

Dover Warrant Committee

January 21, 2009

Members in attendance: Caroline White, Chair; David Stapleton, Vice Chair; Peter Smith, Secretary; James Dawley; Scott Seidman; Andrew Waugh

Others in attendance: Carol Lisbon, Selectmen Liaison; Joan Stapleton, acting Library Director; Library Trustees: Holly Collins, Karen McKoy, Cathy Mitchell, Beth Paisner, Alison Piper, and Diane Sampson; Jay Hughes, Fire Chief; Ford Spaulding, Board of Fire Engineers

Dr. White called the meeting to order at 7:00 pm

1. Review of minutes of January 14

Mr. Stapleton moved that the minutes be approved, seconded by Mr. Dawley. The motion was approved by a vote of 4-0-1 (Mr. Seidman not yet present).

2. Review of Budgets

a.) 610 Library

Mrs. Stapleton gave an overview of the budget request. She explained the intricacies of State requirements for materials spending: the mandatory percentage of total budget, what can and cannot be included in that item, and how the total budget figure is computed. She addressed the demand for supplies, the way printing, copying, and faxing are priced, and that those monies are returned directly to the General Fund rather than to the Library itself. The budget request contains what is hoped to be an adequate amount for the salary of a new Director, yet to be hired. Some questions remained concerning salaries, and Dr. White will contact Mrs. Stapleton for clarification.

b.) 220 Fire and 231 Ambulance

Chief Hughes presented the budget request, which contains a 4.1% salary increase as per Warrant Committee guidelines and level funding for all other items except an extra \$5,000 for vehicle maintenance. Minor maintenance is performed by the Highway Department, but major work goes out-of-house to Bulldog Fire Apparatus of Woodville. He outlined the various calendar and mileage inspection intervals. Asked if the replacement of the old Engine 4 has reduced over-all maintenance costs, the Chief noted that Engine 4 maintenance had displaced other costs, which need to be caught up, so it is a wash for now. Mr. Spaulding noted that the Chief and Deputy should be commended for their use of State and Federal grants to fund radio upgrades and oxygen bottle replacement, a great savings for the Town, and the Committee agreed.

3. Prior Notices and Reserve Fund Transfer Requests

The Notice and Request from Cemetery remain on hold pending details which Mr. Seidman will collect and summarize.

4. Consideration of Budgets Previously Presented

a.) 161 Town Clerk
deferred for further study

b.) 162 Election and Registration

Mr. Dawley noted that the Clerk expects fewer elections than the previous year, yet is still budgeting for two (default procedure). Mrs. Lisbon explained that last year included primaries, elections, and caucuses; this year should be light and funds will likely be returned. Mr. Seidman asked if there is a breakdown of excess monies returned to the General Fund in prior years for all departments. Dr. White will ask the Town Accountant if she can pull the numbers together.

deferred for further study

5. Other Business — Liaison Updates

Mr. Stapleton (Chickering School): The budgets are in and a review date will be set shortly.

Mr. Smith (Roads): Snow and ice expenditures are running high, owing to the number of storms falling on Sundays and holidays which entail double-time wages. The Highway Department has submitted to the Selectmen two ready-to-go projects if Federal public works stimulus funds become available.

Dr. White (Regional Schools): Minuteman Technical School wants the member towns to establish a stabilization fund, and will submit a warrant article for this year's Town Meeting.

*Mr. Seidman moved to adjourn, seconded by Mr. Dawley;
the motion was agreed by consensus at 8:25 pm
the next meeting will be January 26 at 7:15 am*

Respectfully submitted,
Peter Smith, Secretary

approved January 28, 2009