

Matthew Ferron
Superintendent of Schools



Keith Guyette
Director of Student Services

Deborah St. Ives
*Assistant Superintendent
for Curriculum & Instruction*

Thomas Raab, Ed.D.
*Assistant Superintendent
for Business & Finance*

MEMORANDUM

To: Hanover School Committee
From: Thomas Raab, Assistant Superintendent for Business and Finance
Cc: Matthew Ferron, Superintendent of Schools
Date: May 1, 2019
Re: School Department Related Warrant Articles

Please see attached to this document all of the School Department Related Articles being considered at Town Meeting on May 6, 2019. I've taken the liberty of redacting anything not related to the School Department so that you may use this document as a "cheat sheet" for Town Meeting.

Commonwealth of Massachusetts

Town of Hanover

Warrant for ***Special and Annual*** Town Meeting *With Advisory Committee Recommendations*

Plymouth, SS

Greetings: To any Constable of the Town of Hanover in said County.

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said town who are qualified to vote in Elections and Town Affairs to meet in the Hanover High School, 287 CEDAR STREET, HANOVER, on

MONDAY THE 6th DAY OF MAY, 2019

Special Town Meeting at 7:00 P.M.

Annual Town Meeting at 7:30 P.M.



Pursuant to the Americans with Disabilities Act, the Town will make every effort to assure that Town Meeting is accessible to individuals with disabilities. Should any assistance be desired in this regard, please contact the Board of Selectmen's Office at (781) 826-5000 ext. 1084.

Commonwealth of Massachusetts

Town of Hanover

Warrant for *Special* Town Meeting *With Advisory Committee Recommendations*

Plymouth, SS

Greetings: To any Constable of the Town of Hanover in said County.

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said town who are qualified to vote in Elections and Town Affairs to meet in the Hanover High School, 287 CEDAR STREET, HANOVER, on

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INDEX OF ARTICLES FOR <i>SPECIAL</i> TOWN MEETING – MAY 2019		
ARTICLE #	ISSUE	SUBMITTED BY
1	Appropriate Funds – Design of Cedar School Security Upgrades	Facilities Engineering Manager /Town Manager
2	Transfer Meals Tax To OPEB Trust Fund – Fiscal Year 2019	Finance Director
3	Transfer Meals Tax To OPEB Trust Fund Through Fiscal Year 2024	Finance Director
4	Increase Senior Citizen Tax Work Off Exemption	Community Services Director/Finance Director
5	Transfer Funds – Special Education Reserve Fund	Finance Director/Town Manager
6	Payment of Prior Year Expenditures	Finance Director

ARTICLES FOR ***SPECIAL*** TOWN MEETING WARRANT
Monday, May 6, 2019

ARTICLE 1. APPROPRIATE FUNDS – DESIGN OF CEDAR SCHOOL SECURITY UPGRADES

To see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44 of the Massachusetts General Laws the sum of \$30,000, or another sum, to design physical security upgrades at the Cedar School, said design to be done at the direction of the Town Manager and the Superintendent of Schools, and provided that these funds may also be used for the installation of upgrades at the Cedar School, or take any other action relative thereto.

Facilities Engineering Manager
Town Manager

We move that the Town vote to appropriate the sum of \$30,000 from Certified Free Cash to be used as set forth in this Article.

***Commentary:** The Article would appropriate \$30,000 to design physical security upgrades to the Cedar School entrance. The proposed appropriation for the actual construction of the improvements is in Article 22 of the Annual Town Meeting warrant. The configuration of the main entrance to the Cedar School fails to meet today's recognized requirements for heightened school security by controlling how the public enters the building. Currently, the entrance area cannot be directly viewed by the office staff except via camera, and visitors cannot be identified and screened until after they enter the building and then choose to approach the office by walking down the left hall. This project will create a new secure vestibule at the entrance with a new bullet-resistant wall and transaction window, along with camera, security and intercom upgrades for controlled access through the main entrance. A more complete description of the project is contained in the commentary for Article 22 of the Annual Town Meeting. The \$30,000 in design fees that would be appropriated in this Special Town Meeting warrant article would allow these funds to be immediately available, allowing design work to commence right away with the hope of completing the construction project by the first day of school this fall. The Advisory Committee defers to the request of the School Committee and recommends approval of this project.*

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[REDACTED]

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ARTICLE 5. TRANSFER FUNDS – SPECIAL EDUCATION RESERVE FUND

To see if the Town will vote to transfer from certified free cash the sum of \$75,990 to the Special Education Reserve Fund, or take any other action relative thereto.

