

MEETING MINUTES
BOARD OF SELECTMEN
APRIL 30, 2009

At 7:07 p.m., Chair Carol Lisbon called the meeting to order with member Joseph Melican present. Also present were David W. Ramsay, Town Administrator, and Greer Pugatch, Assistant Town Administrator. David W. Heinlein was absent this evening.

ATTENDANCE: Kerry O'Brien, Abby Howe & John O'Keefe, Recycling Committee; Joseph G. Griffin, Police Chief; Craig Hughes, Superintendent of Streets; Jack Quinlan & Philip Strauss, Dedham Street neighbors

PRESS: Maureen Sullivan, D-S Press

Mrs. Lisbon reminded Dover's citizens that the Annual Town Meeting will be held on May 4, 2009 at 7:00 p.m. at the regional high school.

Performance Appraisals

Mr. Ramsay said that each spring the Board of Selectmen authorizes implementation of the performance appraisal system, whereby all Town employees are evaluated with annual step raises contingent upon satisfactory performance.

The Board reaffirmed this practice and, in response to comments made at the Open Hearing, asked that late submission of minutes be noted in the responsible employee's performance appraisal.

Board's Summer Meeting Schedule

The Selectmen selected meeting dates for the summer months. They will meet twice in July in order to collaborate with the Warrant Committee in preparation for the upcoming FY10 budget cycle.

Recycling Committee

Mrs. Lisbon thanked Chair Kerry O'Brien and volunteer Abby Howe for coming in this evening to review the Recycling Committee's successes and to find out what other organizations can do to help them in their efforts.

Mrs. Howe said that according to Nancy Bates in the Highway Department, the Town pays \$69.10/ ton of disposed trash (tipping fee). Mrs. Lisbon added that the associated labor and trucking costs need to be factored in. Mrs. Howe went on to say that recycling helps to offset the cost to the Town as well as being environmentally beneficial, and she talked about the current rates paid for paper, plastic, metal and glass that is recycled.

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Mrs. O'Brien told the Board that, to expand awareness of its mission and services, the Recycling Committee does outreach at Dover Days, offers community service credits to students sorting recyclables at the transfer station, and organizes an annual town-wide trash pick up. The high school now has an environmental club, and the Committee has spent time educating students on single-stream recycling to reduce frequency of trash pick up. Mrs. O'Brien praised the Chickering School for instituting programs such as a monthly waste-free lunch, collecting food waste for composting, and separating its paper, cardboards and plastics. The PTO's "Green Team" also educates students on recycling.

Mr. O'Keefe, who coordinates the annual trash pick up, said that participation was about level this year. He invited interested citizens to sign up next year, particularly for coverage on Centre and Dedham Streets. Mrs. Lisbon added that if residents picked trash for 100-feet on either side of their driveways, it would make a significant difference on Dover's roadways on a year-round basis.

Mrs. O'Brien offered her committee's four portable "can-ables" for trash collection at parties and other events at no charge. They have been used at Dover Days, the Town spelling bee and the Booster's triathlon.

Mrs. O'Brien told Mr. Melican that the Recycling Committee toured Wellesley's recycling facility last year, and it appears cell phones are the only recyclable item that Dover does not currently accept. Mrs. Howe encouraged residents to participate in these efforts to make Dover a model town.

The Selectmen appealed to citizens to volunteer on the Recycling Committee, and again thanked its current members for the great job they are doing in Dover.

Police Chief Griffin & Superintendent Hughes re: Dedham Street Improvements

Police Chief Joseph Griffin reported that the, Superintendent of Streets Craig Hughes and Town Engineer Bob Homer have held a number of meetings with neighbors from the Dedham Street, Oakley Road and Park Avenue area over the past several months to address the issue of speeding motorists/pedestrian safety on Dedham Street. An informal traffic survey indicates that 8,000+ cars travel on this roadway each day. Additionally, there is pedestrian traffic for Chickering School and Caryl Park to be considered. The Chief told Mr. Melican that the speed limit in this area is 30 mph (thickly settled); actual speeds on this stretch of roadway are in the range of 36 – 37 mph.

Chief Griffin and Mr. Hughes recommend the installation of two raised platform crosswalks on Dedham Street after viewing this aesthetically pleasing yet functional design in other communities. The platforms would be 4' high by 10' wide with 9' ramps leading to and away from the crosswalks. Mr. Hughes said that these gradual ramps would not impede snowplow operations. Chapter 90 funds (approximately \$25,000) would be requested for this project, and construction could be completed within two days over the

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summer. Currently the Town has \$479,000 in total Chapter 90 monies, and other road projects would not be displaced.

Dedham Street neighbors, including those present this evening who voiced their concerns about traffic safety in this area to the Board, support this solution.

