

MEETING MINUTES  
BOARD OF SELECTMEN  
MAY 15, 2008

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

ATTENDANCE: Jonathan Fryer, Dover Water Company; Ford Spalding & Pete Sherman, Board of Fire Engineers; Jay Hughes, Fire Chief; David Tiberi, Deputy Fire Chief; Joseph Melican, Warrant Committee

PRESS: David Golann, D-S Press

**Caryl School License Agreement Renewal Fees**

Mrs. Weld said that the license agreements for the four tenants leasing space at the Caryl School are due for renewal at the end of June. The Board reviewed a spreadsheet of the Town's rental history at that location, which indicated that tenants with license agreements are currently paying \$12.60/SF per year. All four tenants' rates were increased by 5% last July.

Mrs. Lisbon said that since rents were not increased during the first four years that the Town leased space at the Caryl School, and considering recent and future improvements to the building (roofing and masonry work), another 5% increase in July is justified. It was the sense of the Board that this was a reasonable increase, and Mr. Ramsay was directed to renegotiate the FY09 license agreements with the tenants under these new terms.

**Jonathan Fryer re: Francis Street Wellfields Conservation Restriction**

Jonathan Fryer of the Dover Water Company appeared before the Board this evening seeking approval of a modified conservation restriction for the Francis Street wellfields, the original of which the Board accepted last fall. The original document has since been corrected at the state's request to reflect that four of the eight acres which are the subject of the easement are in Medfield, not Dover. Mr. Fryer said that Town Counsel has reviewed and approved the language changes to both the conservation restriction for the Town to hold the easements as well as the indemnification agreement which would hold the Town harmless.

Mrs. Lisbon moved to accept the conservation restriction and the indemnification agreement per the language in the Record of Vote dated May 15, 2008 [see attached], seconded by Mr. Heinlein; it was unanimously voted.

**Dover Community Center Building Committee Update**

Mrs. Weld asked Ford Spalding, Chairman of the Dover Community Center Building Committee (DCCBC), to update the Board on recent project activities.

Mr. Spalding reported that the DCCBC is in the process of meeting with each of its four subcommittees to discuss in detail the interim reports submitted. The DCCBC met with the Public-Private Partnership Committee (DCCPPP) last night. Members of that committee would like a Request for Proposals prepared to solicit ideas for the kinds of projects which might be developed on all or part of the 3-acre lot at the Caryl School site (to include the Whiting Road property) if a community center was not built there. Also, the DCCPPP is considering the potential leasing of space at the Caryl School which is not

Board of Selectmen Open Session Meeting Minutes  
May 15, 2008

used for a community center, and has agreed that no space should be built purely for private use.

Mr. Spalding told the Board that the DCCBC will meet with the Great Room Committee on May 28<sup>th</sup> to discuss that group's interim report, and will meet at the Caryl School site on June 11<sup>th</sup> to look at the feasibility of using the building in its current condition after roof and masonry work are completed. The DCCBC will narrow its focus to 1 - 3 proposed scenarios after this round of meetings.

Both Mr. Spalding and the Selectmen encouraged citizens to come forward to make known the types of programs that they are interested in and to determine the actual level of potential programming and space desired. Citizens are invited to the upcoming meetings to give their input and feedback.

**Long Range Planning Committee Letter: Natural Resource Management**

Mrs. Weld spoke of recent discussions by the Long Range Planning Committee (LRPC) regarding implementation of as many of the recommendations made in Dover's Master Plan as possible. The LRPC sent the Selectmen a letter in March suggesting that the Conservation Commission and Open Space Committee develop a management policy and strategy for the monitoring, managing and maintenance of open space (under "Natural Resource Management" in the Master Plan). The LRPC also suggested establishing a process which ensures comprehensive public review of all proposals for major changes or management actions on town-owned land, whether by bylaw or otherwise.

Mrs. Lisbon said that with the upcoming revision of the Open Space Plan, this would be an opportune time to get the support of those organizations impacted. She added that it would be logical for the Open Space Committee (OSC) to take the organizational lead in this effort to develop an open space review process.

Mrs. Weld responded that the Conservation Commission representative present at the recent OSC meeting at which this issue was discussed agreed that the OSC should be assigned the lead role, which seems to fall under that committee's scope of duties as defined in the Town bylaws.

Mr. Heinlein felt that any natural resource management policy proposed should not become a bylaw change since each situation is too individual for a blanket policy. The other Board members agreed, and a charge developing a process will be drawn up for consideration at the next Selectmen's meeting.