Finance Director
Town Manager

We move that the Town appropriate the sum of \$75,990 from Certified Free Cash to the Special Education Reserve Fund.

***Commentary:** The School Department's unanticipated special education costs in Fiscal Year 2019 have exceeded the budget by approximately \$75,990. The Advisory Committee's motion would appropriate this amount from Free Cash to the Special Education Reserve Fund, which was established at the 2017 Town Meeting but has not had any funds allocated to it. A vote of both the School Committee and the Board of Selectmen is required to access any of the funds, and unspent funds will carry over into ensuing fiscal years to defray any future unanticipated special education expenses.*

Commonwealth of Massachusetts

Town of Hanover

Warrant for **Annual** Town Meeting *With Advisory Committee Recommendations*

Plymouth, SS

Greetings: To any Constable of the Town of Hanover in said County.

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said town who are qualified to vote in Elections and Town Affairs to meet in the Hanover High School, 287 CEDAR STREET, HANOVER, on

MONDAY THE 6th DAY OF MAY, 2019 AT 7:30 P.M.



Pursuant to the Americans with Disabilities Act, the Town will make every effort to assure that Town Meeting is accessible to individuals with disabilities. Should any assistance be desired in this regard, please contact the Board of Selectmen's Office at (781) 826-5000 ext. 1084.

INDEX OF ARTICLES FOR ANNUAL TOWN MEETING – 2019		
ARTICLE #	ISSUE	SUBMITTED BY
1	Accept Reports in Annual Town Report	Advisory Committee
2	Hear/Accept Reports of Committees & State Officials	Advisory Committee
3	Authorize Treasurer to Accept Trust Funds	Treasurer-Collector/Finance Director
4	Assume Liability to Allow State DEP Work	Board of Selectmen
5	Set Pay for Elected Officials	Advisory Committee/Town Manager
6	Appropriate CPC Revenues for FY2020	Community Preservation Committee
7	General Fund Operating Budget	Advisory Committee/Town Manager
8	Water Enterprise Budget	Advisory Committee/Town Manager
9	Accept Chapter 90 Road Grant Monies	Board of Selectmen/Town Manager/ Director of Public Works
10	Set Limits on Revolving Funds	Finance Director/Town Manager
11	Amend General By-Law Section 6-31 - Departmental Revolving Funds	Town Manager/Finance Director
12	Amend General By-Law Section 6-25 - False Alarms	Finance Director/Town Manager
13	Amend General By-Law Section 6-24 – Water Use Restriction	Town Manager/Director of Public Works
14	Add to General By-Laws - Private Fire Hydrant	Fire Chief/Town Manager
15	Accept MGL Ch. 59 §5 Clause 54 - Low-Value Personal Property Tax Exemption	Finance Director/Town Manager
16	Accept Provisions of MGL Chapter 43D	Town Manager
17	PEG Access & Cable Related Fund	Town Manager
18	Amend CAM Committee Mission Statement	Town Manager/CDMI Director/ CAM Committee
19	Appropriate Funds – Inventory of Historical/Cultural Resources	CPC/Historical Commission
20	Appropriate Funds – Shipyard Markers	CPC/Historical Commission
21	Appropriate Funds – Tennis Courts at High School	CPC/Facilities Engineering Manager
22	Appropriate Funds - Cedar School Security Upgrades	School Committee/Town Manager
23	Appropriate Funds – Renovate Cedar School Bathrooms	School Committee/Town Manager
24	Appropriate Funds - Police Station Jail Cells Toilets	Facilities Engineering Manager/ Town Manager
25	Appropriate Funds - One Ton Dump Truck	Facilities Engineering Manager/ Town Manager
26	Appropriate Funds - 4x4 Pick-Up Truck	Director of Public Works/Town Manager
27	Appropriate Funds - Cemetery Dump Truck	Director of Public Works/Town Manager
28	Appropriate Funds – Ambulance	Fire Chief & Town Manager
29	Appropriate Funds - Assessing Software	Finance Director/Town Manager
30	Appropriate Funds – Town-Wide Data Cabling	IT Director/Town Manager
31	Appropriate Funds - School Wi-Fi Upgrades	IT Director/Town Manager
32	Appropriate Funds - School VOIP Phones	IT Director/Town Manager
33	Appropriate Funds - Water Service Van	Director of Public Works/Town Manager
34	Appropriate Funds - Water Main Improvements	Director of Public Works/Town Manager
35	Transfer Sylvester School Property	Board of Selectmen/School Committee

