

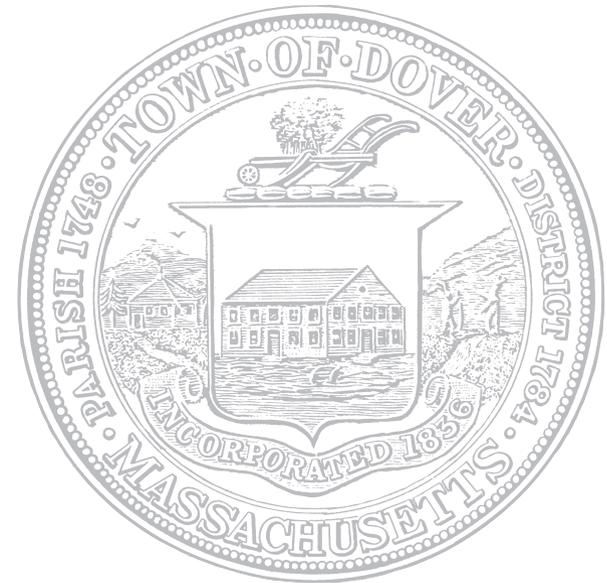
# DOVER

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*177th Town Report*

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## 2013



# In Memoriam

The Town Report of 2013 recognizes the following individuals who served the Town of Dover with commitment and distinction:

## **Arthur Adams Jr.**

Youth Commission, 1978–86  
Fire Department Lieutenant, 1984–88  
Civil Defense, 1986–95  
Emergency Management, 1996–2013

## **Carlton Manville Akins, M.D.**

Solid Waste Disposal Committee, 1985–87  
Warrant Committee, 1989–94  
Capital Budget Committee, 1990  
Town Garage Building Committee, 1995–97  
Dover School Building Committee, 1998–2004  
Snow and Ice Control Materials Study Committee, 2003–04  
Committee to Study the Future of the Caryl School, 2004–05  
Finance Committee on Roads, 2005–13

## **Henry Sawyer Stone**

Warrant Committee, 1951–54  
Board of Health, 1957–58  
Board of Selectmen, 1957–60, 1962–64  
Long Range Planning Committee, 1958–62  
Conservation Commission, 1959–63  
Board of Fire Engineers, 1961–62  
Bureau of Old Age Assistance, 1963–64  
Metropolitan Area Planning Council, 1965–66  
Dover Center Study Commission, 1977–79  
Trustees Larrabee and Whiting Estates, 1990–97  
Police Chief Search Committee, 1994

# Table of Contents

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Acknowledgments ..... vii

## Information for Citizens

General Information..... 3  
 Town Offices Directory ..... 4  
 Elected Officials..... 5  
 Appointed Officials..... 6

## Town Government Reports

Moderator..... 17  
 Board of Selectmen..... 18  
 Warrant Committee..... 24  
 Capital Budget Committee..... 27  
 Town Clerk ..... 29  
     Caucus ..... 30  
     Special Caucus ..... 31  
     Special State Primary ..... 32  
     Annual Town Meeting, Deliberative Session ..... 33  
     Annual Town Meeting, Article 24 Elections ..... 53  
     Special State Election..... 55  
     Special Town Election ..... 56  
     Vital Statistics..... 57  
     Town Clerk Financial Reports..... 59  
 Town Treasurer ..... 61  
     Total Gross Wages..... 62  
     Treasurer’s Cash..... 71  
     Taxes Outstanding ..... 72  
     Long Term Debt..... 73  
     Trust and Investment Fund Balances ..... 74  
 Town Accountant ..... 75  
     Governmental Funds..... 76  
     General Fund ..... 82  
     Fiduciary Funds ..... 84

Town Insurance..... 86  
 Personnel Board ..... 87  
 Board of Assessors ..... 88  
     Valuation of the Town..... 88  
     Amount to Be Raised by Taxation..... 88  
     Motor Vehicle Statistics..... 89  
     Tax Rates ..... 89  
     Valuation of Property Exempted from Taxation..... 90  
     Valuation of Exempted Public Property..... 94  
 Police Department..... 97  
 Board of Fire Engineers ..... 100  
 Emergency Management Department ..... 103

## School Reports

Superintendent of Schools..... 107  
 Dover School Committee..... 109  
 Chickering Elementary School..... 111  
 Dover-Sherborn Regional School Committee..... 115  
 Dover-Sherborn Middle School..... 118  
 Dover-Sherborn High School..... 121  
 Dover-Sherborn Community Education..... 132  
 Public Schools Enrollment ..... 134  
 Dover Public Schools Financial Recapitulation..... 135  
 Dover-Sherborn Regional School District..... 136  
     Revenue Summary ..... 136  
     Expenditure Summary..... 137  
     Total Gross Wages..... 138  
 Minuteman Career and Technical High School Committee..... 147

## Health Reports

Board of Health ..... 153  
 Lyme Disease Committee..... 158  
 Norfolk County Mosquito Control District ..... 161  
 Animal Control Officer..... 163  
 Walpole Area Visiting Nurse Association ..... 164

## Land Use Reports

Planning Board.....	169
Zoning Board of Appeals .....	172
Highway Department.....	174
Finance Committee on Roads.....	177
Parks and Recreation Commission .....	178
Conservation Commission.....	186
Long Range Planning Committee .....	187
Tree Committee.....	188
Tree Warden.....	189
Fence Viewers .....	190
Recycling Committee.....	191
MBTA Advisory Board.....	194
Inspector of Buildings.....	195
Inspector of Wiring .....	196
Inspector of Plumbing and Gas.....	197
Open Space Committee .....	198
Rail Trail Committee.....	202

## Other Town Reports

Town Library.....	207
Cemetery Commission .....	211
Historical Commission.....	212
Council on Aging .....	213
Cultural Council .....	217
Memorial Day Committee.....	219
Department of Veterans' Services.....	220
Energy Coordinator.....	221
Caryl Management Advisory Committee .....	222

## Acknowledgments by the Town Report Committee

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Kathy Weld, Chairman  
Dee Douglas  
Jill French  
Mary Kalamaras  
Hadley Reynolds

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The *Dover Town Report* is mandated to be the vehicle by which all Town departments, boards, and committees convey to Dover residents a summary of their activities during the year. The Town Report Committee is composed of five appointed members, each of whom serves a three-year term.

The Committee extends its thanks and deep appreciation to outgoing member Lauren Doherty for her invaluable contributions to the report over the past decade. She will be greatly missed by all. The Committee also extends a warm welcome to incoming member Jill French.

Thanks go to all report contributors for their efforts, especially to those individuals who submitted information in a timely manner. We are grateful for the expertise of our graphic designer, Pat Dacey, and for the printing and binding services of Courier Westford.

Finally, we are saddened by the passing of Paul C. Keleher Jr., a talented photographer with a generous spirit, whose beautiful images of Dover and its citizens grace several editions of the *Dover Town Report*. We continue to encourage residents and nonresidents alike to submit photographs for print consideration and thank everyone who has participated in past years.

Dover residents are encouraged to provide the Committee with their comments and suggestions for improving this report. Contact us at [townreport@doverma.org](mailto:townreport@doverma.org).



*Charles River at the Dover-Needham town line.  
Photo by Paul C. Keleher Jr.*

# Citizens Volunteer Form

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If you are interested in serving the Town in any capacity listed below, please complete this form and return it, either by mail or in person, to the Selectmen's Office, Town House, 5 Springdale Avenue, or call (508) 785-0032, ext. 221. Information received will be made available to all boards, committees, and departments for their reference in filling vacancies.

