

MEETING MINUTES
BOARD OF SELECTMEN
JANUARY 8, 2009

At 9:00 a.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: Alice Baranick, Jack Walsh & Connie Haddleton, Council on Aging; Janet Claypoole, COA Director; Dave Stapleton, Warrant Committee

PRESS: None.

Letter from MassHousing re: Dover Village

The Board has received a letter from MassHousing soliciting comments from the Town regarding a project eligibility application for the proposed Chapter 40B development on County Street in Dover at the site of the former gas station. Mr. Ramsay told the Board that this would be a redundant process since it is customary in Dover to solicit comments from Town officials and departments as well as interested citizens at the time that the comprehensive permit application goes before the Zoning Board of Appeals. Mrs. Lisbon added that an abutter has already submitted his verbal and written comments to MassHousing regarding the Dover Village affordable housing project.

Mr. Heinlein moved that the Board declines to respond to the request from the Mass Housing Financing Agency letter dated December 29, 2008, seconded by Mr. Melican; it was unanimously voted.

Review Draft Town Report

Mrs. Lisbon thanked Mr. Ramsay for preparing the draft Selectmen's report for the 2008 Town Report. A second draft with minor revisions was reviewed tonight.

Mr. Heinlein moved to accept the town report as submitted, seconded by Mr. Melican; it was unanimously voted.

Review Ambulance Rates

The Board reviewed a memorandum from Treasurer/Collector Gerry Lane regarding the ambulance billing rates for calendar year 2009. Mr. Ramsay said that it has been past practice for the Board to set the Town's rate to at least 110% of the

Medicare allowed rates to maximize revenues as per the attached schedule. Mr. Ramsay told Mr. Melican that a list of outstanding accounts receivables will be prepared in the near future for the Board's consideration as possible write-offs. This housekeeping measure was instituted by the Board some years ago at the Warrant Committee's request.

Mrs. Lisbon asked for a motion to accept the recommended increases before the Board this evening. It was so moved by Mr. Melican, seconded by Mr. Heinlein; it was unanimously voted.

Warrant Committee Budget Review Calendar

The Selectmen discussed dates on the Warrant Committee's budget review calendar that they would be available to meet. Their availability will be forwarded to the Warrant Committee.

Request from Lt. Governor Murray re: Municipal Projects

The Board reviewed an e-mail sent by Lt. Governor Murray to all cities and towns in Massachusetts regarding potential federal funding for local infrastructure and energy projects as part of President-Elect Obama's economic stimulus package. The Lt. Governor is asking municipalities to submit requests for projects that would be "shovel-ready" within 180 days.

Based upon conversations with various Town departments, Mr. Ramsay recommended the following planned projects be submitted to Lt. Governor Murray for consideration: The combined police department dispatch renovation and radio tower projects, replacement of the Caryl School heating plant, reconfiguration of the Centre Street bridge and replacement of guardrails throughout the Town.

It was the sense of the Board that these selected projects should be submitted to the state by today's 2:00 p.m. deadline. Mrs. Lisbon commended the Superintendents of Building Maintenance and Streets as well as the Police Chief for putting this information together on short notice.

Review FY10 Operating Budget: 911

Mrs. Lisbon noted that the increase in the FY10 Norfolk County Retirement budget is less than 1%.

Mr. Ramsay explained that the large increase for all participating towns last year was the result of low projections from the most recent valuation of funded and unfunded liabilities.

Mr. Melican moved to approve Budget No. **911 Norfolk County Retirement** in the amount of \$734,040, seconded by Mr. Heinlein; it was unanimously voted.

Appointments

Mrs. Lisbon moved to appoint Nancy Weinstein to the (expanded) Dover Community Center Building Committee effective immediately and expiring upon completion of the project, seconded by Mr. Melican; it was unanimously voted.

Other Business:

Snow & Ice Authorization

Mrs. Lisbon commended Mr. Hughes and the Highway Department employees for a job well done on maintaining local roadways over the last few weeks. The Board reviewed the first request this season for supplemental monies for snow & ice operations.

Mr. Melican moved to approve \$100,000 for the Snow & Ice Budget, seconded by Mr. Heinlein; it was unanimously voted.

