

MEETING MINUTES
BOARD OF SELECTMEN
SEPTEMBER 4, 2008

At 6:30 p.m., Chair Carol Lisbon called the meeting to order with members David W. Heinlein and Joseph M. Melican present. Also present were David W. Ramsay, Town Administrator, and Greer Pugatch, Administrative Assistant.

ATTENDANCE: Dave Stapleton, Warrant Committee

PRESS: Sean McGee, D-S Press

Appointments

Mrs. Lisbon moved to appoint Bev Wax, Wendy Bornstein and Beth DeBor to the Dover Cultural Council for a period of three years effective July 1, 2008, seconded by Mr. Melican; it was unanimously voted.

Citizens who might be interested in serving on the Personnel Board or any other board or committee with a vacancy are encouraged to contact the Selectmen or their office.

Placement of Stop Sign at Intersection of Riga & Cedar Hill Roads

Mr. Ramsay told the Board that Police Chief Joseph Griffin has met with concerned residents of the Cedar Hill neighborhood to discuss traffic safety in that area. After considering the configuration of the intersection at Riga Road, the sight lines, and the flow and volume of traffic, Chief Griffin is recommending the installation of a stop sign at that location.

Mr. Heinlein moved to approve placement of a stop sign at the intersection of Riga and Cedar Hill Roads, seconded by Mr. Melican; it was unanimously voted.

Award Bid for Painting of the Exterior of the Protective Agencies Building

In preparation for the repair and painting of the exterior of the Protective Agencies building, a capital budget item approved at the Town Meeting in May, a bidding process has been conducted. Mr. Ramsay reported that a total of six bids (four responsive, two rejected late bids) were received for this project ranging from \$18,950 to \$39,895. He recommended awarding the project to the low bidder, Dimitri C Contracting.

Mrs. Lisbon said that it appears that the total costs for painting and repairs will be less than the \$30,000 appropriated for this capital project.

Mr. Heinlein moved to award the painting of the exterior of the Dover Protective Agencies building to the lowest responsive and responsible bidder, seconded by Mr. Melican; it was unanimously voted.

Appointment of Interim Treasurer/Collector

On behalf of the Board, Mrs. Lisbon thanked departing Treasurer/Collector Karen Jelloe for a job well done over the past nine years. She said that Karen has been very helpful to all three Board members both in their current roles as Selectmen and as past members of the Warrant Committee.

Mr. Heinlein moved to appoint Mr. Ramsay as Interim Treasurer/Collector, seconded by Mr. Melican; it was unanimously voted.

Mrs. Lisbon asked for a motion to give Mr. Ramsay the authority to retain the services of a [part-time] consultant to provide interim financial services to support the duties of the Treasurer/Collector in Dover. It was so moved by Mr. Melican, seconded by Mr. Heinlein; it was unanimously voted.

Mr. Ramsay told Mr. Heinlein that he will select one of the consultants being interviewed in the near future, and estimates that it will be three to four months before a permanent Treasurer/Collector is hired. The job posting will appear shortly in all related trade publications and/or on their websites.

Citizens' Comments

Dave Stapleton said that the Warrant Committee held its first meeting of the new fiscal year last night. Introductions for the three new members of that committee were made, and the other members look forward to working with them.

Adjournment

At 6:38 p.m., Mr. Heinlein moved to adjourn, seconded by Mr. Melican; it was unanimously voted.

DOVER BOARD OF SELECTMEN

David W. Heinlein, Clerk