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Area(s) of interest: \_\_\_\_\_

Availability (e.g. nights, weekends, hours per month): \_\_\_\_\_

Comments: \_\_\_\_\_

- |  |  |
|--|--|
| <input type="checkbox"/> Selectmen's Office    | <input type="checkbox"/> Conservation Commission     |
| <input type="checkbox"/> General Government    | <input type="checkbox"/> Long Range Planning Comm.   |
| <input type="checkbox"/> Historical Commission | <input type="checkbox"/> County and Regional Affairs |
| <input type="checkbox"/> Council on Aging      | <input type="checkbox"/> Veterans' Affairs           |
| <input type="checkbox"/> Cultural Council      | <input type="checkbox"/> Human Services              |
| <input type="checkbox"/> Town Report Committee | <input type="checkbox"/> Parks and Recreation        |
| <input type="checkbox"/> Civil Defense         | <input type="checkbox"/> Town Clerk/Elections        |
| <input type="checkbox"/> Tree Committee        | <input type="checkbox"/> Other _____                 |
| <input type="checkbox"/> Recycling Committee   |  |

# DOVER

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*Information for Citizens*

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2013



# General Information

First settlement recorded in 1640  
Established as the Springfield Parish of Dedham in 1748  
Incorporated as the District of Dover in 1784  
Incorporated as a Town in 1836

## Geographic Information

Latitude: 42° 14' North                      Longitude: 71° 17' West  
Land Surface: 9,701.4 acres                      Water Surface: 94.6 acres  
Total: 9,796 acres or 15.3 square miles  
Perimeter: 23.51 miles (10.87 on the Charles River)  
Political Location of the Town: Norfolk County  
Second Councillor District: Councillor Kelly A. Timilty  
Thirteenth Norfolk Representative District: State Representative Denise Garlick  
Norfolk and Suffolk District: State Senator Michael F. Rush  
Fourth U.S. Congressional District of Massachusetts: Representative Joseph P. Kennedy III  
United States Senate: Senators Elizabeth Warren and Edward J. Markey

## Building Dates

Library	1968	Regional High School	1968, 2004
Caryl School	1912, 1972	Post Office	1975
Town House	1922	Protective Agencies	
Chickering School	2001	Building	1976, 1999
Regional Middle School	2003	Town Garage	1998

## Census Figures

Year	Registered Population	Number of Voters	Households
1790	485		
1910	769		
1950	1,722	318	
1975	4,896	2,674	1,335
1980 (est.)	5,000	2,988	1,460
1985	5,039	3,140	1,450
1990	5,240	3,231	1,668
1995	5,585	3,383	1,812
2000	5,874	3,566	1,902
2005	6,088	3,785	1,958
2010	6,034	3,955	1,985
2011	5,980	3,899	1,989
2012	6,081	4,048	1,995
2013	6,082	4,038	1,999

# Town Offices Directory

Police and Fire Emergencies: 911      Town Website: <http://www.doverma.org>  
 Town House Offices: Dial (508) 785-0032 + ext. For fax, dial (508) 785 + fax #

Office	Fax Ext	Number	Hours
Accountant	227		M-F 9-5
Assessors	241	8134	M-Th 9-5; F 9-12
Board of Health	232	8114	M-Th 9-2:30
Building Department	225	8114	T & Th 9-3; F 8-2
Building Maintenance	235	2341	M-F 7-3
Town Clerk	226	2341	M, W, F 9-1; T & Th 9-4
Conservation Commission	233	8114	M & T 9-3; Th 8:30-3
Planning Board	238	8114	T & Th 10-3; W 2-4
Selectmen	221	2341	M-F 9-5
Treasurer/Collector	228		M-F 9-5
Web Coordinator	247		M-F 9-5
Wiring Inspector	245	8114	

## Other Offices: Dial (508) 785 + number

	Number	Hours
Animal Control Officer	1130	
Cemetery Supervisor	0058	M-F 7:30-3
Council on Aging	246	8114
		M & T 9-3:30; W 9-1:30; Th 9-4
Emergency Management	0019	24 hours
Town Engineer	0058	
Fire Department (non-emergency)	1130	
Highway Department	0058	M-F 7:30-3
Town Library (Adult)	8113	M-W 10-8; Th & F 10-6;
(Children's)	8117	Sat 10-4
Parks and Recreation	0476	M-F 9-5
Plumbing Inspector	(781) 444-3392	
Police (non-emergency)	1130	
Schools		
Administration	0036	
Chickering Elementary	0480	
D-S Middle School	0635	
D-S High School	0624	
Community Education	0722	
Minuteman Career and Technical High School	(781) 861-6500	
Transfer Station	0058	W, Sat, Sun 8-3:45
Tree Warden	1130	
Veterans Agent	(508) 647-6545	

# Elected Officials

For 2013-14

	Term Expires		
<b>Moderator</b>		<b>Cemetery Commissioners</b>	
James R. Repetti	2014	William R. Herd, Chairman	2016
<b>Board of Selectmen</b>		Pope Hoffman	2014
James P. Dawley Jr., Chairman	2016	Carol Jackman	2015
Robyn Hunter	2014	<b>Trustees Larrabee and Whiting Estates</b>	
Carol Lisbon	2015	Jonathan Fryer, Chairman	2014
<b>Town Clerk</b>		Mary Crane	2014
Barrie H. Clough	2014	Phillip Luttazi	2014
<b>Board of Assessors</b>		<b>Constables</b>	
Caroline Akins, Chairman	2014	Margaret Crowley	2016
Charles Long	2015	William Herd	2016
Caroline M. White	2016	Carl Sheridan	2016
<b>Dover School Committee</b>		<b>Planning Board</b>	
Dawn M. Fattore, Chairman	2016	Mark Sarro, Chairman	2016
Timothy Caffrey	2014	John P. Dougherty	2018
Kristen L. Dennison	2015	Henry Faulkner	2015
Lauren Doherty	2014	Jane Remsen	2014
Adrian J. Hill	2016	Gregory Sullivan	2017
<b>D-S Regional School Committee</b>		<b>Board of Health</b>	
Lauren T. Balk	2014	Barbara Roth-Schechter, Chairman	2016
Shelley L. Poulsen	2016	Harvey George	2015
Dana B. White	2015	Joseph Musto	2014
<b>Library Trustees</b>		<b>Park and Recreation Commission</b>	
Anne G. Coster, Co-Chairman	2015	Christopher Boland, Chairman	2016
Judith Schulz, Co-Chairman	2014	Peter Davies	2015
Mark A. Bush	2016	Eric H. Loeffler	2016
Adrian James Hill	2016	Scott B. Seidman	2015
Joan A. King	2015	Nancy Simms	2014
Elizabeth A. Paisner	2014		

# Appointed Officials

For 2013–14

	Term Expires
<b>Appointed by the Selectmen</b>	
<b>Town Administrator</b>	
David W. Ramsay	2016
<b>Town Accountant</b>	
Carol Wideman	2014
<b>Town Counsel</b>	
Anderson & Kreiger, LLP	2014
<b>Treasurer/Collector</b>	
Gerard Lane	2014
<b>Affirmative Action Officer</b>	
David W. Ramsay	2014
<b>Animal Control Officer</b>	
Elaine M. Yoke	2014
<b>Board of Appeals (Zoning)</b>	
Gary Lilienthal, Chairman	2016
Tobe Deutschmann	2016
Michael Donovan, <i>associate member</i>	2014
Alan Fryer, <i>associate member</i>	2014
LaVerne Lovell	2014
<b>Board of Fire Engineers</b>	
John F. Sugden Jr., Chairman	2016
Peter Smith	2015
J. Ford Spalding	2014
<b>Board of Registrars</b>	
Camille Johnston	2015
Nancy Storey	2014
John J. Walsh	2016
Barrie Clough, <i>ex officio</i>	–
<b>Bonded Constable</b>	
David MacTavish	2013
<b>Cable TV Advisor</b>	
Robert DeFusco	2016

	Term Expires
<b>Capital Budget Committee Representative</b>	
Carol Lisbon	2014
<b>Caryl Management Advisory Committee</b>	
Kathy Weld, Chairman	2016
Christopher Boland, <i>Parks and Recreation appointee</i>	2014
Joe Devine, <i>Council on Aging appointee</i>	2014
Mary Hable	2016
Carol Lisbon, <i>Board of Selectmen appointee</i>	2014
Ruth Townsend	2016
David W. Ramsay, <i>ex officio</i>	–
<b>Chief of Communications</b>	
Peter A. McGowan	2014
<b>Conservation Commission</b>	
Kate Faulkner, Chairman	2015
Lawrence Clawson, <i>associate member</i>	2014
Tim Holiner	2014
Candace McCann	2016
Amey Moot	2015
John Sheehan	2016
David W. Stapleton	2016
John Sullivan	2014
<b>Council on Aging</b>	
Betty Hagan, Chairman	2015
Alice Baranick	2014
Amy Boyce	2016
Maureen Dilg	2014
Cara Groman	2014
Barbara Murphy	2016
Louis Theodos	2014
Gilbert Thisse	2015
(Positions open: 4)	–
<b>Dover Cultural Council</b>	
Wendy Bornstein, Chairman	2014
Kristin Brophy	2016
Nancy Dougherty	2014
Irina Gorbman	2016
Linda Holiner	2016
Amy Lam	2016
Olia Lupan	2014
Patricia Marks-Martinovich	2016
Kerry Muse	2016
Karen O'Brien Tsourides	2014
John Sheehan	2016