INDEX OF ARTICLES FOR ANNUAL TOWN MEETING – 2019		
ARTICLE #	ISSUE	SUBMITTED BY
36	Dispose, Lease, Sell Sylvester School Property	Board of Selectmen
37	Name Veterans Memorial	Veterans' Agent
38	Modify Parking Violation Fine Schedule	Police Chief /Finance Director/Town Manager
39	Establish Annual Fee Farmer-Brewery Alcoholic Beverage License	Town Manager
40	Petition General Court - 13 Additional Alcohol Licenses	Petition
41	Amend Zoning Map	Petition
42	Transfer Funds to OPEB Trust Fund	Finance Director/Town Manager
43	Appropriate Funds - Special Education Reserve Fund	Finance Director/Town Manager
	Election	

[REDACTED]

[REDACTED]

ARTICLE 7. GENERAL FUND OPERATING BUDGET

To see if the Town will vote to appropriate \$63,040,176 for a General Fund Operating Budget, to provide for a reserve fund, and to defray the expenses of the Town, and to meet said appropriation transfer the sum of \$750,000 from Certified Free Cash, transfer the sum of \$65,000 from the Cemetery Graves & Foundations account, transfer the sum of \$10,000 from the Sale of Cemetery Lots account, transfer the sum of \$22,029 from the Title V Receipts Reserved account, transfer the sum of \$1,200,000 from the Ambulance Receipts Reserved account, and raise \$60,993,147 from the Fiscal Year 2020 Tax Levy and other sources, or take any other action relative thereto.

	<i>FY2019 Appropriated</i>	<i>Town Manager Proposed</i>	<i>Advisory Committee Recommended</i>	<i>Difference</i>
General Government:				
Salaries	\$279,550	\$294,885	\$294,885	
Expenses	\$248,900	\$215,900	\$215,900	
Finance Department:				
Salaries	\$846,506	\$897,976	\$897,976	
Expenses	\$206,542	\$204,362	\$204,362	
Community Services:				
Salaries	\$1,578,948	\$423,536	\$423,536	
Expenses	\$407,008	\$179,910	\$179,910	
Community Development and Municipal Inspections:				
Salaries		\$686,781	\$686,781	
Expenses		\$43,400	\$43,400	
Library:				
Salaries		\$440,643	\$440,643	
Expenses		\$165,800	\$165,800	

Police:				
Salaries	\$3,836,820	\$3,968,190	\$3,968,190	
Expenses	\$273,151	\$264,869	\$264,869	
Fire:				
Salaries	\$2,963,914	\$3,083,741	\$3,083,741	
Expenses	\$279,791	\$276,686	\$276,686	
Hanover Public Schools	\$28,082,846	\$29,218,627	\$29,218,627	
Other Education - South Shore Vocational High School	\$763,328	\$750,000	\$750,000	
Public Works:				
Salaries	\$1,326,862	\$1,369,554	\$1,369,554	
Expenses	\$1,461,116	\$1,527,917	\$1,527,917	
Facilities:				
Salaries	\$2,030,967	\$2,071,917	\$2,071,917	
Expenses	\$1,586,151	\$1,485,979	\$1,485,979	
Snow & Ice	\$550,000	\$550,000	\$550,000	
Debt	\$5,362,200	\$6,199,544	\$6,199,544	
Town Wide Expenses	\$8,175,897	\$8,492,259	\$8,492,259	
Transfers	\$277,700	\$227,700	\$227,700	
Total General Fund Operating Budget	\$60,538,197	\$63,040,176	\$63,040,176	
Certified Free Cash	\$680,000	\$750,000	\$750,000	
Cemetery Graves & Foundations	\$65,000	\$65,000	\$65,000	
Sale of Cemetery Lots	\$10,000	\$10,000	\$10,000	
Title V Receipts Reserved Account	\$38,947	\$22,029	\$22,029	
Ambulance Receipts Reserved Account	\$1,200,000	\$1,200,000	\$1,200,000	
<i>Less Total Transfers</i>	\$1,993,947	\$2,047,029	\$2,047,029	
To be raised by the Fiscal Year 2020 Tax Levy and other sources	\$58,544,250	\$60,993,147	\$60,993,147	

