

# Dover Warrant Committee

July 30, 2009

*The Warrant Committee was invited to attend the Board of Selectmen's meeting, which came to order at 6:35 pm*

Board of Selectmen in attendance: David Heinlein, Chair; Joseph Melican, Secretary; Carol Lisbon

Also attending: David Ramsay, Town Administrator; Greer Pugatch, Assistant Town Administrator; Mary Carrigan, Personnel Board; Mary Hornsby, Personnel Board

Warrant Committee members in attendance: David Stapleton, Chair; James Kinder, Vice Chair; Peter Smith, Secretary; James Dawley; David Melville; Jane Wemyss

## 1. Setting Non-Union Wage and Salary Guidelines

Mr. Heinlein gave a history of the guideline setting process. He suggested that the current procedure, where the Selectmen directly or indirectly approve union wages and salaries, but the Warrant Committee sets non-union guidelines serves no purpose and that final say should be with the Selectmen, with the Personnel Board providing professional direction and the Warrant Committee providing budgetary direction.

Mr. Stapleton agreed that all wage and salary changes should be coordinated and harmonized. In light of last year's late-budget-cycle changes, later overruled at Town Meeting, Mr. Heinlein said that a better way is for the Warrant Committee to set high-level spending targets and allow each budgeting authority to reach those targets in the way that best suits them. Ms. Carrigan noted that, being an elected body, the Selectmen are more appropriate for making such a decision. All agreed that wherever the guideline is set, the final say will always be Town Meeting, and any board can bring a motion there, as was done in May.

The Warrant Committee agreed to discuss the matter at its next meeting. Ms. Lisbon asked that if the Warrant Committee is in agreement, they coordinate with the Selectmen on wording a statement of the new procedure.

## 2. New Member Training

Mr. Heinlein expressed interest in the training planned for new Warrant Committee members, possibly expanding it to assist other boards. Mr. Smith will forward copies of the draft syllabus and collect suggestions and changes.

## 3. Cuts in State Aid

Mr. Heinlein and Ms. Lisbon detailed cuts that occurred in the final State budget, after Town budgets were voted. Dover's net loss in Cherry Sheet aid, State charges, and recap appropriations

for fiscal 2010 will be \$97,787, principally in Quinn Bill funding. Cuts to the Regional Schools will be made up from the Region's Excesses and Deficiencies fund.

Fiscal 2011 looks even bleaker. State aid is unlikely to return to previous levels right away. The Region's E&D cannot be tapped again so deeply without replenishment. SBA funds for the Chickering School will start phasing out. Liaisons should inform their departments of the situation and ask them to begin planning accordingly.

#### **4. Town Fees**

Mr. Heinlein informed the Warrant Committee that the Selectmen will be conducting a review of fees charged by the Town to be sure they are in line with those in comparable towns. The last review was in 2006/2007.

*The joint business of the meeting being complete, the Warrant Committee thanked the Selectmen for inviting them to the meeting and retired to another room at 7:20 pm*

#### **5. Reserve Fund Transfer Requests**

- a.) Request dated 7/1/09 from Parks and Recreation for "oversight at end of year – unpaid bills" in the amount of \$1,370. No further detail was included, nor any reason why this could not be covered by the Revolving Fund. The Warrant Committee voted unanimously to defer the request pending a better explanation.
- b.) Request dated 6/30/09 from the Town Clerk for "unfunded hours worked" in the amount of \$67. Mr. Dawley moved the request be approved, seconded by Mr. Kinder; the motion passed on a vote of 6-0-0.

*Mr. Smith moved to adjourn, seconded by Mr. Stapleton;  
the motion was agreed by consensus at 7:35 pm  
the next meeting will be August 5 at 7:00 pm*

Respectfully submitted,  
Peter Smith, Secretary

*approved August 5, 2009*