



40 Town Clerk Barrie Clough was present this evening to ask the Board to sign the  
41 November 4, 2008 State Election warrant, and to officially designate an alternate  
42 voting venue in Town per the Mass. General Laws. Mr. Clough suggested the  
43 lower level of the Caryl School in the event that the Dover Town House was not  
44 able to be used.

45  
46 Mr. Heinlein moved to designate the Caryl School as the alternative voting site,  
47 seconded by Mr. Melican; it was unanimously voted.

48  
49 Mr. Clough advised the Board that the turn-out for the upcoming presidential  
50 election may break all records according to the Secretary of State. Voting hours at  
51 the Town House will be 7:00 a.m. to 8:00 p.m. on November 4, 2008. Mr. Clough  
52 recognized the police department and building maintenance personnel for the  
53 support he is receiving in preparation for this event. He asked the Selectmen for  
54 their support if called upon, to which they readily agreed.

55  
56 Per Mrs. Lisbon's request, Mr. Clough explained the absentee ballot procedure for  
57 voters who will be out of town on election day.

58  
59 **Review Capital Budgets**

60 Mrs. Lisbon provided a brief summary of the police FY10 capital budget requests  
61 which were discussed at length with Chief Griffin at the last board meeting.

62  
63 Mr. Heinlein moved to approve the capital budget requests for the Police  
64 Department for two patrol vehicles in the amount of \$62,000, a radio tower -  
65 \$40,000, and a dispatch console - \$35,000, seconded by Mr. Melican; it was  
66 unanimously voted.

67  
68 The Board considered the revised Selectmen's FY10 capital budget requests, which  
69 includes replacement of the library upper windows for \$30,000, and \$12,000 for  
70 painting the Great Hall ceiling. Mr. Ramsay explained that he has obtained a  
71 professional estimate for library window/storm window replacement options which  
72 ranges from \$88,000 to \$157,000. Since this is an energy driven project, he  
73 recommended altering the scope of this project to replacement of the storm  
74 windows only and sealing up the double-sash windows for a total cost of \$30,000.

75  
76 Mr. Ramsay told Mr. Heinlein that the windows to be sealed have not been opened  
77 in many years, so the building's environment would not be altered.

78

79 Mr. Heinlein moved to approve the Board of Selectmen's capital budget request for  
80 \$30,000 for replacement of the library upper storm windows and ancillary work to  
81 seal the library windows, seconded by Mr. Melican; it was unanimously voted.

82  
83 Mr. Ramsay said that he has revisited the estimate for painting the Great Hall  
84 ceiling in the Town House. He told the Board that while the preliminary figure of  
85 \$9,000 might be sufficient, he suggests amending the amount requested to \$12,000.  
86 On a separate note, water damage around two of the window arcs in the Great Hall  
87 will be repaired in-house sometime this winter.

88  
89 Mr. Heinlein moved to approve the capital budget request for the Selectmen for the  
90 painting of the Great Hall ceiling in the Town House in the amount of \$12,000,  
91 seconded by Mr. Melican; it was unanimously voted.

92  
93 Mrs. Lisbon observed that there are no capital requests for the Water Department  
94 this year.

95  
96 Mr. Ramsay informed the Board that, as requested, he and Superintendent of  
97 Streets Craig Hughes reconsidered the Highway Department FY10 capital budget  
98 request for an additional \$10,000 to cover the cost of two trash containers approved  
99 at the 2008 Town Meeting. This purchase was to be combined with two other  
100 trash containers requested in FY10 as a cost saving measure. However, upon closer  
101 review, Mr. Hughes has determined that purchasing in quantity would not  
102 guarantee a savings; therefore, he would like to withdraw the request and use the  
103 \$33,000 appropriated last year for this purpose to go out to bid at this time for two  
104 containers. He estimated that, given the \$38,500 current price estimate and the  
105 trade-in of the containers being replaced, there will be a shortfall of approximately  
106 \$4,000 requiring a Reserve Fund Transfer in the unlikely event that it could not  
107 covered by the solid waste budget.

108  
109 Mr. Heinlein moved to approve capital budget requests for the Highway  
110 Department for a 10-wheel dump truck with plow for \$165,000 and two trash  
111 containers with rams for the Transfer Station for \$71,000, seconded by Mr.  
112 Melican; it was unanimously voted.