Advisory Committee
Town Manager

We move that the Town vote to raise and appropriate \$63,040,176 for a total General Fund Operating Budget, to provide for a reserve fund and to defray the expenses of the Town, and for the purposes listed in the budget document, and to meet said appropriation transfer the sum of \$750,000 from Certified Free Cash, transfer the sum of \$65,000 from

the Cemetery Graves & Foundations account, transfer the sum of \$10,000 from the Sale of Cemetery Lots account, transfer the sum of \$22,029 from the Title V Betterment Program, transfer the sum of \$1,200,000 from the Ambulance Receipts Reserved account and raise \$60,993,147 from the 2020 Tax Levy.

***Commentary:** During the last several months the Advisory Committee reviewed the budget department by department, compared each line item to the actual historical annual spending in the last several fiscal years, met with each Department Head, and questioned various line items.*

The Town Manager, Director of Finance, Board of Selectmen, and Department Heads have provided additional improvements to the budget process by delivering increased transparency and better timeliness and standardization of information. A special thank you also to resident and Information Technology Study Committee member Don White, who completed valuable analysis on the Town's energy expenses. This collaborative work has allowed the Advisory Committee to obtain a thorough understanding of this year's budget and allow for additional financial management in future years.

The Town Manager's budget presents generally level services over the Fiscal Year 2019 budget. The Advisory Committee concurs with the Town Manager's recommended level of services. The School Committee's budget similarly reflects generally level services. Overall Town expenses in the proposed budget are increasing by \$2.5M. Of this \$2.5M, \$1.14M is earmarked to support the School budget and \$1.14M would be applied to fixed costs (\$901K increase for debt and a \$234K increase in pension obligations). The increase in previously negotiated, contractually required employee salaries Town-wide (including the School Department) from FY2019 to FY2020 results in approximately a \$750K budget increase. The Town Manager's budget includes \$248K of expense reductions to offset this impact. We have determined that the proposed net increases are reasonable in nature to maintain Town services. The additional \$2.5M in revenue required to cover the additional expense is comprised largely of newly projected revenue including \$500K related to New Growth (from the value of new construction), and from a 2.62% increase in the average residential real estate tax bill.

Many in the Town have expressed concern about the growth rate of our taxes and the impact it has on those living on fixed incomes or limited cost of living increases. As we look to future years, it has become clear that if we wish to reduce the growth in our taxes, we need to reduce our level of service or develop other revenue sources. One alarming trend that has concerned the Advisory Committee during our meetings, and merits further study, relates to the Transfer Station. Geopolitical changes have turned the financial model of our current Transfer Station upside down, and we expect significantly higher costs to dispose of our waste as a result. As we look ahead, it is clear there are many options to amend this model, from nominal fees for Transfer Station stickers to the radical step of moving towards a paid trash pickup model. The Advisory Committee encourages the Town Manager, DPW Director, and Director of Finance to identify cost savings opportunities – such as reducing the days of operation – and revenue generating concepts aimed at reducing the taxpayer burden for the continued operation of the Hanover Transfer Station, for consideration starting in the Fiscal Year 2021 budget.

A few final thoughts regarding the increases in this budget and the constrained ability of the Town to reduce these costs:

- The annual tax bill increase for the median single family home in Hanover between Fiscal Years 2010 and 2019 was 4.76% - with two years of increases greater than 7%. This has resulted in an unsustainable aggregate increase to the average residential taxpayer of 45.6% over the same period. The Town Manager's budget presents an important step toward slowing this trend, as this year's budget represents a significant drop in the increase to the average single family tax bill, requiring a median increase of 2.62%. The Town Manager has projected that this (new) trend of a lower annual increase will continue;
- The annual debt service will spike in Fiscal Year 2020 largely as a result of new Center School debt service of \$710K, and will drop every year thereafter (assuming no new debt);
- Budgeting practices were tightened this year, especially in energy related line-items in the Facilities Department;
- The use of Certified Free Cash is lower this year, at 49%, than in any other year in the last 11 years. In the previous 11 years, the average percent of Certified Free Cash used was 82%. Certified Free Cash benefits the Town by providing a level of financial security, similar to a personal savings account for individuals. This puts us in a better position as we engage in financial activities including borrowing to support the addition of new debt.