	Term Expires
<b>Emergency Management</b>	
Jack I. London, Director	2016
Margaret Crowley, Deputy Director	2014
James R. Repetti, Deputy Director	2014
<b>Fence Viewers</b>	
David Heinlein	2016
Joseph Melican	2016
<b>Finance Committee on Roads</b>	
Scott Mayfield, Chairman	2015
Robyn Hunter, <i>Board of Selectmen appointee</i>	2014
Matthew Spinale	2015
John Walsh	2014
David W. Ramsay, <i>ex officio</i>	-
<b>Forest Warden</b>	
Jay Hughes	2016
<b>Groundwater Bylaw Enforcement Agents</b>	
George Giunta	2014
Michael Angieri	2014
<b>Hazardous Waste Coordinator</b>	
Paul Tedesco	2014
<b>Historical Commission</b>	
Jane Moore, Chairman	2016
Janet Comiskey-Giannini	2014
Richard Eells	2015
Thomas Johnson	2014
Charlotte Surgenor	2016
Paul Tedesco	2016
Dan Wilcox	2015
Carol Lisbon, <i>Board of Selectmen liaison</i>	-
<b>Inspector of Buildings &amp; Zoning Enforcement Officer</b>	
Walter Avallone, Inspector	2014
Robert Como, Back-up Building Inspector	2014
<b>Inspector of Wiring</b>	
Kevin Malloy, Inspector	2014
James Naughton, Deputy Inspector	2014
<b>Long Range Planning Committee Representative</b>	
Robyn Hunter	2014

	Term Expires
<b>Metropolitan Area Planning Council Representative</b> <i>(including Three Rivers Interlocal Council and Southwest Advisory Planning Committee)</i>	
(Position open)	-
<b>MBTA Representative</b>	
Robyn Hunter	2015
<b>Measurer of Wood and Bark</b>	
John Gilbert	2016
<b>Norfolk County Advisory Board</b>	
Robert Purdy	2016
<b>Open Space Committee</b>	
Amey Moot, Chairman	2016
Jane Brace	2014
Sierra Bright, <i>resigned 11-2-13</i>	2015
Mark Bush	2016
Kate Cannie	2015
Henry Faulkner, <i>Planning Board appointee</i>	2014
Boynton Glidden	2015
Justine Kent-Uritam	2016
Eric Loeffler	2014
Candace McCann, <i>Conservation Commission appointee</i>	2014
Barbara Roth-Schechter	2014
George Arnold Jr., <i>Long Range Planning Committee liaison</i>	-
James P. Dawley Jr., <i>Board of Selectmen liaison</i>	-
<b>Personnel Board</b>	
Mary Carrigan, Chairman, <i>Warrant Committee appointee</i>	2016
Juris Alksnitis	2014
Sue Geremia	2016
Mary Hornsby	2014
Robyn Hunter, <i>Board of Selectmen liaison</i>	-
David W. Ramsay, <i>ex officio</i>	-
<b>Personnel Rules Ombudsmen</b>	
Greer Pugatch, female	2014
David W. Ramsay, male	2014

	Term Expires
<b>Police Department</b>	
Peter A. McGowan, Chief of Police	2017
Nicole Bratcher	2014
Jonathan Cash	2014
David Chaisson	2014
Robert G. Clouse	2014
Richard Collamore Jr.	2014
Brian C. Collins	2014
Douglas Comman	2014
Warren Eagles	2014
Harold Grabert	2014
Steven Hagan, <i>retired 8/2013</i>	2014
Michael Heffernan	2014
Charles Marscher	2014
Edward Meau	2014
Ryan Menice	2014
Aaron Mick	2014
Patrick Murphy	2014
John Sweeney	2014
Christopher VanHandorf	2014
Todd Wilcox	2014
<b>Rail Trail Committee</b>	
Kate Cannie, Chairman	2013
Greg Hills	2013
Tim Holiner	2013
Mark Howe	2013
Mary McLaughlin	2013
Elaine Rosenberg	2013
Matthew Schmid	2013
Carol Lisbon, <i>Board of Selectmen liaison</i>	-
<b>Recycling Committee</b>	
Chris Poulsen, Chairman	2015
Tracy Boehme	2016
Michael Kinchla	2016
Matthew Schmid	2015
Savida Shukla	2014
Rebecca Sommer-Petersen	2014
Amy Wilcox	2016
<b>Right-to-Know Coordinator</b>	
Craig Hughes	2014
<b>Superintendent of Streets</b>	
Craig Hughes	2014

	Term Expires
<b>Surveyor of Lumber</b>	
Richard Malcom	2016
<b>Town Energy Coordinator</b>	
Erika Nagy Lert	2016
<b>Town Engineer</b>	
Michael J. Angieri	2014
<b>Town Report Committee</b>	
Kathy Weld, Chairman	2014
Dee Douglas	2015
Jill French	2016
Mary Kalamaras	2016
Hadley Reynolds	2015
<b>Town Sexton</b>	
Laurence R. Eaton	2016
<b>Tree Committee</b>	
John Devine, Chairman	2015
Laura Walter	2016
(Position open)	-
<b>Tree Warden and Moth Superintendent</b>	
John Gilbert	2015
<b>Veterans' Grave Officer</b>	
Bill Herd	2016
<b>Veterans' Services</b>	
Paul Carew	2014
<b>Water Operator</b>	
Jeffrey Carter, Deputy	2014
<b>Appointed by the Moderator</b>	
<b>Warrant Committee</b>	
John Cone, Chairman	2015
Maureen Arkle	2014
Robert Cocks	2014
Richard Forte Jr.	2016
Brooks Gernerd	2015
Kathy Gill-Body	2014
Douglass Lawrence	2015
Geoffrey Merrill	2016
James Stuart	2016

	Term Expires
<b>Memorial Day Committee</b>	
Carol Jackman, Chairman	2016
Sue Sheridan	2014
Jay Sullivan	2015
<b>Dover Representative to Minuteman</b>	
J. Ford Spalding	2016
<b>Long Range Planning Committee</b>	
John Donoghue, Chairman	2015
George Arnold	2014
Robyn Hunter, <i>Board of Selectmen appointee</i>	2013
Mark Sarro, <i>Planning Board appointee</i>	2015
Suzanne Sheridan	2016
Peter Smith	2016
Walter Weld	2014
<b>Personnel Board</b>	
Juris Alksnitis	2014
<b>Appointed by the Assessors</b>	
<b>Town Assessor</b>	
Karen MacTavish	2014
<b>Appointed by the Board of Health</b>	
<b>Executive Assistant</b>	
Diane Fielding	-
<b>Agents, Board of Health</b>	
Michael J. Angieri, Septic Agent	2014
George Giunta, Well Agent	2014
<b>Walpole Area Visiting Nurse Association</b>	
Maureen T. Bannan, Executive Director	2014
<b>Inspector of Animals</b>	
Elaine M. Yoke	2014
<b>Lyme Disease Committee</b>	
Dr. Barbara Roth-Schechter, Chairman	2016
Kate Cannie	2016
Dr. Mary Hable	2015
Tim Holiner, <i>Conservation Commission</i>	2014
Dr. Stephen Kruskall	2014
Matthew Schmid	2014
Phil Trotter	2016
George Giunta, Deer Management Agent	2014
Jim Palmer, Deer Management Agent	2014

	Term Expires
<b>Appointed by the Capital Budget Committee</b>	
<b>Capital Budget Committee</b>	
Robert Springett, Chairman	2016
Kate Bush	2015
Robert Cocks, <i>Warrant Committee appointee</i>	2014
Gordon Kinder	2014
Carol Lisbon, <i>Board of Selectmen appointee</i>	2014
James Stuart, <i>Warrant Committee appointee</i>	2014
<b>Long Range Planning Committee</b>	
Mark Sarro	2014
<b>Appointed by the Conservation Commission</b>	
<b>Open Space Committee</b>	
Candace McCann	2014
<b>Lyme Disease Committee</b>	
Tim Holiner	2014
<b>Appointed by the Long Range Planning Committee</b>	
<b>Capital Budget Committee</b>	
Mark Sarro	2014
<b>Appointed by the Planning Board</b>	
<b>Consulting Town Planner</b>	
Gino Carlucci	-
<b>Administrative Assistant</b>	
Susan Hall	-
<b>Long Range Planning Committee</b>	
Mark Sarro	2014
<b>Open Space Committee</b>	
Henry Faulkner	2014

**Term Expires**

**Appointed by the Warrant Committee**

**Personnel Board**

Mary Carrigan

2016

**Capital Budget Committee**

Robert Cocks

2014

James Stuart

2014

*“Appointee” denotes a voting member; “liaison” refers to a non-voting member.*

# DOVER

## *Town Government Reports*

# 2013



## *Report of the* **Moderator**

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James R. Repetti

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The Dover Annual Town Meeting was held on Monday, May 6, 2013. The report of the meeting, as recorded by the Town Clerk, may be found elsewhere in the *Dover Town Report*. I would like to thank Assistant Moderators David Haviland and Paul White, Town Clerk Barrie Clough, and the constables, checkers, counters, pages, and registrars, whose hard work at the meeting was indispensable.

