

MEETING MINUTES
BOARD OF SELECTMEN
MARCH 27, 2008

At 6:02 p.m., Chairman Kathleen W. Weld called the meeting to order with members Carol Lisbon and David W. Heinlein present. Also present were David W. Ramsay, Town Administrator, and Greer Pugatch, Administrative Assistant.

ATTENDANCE: Bill Lahey, Town Counsel, Anderson & Kreiger; Mark Sarro & Henry Faulkner, Planning Board; Ford Spalding, Dover Community Center Building Committee; Joseph Melican, Warrant Committee

PRESS: Jennifer Roach, D-S Press

Executive Session

At 6:02 p.m., Mrs. Weld asked for a motion to adjourn the open session and convene in executive session for the purpose of discussing litigation, to return to open session at the conclusion of the executive session. It was so moved by Mrs. Lisbon, seconded by Mr. Heinlein. Mrs. Weld polled the Board and by unanimous roll call vote convened in executive session.

At 6:51 p.m., the Board of Selectmen returned to open session.

Planning Board

Mrs. Weld welcomed Planning Board members Mark Sarro and Henry Faulkner to this evening's meeting to discuss the Open Space Preservation (OSP) warrant article and the proposed sidewalk guidelines.

Mr. Sarro told the Board that significant changes have been made to the proposed open space bylaw to address concerns voiced at the 2007 Town Meeting. He outlined the differences, as follows: The OSP would be voluntary, not mandatory, for any subdivision, not only a six-lot minimum. A one-acre minimum would be required for all lots in an OSP development as opposed to the previous cluster-style option. Setbacks would be increased to 100 feet, while a conventional development requires 30 – 40 feet. Mr. Sarro said that overall the bylaw language and calculations have been simplified in this newest version.

In response to Mrs. Lisbon's question about the impact of the OSP bylaw on the authority of other Town departments, Mr. Faulkner said that the roles of the Conservation Commission and Board of Health would not be diminished with regard to existing bylaws. He told Mrs. Weld that the Town or the Conservation Commission would enforce open space restrictions after conveyance. Mr. Faulkner told Mr. Heinlein that developers in other communities with the voluntary OSP option are taking advantage of it. He agreed that this would allow developers to start working earlier with the Planning Board. Little negative comment has been received from developers to date.

Mr. Heinlein thanked the Planning Board for its conviction in trying to get an OSP bylaw in place. Mr. Sarro said this proposal is a good fit for citizens.

Turning the discussion to the proposed sidewalk guidelines, Mr. Faulkner commented that the Planning Board has incorporated the Selectmen's request that the Town Engineer work closely with citizens on sidewalk proposals and prepare cost estimates. Discussion ensued

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about clarification in the guidelines of the timelines for submittal of citizens' petitions for inclusion on the Town Meeting warrant while citizens engage in a parallel process to seek the Planning Board's opinion and support.

Mrs. Weld thanked the Planning Board for developing these very helpful guidelines to standardize this process.

Review Article Motions

Mr. Ramsay reported that the warrant article motions before the Board this evening are in near final form.

The Board considered whether to reduce its Article 5 capital budget request for Caryl School building maintenance from \$50,000 to \$0 since there is currently \$68,000 set aside for this purpose. Repairs to the Caryl School roof commence shortly using monies appropriated under Article 11 at last year's Annual Town Meeting.

Mrs. Lisbon moved to reduce the Caryl School building maintenance request in the capital budget from \$50,000 to \$0 for Fiscal Year 2009, seconded by Mr. Heinlein; it was unanimously voted.

Discuss Ballot Question(s)

Mrs. Weld said that in recent discussions with the Warrant Committee, it has been determined that with \$1.5 - \$1.6 million in Free Cash, there is no need for an override this year to make up the difference between revenues and expenditures.

Mr. Heinlein moved that the 2008 Town Election warrant have no ballot questions, seconded by Mrs. Lisbon; it was unanimously voted.

Award Caryl School Selective Roofing Project Bid

Mrs. Weld reminded those present that monies appropriated at the 2007 Town Meeting for roofing and structural work at the Caryl School will be directed to roof repairs only due to the extent of the damage that was uncovered upon closer inspection last fall.

Mr. Ramsay stated that thirteen contractors took out project plans, and the eight bids submitted for the roofing project were opened on Tuesday, March 25th. He advised the Board to reject the apparent low bidder as "not responsible" since that company did not meet the minimum work experience bid specification. Mr. Ramsay said that both he and Architect Don Mills recommend that the Board award the bid to include the full scope of work to MDM Engineering, the second low bidder, who has extensive experience in its file at the state Division of Capital Asset Management, and also very good references.

Mrs. Lisbon moved to award the roofing repair job to MDM Engineering in the contract sum of \$210,000, seconded by Mr. Heinlein; it was unanimously voted.

Ford Spalding re: Dover Community Center Building Committee Project Update

Ford Spalding, Chairman of the Dover Community Center Building Committee (DCCBC), summarized the various findings presented this week at the joint meeting between the DCCBC and its subcommittees: The Alternative Sites Committee's principal recommendations were to link a community center with the Town Library at its present site, and to lease the Caryl School to a private enterprise. The Gym Committee indicated that a gym should be included in a community center at the Caryl School site as part of a

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hybrid old/new construction combination. That committee also recommended installation of a turf playing field at Chickering School. The Public Private Partnership Committee encouraged use of both public and private funding with a private entity either residing at or renovating and rebuilding the Caryl School site. Finally, the Great Room Committee concluded that a great room would not be a necessary component at a community center, but they did recommend that a large room be available for various uses. Site visits were made to several towns by the DCCBC and subcommittees to aid them in their research.