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ARTICLE 21. APPROPRIATE FUNDS – TENNIS COURTS AT HIGH SCHOOL

To see if the Town will vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation Act), and the Hanover General Bylaws, Section 4-19, to appropriate \$668,000.00 U.S. dollars, from the Town's Community Preservation Fund (CPF) for the

reconstruction of eight tennis courts located at the High School. The described application shall be completed within the scope approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, said funds to be expended for the purposes stated herein by the Town Manager, under the direction of the Community Preservation Committee, or take any other action relative thereto.

Community Preservation Committee
Facilities Engineering Manager

We move that the Town vote to accept this Article as printed in the Warrant.

***Commentary:** This project would fund the replacement of the eight tennis courts at the High School. The courts currently in place are unplayable because of their deterioration, and the Advisory Committee therefore joins the recommendation of the Community Preservation Committee in supporting this article. This proposal intends to permanently improve the courts by constructing them out of reinforced concrete that is “post-tensioned” using steel cables running through it.*

ARTICLE 22. APPROPRIATE FUNDS – CEDAR SCHOOL SECURITY UPGRADES

To see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44 of the Massachusetts General Laws the sum of \$300,000, or another sum, to install physical security upgrades at the Cedar School, said installation to be done at the direction of the Town Manager and the Superintendent of Schools, or take any other action relative thereto.

School Committee
Town Manager

We move that the Town vote to appropriate \$260,000 to be used as set forth in this Article, as identified in the chart below:

SOURCE			USE	
Description	Amount		Description	Amount
Sale of Real Estate Receipts Reserved	\$231,086.73		Cedar School Security	\$260,000.00
Certified Free Cash	\$28,913.27			
	\$260,000.00			

***Commentary:** As noted in the commentary to Article 1 of the Special Town Meeting warrant, the configuration of the main entrance to the Cedar School fails to meet today’s recognized requirements for heightened school security by controlling how the public enters the building. Presently, after a visitor is buzzed into the building, and prior to presenting their identification to anyone, there is nothing to restrain the visitor from walking straight down a classroom corridor or straight into the cafeteria. The purpose of this proposal is to create a secure vestibule at the building entrance so visitors can be safely identified and cleared, via instantaneous CORI background check, before being admitted into the building.*

The Advisory Committee defers to the request of the School Committee and recommends approval of this project.

ARTICLE 23. APPROPRIATE FUNDS – RENOVATE CEDAR SCHOOL BATHROOMS

To see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44 of the Massachusetts General Laws the sum of \$130,000, or another sum, to renovate bathrooms at the Cedar School, said renovation to be done at the direction of the Town Manager and the Superintendent of Schools, or take any other action relative thereto.

School Committee
Town Manager

We move that the Town vote to appropriate from Certified Free Cash the sum of \$70,000 to be used as set forth in this Article.

***Commentary:** In accordance with the Hanover School District's re-districting plan, for the school year beginning September 2019, Cedar Elementary School will become a school strictly for Pre-K, K, and First Grade level students. To accommodate this age group of students, bathroom fixtures will require changes to meet plumbing and educational codes. These changes involve replacement of toilets with new toilets appropriately sized for Pre-K students as well as lowering the heights of other toilets and sinks to age-appropriate heights. This work will necessitate opening up walls and cutting drainpipes to install the required mounting brackets for the toilets. In addition, 3 bathrooms in the C-wing, which had previously been decommissioned and converted to storage rooms, and 1 additional bathroom that had been converted to an adult bathroom, must now be restored to bathrooms for K-level students. After an Advisory Committee meeting with the Facilities Department, School Department personnel, and School Committee members, cost savings were identified on this project, bringing the original \$130,000 estimate to \$70,000.*

The Advisory Committee defers to the request of the School Committee and recommends approval of this project.

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[REDACTED]

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[REDACTED]

ARTICLE 30. APPROPRIATE FUNDS – TOWN-WIDE DATA CABLING

To see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44 of the Massachusetts General Laws the sum of \$100,000, or another sum, to purchase town-wide data cabling, said purchase to be done at the direction of the Town Manager, or take any other action relative thereto.

Information Technology Director
Town Manager

We move that the Town vote to appropriate from Certified Free Cash the sum of \$100,000 to be used as set forth in this Article.