Mrs. Lisbon thanked Chief Griffin and Mr. Hughes for their efforts and a job well done. She also thanked Mr. Quinlan and Mr. Strauss for coming to the meeting and was pleased to hear their positive comments about the collaboration of Mr. Hughes, Chief Griffin and the neighbors.

On a related safety note, Mr. Hughes asked the Board to authorize him to reconfigure the intersection of Haven Street Extension onto Dedham Street by Comiskey Road to make the approach close to 90 degrees in both directions with a stop sign. This would prevent cut-throughs and slow the roughly 3,000 motorists per day traveling on Haven Street as well as the higher volume on Dedham Street (see above). He has the support of the Finance Committee on Roads, and proposes a spring trial period of 3 to 4 weeks with cones while school is in session.

The Board directed Mr. Hughes to move forward with the trial reconfiguration of the intersection after reviewing a sketch of this proposal.

Mrs. Lisbon moved to authorize the expenditure of \$25,000 of Chapter 90 funds for the construction of two crosswalks on Dedham Street, seconded by Mr. Melican; it was unanimously voted.

Other Business:

Award Communications Tower Replacement Bid

The Board discussed a conditional award of the contract for replacement of the communications tower located next to the police station. Mrs. Lisbon explained that at the May 2007 Town Meeting \$30,000 was approved for this purpose, with an additional \$70,000 being requested under Article 5 at the upcoming Town Meeting to cover the higher than anticipated costs associated with this project. The bid opening this Tuesday resulted in an apparent low bid of \$78,001 (base bid) plus alternate 1 in the amount of \$519 by Green Mountain Communications.

Chief Griffin told the Board that the new tower would be installed over the summer, and the old tower would be dismantled after the antennas are transferred over and the new tower goes live.

Mr. Hughes advised the Board that he worked closely with Green Mountain Communications to erect the new cell tower at the Highway Garage, and they were excellent throughout the process.

Mr. Ramsay suggested awarding the replacement of the communications tower project to Green Mountain Communications subject to successful reference checks, the architect's recommendation and sufficiency of funds. It was so moved by Mrs. Lisbon, seconded by Mr. Melican; it was unanimously voted.

Award Bituminous Concrete Bid

Mr. Hughes asked the Board to award the asphalt bid to Bevilacqua Paving, who submitted the lowest of the six bids received at \$69.25 per ton.

Mr. Melican moved to award the FY10 bituminous concrete type-1 contract to Bevilacqua Paving, seconded by Mrs. Lisbon; it was unanimously voted.

Reserve Fund Transfer – Highway (Special Article ATM09)

Mrs. Lisbon recalled that two trash compacting containers were approved at the May 2008 Town Meeting, and two more are being requested under Article 5 this year. The two approved containers were received last fall; however, the cost exceeded the \$33,000 appropriation due to the increase in the cost of steel at the time of purchase.

Mr. Melican moved to approve a Reserve Fund Transfer for \$4,000 for Special Article ATM09 A5.2C, seconded by Mrs. Lisbon; it was unanimously voted.

Reserve Fund Transfer – Building Inspector

Mr. Melican moved to approve \$400 for Department 241, Building Inspector [for mileage reimbursement], seconded by Mrs. Lisbon; it was unanimously voted.

Award Caryl School Selective Structural Repairs Bid

Mrs. Lisbon gave a brief summary of work being done to the Caryl School so it can continue to function as a community center for numerous Town organizations. Appropriations were made at the 2007 and 2008 Annual Town Meetings for roofing and masonry repairs. Most of those monies were allocated for roofing repairs when it became apparent that the work needed was extensive once it was opened up. The Selectmen are seeking an additional \$190,000 under Article 11 at the upcoming Town Meeting to fully complete the masonry work and selective structural repairs in order to seal the building to prevent further deterioration. Mrs. Lisbon commented that of the 17 contractors who took out plans, 11 submitted bids for this project ranging from a high total bid (base bid plus 2 alternates) of \$425,000 to a low bid of \$197,328, reflecting the current environment in the construction industry.

Mrs. Lisbon moved to approve Chapman Waterproofing for the selective structural repairs contingent upon review by the architect, due diligence of the bidder and availability of funds, seconded by Mr. Melican; it was unanimously voted.

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Special License

Mr. Melican moved to approve the special license for Au Soleil Catering at Elm Bank on May 5, 2009, seconded by Mrs. Lisbon; it was unanimously voted.

Approve April 16, 2009 Meeting Minutes

Mrs. Lisbon moved to approve the minutes of April 16, 2009 as submitted, seconded by Mr. Melican; it was unanimously voted.

Adjournment

At 8:19 p.m., Mr. Melican moved to adjourn, seconded by Mrs. Lisbon; it was unanimously voted.

DOVER BOARD OF SELECTMEN

David W. Heinlein, Clerk