

Dover Warrant Committee

September 3, 2008

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

Others in attendance: Carol Lisbon

the meeting came to order at 7:00 PM

1. Introduction of new member, Jim Dawley

Mr. Dawley, who was unable to attend the July 9, 2008 meeting, introduced himself.

2. Review of minutes

Mrs. Hunter moved that the minutes of the July 9, 2008 meeting be accepted, seconded by Mr. Smith. The motion was approved by a vote of 4-0-3.

3. Contact information

Dr. White requested that all members provide preferred contact information, including e-mail addresses.

4. Voting for officers

(a) Mrs. Hunter nominated Mr. Stapleton for Vice Chairperson, seconded by Mr. Seidman . He was elected unanimously.

(b) Mrs. Weinstein nominated Mr. Smith for Secretary, seconded by Mr. Seidman. He was elected unanimously.

5. Meeting schedule

It was agreed that, through the holidays, meetings will be held on alternate Wednesday evenings, beginning September 17th, in order to avoid scheduling conflicts with the Dover Community Center Building Committee. As more meetings become necessary, additional Wednesday evenings and Monday mornings will be used.

6. Reminders about the use of e-mail

Dr. White reminded the members that e-mail shall not be used to conduct committee business, as such would be a breach of open meeting requirements. Further, she reminded the members that e-mail is inherently insecure, and inappropriate for sensitive information.

Dr. White raised the possibility of using Google Documents as a way of sharing information among committee members. This would allow working documents and drafts not yet ready for general release to be read and updated. Access controls would prevent non-members from view-

ing the documents. At a future meeting matters of document formats and who will be allowed to post or modify documents will be discussed.

7. Discussion of liaison role

Dr. White and the other returning members explained the liaison role to the new members. A list of liaison roles will be circulated via e-mail. Members will reply with their preferences to Dr. White, who will assign members accordingly, to be finalized at the next meeting.

8. Prior Notices and Reserve Fund transfers

A Prior Notice was received from the Building Maintenance department in the amount of \$13,406.00. "The low bid for replacement of the Town House doors (Capital Budget item) exceeds monies appropriated for this purpose at the 2007 Annual Town Meeting." Mrs. Weinstein moved that the Notice be acknowledged, seconded by Mr. Stapleton. The motion was approved by a vote of 8-0-0.

A Prior Notice was received from the Fire Department in the amount of \$4844.00 for "replacement of extrication tool". Mrs. Hunter moved that the Notice be acknowledged, seconded by Mr. Stapleton. The motion was approved by a vote of 8-0-0.

9. Other business

(a) Liaison updates

Mrs. Hunter attended the September 2, 2008 meeting of the Regional School Committee. She suggested that we invite the new Superintendent to one of our meetings. She also relayed that building projects for the upcoming year include renovating the boys' locker room (estimated cost \$50,000) and adding 25 parking places (estimated cost \$105,000); possibly a new filter for wastewater and repairs to the middle school heating system. These projects are to be funded by monies raised from the bond issuance for contingencies relating to the original building project. These funds were not spent and are therefore available to be used, so long as the usage of the funds is for projects related to the original project. \$204,000 still remains.

Mr. Stapleton has spoken with the Police Chief concerning the back-up radio antenna and associated equipment. The original estimate for the cost was \$25,000, but the final cost is likely to be \$15,000-20,000 higher. Therefore, the project is currently on hold.

Mr. Stapleton also noted that the new cellular telephone tower is up and running, with AT&T service in place. Verizon is expected to cut over at the end of September. Nextel and T-Mobile have not yet given dates.

Mrs. Weinstein reported that the library director is leaving. The assistant director position is also vacant. The Library Board of Trustees will be addressing interim appointments at their next meeting.

(b) Other

Mrs. Lisbon noted that the town treasurer is leaving.

the meeting was adjourned at 8:40 PM.

the next meeting will be September 17, 2008 at 7:00 PM in the Selectmen's Meeting Room

Respectfully submitted,
Peter Smith, Secretary

Minutes approved 8-0-0 on September 17, 2008