To some people, our tradition of Open Town Meeting may seem a throwback to past centuries. However, it is this very tradition of citizen participation that makes Dover a community of which we can be proud. All registered voters are welcome and encouraged to participate in this time-honored tradition, and I believe that it is one's civic duty to make an effort to attend. My role as Moderator is to encourage attendance and provide a meeting environment that affords every citizen the opportunity to voice his or her opinion to other citizens in attendance. A citizen may not always agree with the outcome of a vote at Town Meeting, but that citizen's dissenting voice should be heard during the debate and discussion of any issue on the floor.

In addition to presiding over Town Meeting, the Moderator has appointing authority to various committees. These appointments are essential to the successful running of a town government. Consequently, all citizens are encouraged to donate time to a Town of Dover board or committee. There are many opportunities for volunteerism available for citizens of all age groups, professions, and interests. The success of local government relies on and is enhanced by the diversity of the volunteers who participate in it.

Thank you for choosing me as Moderator. I enjoy serving Dover in this capacity and hope to continue to do so in the future.

# Report of the Board of Selectmen

---

James P. Dawley Jr., Chairman  
Carol Lisbon, Clerk  
Robyn Hunter, Member  
David W. Ramsay, Town Administrator

---

The year 2013 saw membership changes on the Board. With the retirement of Joseph Melican in April, a special election was held in June, at which time Robyn Hunter was elected to fill his unexpired one-year term. The Board extends its sincere thanks and appreciation to Mr. Melican for his dedication and outstanding service to the Town over several decades.

## Personnel Changes

In July, the Board recognized retiring Fire Engineer Carlton “Pete” Sherman for his service of more than 70 years to the Town, as a member of the Fire Department, then its chief, and also as a member of the Board of Fire Engineers. The Board extends its sincere thanks and appreciation to Pete for his dedication and his contributions to the Town.

In September, the Board issued a resolution recognizing Police Detective Steve Hagan, who retired in August after 26 years of extraordinary service to the Dover Police Department. The Board thanks Officer Hagan for his deep commitment to the Town of Dover.

## Land Purchase: 287 Dedham Street

In May, the Board received notice that the property at 287 Dedham Street was being sold for \$350,000. Because the property had received a tax exemption pursuant to Massachusetts General Laws (MGL) Chapter 61A, the Town had the right of first refusal to purchase the property and 120 days within which to exercise its right. As is its practice, the Board notified the Conservation Commission, the Open Space Committee, and the Dover Land Conservation Trust (DLCT). Their collective research indicated that the property was an exceptional piece of undeveloped land, rich in environmental and ecological qualities. Consequently, in June, the Conservation Commission and Open Space Committee voted to recommend to the Board that the Town purchase the land. The Commission also offered to commit \$150,000 from its Conservation Land Acquisition Fund toward the purchase. The DLCT agreed to attempt to raise the difference.

During the summer, as the DLCT conducted its fund-raising efforts, the Selectmen’s office did its due diligence, which included a title search and an environmental review; the results showed no barriers to acquisition

of the property. The purchase was finalized in October, after the DLCT reached its goal and donated the sum of \$199,746 to the Town toward the acquisition.

The Board extends its gratitude to Assistant Town Administrator Greer Pugatch for her hard work in shepherding this acquisition through the myriad legal and municipal processes that were required over a period of several months. It also wishes to acknowledge the hard work and generosity of the Conservation Commission and the DLCT, without which this purchase could not have been made. The Board particularly thanks Amey Moot and Kate Faulkner from the Conservation Commission and Sara Molyneux and Tom French from the DLCT for their leadership in research and fund-raising. Gratitude is also extended to all the Trustees of the DLCT, as well as to all the individuals who generously contributed financially to the project. This was a wonderful example of a public/private partnership, and the first acquisition of land in Dover since a similar partnership resulted in the purchase of Wylde Woods in 2000.

It should be noted that the Board also received notice in May of the sale of another Chapter 61A property, located on Pegan Lane. The purchase of this property was considered by the Town using the same process described above. It was determined that the land did not possess the same exceptional qualities and, unfortunately, as the sole funder for this purchase, the DLCT was unable to raise sufficient funds to acquire it.

## May 2013 Annual Town Meeting Warrant: Article 12

At the May 6, 2013, Annual Town Meeting, Article 12, which was submitted by a Citizens’ Petition, was approved. This article proposed a bylaw change to supersede the MGL regarding the local authority of the Board of Selectmen and Parks and Recreation Commission: It would require Town Meeting approval specifically for projects undertaken on Town-owned land in the custody of the Commission when the total project development cost is \$150,000 or more, but less than 50% of such total project development cost has been or will be subject to appropriation by the Town. An amendment to the main motion was passed which would require the sponsor of a project to make certain reports to the Town Clerk for donations (including future pledges) greater than \$5,000 of value in support of the project.

As required by law, this bylaw, along with two unrelated bylaw changes, were subsequently forwarded to the Office of the Attorney General for the Commonwealth of Massachusetts for review prior to becoming law. In a letter dated October 8, 2013, the Attorney General’s office issued a split decision. It disapproved the bylaw changes (Chapter 5-12.1C and D) requiring Town Meeting approval of projects as described above because the provisions conflict with the powers already granted to the Parks and Recreation Commission by statute (GL Ch. 45, §2 and §5) and by the Town’s bylaws (Article XII, Section 4-18). The bylaw changes also conflict with the authority granted to the Board of Selectmen and

Parks and Recreation Commission to spend gifts or grants provided for the purpose of making improvements to parkland, without need for Town Meeting approval (GL Ch. 44, §53A).

The Attorney General's office did approve the section (Chapter 5-12.1B) whereby a project as defined in the main motion would be subject to review by the Board of Selectmen, and also approved the amendment to the main motion requiring reports of donations. However, it noted that it may implicate the Public Records Law and the privacy rights of those listed, and it strongly urged the Town to consult with Town Counsel regarding this issue, which the Board is now doing.

Important to note is that, despite the Attorney General's disapproval, the Board has consistently pledged that it would seek Town Meeting approval on any such projects as defined in the main motion. The Board demonstrated its commitment by submitting a non-binding ballot on the May 2013 Town Election warrant regarding the need for a project (CParc) as defined in the main motion, and by its collaborative efforts with the Parks and Recreation Commission that led to the Commission's decision to be bound by the results of the vote, which was ultimately against the project.

### **Rail Trail Exploration**

The Rail Trail Committee (RTC), established by the Board in 2011, continued its efforts in 2013 to study the feasibility of converting the unused Massachusetts Bay Transportation Authority (MBTA) railroad tracks, currently leased by Bay Colony Railroad, into a recreational path. At the 2013 Annual Town Meeting, an article seeking funds to complete the feasibility study was not approved. In a meeting with the Board in October, the RTC agreed to complete a report of its activities, research, and findings, and to identify outstanding issues that a future committee could refer to should there be renewed interest in this project.

At that same meeting, the Friends of the Dover Greenway (renamed from Friends of the Rail Trail)—a group of Dover residents supportive of a recreational path—announced its intention to raise the funds necessary to complete the study. The Board encouraged them to continue their efforts, but felt that a vote to accept the funds was premature, pending completion of the final feasibility study report. (For additional information, see the RTC report on page 203.)

### **Personnel Management**

The Board of Selectmen continued to promote and recognize the professionalism of its dedicated staff. Department heads completed a third year of successful quarterly team-building exercises.

In December, the Board signed a successor three-year agreement with Police Chief Peter McGowan for Fiscal Years 2015–17. The Board expressed great appreciation for Chief McGowan's dedication and

professionalism in making the transition from the previous incumbent a seamless one, and it looks forward with confidence to another three years of excellent service from him.

