

Dover Warrant Committee

October 29, 2008

Members in attendance: Caroline White, Chair; David Stapleton, Vice Chair; Peter Smith, Secretary; James Dawley; Robyn Hunter; James Kinder; Arthur Meehan; Scott Seidman; Nancy Weinstein

Others in attendance: David Heinlein, Selectmen

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

1. Review of minutes

Mr. Stapleton moved that the minutes of October 15, 2008 be approved, seconded by Mr. Meehan. The motion was approved by a vote of 7-0-1 (Mrs. Weinstein was not yet present).

Mr. Stapleton moved that the minutes of October 20, 2008 be approved, seconded by Mr. Meehan. The motion was approved by a vote of 8-0-0 (Mrs. Weinstein was not yet present).

2. Salary Recommendation for Non-Union Town Personnel

Mrs. Hunter presented the latest Consumer Price Index and Employment Cost Index figures and suggested that we use the CPI for June and ECI for Q2, to mirror the methodology that was used last year. She noted that the median between the two indices was approximately 4.1% and that based upon the data, the Personnel Board has recommended an increase of 4.1% for the Fiscal Year 2010. Mrs. Hunter moved that the Committee endorse this recommendation to the Selectmen, seconded by Mr. Meehan. The motion was approved by a vote of 9-0-0. Mr. Heinlein said that the Selectmen will take up the recommendation at their November 6 meeting.

3. Reserve Fund Transfer Requests and Prior Notices

Prior Notice: \$4,000 for purchase of 2 trash compacting containers at the Transfer Station, account 604-0422-5810-0925. "Town Meeting (May 2008) appropriated \$33,000 for this purpose but since then the cost of steel has gone up." Mrs. Hunter moved that the Notice be acknowledged, seconded by Mr. Meehan. The motion was approved by a vote of 9-0-0.

4. Free Cash

Dr. White reported that certified Free Cash for July 1, 2008 was \$3,284,921. By comparison, Free Cash on July 1, 2007 was \$3,405,170.

5. Dover Revenue and Expenditure Trends Q1

Dr. White circulated a comparison of town expenditure and revenue for Q1 of fiscal years 2007, 2008, and 2009.

6. FY2000-2009 Cherry Sheet Assessments, by Program

Dr. White circulated a printout showing Dover's Cherry Sheet assessment details.

7. New Cherry Sheet State Aid: FY2000-2009

Dr. White circulated a printout showing Dover's Cherry Sheet income, net of assessments.

8. Request from Chair of the Board of Selectmen Relative to Budgets

Dr. White recounted her meeting with the Chair of the Board of Selectmen and the Town Administrator concerning the Warrant Committee's draft budget template, which included a level-dollar scenario. The Selectmen believe that it is premature to ask departments to consider a case that would require staff and/or program reductions. Given that revenue is overwhelmingly from the property tax, the town stands to suffer less from reduced state aid. Mr. Heinlein reinforced the notion that even discussing reductions would affect morale unnecessarily. Mrs. Hunter and Mrs. Weinstein both stressed the need to get hard revenue projections and expense figures for the year to date as soon as they are available. In years past this has been delayed, to the detriment of the budgeting process. Mr. Heinlein stressed that Dover residents expect good service from the town and have up to now been willing to pay for it. It should be our goal to produce a budget that will support the expected level of service. Town Meeting is where the decision to cut services should be made. Dr. White asked for a consensus, and receiving it the Warrant Committee agreed that it would drop the level-dollar case for now.

Within this discussion, there was strong agreement that department liaisons must become intimately familiar with their departments' budget line items and justifications. Mrs. Weinstein went farther, suggesting that budget presentations be made by the liaisons rather than the department heads, but there was no consensus for this at this time.

9. Budget Template FY 2009

In light of the previous discussion, the level-dollar case will be removed from the template.

10. Warrant Committee FY 2010 Budget Guidelines Review Procedures Draft

Dr. White will revise the procedures in accordance with the previous discussion. The members are asked to read and edit the document by Tuesday, November 4.

11. Liaison Updates

Mrs. Weinstein (Board of Health): The results of the Lime disease questionnaire were discussed.

Mr. Meehan (Police): Expenses are expected to be stable, as there are no expiring contracts in the immediate future. The new radio antenna is going to cost significantly more than planned.

Mr. Stapleton (Regional Schools): Superintendent Spriggs is going to review the number and age of special-needs pupils to assist in planning costs in the coming years.

Mrs. Weinstein (Library): There will be another meeting to discuss moving building utility costs to a different budget to simplify meeting state mandates. She also suggested that all liaisons ask

their departments if they have any state grants which may be affected by the governor's austerity program.

Mr. Seidman (Sherborn Advisory): Sherborn received its certified Free Cash figure. They are also facing reduced excise and building permit revenue for the year so far.

*Mrs. Weinstein moved to adjourn, seconded by Mr. Stapleton;
the motion was agreed by consensus at 8:15 PM
the next meeting will be November 12 at 7:00 PM*

Respectfully submitted,
Peter Smith, Secretary

approved November 12, 2008