role of department/ committee liaisons. Committee members volunteered for the following liaisons assignments for FY15:

	<u>Primary</u>	<u>Secondary</u>
Town Manager/Board of Selectmen	John O’Leary	Helen Graves
Municipal Finance	Nicole Duhamel	Donald White
Public Works	Gerry O’Hearn	Chris Martin
Community Services	Chris Martin	Nicole Duhamel
Police	Wayne Moores	Gerry O’Hearn
Fire Rescue &EMS	Wayne Moores	Gerry O’Hearn
Schools	Jim Van Arsdale	Donald White
Other	Jim Van Arsdale	John O’Leary

May 2014 Town Issues/ Items for Discussion:

The Advisory Committee discussed possible issues/ items for the May 2014 Town Meeting. Immediate concerns/ items that the Committee would like to discuss with the Board of Selectmen are as follows:

1. Eliminate or reduce CPC tax levy
2. Sell 645 Center Street house purchased with CPC funds; retain back acreage for open space.
3. Incorporate Parks & Recreation Department into Town Manager Charter
4. Town Clerk – Change to appointed position.
5. Chief Technology Officer
6. Pay off Town sick leave buyback, put money aside for School side
7. Long-term underfunded and unfunded liabilities (OPEB)
8. Approval by state funding after Town Meeting approves budget
9. Facilities Maintenance – Staffing
10. Master Plan – Winter Street
11. Surplus School Vehicles

12. Open Space Purchases
13. Outsourcing
14. Annual reports of Town Boards & Committees at Town Meeting
15. Presentation of annual financial report by outside accountant
16. Presentation of results of state examiner/ auditor
17. "Best practices" relative to management of finance function
18. Financial trend analysis and multi-year financial forecast

Meeting Minutes:

Chris Martin made a motion to accept the Advisory Committee meeting minutes of October 23, 2013 as written. Helen Graves seconded the motion, and it was so voted.

Next Meeting:

The next Advisory Committee meeting will be a joint meeting with the Board of Selectmen on November 20, 2013 at 7:00 p.m. At this time, Janine Smith and Troy Clarkson will provide a finance overview.

Chris Martin made a motion to adjourn the meeting at 8:00 p.m. Helen Graves seconded the motion, and it was so voted.

Prepared by: Audrey Barresi, Advisory Committee Secretary