***Commentary:** Appropriation of these funds would upgrade and expand data cabling throughout various Town buildings (the Middle School, Cedar School, Police Headquarters, and Fire Headquarters) to support Voice over Internet Protocol (VOIP) phone service, WiFi expansion, and other data needs. The Information Technology Study Committee supports this Article, and the Advisory Committee agrees with its recommendation.*

ARTICLE 31. APPROPRIATE FUNDS – SCHOOL WI-FI UPGRADES

To see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44 of the Massachusetts General Laws the sum of \$65,000, or another sum, to purchase Wi-Fi upgrades in the schools, said purchase to be done at the direction of the Town Manager, or take any other action relative thereto.

Information Technology Director
Town Manager

We move that the Town vote to appropriate from Certified Free Cash the sum of \$65,000 to be used as set forth in this Article.

***Commentary:** This Article would appropriate funds to upgrade and expand WiFi access at the High School and Middle School to support standardized online assessments (MCAS) as well as 21st century learning. The Information Technology Study Committee supports this Article, and the Advisory Committee agrees with its recommendation.*

ARTICLE 32. APPROPRIATE FUNDS – SCHOOL VOIP PHONES

To see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44 of the Massachusetts General Laws the sum of \$42,000, or another sum, to purchase voice over internet protocol (VOIP) phones for Middle and Cedar Schools, said purchase to be done at the direction of the Town Manager, or take any other action relative thereto.

Information Technology Director
Town Manager

We move that the Town vote to appropriate from Certified Free Cash the sum of \$42,000 to be used as set forth in this Article.

***Commentary:** This Article represents funds to upgrade and expand Voice Over Internet (VOIP) phone service throughout the Town. This project would bring all School buildings onto the same phone system; the Middle and Cedar Schools' phones are not currently on this system. The Information Technology Study Committee supports this Article, and the Advisory Committee agrees with its recommendation.*

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	[REDACTED]			[REDACTED]

[REDACTED]

ARTICLE 35. TRANSFER SYLVESTER SCHOOL PROPERTY

To see if the Town will vote, pursuant to M.G.L. c. 40, §15A of the Massachusetts General Laws, to transfer from the Town of Hanover (School Committee) to the Town of Hanover Board of Selectmen, acting by and through its Board of Selectmen for general municipal purposes, sale, etc. purposes, the care, custody, management and control of the so-called Sylvester School, located at 495 Hanover Street, Massachusetts, containing the land and all buildings and

structures thereupon, as shown on the Town of Hanover Assessors' Map 47, as Lot 5, excluding the portion of Lot 5 north of the Proposed Lease Area and West of the 2006 subdivision lot line as identified in the Sylvester School Exhibit Plan by Merrill dated April 1, 2019; and further to authorize the School Committee and the Board of Selectmen to take any action required to obtain any approval necessary to accomplish the purposes of this article; or take any other action relative thereto.

Board of Selectmen
School Committee

We move that the Town vote to accept this Article as printed in the Warrant.

***Commentary:** The Advisory Committee supports the School Committee's vote that the Sylvester School is no longer needed for educational purposes, and agrees with the Board of Selectmen that the ownership should be transferred to the Board of Selectmen. This is essentially a housekeeping matter to place ownership and control with the appropriate authority.*

Board of Selectmen Commentary:

Town Meeting formed the Center School Feasibility Study Committee through Annual Town Meeting Article 24 on May 7, 2012 and appropriated \$100,000. The commentary to the article stated that "the feasibility study is a first step in evaluating the consolidation of the Center and Sylvester Schools into the Center School."

The Study Committee returned a report to the Annual Town Meeting on May 6, 2013 that can be viewed on the Town's website. The Study Committee identified numerous concerns at Sylvester and referred to previous studies in 2002 and 2004 that identified similar concerns but delayed addressing them until the construction of the High School. The Study Committee concluded that "it is our duty to keep our children safe and unfortunately that means closing Sylvester as a school." The Board of Selectmen and the School Committee submitted a statement of interest to the Massachusetts School Building Authority (MSBA) in April 2013 to determine if supplemental funding would be available for a Center/Sylvester project. The Study Committee recommended that if the MSBA selected the project for consideration, Town Meeting should approve a further feasibility study.

The MSBA selected the Center/Sylvester project for consideration and Town Meeting unanimously appropriated \$500,000 through Annual Town Meeting Article 48 on May 5, 2014 towards a further feasibility study.