**Public Hearing re: Installation of Fire Tower Radio Antenna**

Mrs. Weld welcomed the Board of Fire Engineers along with Fire Chief Jay Hughes and Deputy Fire Chief David Tiberi to the meeting, and opened the public hearing on installation of a replacement radio antenna at the fire tower on Pine Street in the area of Snow Hill.

Deputy Chief Tiberi explained that the fire department is changing from a low frequency band to a high band to improve radio reception and enhance safety to the community. He displayed the replacement antenna, and Chief Hughes showed the Board pictures of the fire tower site. Chief Hughes told Mr. Heinlein that once this request is approved by the Selectmen, the state will formally approve and fund the installation of the antenna.

Board of Selectmen Open Session Meeting Minutes  
May 15, 2008

Mrs. Lisbon moved to approve installation of the emergency radio antenna at the fire tower, seconded by Mr. Heinlein; it was unanimously voted.

**Town Accountant MMAAA Certification**

Mrs. Weld informed the Board that Town Accountant Juli Colpoys recently passed the examination and meets all of the requirements to be recognized as a Certified Governmental Accountant by the Massachusetts Municipal Auditors' & Accountants' Association. Mrs. Weld added that while the Selectmen voted to require this certification 18 years ago, Ms. Colpoys is the first Town Accountant to achieve this goal.

The Board considered whether to approve a \$1,000 annual stipend for Ms. Colpoys as a matter of equity since other state-certified Town employees are eligible by statute for a stipend in this amount. The Board unanimously agreed that it is well deserved, and will send Ms. Colpoys a letter of congratulations and commendation informing her of same.

**Summer Hours**

Mrs. Weld reminded the Board that it is current policy to close the Town House at 1:00 p.m. on Fridays from July 4<sup>th</sup> through Labor Day with employees making up their time. The Board has received a request to consider extending the early closing by changing to a Memorial Day starting date.

The Board agreed to approve this change on a trial basis for this year only, monitoring whether citizens are getting needed Town services and employees are working other hours in lieu of Friday afternoons.

Mrs. Lisbon moved to approve extending the 4 ½ day work week from Memorial Day through Labor Day, seconded by Mr. Heinlein; it was unanimously voted.

**Other Business:**

**Reserve Fund Transfer – Building Inspector**

Mrs. Lisbon moved to approve \$422 for the Building Inspector for a Reserve Fund Transfer [mileage reimbursement], seconded by Mr. Heinlein; it was unanimously voted.

**Approve May 1, 2008 Meeting Minutes**

Mrs. Lisbon moved to approve the minutes of May 1 as submitted, seconded by Mr. Heinlein; it was unanimously voted.

**Citizens' Comments**

Mrs. Weld announced that tonight is her last meeting as a member of the Board of Selectmen. She has enjoyed her 6-year tenure on the Board, and considers herself very fortunate to have worked with such wonderful colleagues and mentors on both the Board of Selectmen and the Warrant Committee. She expressed her appreciation to the Town Administrator and professional staff for their good teamwork. Mrs. Weld also thanked the townspeople for allowing her to serve. Finally, she welcomed Mr. Melican as the new member coming onto the Board and wished him all the best.

Mrs. Lisbon thanked Mrs. Weld for mentoring her back when they served together on the Warrant Committee, and for all that she has done for the Town. She said that Mrs. Weld will be missed on the Board of Selectmen.

Board of Selectmen Open Session Meeting Minutes  
May 15, 2008

Mr. Heinlein recognized Mrs. Weld as someone who exemplifies the amount and the depth of quality of volunteerism found in Dover. He thanked her as a tremendous leader who has spent countless hours on behalf of the Board working off-camera for the benefit of the citizens.

Mr. Spalding told Mrs. Weld that, speaking as a citizen, the Town is fortunate to have had Mrs. Weld serving them in various official capacities. She rejoined that they will continue to work together in service to the Town in the future.

On a separate note, Mrs. Lisbon mentioned that the Recycling Committee recently expanded the types of recyclables accepted at the transfer station to include plastics #1 – 7.

**Adjournment**

At 6:57 p.m., Mrs. Weld asked for a motion to adjourn the open session and convene in executive session for the purpose of discussing litigation, not to return to open 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.

DOVER BOARD OF SELECTMEN

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Carol Lisbon, Clerk

Board of Selectmen Open Session Meeting Minutes  
May 15, 2008