

Board of Selectmen Open Session Meeting Minutes
August 14, 2008

1 Mrs. Lisbon moved to appoint Jane Brace, Beedee Ladd, Amey Moot, Catherine White,
2 Boynton Glidden and Justine Kent-Uritam to the Open Space Committee for a period of
3 one year effective July 1, 2008, seconded by Mr. Melican; it was unanimously voted.

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5 Mrs. Lisbon moved to appoint Fran Aikman to the Recycling Committee for a period of
6 three years effective July 1, 2008, seconded by Mr. Heinlein; it was unanimously voted.

7
8 Mrs. Lisbon moved to appoint Elaine Yoke as Dog Officer for a period of one year
9 effective July 1, 2008, seconded by Mr. Melican; it was unanimously voted.

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11 Mrs. Lisbon moved to appoint Dick Malcom as Surveyor of Lumber for a period of one
12 year effective July 1, 2008, seconded by Mr. Melican; it was unanimously voted.

13
14 Mrs. Lisbon moved to appoint Laurence Eaton, Jr. as Town Sexton for a period of one year
15 effective July 1, 2008, seconded by Mr. Melican; it was unanimously voted.

16
17 Mrs. Lisbon commented that there are still vacancies on several committees, including the
18 Open Space, Town Report and Dover Community Center Building Committees. Interested
19 citizens should contact the Selectmen or their office at (508) 785-0032 ext. 221 for further
20 information.

21
22 **Energy Issues**

23 At the direction of the Board, Mr. Ramsay and Superintendent of Building Maintenance
24 Karl Warnick have compiled information regarding projected heating oil usage in all Town
25 buildings in FY09 as well as energy saving measures taken to date at these locations.

26
27 Using the FY08 total oil usage figure (32,229 gallons) and the Warrant Committee's
28 budget guideline of \$2.85/gallon for FY09, Mr. Ramsay estimated a cost of \$92,000 for
29 heating oil in FY09 at this rate. He cautioned that if oil prices climb to \$4.00/gallon, this
30 would result in a shortfall of approximately \$37,000. He told Mr. Melican that no savings
31 were realized in FY08 from the installation of new boilers at the Town Garage and
32 Protective Agencies.

33
34 Mrs. Lisbon said that the Board will continue to monitor usage during the heating season,
35 and asked that Town employees treat temperature levels in Town buildings as they would
36 in their homes.

37
38 The Board reviewed the list of energy efficiency efforts taken since 2002, which included
39 activities as such as switching to energy efficient light bulbs, and installing timers,
40 temperature controls, new air conditioning compressors, window blinds, etc. New storm
41 windows for the library to conserve energy will be requested through the FY10 capital
42 budget process. Mrs. Lisbon said this is a comprehensive list and thanked Mr. Warnick
43 for his efforts.

44
45 **Warrant Article Close-Outs**

46 As an annual housekeeping item, the Board reviewed a list of outstanding articles provided
47 by the Town Accountant to determine if there is further use for these funds. If not, the
48 articles will be closed out and the monies returned to Free Cash.

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1 Mr. Heinlein moved to close out Annual Town Meeting FY06 Article 20 [Chickering
2 School litigation], FY08 Article 7.A [Town House copier] and FY08 Article 5.7C [Library
3 exterior trim], seconded by Mr. Melican; it was unanimously voted.

4
5 **State Primary Election Warrant**

6 Mrs. Lisbon announced that the Town House will be open from 7:00 a.m. to 8:00 p.m. for
7 the state primary election on September 16, 2008.

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9 Mr. Heinlein moved to execute the warrant for the state primary election on September 16,
10 2008, seconded by Mr. Melican; it was unanimously voted.

11
12 **Other Business:**

13 **Prior Notice – Building Maintenance**

14 Mr. Ramsay reminded the Board that when the original low bidder's price for the
15 replacement of the Town House exterior doors came in higher than the article monies
16 appropriated, a Prior Notice to cover that difference was approved by the Selectmen.
17 Subsequently, the low bidder was found to be not responsive and therefore disqualified.
18 Therefore, Mr. Ramsay asked the Board to approve a second Prior Notice to cover the
19 difference in price between the first (rejected) low bidder and the second low bidder, who
20 has since been awarded the project. Mr. Ramsay hopes that this extra expense can be
21 absorbed through the Building Maintenance budget.

22
23 Mr. Heinlein moved to approve the Prior Notice for the Building Maintenance Department
24 in the amount of \$8,280, seconded by Mr. Melican; it was unanimously voted.

25
26 **Approve June 26, July 10 & 22, 2008 Meeting Minutes**

27 Mr. Heinlein moved to approve the June 26, 2008 minutes as submitted, seconded by Mr.
28 Melican; it was unanimously voted.

29
30 Mr. Heinlein moved to approve the minutes of July 10, 2008 as submitted, seconded by
31 Mr. Melican; it was unanimously voted.

32
33 Mr. Heinlein moved to approve the minutes of July 22, 2008 as submitted, seconded by
34 Mr. Melican; it was unanimously voted.

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36 **Citizens' Comments**

37 Mr. Heinlein reported that the Dover Housing Partnership (DHP) met last night to discuss
38 an issue related to the resale of one of the affordable housing units at County Court. He
39 said that an eligible purchaser has been identified; however, as the full market values of
40 housing have risen across the state, so have the prices of affordable HOP units, making it
41 very difficult for income eligible buyers to obtain mortgages that they can afford. In order
42 to retain the HOP unit as affordable housing stock, the Department of Housing and
43 Community Development (DHCD) agreed to contribute \$18,000 to reduce the principal
44 being mortgaged if the Town matched that contribution. The Partnership voted to approve
45 \$18,000 to match DHCD using monies appropriated at the last two town meetings for this
46 purpose.

47
48 Mr. Heinlein added that a universal deed rider will replace the original HOP deed rider for
49 this unit as well as any future resales for which the state and Town supplement the buyer's
50 down payments. The new deed rider uses a different method for calculating resale price
51 which will make these units affordable in perpetuity. It will also cure the issue of renting

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1 affordable units by stipulating that they must be owner-occupied. Mr. Heinlein thanked the
2 members of the DHP for their assistance in ensuring that Dover maintains it affordable
3 housing stock.

4
5 **Adjournment**

6 At 6:53 p.m., Mr. Heinlein moved to adjourn the meeting, seconded by Mr. Melican; it was
7 unanimously voted.

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9 DOVER BOARD OF SELECTMEN

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13 _____
14 David W. Heinlein, Clerk

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