The School Building Committee returned a report to the Annual Town Meeting on May 2, 2016 that can be viewed on the Town's website. Regarding Sylvester, the report stated: "We began by evaluating Sylvester School to determine whether it was feasible to retain Sylvester as a school. We determined that option was not in the best interest of our taxpayers or students. The Sylvester building is severely deficient in regards to function, structure, air quality, hazardous materials, handicap accessibility, and mechanical / electrical components. It is completely inaccessible to individuals with mobility disabilities. The building has inadequate ventilation, wiring and electric systems that do not meet code, it is not energy efficient, and the current amperage does not adequately support technology. In addition, the overcrowding and lack of sufficient space for educational programming remains problematic. As we suspected, the cost of retaining Sylvester

School was significant - 13 million dollars simply to bring the building to code and that does not include improvements to enhance educational programming.” The Building Committee concluded that “At this point, Hanover has invested \$500,000 and 3 years into developing a fiscally responsible plan for renovating Center and taking Sylvester School offline. ... The time is now.”

Town Meeting unanimously appropriated \$32,446,161 through Special Town Meeting Article 2 on September 26, 2016 for the renovation of Center Elementary School.

The Center School Redevelopment is now complete, and all students and staff have transitioned from Sylvester School to Center School. The School Department is no longer utilizing the Sylvester School building. The School Committee voted unanimously on January 9, 2019 “that the property known as Sylvester School at 495 Hanover Street in Hanover Massachusetts is no longer required for School Committee purposes.” Massachusetts General Laws chapter 40 section 15A requires Town Meeting to ratify the School Committee’s unanimous determination that the Sylvester School building is no longer required for School Committee purposes and to transfer control of the property to the Board of Selectmen.

The specific property being transferred is a portion of Map 47 Lot 5. A portion of Lot 5 was transferred from the Board of Selectmen to the School in 1961. The lot line for the 1961 transfer was clarified at 2007 Annual Town Meeting and is identified as the “2006 Subdivision Lot Line” in the Sylvester School Exhibit Plan by Merrill dated April 1, 2019. The portion of Lot 5 north of the Proposed Lease Area and West of the 2006 Subdivision Lot Line is not being transferred as that includes the expanded Center School.

If Town Meeting approves this Article, the Board of Selectmen will have control over the land and the Sylvester School building, but will not have any authority to sell, lease, or otherwise dispose of the land or building. Any such authority would require a further vote by Town Meeting, as is addressed in Article 36.

If Town Meeting does not approve this Article, no decision can be made on Article 36 and this will delay the process for determining what to do with the Sylvester School.

The Board of Selectmen urges Town Meeting to approve Article 35. Whether you support or oppose the proposed residential redevelopment through Article 36, approving Article 35 will allow you to make your view known during the discussion and vote for Article 36. If Article 35 passes and Article 36 fails, the Board of Selectmen expects to restudy reuse options for Sylvester without further consideration for housing. If Article 35 fails, the Board of Selectmen will not have a clear answer from Town Meeting on housing.

ARTICLE 36. DISPOSE, LEASE, SELL SYLVESTER SCHOOL PROPERTY

To see if the Town will vote, pursuant to M.G.L. c. 40, §15 of the Massachusetts General Laws, to sell or otherwise dispose of the so-called Sylvester School, located at 495 Hanover Street, Hanover, Massachusetts, containing approximately 1.70 acres of land and all buildings and structures thereupon, as identified as the Proposed Lease Area in the Sylvester School Exhibit Plan by Merrill dated April 1, 2019, along with an easement over 0.41 acres of land, as identified as the Proposed Easement in the Sylvester School Exhibit Plan by Merrill dated April 1, 2019; both areas being a portion of the Town of Hanover Assessors’ Map 47, as Lot 5, in accordance with all applicable laws, rules, and regulations, including, without limitation, M.G.L. c. 30B,

§16; and further to authorize the School Committee and the Board of Selectmen to take any action required to obtain any approval necessary to accomplish the purposes of this article; or take any other action relative thereto.

Board of Selectmen

We move that the Town vote to accept this Article as printed in the Warrant.