In a separate matter, the Board signed a new three-year collective bargaining contract with Massachusetts Laborers' District Council Local 1116 that is fair and equitable to both the Town of Dover and employees in the Highway, Parks and Recreation, and Building Maintenance departments.

### **Other Activities**

- In February, the Board approved the provision of a dental insurance policy to Dover's employees at no cost to the Town, as part of its efforts to attract and retain qualified and dedicated professionals.
- In March, in response to a request from the Council on Aging (COA) for additional permanent space at the Caryl Community Center, the Board designated the former art room and two storage rooms contiguous to it for use by the COA, in addition to the "Blue Room" it is already using. The COA moved into the renovated space in August.
- In support of COA's request for a van to address senior transportation needs, the Board voted to join the MetroWest Regional Transportation Authority (MWRTA) in 2012, contingent upon satisfactory contract negotiations. These negotiations are ongoing and the operational details associated with having a van are being developed in coordination with the COA.
- In July, the Board adopted a formal policy regarding the expenditure of gifts and grants by Town departments pursuant to MGL Ch. 44, §53A. This is not a new statutory requirement, but was discovered during discussions regarding the Caryl Park playing fields proposal. The policy advises all boards and committees to seek the counsel and recommendation of the Board prior to seeking, soliciting, or accepting a grant or gift for any municipal purpose. Various considerations and determinations are specified to ensure a comprehensive and consistent approach to grant and gift acceptance.
- The Board began discussions on developing a policy regarding the Parks and Recreation Department's revolving fund pursuant to MGL Ch. 44, §53D, which requires that the Board of Selectmen approve any expenditure from this revolving fund. Again, this is not a new statutory requirement, but was discovered during discussions regarding the Caryl Park playing fields proposal. It is the Board's intention to bring Dover into compliance with this statute, but without unduly interfering in the daily operations of the Parks and Recreation Department.

- Last year, the Internal Revenue Service (IRS) randomly selected the Town for an audit as part of the IRS's National Review Program. The audit covered the 2010, 2011, and 2012 calendar years. During the past year, our finance team, led by Town Accountant Carol Wideman and Treasurer-Collector Gerald Lane, provided the IRS with the numerous documents and support they requested to conduct their audit. In addition, both the Town Accountant and Treasurer met frequently with the IRS to respond to their questions. The audit resulted in the IRS identifying five categories of noncompliance, with the most significant being the misclassification of employees as contractors. In June, the Board authorized the Town Administrator to enter into settlement agreements with the IRS and authorized the payment of \$50,358.45 in assessments and penalties. The Board also instructed the Town Administrator to implement new policies and procedures to ensure that these issues do not recur in any Town department.
- At the request of the Board of Health (BOH), the Selectmen added two parcels of Town-owned land to the BOH's Deer Management Program, which is now in its third year: 52.6 acres at 101 Haven Street (parcel #05-186A) and 3.06 acres off Chickering Drive (parcel #05-077).

The Board would particularly like to thank Dave Ramsay, Greer Pugatch, Karen Hayett, and Felicia Hoffman for their superb support of Board activities and responsibilities, and for their willingness to provide administrative support to other departments and boards in times of need. The Board also wishes to express its appreciation to its hardworking employees and to all the dedicated citizen volunteers who generously donate their resources of time and expertise to the Town. Through their combined efforts, they keep the Town functioning smoothly and help preserve Dover's special qualities.

## Litigation

As required by the Town's bylaws, what follows is a summary of active litigation matters handled by Anderson & Kreiger, LLP, during 2013:

- **O'Brien, Trustee 21 Claybrook Realty Trusts v. Board of Assessors**  
Appellate Tax Board No. 305824  
Appeal from action on abatement request. Appellate Tax Board decision for Assessors. Appeal filed and order for dismissal pending for failure of appellant to prosecute.
- **Lane v. Board of Assessors**  
Appellate Tax Board No. 315302.12  
Appeal from action on abatement request. Decision for Assessors' report and findings from Appellate Tax Board pending.

- **Lataif v. Board of Assessors**  
Appellate Tax Board No. F-316849  
Appeal from action on abatement request. Matter settled.
- **Goddard v. Goucher, Salt Marsh Farm Trust, Trustee and Town of Dover**  
Plymouth Superior Court No. PLCV2011-01241  
Dispute over validity of Town's foreclosure of tax taking. Trial pending. Town represented by other counsel.



*Dover Town House entrance. Photo by Dee Douglas.*

# Report of the Warrant Committee

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John Cone, Chairman  
James Stuart, Vice-Chairman  
Richard Forte Jr., Secretary  
Maureen Arkle  
Robert Cocks  
Brooks Germerd  
Kathy Gill-Body  
Douglass Lawrence  
Geoffrey Merrill

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The Dover Warrant Committee serves as the Town's financial advisory committee, as mandated under Chapter 39, Section 16, of the Massachusetts General Laws. It consists of nine members, each of whom is appointed by the Town Moderator to serve a three-year term. The Committee reviews and makes recommendations on all Town Meeting Warrant articles through its comments in the Blue Book and at Town Meeting. It pays particular attention to Article 4, the Operating Budget, reviewing in detail the proposed budgets of all Town departments. The Committee also monitors the accumulation and use of Free Cash and can authorize the use of the Reserve Fund to cover any unbudgeted and unexpected expenses that arise throughout the year.

The Town's budgets are managed on a fiscal-year basis beginning on July 1. The Committee's work on the Fiscal Year (FY) 2014 budget began in fall 2012 with the issuance of general budget guidelines to all departments. The FY14 budget was voted at the May 2013 Annual Town Meeting for implementation on July 1, 2013.

During fall 2012, the Committee developed budget guidance for the various Town departments. The economic outlook remained uncertain, with local revenue, derived mostly from property and excise taxes, unlikely to grow significantly. Consequently, the departments were instructed to prepare level-service budgets. The budget guidance also included an endorsement of the Personnel Board's wage and salary guidelines for non-contract personnel, along with recommended energy cost adjustments.

During the winter, the Committee met with each of the budgetary authorities to go over the details of their budget requests. It also reviewed the Capital Budget and the stand-alone warrant articles. This review process culminated in the Open Hearing on the Warrant, during which citizens could hear and comment on the proposals. After the Open Hearing, the Committee formulated summaries and recommendations for each warrant article, published as the Blue Book, which is mailed to every Dover household and which provides the framework for Town Meeting.

The Town's Operating Budget has increased 15.8% over the past five fiscal years, from an appropriation of \$27,422,316 for FY09 to an appropriation of \$31,751,674 for FY14. During this same period, the total budget, including capital items and special articles, increased 17.8%, from \$28,338,789 for FY09 to \$33,386,186 for FY14. Meanwhile, revenues generated through property taxes grew 12%, from \$23,815,929 to \$26,664,674. Total revenue from all sources increased 21.3%, from \$25,705,929 to \$31,178,213. The difference between revenue and expenses is made up from Free Cash and, in some years, a Proposition 2½ override. FY14 marked the seventh consecutive year that the Warrant Committee has presented the Town's voters with a budget that did not require an operating override.

Despite the Committee's review process and efforts to control budgetary growth, the reality is that many budget expenses are driven by factors beyond the Town's control, with energy and insurance costs being chief among them. A number of department supervisors, with the approval of the Board of Selectmen, have joined municipal consortiums in an effort to obtain better pricing on such services and commodities as health care and other insurance, fuel oil, road salt, and police cruisers. To offset the growth of these and other expenses with revenue generation, the Warrant Committee has reviewed most of the fees charged by departments for services and programs provided to residents and has recommended increasing fees where appropriate. The Warrant Committee believes that in order to fund Town services, the prudent use of Free Cash, in conjunction with a general override of Proposition 2½, will be necessary in the foreseeable future to manage the growing disparity between Town revenues and increasing operating expenses.

At the May 2013 Annual Town Meeting, voters approved a 3.5% increase in the FY14 Operating Budget (Article 4), for a total of \$31,751,674. Of this amount, \$19,236,649, or 61%, represents expenditures for Dover, Regional, and Minuteman schools, a 5.5% increase over the previous year's outlay. State-mandated expenditures for the needs of the Special Education program continue to be a significant driver of the growth in the school budgets.

The FY14 Capital Budget (Article 5) was \$646,534 and along with other articles, total expenditures for FY14 approved at Town Meeting were \$33,386,186. This exceeded total anticipated revenues by \$1,597,973, with the shortfall funded by the use of Free Cash to reduce the tax rate.

