

MEETING MINUTES
BOARD OF SELECTMEN
MARCH 26, 2009

At 6:32 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, Administrative Assistant. David W. Heinlein was absent this evening.

ATTENDANCE: Robyn Hunter, Warrant Committee

PRESS: Ben Kossak, D-S Press

Discuss Ballot Question(s)

Mrs. Lisbon recalled that the need for ballot questions on the Town Election warrant was discussed at the Board of Selectmen's March 9, 2009 meeting, at which time the Board voted for no override this year. Since that time a citizen has asked the Board to consider putting a question on the ballot to make the \$250,000 appropriation being requested under Article 11 of the 2009 Annual Town Meeting warrant (for masonry and structural repairs to the Caryl School) a capital exclusion. The Warrant Committee voted against this request at its meeting last evening.

Mr. Melican commented that the capital exclusion for a new fire truck and ambulance purchased in 2007 involved a substantially larger sum of money.

Since this article is for the continuation of repair work started last year with monies appropriated under Article 13 at the 2008 Town Meeting, which was not a capital exclusion, it was the sense of the Board not to make this appropriation a capital exclusion either. Mrs. Lisbon thanked the citizen for her suggestion. There will be no ballot questions submitted to the Town Clerk for the Town Election.

Review Warrant Articles

Mrs. Lisbon observed that citizens, who have already received the Town Meeting warrant, will be receiving the blue book with the Warrant and Capital Budget Committees' recommendations shortly. She said the Board of Selectmen has been working with the Warrant Committee and Town departments to cut budgets wherever possible, and warrant articles sponsored by the Board will be reviewed this evening to see if any of those requiring funding might be withdrawn.

The Board agreed that since a total of \$66,000 has already been appropriated at the past two Town Meetings to subsidize (with matching funds from the state) the purchases of affordable housing units at County Court, Article 10 could be dismissed this year and reassessed next year for possible FY11 funding.

Mr. Melican moved to dismiss Article 10, seconded by Mrs. Lisbon; it was unanimously voted.

Mrs. Lisbon said that the Dover Community Center Building Committee has recommended dismissal of Article 12, which requests \$20,000 to supplement the \$75,000 appropriation from the 2008 Town Meeting to prepare design and master plans for renovations to the Caryl School.

Board of Selectmen Open Session Meeting Minutes
March 26, 2009

Mrs. Lisbon moved to dismiss Article 12, seconded by Mr. Melican; it was unanimously voted.

Mrs. Lisbon moved to dismiss Article 17 [\$10,000 for historical architectural/engineering assessment of the ongoing upkeep of the Caryl House], seconded by Mr. Melican; it was unanimously voted.

Revise Selectmen's FY10 Operating Budget: 199

In order to maintain a level service budget in FY10, the Board agreed it would not request funding for an additional custodian to be placed at the Caryl School.

Mrs. Lisbon moved to approve *revised* Budget No. **199 Building Maintenance** with a reduction of total expenses of \$38,749, seconded by Mr. Melican; it was unanimously voted.

Mrs. Lisbon noted that the Board of Selectmen has eliminated \$63,000 in special article monies plus \$170,000 in operating expenses for a total reduction of approximately \$230,000 for FY10.

Vote on General Increase

The Board discussed the Warrant Committee's 4 - 3 vote last night to decrease the recommended FY10 general increase from 4.1% to 3.2% for the Town's employees who are not members of the police, laborer or school unions. Last fall the Board of Selectmen, Personnel Board and Warrant Committee met per the salary setting protocol to review data on local and national cost of living increases, which pointed to a number exceeding 5% for Dover's non-union employees. Based on these calculations and factoring in other variables, a 4.1% increase was voted affirmatively by the three boards. Mrs. Lisbon acknowledged that given the current economic climate this increase appears high; however, it is in keeping with the Town's philosophy of maintaining its employees in the median salary range of comparable communities. After conducting a salary survey for Dover last year, extra funds were voted at the May 2008 Town Meeting to adjust salaries up to the median. The Warrant Committee's 0.9% decrease would result in an \$18,000 to \$20,000 savings on a \$30 million total Town budget.

Mrs. Hunter spoke on behalf of the Warrant Committee, telling the Board that her committee's vote last fall for 4.1% was made with the understanding that this figure would be reconsidered at a later date if the economy started to deteriorate. She said that her committee is concerned about perception by the citizens if the original figure is recommended at Town Meeting. She said that the close vote last night indicates that it was a difficult decision, and that 3.2% is in the range of other Town employee group increases.

Mr. Melican felt that the three boards should continue to use the same historic databases they have employed over the past 6 - 7 years, which actually indicated a 6.2% increase would be appropriate this year. He spoke of the logistical difficulty of boards preparing and voting these new salaries in the five weeks remaining before Town Meeting. He said that the system is self-correcting; if 4.1% results in salaries above the median using the newest data next year, the general increase could always be adjusted downward for FY11.

Mrs. Lisbon agreed with Mr. Melican and Mrs. Hunter that this is not an easy decision. She said perception is important, but asked the Warrant Committee to also consider the

Board of Selectmen Open Session Meeting Minutes
March 26, 2009

morale issue, and the fact that union employees have had increases in other benefits which are not afforded to non-union personnel.