113  
114 Mr. Ramsay said a Prior Notice for \$4,000 will be prepared for the Board's next  
115 meeting as a cautionary measure.

116  
117 **Cable Franchise License Hearing**

118 Mrs. Lisbon welcomed Cable T.V. Advisor Bob DeFusco to this evening's  
119 meeting. She said that while the application process for a cable franchise license  
120 agreement commenced two years ago, significantly less time of active negotiation  
121 for a contract has occurred due to Verizon's availability. She asked Mr. DeFusco  
122 to give an update on the status of the Town's negotiations with Verizon.

123  
124 Mr. DeFusco gave a summary of this process to date: After the Town initially  
125 agreed to expedite the application process, Verizon suspended negotiations for  
126 close to 1 ½ years while attempting to pass legislation that would take away local  
127 authority. Once this failed, negotiations began in earnest and after a round of  
128 productive meetings and conversations in August and September, the Town and  
129 Verizon are essentially at an impasse at this time.

130  
131 Mr. DeFusco said that the most recent offer must be compared with Comcast over a  
132 15-year period. Areas of comparison include free internet service for schools and  
133 library, free I-loop connection between municipal offices, technology allowance,  
134 technical services, employee benefits, senior citizen discount, expanded basic  
135 service, studio operation allowance, the surety bond, etc. Mr. DeFusco told the  
136 Board that Verizon has suspended negotiations due to a disagreement over a  
137 proposed payment schedule for a \$200,000 studio equipment allowance. Mr.  
138 DeFusco expressed his disappointment that an agreement has not been reached.

139  
140 Mrs. Lisbon thanked Mr. DeFusco for providing a comparative chart detailing the  
141 above-mentioned terms for Comcast and Verizon. Mr. DeFusco told her that the  
142 build-out for the sections of Dover requiring underground fiberoptic cabling would  
143 take up to 3 years to complete. Mrs. Lisbon used a present value analysis of the  
144 \$200,000 Verizon is offering over a 15-year period, ranging from \$138,000 to  
145 \$163,000. -

146  
147 The Board asked Mr. DeFusco whether he recommended ending negotiations with  
148 Verizon at this time or extending the cable franchise license hearing to a later date  
149 to try to reach an agreement, if possible. Mr. DeFusco recommended the latter  
150 approach.

151  
152 Mr. Heinlein moved to continue the hearing to December 4, 2008 at 7:00 p.m.,  
153 seconded by Mr. Melican; it was unanimously voted.

154  
155 The Board thanked Mr. DeFusco for all of his efforts to date.

156  
157 **Salary Guidelines Discussion**

158 Mrs. Lisbon asked Mr. Ramsay for a status report on the annual salary guidelines  
159 process involving the Board of Selectmen, Personnel Board and Warrant  
160 Committee with regard to the salary increase for non-union personnel. Mr. Ramsay  
161 said that per the protocol, the Personnel Board gathered data on salary trends in the  
162 Northeast and nationally which he and Mr. Melican shared with the Warrant  
163 Committee's representative two weeks ago.

164  
165 Mrs. Lisbon said that all three boards will meet in the near future to establish an  
166 FY10 percentage increase that is in keeping with the Town's philosophy that the  
167 compensation package is at the median of comparable area communities.

168  
169 **Designate a Trench Permitting Authority**

170 Mrs. Lisbon reminded the Board that the Town approved Article 17 of the 2008  
171 Annual Town Meeting warrant, which authorizes the Board of Selectmen to  
172 designate an individual to issue trench permits.

173  
174 Mr. Ramsay said that the state now requires municipalities to regulate the opening  
175 of trenches deeper than 3 feet or 15 feet in length in the Commonwealth effective  
176 January 1, 2009. He recommended that Superintendent of Streets Craig Hughes be  
177 designated as Dover's trench permitting authority.

178  
179 Mr. Heinlein moved to appoint the Superintendent of Streets as the local  
180 representative for issuing permits for the excavation of trenches on privately-owned  
181 land and for the excavation of public ways in the Town, seconded by Mr. Melican;  
182 it was unanimously voted.