Free Cash was certified by the Commonwealth at \$5,680,471 as of July 1, 2013, as compared with \$5,273,685 as of July 1, 2012. Subtracting the \$1,597,973 applied to the FY14 budget leaves a balance from July 1, 2013, Free Cash of \$4,082,498, which is 12% of the total FY14 budget. The Association of Town Finance Committees recommends retaining Free Cash equal to 5% to 10% of a town's budget, and the Warrant Committee believes this is especially prudent during an uncertain economic environment. The Committee also believes that volatile energy

and insurance costs, as well as rising post-retirement employee expenses, will continue to have a significant impact on several Town operating budgets for the foreseeable future. We need to cushion against substantial increases in operating costs that are outside of the Town's control, including all categories of insurance (health, worker's compensation, liability); retirement; and the Special Education program. Finally, aid to cities and towns will remain uncertain until the state's fiscal outlook improves.

Accordingly, the Warrant Committee anticipates that a substantial Free Cash reserve will continue to be required to maintain the quality and types of services provided by the Town. (One recognizable benefit that the Town enjoys by virtue of its level of Free Cash and its history of paying financial obligations in a timely manner, is a AAA Stable bond rating, which minimizes borrowing costs.) However, as total expenses continue to increase, the Town's challenge will be to maintain an acceptable balance among its Free Cash position, its real estate taxes, and the level and types of service it provides to its residents.

The Town is facing a potential reduction in state aid, not only for the remainder of FY14, but also for the duration of the state budget difficulties. Dover, along with all of the other communities in the Commonwealth, will face financial challenges as the economic recovery remains sluggish.

Each year the Warrant Committee undergoes membership changes as terms expire. We extend our thanks and gratitude to departing member Andrew Waugh. The Committee welcomed new member Geoffrey Merrill and gave a hearty welcome-back to James Stuart and Richard Forte, who each agreed to sign up for a second three-year term.

The Warrant Committee is privileged to work with all of the Town departments, committees, and boards that operate to make the Town of Dover function smoothly. The dedication and hard work of the Town's employees and its many elected and appointed citizen volunteers allow the Committee to perform its duties in a thorough and timely fashion. The Committee thanks everyone for their continuing efforts.

## *Report of the* **Capital Budget Committee**

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Robert Springett, Chairman  
Kate Bush  
Robert Cocks, Warrant Committee  
Gordon Kinder  
Carol Lisbon, Board of Selectmen  
Mark Sarro, Long Range Planning Committee  
James Stuart, Warrant Committee

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The Capital Budget Committee's annual responsibility is to prepare a capital budget program for use by the Board of Selectmen, the Warrant Committee, other Town boards and officials, and the voters.

The Committee independently reviews and vets the capital budget requests of all Town departments. Any item that is large or of a special nature is forwarded to the Selectmen, who determine whether the item is to be included in Article 5 of the Town Meeting Warrant or presented for consideration as a separate article. When making a warrant placement decision, the Selectmen seek input from the petitioning organization, the Capital Budget Committee, and the Warrant Committee, and also consider the source of funding.

The Capital Budget Committee then recommends to the Board of Selectmen, the Warrant Committee, and Town voters the annual capital budget, which includes Article 5 and other special articles on the warrant that involve capital expenditures. In addition, the Committee requests and reviews five-year capital budget projections from each Town department. The Committee prepared its Fiscal Year (FY) 2014 capital budget recommendations during fall 2012 and winter 2013. In March 2013, it presented its recommendation for Article 5 expenditures totaling \$594,234. Included in this amount was \$172,885 for a street sweeper replacement requested by the Highway Department.

Of the 19 requests approved for Article 5 by the Capital Budget Committee, five represent approximately 64% of the total amount requested (Highway Department, street sweeper; Fire Department, Squad 2 truck; Police Department, patrol and Animal Control vehicles; and Selectmen, painting of Town House clock tower/cupola). The following requests received from Town boards and departments were approved by the Committee:

- **Cemetery Commission:** John Deere XUV855D utility vehicle (\$22,825)
- **Fire Department:** Squad 2 truck (\$75,000); self-contained breathing apparatus (SCBA) bottles (\$11,000)

## *Report of the* **Town Clerk**

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Barrie H. Clough, CMMC, Town Clerk  
Felicia S. Hoffman, Assistant Town Clerk  
Pamela H. Ellsworth, Assistant

*Board of Registrars:*  
Camille C. Johnston  
Nancy H. Storey  
John J. Walsh

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The following reports appear on pages 30–59:

- **Caucus**, March 11, 2013
- **Special Caucus**, April 24, 2013
- **Special State Primary**, April 30, 2013
- **Annual Town Meeting, Deliberative Session**, May 6, 2013
- **Annual Town Meeting, Article 24 Elections**, May 20, 2013
- **Special State Election**, June 25, 2013
- **Special Town Election**, June 25, 2013
- **Vital Statistics for the Calendar Year 2013**
- **Town Clerk Financial Reports for the Calendar Year 2013**

- **Highway Department:** Street sweeper (H-9) (\$172,885)
- **Library:** Furnishings for the Children’s Area (\$15,000)
- **Parks and Recreation Commission:** Department vehicle (\$24,860); refurbishment of Caryl Community Center gym floor (\$4,200)
- **Police Department:** Replacement of two patrol vehicles (\$70,000); radio receiver for Dover-Sherborn High School (\$30,000); mobile computer interface (\$17,000); and Animal Control vehicle (\$35,000)
- **Dover School Committee:** Replacement of library carpet (\$20,155); upgrade of sidewalk light pole to LED (\$5,427); power shades for cafeteria seating area (\$6,882); iPad pilot program for Grades 2 and 3 (\$14,000)
- **Board of Selectmen:** Town House roof repairs (\$15,000), painting of clock tower/cupola (\$30,000) and of gutters and fascia (\$15,000); replacement of the carpet in the Library’s Children’s Area (\$10,000)

The Capital Budget Committee wishes to thank all the Town boards and departments for their cooperation in submitting timely budget requests, supplying additional information as requested, and meeting with Committee members at review sessions. The Committee also thanks former members Mike Aceti, Kim Collins, and Robyn Hunter for their dedication, insight, and effort that led to these recommendations and an improved capital budget process.



*Norfolk Hunt Club member at the Charles River.  
Photo by Heather Hodgson DePaola.*

# Caucus

March 11, 2013

At 7:30 p.m., Barrie H. Clough, Town Clerk, called the Caucus to order for the purpose of nominating candidates for Town offices. He called for nominations of Caucus Chairman and Clerk.

James Dawley nominated James Repetti as Caucus Chairman and Felicia Hoffman as Caucus Clerk. Their nominations were seconded. There being no other nominations, they were duly elected by voice vote.

Mr. Repetti explained the procedures for Caucus under Chapter 53, Section 121 of the General Laws. Other announcements relative to nomination papers and voting procedures were made. It was moved, seconded, and passed that the ballots be cast and counted only for those offices for which more than two candidates were nominated and that the Caucus Clerk would cast a single ballot on behalf of the Caucus. The following candidates were then nominated:

<b>Moderator</b> (1 year)	James R. Repetti
<b>Selectman</b> (3 years)	James P. Dawley Jr.
<b>Assessor</b> (3 years)	Caroline M. White
<b>Dover School Committee</b> (3 years)	Adrian Hill
<b>D-S Regional School Committee</b> (3 years)	Shelley L. Poulsen
<b>Library Trustee</b> Two positions (3 years)	Mark Bush Adrian Hill
<b>Cemetery Commissioner</b> (3 years)	William R. Herd
<b>Planning Board</b> (5 years)	John Dougherty
<b>Board of Health</b> (3 years)	Barbara Roth-Schechter
<b>Park and Recreation</b> Two positions (3 years)	Christopher Boland Eric Loeffler
<b>Constable</b> Three positions (3 years)	Margaret Crowley William R. Herd Carl E. Sheridan

Because there were only one or two candidates for each office, a ballot count was not taken. The Caucus Clerk was directed to cast a single ballot on behalf of the Caucus for those nominated. The Town Clerk announced that candidates must sign the Caucus certificate by Thursday, March 14th at 4 p.m. The meeting was adjourned at 8:08 p.m.

# Special Caucus

April 24, 2013

At 7:30 p.m., Barrie H. Clough, Town Clerk, called the Special Caucus to order for the purpose of nominating candidates for Selectman. He called for nominations of Caucus Chairman and Clerk.

Carol Lisbon nominated James Repetti as Caucus Chairman and Felicia Hoffman as Caucus Clerk. Their nominations were seconded. There being no other nominations, they were duly elected by voice vote.