Personnel Board Chair Mary Carrigan has been asked to present the rationale for a 4.1% general increase at the May Town Meeting.

Mr. Melican moved to support the 4.1% increase, seconded by Mrs. Lisbon; it was unanimously voted.

Mrs. Lisbon urged citizens to inform themselves on the particulars of the articles being voted at May 4th Town Meeting by reviewing the blue book once it is received.

Request for Tax Bill Insert

Treasurer/Collector Gerry Lane has received a request from Diane Fielding of the Board of Health to include an insert on the Mercury Recovery Program in the next tax bill. Mr. Melican said that there is no associated cost to the Town, and that the insert would not increase the postage cost. Mrs. Lisbon added that the law allows municipalities to include inserts in tax bills for non-political information.

Mrs. Lisbon moved to approve this request as long as the insert includes information about mercury drop-off at the Dover transfer station, seconded by Mr. Melican; it was unanimously voted.

Vote to Execute Acceptance/Non-Acceptance Form for the Chickering School SBA Grant Audit

Mr. Ramsay told the Board that two years ago the Town received a draft audit from the School Building Authority (SBA) informing the Town of disallowed costs related to the Chickering School construction, mostly overdue invoices and legal expenses. He said these costs were related to litigation between the general contractor and its subcontractor, which was resolved last year. The SBA allowed another \$317,000 of the previously disallowed costs upon appeal, thus exceeding the maximum allowable grant total. Mr. Ramsay thanked Town Accountant Juli Colpoys and the school administration for preparing the documentation during this process.

During this appeal the Town's reimbursement rate was higher than projections, resulting in an overpayment to the Town. Mr. Ramsay informed the Board that going forward the reimbursement rates will decrease. The SBA has given preliminary indications that it would defer the reimbursement consequences of the audit until FY11. Mr. Ramsay asked the Board to authorize him to send a letter requesting deferral.

Mr. Melican moved to accept the numbers [schedule of grant payments] supplied to the Board by the SBA and to authorize the Chair [of the Board of Selectmen] to execute the acceptance/non-acceptance form, seconded by Mrs. Lisbon; it was unanimously voted.

Mrs. Lisbon moved to request deferral of the revised numbers until FY11, seconded by Mr. Melican; it was unanimously voted.

Other Business:

Norfolk County Engineering Request

The Board reviewed a request from the Town Engineer to the Norfolk County Commissioners to locate the right-of-way limits on Dedham Street at no cost to the Town.

Board of Selectmen Open Session Meeting Minutes
March 26, 2009

Mrs. Lisbon moved to approve the request to the County of Norfolk to locate stone bounds from the Caryl House to Park Avenue, seconded by Mr. Melican; it was unanimously voted.

Surplus Equipment

With the new generator recently installed at the Highway Garage, Superintendent of Streets Craig Hughes is now asking the Board to deem the old (1976) generator surplus so that he may sell it via a sealed bidding process.

Mr. Melican moved to declare the generator surplus, seconded by Mrs. Lisbon; it was unanimously voted.

Dover Police Department Dispatch Renovation Study

Mrs. Lisbon moved to change the current contract from Owner's Representative David Ramsay to Owner's Representative Chief Griffin, seconded by Mr. Melican; it was unanimously voted.

MTBE Litigation Update

Mrs. Lisbon was pleased to report that in addition to the \$1.9 million+ settlement monies the Town of Dover has already received as claimants in a class action lawsuit related to MTBE contamination of the Church Street wells, the Town will receive monies from two more defendants shortly. Mrs. Lisbon executed these two settlement agreements, one with Gulf Oil for \$38,097 and one with Global Petroleum for \$46,016.

The Selectmen will present the details of a warrant article at the 2009 Town Meeting to apply these monies to an employee post-retirement benefits liability trust fund.

Approve March 9, 2009 Meeting Minutes

Mr. Melican moved to accept the March 9, 2009 minutes as amended, seconded by Mrs. Lisbon; it was unanimously voted.

Citizens' Comments

Mrs. Lisbon urged citizens to participate in this Saturday's annual spring roadside cleanup by contacting coordinator John O'Keefe of the Recycling Committee. She directed interested residents to the Town website (www.doverma.org) for further information.

Mrs. Lisbon thanked the Warrant Committee for the tremendous amount of work that has gone into preparing the budget for Town Meeting. Mrs. Robyn thanked all of the Town departments and the school administration for being responsive as her committee worked to have a fiscally responsible budget while maintaining services.

Mrs. Lisbon suggested starting the budget process earlier in FY10 to allow time to develop a multi-year approach to the Town's projected operating expenses. Mrs. Hunter supported the idea of starting to meet over the summer, and told Mrs. Lisbon that Superintendent of Schools Valerie Spriggs has expressed a similar interest.

As a last note, Mrs. Lisbon announced that State Senator Timilty will be holding office hours this coming Monday in the Selectmen's meeting room starting at 10:30 a.m.

Adjournment

Board of Selectmen Open Session Meeting Minutes
March 26, 2009

At 7:16 p.m., Mr. Melican moved to adjourn the meeting, seconded by Mrs. Lisbon; it was unanimously voted.

DOVER BOARD OF SELECTMEN

David W. Heinlein, Clerk