183  
184 **Francis Street Acceptance**

185 Mrs. Lisbon reminded the Board that, also at last Town Meeting, the Town voted to  
186 accept Francis Street as a public way (Article 20). The Record of Vote by the  
187 Dover Board of Selectmen which was executed by all three Board members is  
188 worded as follows:

189  
190 "At a duly called public meeting of the Town of Dover Board of Selectmen on October 6, 2008, the Board voted  
191 affirmatively as follows with respect to the Town's acceptance of Francis Street (the "Property") as an accepted public way  
192 as laid out by the Board, as shown on plans in the Office of the Town Clerk and on a plan of land entitled "Subdivision Plan  
193 of Land in Dover" MacCarthy and Sullivan Engineering, Inc., Surveyors, dated December 8, 1988 and filed on December 5,  
194 1994 with the Norfolk Registry District of the Land Court as Plan No. 33050D:

- 195  
196 (a) To approve the form of and to accept quitclaim deed for the Property in order to effectuate the transfer of  
197 the Property to the Town for acceptance as a public way, which transfer was approved by Article 20 of the  
198 2008 Annual Town Meeting held on May 5, 2008.  
199  
200 (b) To authorize the Town Administrator of the Town of Dover to take all actions on behalf of the Town that are  
201 reasonably necessary, in the judgment of the Town Administrator, to complete the transfer of the Property to

202 the Town from Jonathan Fryer, Trustee of the Charset Farm Realty Trust, in accordance with applicable  
203 Town Meeting Vote.”

204

205 **Mass. Municipal Association Annual Meeting**

206 The Mass. Municipal Association annual meeting will be held January 23 & 24,  
207 2009 at the Hynes Auditorium in Boston. The Dover Board of Selectmen and Mr.  
208 Ramsay will attend the trade show and workshops along with numerous other  
209 officials from all over the Commonwealth.

210

211 **Appointments**

212 COA Chair Betty Hagan has sent the Board a letter recommending two senior  
213 citizens to fill the existing vacancies on that committee.

214

215 Mrs. Lisbon moved to appoint Paul Campanis and Lou Theodos to the Council on  
216 Aging for a period of three years effective July 1, 2008, seconded by Mr. Heinlein;  
217 it was unanimously voted.

218

219 Mr. Heinlein is still looking for a volunteer to serve on the Tree Committee.  
220 Interested citizens should contact the Selectmen’s office (785-0032 ext. 221).

221

222 Mrs. Lisbon moved to appoint David Ramsay and Greer Pugatch as Personnel  
223 Rules Ombudsmen for a period of one year effective July 1, 2008, seconded by Mr.  
224 Heinlein; it was unanimously voted.

225

226 Mrs. Lisbon moved to appoint Davis Ramsay as Affirmative Action Officer for a  
227 period of one year effective July 1, 2008, seconded by Mr. Heinlein; it was  
228 unanimously voted.

229

230 **Tax Work-Off Program Change in Hours**

231 The Board considered the COA’s recommendation to decrease the number of hours  
232 tax work-off program participants are required to work in order to earn their full  
233 abatement amount of \$750 from 100 hours to 93.75 hours due to the January 1,  
234 2008 minimum wage increase. Mrs. Lisbon announced that of the 10 current  
235 program participants, at least two are not expected to return next year. COA  
236 Director Janet Claypoole is currently accepting applications for the work-off  
237 program, which are due back in her office on October 17, 2008.

238

239 Mr. Melican moved to change the hours [for the tax work-off program] to 93.75 as  
240 the maximum number of hours, seconded by Mr. Heinlein; it was unanimously  
241 voted.

242

243 **Other Business:**

244 **Approve Holiday Calendar**

245 Mr. Heinlein moved to accept the 2009 holiday calendar, seconded by Mr. Melican;  
246 it was unanimously voted.

247

248 **Special License**

249 Mrs. Lisbon moved to approve a special license for Pepper's Fine Foods Catering  
250 for a wedding at Elm Bank this Saturday, October 1, 2008, seconded by Mr.  
251 Heinlein; it was unanimously voted.

252

253 **Approve September 18, 2008 Meeting Minutes**

254 Mr. Heinlein moved to accept the meeting minutes of September 18, 2008 as  
255 presented, seconded by Mr. Melican; it was unanimously voted.

256

257 **Adjournment**

258 At 8:02 p.m., Mr. Melican moved to adjourn the meeting, seconded by Mr.  
259 Heinlein; it was unanimously voted.

260

261 DOVER BOARD OF SELECTMEN

262

263

264

265

266 \_\_\_\_\_  
David W. Heinlein, Clerk

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