

Dover Warrant Committee

January 28, 2009

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

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

1. Review of minutes of January 21

Mr. Stapleton moved that the minutes be approved, seconded by Mr. Dawley. The motion was approved by a vote of 6-0-2.

2. Review of Budgets

a.) 175 Planning Board

Mrs. Hunter gave an overview, an explanation of encumbered expenses, and the different way the full-time and part-time employees are accounted for.

b.) 519 Board of Health

Mrs. Hunter gave an overview and explanation of how hours-worked are estimated

c.) 491 Cemetery

Mr. Seidman addressed the summary of the high water charges incurred last year due to leaks. No budget template has been received yet.

d.) 610 Library

The additional narrative circulated January 21 was discussed. Questions remain concerning usage data and allocation of part-time hours. Dr. White will inquire with the acting Director.

3. Prior Notices and Reserve Fund Transfer Requests

a.) Prior Notice and Reserve Fund Transfer Request for Cemetery. Questions remain as to delays in the arrival of the Prior Notice and Transfer Request; Dr. White will ask the Town Administrator for details. On hold.

b.) Prior Notice of \$2,000 for Library, dated 12/18/09, Office Supplies account 001-0610-5400-0201-2000: "Printer, toner, ink; library materials processing. Increased use of library's printer & copier. Increase cost of oil-based library processing materials." Mr. Smith moved that the Notice be acknowledged, seconded by Mrs. Hunter. The motion was approved by a vote of 7-0-1.

c.) Reserve Fund transfer of \$125,000 for Snow and Ice, dated 1/20/09, approved by Selectmen 1/22/09. "A total of \$243,532.92 has been spent from the Snow and Ice Budget leaving a balance of \$18,965.08. We are holding invoices and payroll totaling \$82,659.94". Mrs. Hunter moved the transfer be approved, seconded by Mr. Stapleton. The motion was approved by a vote of 8-0-0.

4. Consideration of Budgets Previously Presented

a.) 161 Town Clerk

Mr. Seidman moved approval of a budget of \$67,078 – \$56,633 salaries and \$10,445 expenses – be approved, seconded by Mr. Stapleton. To motion was approved by a vote of 8-0-0.

b.) 162 Elections and Registrations

Mr. Stapleton moved approval of a budget of \$36,226 – \$27,426 salaries and \$8,800 expenses – be approved, seconded by Mr. Smith. To motion was approved by a vote of 8-0-0.

c.) 220 Fire

Questions remain from the January 21 presentation as to the line item for Vehicle Maintenance. Mr. Smith will get details from Chief Hughes. On hold.

d.) 231 Ambulance

Questions were raised as to the line item for Purchase of Services. Mr. Smith will get details from Chief Hughes. On hold.

5. Other Business

a.) Upcoming All Chairs Meeting

Dr. White will represent the Warrant Committee on January 29.

b.) Liaison Updates

Mr. Stapleton (Chickering School): The budget is expected to grow from FY 2009 \$7.85 million to FY 2010 \$8.00 million.

c.) Other

Mrs. Hunter will endeavor to get Town revenue projections for the coming year.

*Mrs. Hunter moved to adjourn, seconded by Mr. Seidman;
the motion was agreed by consensus at 8:40 pm
the next meeting will be February 4 at 7:00 pm*

Respectfully submitted,
Peter Smith, Secretary

approved February 4, 2009