Mr. Spalding told the Board that the DCCBC will meet biweekly now through June with the different subcommittees to come up with one or more recommendations to bring to residents this fall for their feedback and input.

Mrs. Weld expressed a growing sense that additional representatives either from the subcommittees or with specific interests should be appointed to the main building committee at this time. It was agreed that expertise and interest from a developer, a library trustee and in the area of recreation are needed.

Mrs. Lisbon moved to add three members-at-large to the Dover Community Center Building Committee, seconded by Mr. Heinlein; it was unanimously voted.

Mrs. Lisbon moved to appoint Library Trustee Alison Piper to the Dover Community Center Building Committee, seconded by Mr. Heinlein; it was unanimously voted.

Mrs. Weld commented that DCCBC/subcommittee final concept(s) will need costing out, and she asked Mr. Spalding to share his thoughts on what, if any, monies should be requested at Town Meeting under Article 18 (funding for preliminary design work for a community center). She added that there are article monies available from the 2007 Town Meeting, but expenditures would be limited to architectural/engineering design work for a reduced scope community center at the Caryl School site only in accordance with article language.

Mr. Spalding and the Board discussed at length various options between existing article monies and possible monies requested under Article 18 this year. It was determined that a broad request for \$75,000 for community center design services at any possible location will be presented at the Open Hearing on Monday, March 31, 2008. The Selectmen agreed that if this request passes at Town Meeting, in June 2008 they would vote to return the special article monies appropriated in 2007 under Article 12 to the Town.

Mrs. Lisbon moved to approve the sum of \$75,000 for Article 18, seconded by Mr. Heinlein; it was unanimously voted.

Mr. Heinlein will forward information gathered by the various committees on this project to the Caryl Management Advisory Committee in the near future, particularly those documents relating to community center operation models.

On behalf of the Board, Mrs. Weld thanked Mr. Spalding and all of the committee members for their great work on this project.

Website Advisory Committee Review

Mrs. Lisbon thanked the members of the Website Advisory Committee, who have been working since last fall on improvements to the Town website, including a redesign to make

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it more user friendly. She said committee members will be contacting Town boards, committees and employees in the next month to ensure that website information is consistent and up to date. The Selectmen enthusiastically endorsed a draft letter to boards and committees asking for their cooperation with this initiative.

Other Business:

Pan-Mass Challenge Sign Placement Request

The Board reviewed the sign bylaw, and considered whether to allow placement of two permanent Pan-Mass Challenge signs along the Dover portion of the bicycle route. Mrs. Lisbon said that the intent of the sign bylaws is to ensure consistency and rationale for installation of signs, thus keeping the proliferation of non-public safety signs to a minimum. Mr. Heinlein was not averse to having the signs put up for some closed timeframe, such as one month prior to the event until two weeks after, as a show of support for this worthy cause.

Mrs. Lisbon moved to not approve the placement of Pan-Mass Challenge signs permanently, and to authorize David Ramsay to work with Pan-Mass Challenge to allow for signs to be put up for a period of six weeks around the Pan-Mass Challenge and to store the signs, seconded by Mr. Heinlein; it was unanimously voted.

Mr. Heinlein made it clear that this matter could be reopened in the future if there is a compelling reason to increase the length of time the signs are posted.

Prior Notice – Selectmen

Mr. Ramsay told the Board that the \$5,400 incurred for the auditor's assistance with an unsolved cash reconciliation issue is beyond the Town's normal audit costs.

Mrs. Lisbon moved to approve a Prior Notice for \$5,400 for the Selectmen's budget for Melanson & Heath, seconded by Mr. Heinlein; it was unanimously voted.

Prior Notice – Solid Waste

Mrs. Weld noted that Superintendent of Streets Craig Hughes is requesting monies for major repairs to the compactor at the Transfer Station.

Mrs. Lisbon moved to approve \$10,100 for a Prior Notice for Solid Waste, seconded by Mr. Heinlein; it was unanimously voted.

Snow & Ice Authorization

According to a memorandum from Mr. Hughes to the Board, there is a balance of \$80.22 in the Snow & Ice budget, and invoices totaling \$5,261.27 in hand.

Mrs. Lisbon moved to approve an additional \$25,000 for the Snow & Ice budget, seconded by Mr. Heinlein; it was unanimously voted.

Citizens' Comments

Joseph Melican gave a reminder that next Monday night, March 31, 2008 at 7:30 p.m., the Warrant Committee will hold its Open Hearing. This is an opportunity for citizens to give their input on Town Meeting articles. He added that the Warrant Committee's blue book of recommendations will be mailed out in mid-April.

Executive Session

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At 8:22 p.m., Mrs. Weld asked for a motion to adjourn the open session and convene in executive session for purpose of discussing collective bargaining. It was so moved by Mrs. Lisbon, seconded by Mr. Heinlein. Mrs. Weld polled the Board and by unanimous roll call vote convened in executive session. No further open session business was to be taken up.

DOVER BOARD OF SELECTMEN

Carol Lisbon, Clerk