Mr. Repetti explained the procedures for Caucus under Chapter 53, Section 121 of the General Laws. Other announcements relative to nomination papers and voting procedures were made. It was moved, seconded, and passed that the ballots be cast and counted only for that office for which more than two candidates were nominated and that the Caucus Clerk would cast a single ballot on behalf of the Caucus.

The following candidate was then nominated:

**Selectman** (1 year to fill an unexpired term) Robyn Hunter

The Caucus Clerk cast a single ballot on behalf of the Caucus for those nominated. The Town Clerk announced that candidates must sign the Caucus certificate by Friday, April 26th, at 1 p.m. The meeting was adjourned at 7:50 p.m.



*Caryl House. Photo by Heather Hodgson DePaola.*

# Special State Primary

April 30, 2013

Pursuant to the Warrant given under the hands of the Selectmen on the 19th of March 2013, a Special State Primary was held on April 30, 2013. Constable Carl Sheridan inspected the AccuVote ballot box and found it to be empty and set at zero. Barrie Clough, Town Clerk, declared the polls open at 7 a.m.

At 8 p.m., the polls were declared closed by the Town Clerk. A total of 866 ballots had been cast, of which 401 were Republican and 465 Democrat. At 8:17 p.m., the official results were read. The official vote count was as follows:

## REPUBLICAN

### Senator in Congress

Gabriel E. Gomez	217
Michael J. Sullivan	92
Daniel B. Winslow	90
Write-ins	2

## DEMOCRAT

### Senator in Congress

Stephen F. Lynch	145
Edward J. Markey	319
Write-ins	1



*On Old Home Day, Barbara Prevost works the Caryl House loom she helped restore. Photo by Maureen Sullivan.*

# Annual Town Meeting

Deliberative Session

May 6, 2013

Pursuant to the Warrant given under the hands of the Selectmen on March 11, 2013, James Repetti, Moderator, called the Annual Town Meeting of the Town of Dover to order on May 6, 2013, at 7:05 p.m. at the Allan Mudge Memorial Auditorium of the Dover-Sherborn Regional High School in Dover. A quorum was present. The reading of the Constable's Return of Service was waived.

The Town Clerk designated the following checkers and counters for this meeting: Eleanor Herd, Paul Tedesco, Carrie Waterman, Carol Healer, Eileen Devine, Alice Baranick, Sue Sheridan, Juris Alksnitis, William Herd, Jane Hemstreet, Celeste Hurley, and Felicia Hoffman. Registrars serving were Nancy Storey, Camille Johnston, and John Walsh. Constables present were Bill Baranick, Margaret Crowley, and Carl Sheridan. Mr. Repetti also recognized the Boy Scouts from Dover's Troop 1 serving as pages: Christopher Devine, Brian Mitchell, Zack Nagode, and Max Petersen.

Mr. Repetti introduced those persons sitting on the stage: Town Administrator David Ramsay; Selectmen Carol Lisbon and James Dawley; Town Clerk Barrie Clough; Assistant Moderator David Haviland; Town Counsel William Lahey; and Warrant Committee members Douglass Lawrence, Maureen Arkle, Rich Forte, James Stuart, Andrew Waugh, John Cone, Kathy Gill-Body, Robert Cocks, and Brooks Gerner.

Mr. Repetti remarked that the conduct of Town Meeting is based upon a combination of statute, bylaw, custom, and the Moderator's discretion. *Town Meeting Time*, compiled by the Massachusetts Moderator's Association, is used as a parliamentary reference. He reviewed some common Town Meeting motions and terms and encouraged attendees to ask for clarification if they were confused about a motion or a vote put before them.

Mr. Repetti stated that he would state the subject matter of each Article, the full text of which is found in the Blue Book. As a rule, he would use voice votes. If unable to call the vote, he would ask for a show of hands, and if that did not suffice, he would ask for a standing vote. For a motion to dismiss placed on the floor of Town Meeting, the discussion would be limited to dismissal of the article, not the merits of the article.

Mr. Repetti encouraged brevity in remarks and reminded attendees that he would try to maintain a balance between moving the agenda along and ensuring that all who had something to contribute were given the opportunity to do so. Mr. Repetti requested a moment of silence to honor those who are currently serving our country and putting themselves in harm's way to preserve our freedoms.

Mr. Repetti then recognized Mr. Waugh, Chairman of the Warrant Committee, for his remarks. Mr. Waugh spoke regarding the process the Warrant Committee followed in bringing its recommendations before Town Meeting. He highlighted the areas that the committee felt needed additional discussion. He thanked all the Town's departments and committees for their cooperation in the budget process.

Before proceeding to the Articles of the Warrant, Mr. Repetti again recognized Mr. Waugh for a motion governing the conduct of the Meeting.

**Motion:** It was moved by Mr. Waugh and seconded by Mr. Cone that the following rule be adopted for the conduct of this meeting: "Any amendment to a main motion that would increase an appropriation must contain a provision for the source of funds for the increase such that the total amount to be raised and appropriated at the Meeting will not be increased."

**Vote:** The motion was put to a vote and passed unanimously.

The Moderator started the process of going through the Warrant.

**ARTICLE 1. (Selectmen)** To hear and act on the various reports of the various committees: (a) as contained in the printed 2012 Annual Report; and (b) any other reports submitted to the voters by the Town committees.

**Motion:** It was moved by Gerald Clarke and seconded by Peter George that pursuant to MGL Title 7, Chapter 45, Section 9 the report of the Park and Recreation Committee on pages 179 through 183 of the Annual Report be rejected and require re-submittal to be in compliance with applicable law.

**Vote:** The amendment was put to a voice vote and was passed by a majority.

**Motion:** It was moved by Mr. Waugh and seconded by Mr. Cone that the reading of the various reports by the Town Clerk be waived, and the reports be accepted and placed on file.

**Vote:** The motion was put to a voice vote and passed unanimously.

**ARTICLE 2. (Assessors)** To see if the Town will vote to accept the provisions of Chapter 73, Section 4, of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, in order to allow an additional real estate tax exemption of up to 100% in Fiscal Year 2013 for those who qualify for an exemption under Chapter 59, Section 5, Clauses 17D, 22, 22A, 22B, 22C, 22D, 22E, 37A, or 41C of the Massachusetts General Laws; or take any other action relative thereto.

**Motion:** It was moved by Mr. Waugh and seconded by Mr. Cone that the Town accept Section 4 of Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988 for the Fiscal Year 2014.

**Vote:** The motion was put to a voice vote and was passed unanimously.

**ARTICLE 3. (Selectmen)** To see if the Town will set the salaries for its elected officials for the ensuing fiscal year; or take any other action relative thereto.

**Motion:** It was moved by Mr. Waugh and seconded by Mrs. Gerner that the salaries recommended for elected officials of the Town as shown in the right-hand column of the Warrant Committee Report be called over by the Moderator and that if no objection is raised to any of them, they be approved as read.

**Vote:** The motion was put to a voice vote and was passed unanimously.

The Moderator read over the following salary recommendations:

1. Board of Selectmen	
a. Chairman	\$200
b. Clerk	150
c. Other member	100
2. Assessors	
a. Chairman	400
b. Other members (each)	350
3. Town Clerk	60,135
4. Planning Board	
a. Chairman	100
b. Other members (each)	50
5. Constables (3, each)	150
6. Board of Health	
a. Chairman	150
b. Other members (each)	100

The salaries were read over and there were no holds placed.

**ARTICLE 4. (Selectmen)** To see what sum the Town will raise and appropriate for salaries and expenditures by departments, officers, boards, and committees of the Town for the ensuing fiscal year; to determine whether the money shall be included in the tax levy, transferred from available funds, or provided by any combination of these methods; or take any other action relative thereto.

**Motion:** It was moved by Mr. Waugh and seconded by Mr. Cone that the salaries and expenses recommended by the departments, officers, boards, and committees of the Town as shown in the "FY 2014 Requested" column in the Warrant Committee Report, be called over by the Moderator, and, if no objection is made, that the Town appropriate such sums and raise such amounts from the tax levy and from other general revenues of the Town, except that \$10,400.36 of the amount appropriated pursuant to Line Item 710 therein for maturing debt-principal shall be transferred from the Title V Receipt Reserved for Appropriation Account.