MIIA Nominations/Voting Delegate

Mrs. Lisbon will serve as Dover's voting delegate for the election of 2 new members of the Massachusetts Interlocal Insurance Association at the upcoming MMA conference.

Mrs. Lisbon asked for a motion to nominate Mary Pat Flynn of Falmouth and Ira Singer of Middleton to fill these vacancies. It was so moved by Mr. Melican, seconded by Mr. Heinlein; it was unanimously voted.

Surplus Equipment

IT/Website Coordinator Bill Clark is asking the Board to deem a list of assorted unusable computer hardware pieces as surplus equipment.

Mr. Melican moved to designate this equipment as surplus for disposal, seconded by Mr. Heinlein; it was unanimously voted.

Approve December 18, 2008 Meeting Minutes

Mr. Melican moved to approve the minutes of December 18, 2008 as submitted, seconded by Mr. Heinlein; it was unanimously voted.

Citizens' Comments

Mr. Stapleton informed the Board that all FY10 operating budgets have been transmitted to the Warrant Committee for review except for the regional schools, Minuteman Technical Regional School and the Council on Aging (COA).

COA Director Janet Claypoole re: FY10 Operating Budget 541

Mrs. Lisbon welcomed members of the Council on Aging and COA Director Janet Claypoole to this evening's meeting to discuss the particulars of the FY10 budget.

Ms. Claypoole told the Board that requested increases in the FY10 COA budget are mostly for additional staffing hours to meet the needs of an increasing senior population in Town (FY08-1,082, FY09-1,169, FY10-1,274). The Director's additional 6 hours per week would allow her to connect with area outreach programs and develop new in-house programs; an additional 2 hours per week for the Outreach Worker, in part due to the growing number of seniors over the age of 90 (from 22 to 31 next year); and an additional 2 hours per week for the COA Administrative Assistant to accommodate the increasing volume of department contacts and to support the Director with the expanding programs.

Mr. Heinlein commented that the COA's outreach work in Dover has been invaluable, and if more is needed, it should be supported.

Ms. Claypoole said that the COA's program expansion would include more collaboration with other area community groups such as Baypath, bringing in speakers from Beth Israel Deaconess Hospital in Needham on health issues, and meeting the needs of younger seniors by holding evening or weekend meetings which focus on issues like caregiving for parents/older adults.

Ms. Claypoole said that increases in operating expenses include office supplies, and moving printing from that category into a separate line item. Increases for printing and postage would support targeted mailings and surveys. Mrs. Lisbon suggested using e-mail and the Town website to disseminate information at a lower cost, especially for younger seniors. Ms. Claypoole agreed that the website could be used to post the monthly COA newsletter with a calendar of events, for event registration and for inquiries. Other increases include professional services for education and training, and dues/memberships and travel for networking.

Ms. Claypoole told Mr. Melican that interest and attendance in computer classes offered by the COA has been increasing. He was told that more seniors are using the JFK transportation at reasonable rates as they become aware of it, and that some trips have been made more affordable when Dover and other COAs share costs.

It was the general consensus of the Selectmen that the retirement process for the baby boomer generation will be markedly different from their parents', and that the COA needs to make a paradigm shift to accommodate the changing needs of the residents it is starting to serve. Mr. Heinlein said that increased networking and collaboration with other area COAs would help to provide a regionalization of ideas during the early stages of this shift. He said that the budget increases are justified if the goal is to establish programs/services for the younger seniors. The resulting changes and interest will be monitored over the next several years.

Mrs. Lisbon added that the COA needs to collaborate with the Park & Recreation Department and Town Library to share speakers and develop new programs, and to help the Dover Community Center Building Committee to determine programmatic space needs.

Mr. Heinlein moved to approve Budget No. **541 Council on Aging** in the amount of \$103,028, seconded by Mr. Melican; it was unanimously voted.

Adjournment

At 9:46 a.m., Mr. Melican moved to adjourn the meeting, seconded by Mr. Heinlein; it was unanimously voted.

DOVER BOARD OF SELECTMEN

David W. Heinlein, Clerk