***Commentary:** This Article provides the Board of Selectmen authority to dispose of the Sylvester School building and property described in the Article. We have been assured by the Board of Selectmen that the only disposition they are contemplating will be pursuant to a March 14, 2019 letter of agreement with the Traggorth Companies involving only the school building and approximately 1.7 acres of land. The Sylvester School building is no longer needed as a municipal building and will cost roughly \$50,000 per year to maintain in the short term. Long term costs will be higher. This Article would transform what is otherwise a costly liability into an asset, creating what is projected to be approximately \$70,000 annually in new real estate tax revenue in addition to the \$300,000 sale price for the Sylvester School building itself.*

Board of Selectmen Commentary:

The Board of Selectmen stated at their meeting on March 7, 2016 the following:

“In 2014 Town meeting approved \$500k for a feasibility study for the Center and Sylvester Schools. Last October, the Hanover School Committee unanimously voted to change the future grade level configuration of our two elementary schools with a tentative implementation date of September 2018. In December, the Hanover School Building Committee voted to adopt a design that would close the Sylvester School and build an addition on the Center School. The Sylvester building has served Hanover for almost 90 years but it is no longer a suitable educational facility for many reasons. The townspeople will have the opportunity to voice their opinion and vote on whether or not to support the project later this year. However, we must begin a thoughtful discussion on the future use of the Sylvester building now to ensure that we have a plan ready to act on when the building is no longer needed as a school. Tonight, the Board of Selectmen will be forming the Sylvester School Redevelopment Committee. Residents interested in serving on the Committee should contact the Selectmen’s office. Chairman Barthelmes made the motion that the Hanover Board of Selectmen create the Sylvester School Redevelopment Committee. The purpose of this committee is to study the need and feasibility of potential reuses of the Sylvester School, and recommend findings to the Board of Selectmen. The Committee will serve in an advisory capacity to the Board of Selectmen.”

The Redevelopment Committee met regularly through published open meetings and returned a report to the Board of Selectmen on February 5, 2018 that can be viewed on the Town’s website. The Redevelopment Committee recommended releasing a Request for Proposals (RFP) to determine redevelopment interest in the Sylvester School building. The Board of Selectmen accepted the recommendation and issued an RFP April 18, 2018 with a closing date of June 6, 2018 that can be viewed on the Town’s website. The Town received one response to the RFP from the Traggorth Companies that can be viewed on the Town’s website. The Redevelopment Committee reviewed the Traggorth response and recommended on July 9, 2018 that the Board of Selectmen move forward with the Traggorth response.

The Board of Selectmen formed a negotiating subcommittee on July 23, 2018 and proceeded to consider redevelopment options with Traggorth through executive sessions on July 23, 2018, August 6, 2018, and August 20, 2018. As a result of the negotiations, Traggorth submitted an amended response at the Board of Selectmen meeting on September 17, 2018 that can be viewed on the Town's website. The Board of Selectmen conducted further negotiations through executive sessions on October 15, 2018, November 5, 2018, and November 19, 2018. The Board of Selectmen held public hearings to discuss Traggorth's amended response on December 17, 2018, January 7, 2019, and January 22, 2019. On January 22, 2019, the Board of Selectmen voted to negotiate further with Traggorth to include a limitation that the housing units at the redeveloped Sylvester School building would only be available to rent to tenants at least fifty-five years of age. The Selectmen finalized the framework of an agreement in principle with Traggorth on March 18, 2019. The redevelopment will include 28 age-restricted apartments and a public shared space in the current auditorium. Traggorth will pay \$300,000 to purchase the building and pay \$1 to lease the land for 65 years. Between 7 and 17 units will be affordable depending on the contribution from the Affordable Housing Trust. Traggorth will pay full property taxes on the redeveloped property.

The specific property being leased is approximately 1.7 acres of Map 47 Lot 5 as identified as the Proposed Lease Area in the Sylvester School Exhibit Plan by Merrill dated April 1, 2019. This does not include the Flag Pole, Band Stand, or Veterans Memorial. The proposal also includes a limited easement for approximately 0.41 acres to access and maintain the septic system.

The Board of Selectmen is confident that this is the best available housing option for redevelopment of the Sylvester School. If Town Meeting rejects this option, the Board of Selectmen expects to restudy reuse options, without further consideration for housing, and present a different option to Annual Town Meeting next year. During the time it takes to restudy, the Town expects to incur approximately \$50,000 per year to maintain the Sylvester School building at a minimum level.

One option that has been discussed is demolishing the Sylvester School building and maintaining the land for public use, such as a Town Commons. The Town has obtained an informal estimate of \$1.2 million for the demolition cost. This cost is higher than expected primarily because of the asbestos within the Sylvester School building. It is unknown whether the actual cost would be different after a competitive bidding process though an RFP.

[REDACTED]

[REDACTED]

[REDACTED]