**Vote:** The motion was put to a voice vote and was passed unanimously.

	<b>FY13 Approved</b>	<b>FY14 Requested</b>	<b>FY13/FY14 % Change</b>
<b><u>General Government</u></b>			
301 Moderator	\$0	\$0	0.0
131 Warrant Committee	4,976	5,180	4.1
122 Selectmen			
Salaries	263,420	271,820	3.2
Expenses	51,176	49,976	(2.3)
Totals	314,596	321,796	2.3
192 Town House Expenses	63,567	63,217	(0.6)
191 Whiting Road	4,336	4,629	6.8
193 Caryl Community Center	111,332	118,677	6.6
199 Building Maintenance			
Salaries	186,968	192,553	3.0
Expenses	107,200	104,200	(2.8)
Totals	294,168	296,753	0.9
129 Copy/Postage	30,886	29,000	(6.1)
151 Law	190,000	190,000	0.0
135 Town Accountant			
Salaries	144,448	148,711	3.0
Expenses	27,300	30,200	10.6
Totals	171,748	178,911	4.2
141 Assessor			
Salaries	124,239	127,737	2.8
Expenses	31,575	27,325	(13.5)
Totals	155,814	155,062	(0.5)
145 Treasurer/Collector			
Salaries	162,945	170,140	4.4
Expenses	31,384	31,385	0.0
Totals	194,329	201,525	3.7
155 Data Processing			
Salaries	48,285	51,763	7.2
Expenses	65,662	76,039	15.8
Totals	113,947	127,802	12.2
161 Town Clerk			
Salaries	60,277	61,735	2.4
Expenses	10,750	10,750	0.0
Totals	71,027	72,485	2.1
162 Election/Registration			
Salaries	40,732	38,334	(5.9)
Expenses	11,990	8,870	(26.0)
Totals	52,722	47,204	(10.5)

	<b>FY13 Approved</b>	<b>FY14 Requested</b>	<b>FY13/FY14 % Change</b>
175 Planning Board			
Salaries	\$30,297	\$31,102	2.7
Expenses	37,123	37,774	1.8
Totals	67,420	68,876	2.2
411 Engineering			
Salaries	47,085	34,297	(27.2)
Expenses: Selectmen	20,000	21,250	6.3
Expenses: Planning Board	3,070	3,070	0.0
Totals	70,155	58,617	(16.4)
<b>General Government Totals</b>	<b>1,911,023</b>	<b>1,939,734</b>	<b>1.5</b>
<b><u>Protection of Persons and Property</u></b>			
201 Police			
Salaries	1,743,044	1,731,525	(0.7)
Expenses	109,900	110,850	0.9
Out-of-state travel	2,400	2,400	0.0
Totals	1,855,344	1,844,775	(0.6)
299 Protective Agencies Building	92,234	98,102	6.4
292 Animal Control			
Salaries	21,003	21,519	2.5
Expenses	6,900	6,710	(2.8)
Totals	27,903	28,229	1.2
220 Fire			
Salaries	351,806	361,207	2.7
Expenses	70,450	70,450	0.0
Totals	422,256	431,657	2.2
231 Ambulance			
Salaries	121,954	124,271	1.9
Expenses	43,300	43,300	0.0
Totals	165,254	167,571	1.4
241 Building Inspector			
Salaries	83,686	67,019	(19.9)
Expenses	5,542	4,762	(14.1)
Totals	89,228	71,781	(19.6)
291 Emergency Management			
Salaries	2,487	2,534	1.9
Expenses	1,070	1,070	0.0
Totals	3,557	3,604	1.3
171 Conservation Commission			
Salaries	26,689	28,090	5.2
Expenses	34,935	34,935	0.0
Totals	61,624	63,025	2.3

	<b>FY13 Approved</b>	<b>FY14 Requested</b>	<b>FY13/FY14 % Change</b>
176 Board of Appeals			
Salaries	\$3,092	\$2,323	(24.9)
Expenses	1,500	1,250	(16.7)
Totals	4,592	3,573	(22.2)
294 Care of Trees			
Salaries	8,477	8,638	1.9
Expenses	114,395	114,395	0.0
Totals	122,872	123,033	0.1
295 Tree Committee	2,500	2,500	0.0
<b>Protection of Persons and Property Totals</b>	<b>2,847,364</b>	<b>2,837,850</b>	<b>(0.3)</b>
<b><u>Health and Sanitation</u></b>			
433 Garbage Disposal	18,700	18,700	0.0
439 Solid Waste			
Salaries	67,193	68,983	2.7
Expenses	305,594	313,910	2.7
Totals	372,787	382,893	2.7
450 Town Water			
Salaries	6,500	6,609	1.7
Expenses	15,660	15,695	0.2
Totals	22,160	22,304	0.6
519 Board of Health			
Salaries	35,318	36,096	2.2
Expenses	28,028	34,548	23.3
Totals	63,346	70,644	11.5
<b>Health and Sanitation Totals</b>	<b>476,993</b>	<b>494,541</b>	<b>3.7</b>
<b><u>Highway and Bridges</u></b>			
422 Maintenance			
Salaries	429,630	441,284	2.7
Expenses	203,102	222,270	9.4
Out-of-state travel	0	0	0.0
Totals	632,732	663,554	4.9
423 Snow and Ice			
Salaries	89,700	94,700	5.6
Expenses	200,300	225,300	12.5
Totals	290,000	320,000	10.3
424 Street Lighting	11,806	11,936	1.1
425 Town Garage	84,276	84,303	0.0
428 Tarvia/Patching	250,000	250,000	0.0
<b>Highway and Bridges Totals</b>	<b>1,268,814</b>	<b>1,329,793</b>	<b>4.8</b>

	<b>FY13 Approved</b>	<b>FY14 Requested</b>	<b>FY13/FY14 % Change</b>
<b><u>Other Public Agencies</u></b>			
194 Energy Coordinator	\$0	\$0	0.0
491 Cemetery			
Salaries	78,216	79,970	2.2
Expenses	26,662	27,062	1.5
Totals	104,878	107,032	2.1
541 Council on Aging			
Salaries	88,795	92,729	4.4
Expenses	28,950	29,300	1.2
Totals	117,745	122,029	3.6
610 Library			
Salaries	377,960	391,974	3.7
Expenses	152,605	155,658	2.0
Totals	530,565	547,632	3.2
650 Park and Recreation			
Salaries	298,937	313,998	5.0
Expenses	69,601	77,472	11.3
Totals	368,538	391,470	6.2
<b>Other Public Agencies Totals</b>	<b>1,121,726</b>	<b>1,168,163</b>	<b>4.1</b>
<b><u>Unclassified Services</u></b>			
152 Personnel Committee	0	0	0.0
178 Dover Housing Partnership	0	0	0.0
195 Town Report	11,509	11,509	0.0
543 Veterans	2,000	2,000	0.0
691 Historical Commission	1,250	1,250	0.0
692 Memorial Day	2,600	2,700	3.8
<b>Unclassified Services Totals</b>	<b>17,359</b>	<b>17,459</b>	<b>0.6</b>
<b><u>Insurance</u></b>			
912 Workers Compensation	66,053	60,000	(9.2)
914 Group Insurance	1,986,138	2,006,503	1.0
916 Medicare/FICA	140,792	147,832	5.0
950 Other Insurance	175,920	179,721	2.2
<b>Insurance Subtotals</b>	<b>2,368,903</b>	<b>2,394,056</b>	<b>1.1</b>
<b><u>Pensions</u></b>			
911 Norfolk County Retirement	821,017	857,028	4.4
<b>Insurance/Pensions Totals</b>	<b>3,189,920</b>	<b>3,251,084</b>	<b>1.9</b>

	<b>FY13 Approved</b>	<b>FY14 Requested</b>	<b>FY13/FY14 % Change</b>
<b>Schools</b>			
600 Dover School Operating	\$8,355,454	\$9,102,492	8.9
601 Dover's Share Regional			
Operating assessment	9,035,226	9,189,754	1.7
Debt assessment	775,027	870,873	12.4
Totals	9,810,253	10,060,627	2.6
602 Minuteman Vocational	60,573	67,530	11.5
604 Norfolk County			
Agricultural High School	0	6,000	
<b>Schools Totals</b>	<b>18,226,280</b>	<b>19,236,649</b>	<b>5.5</b>
<b>Maturing Debt and Interest</b>			
710 Maturing Debt Principal	1,160,401	1,180,401	1.7
751 Maturing Debt Interest	456,207	292,000	(36.0)
759 Bank Charges	5,000	4,000	(20.0)
<b>Debt and Interest Totals</b>	<b>1,621,608</b>	<b>1,476,401</b>	<b>(9.0)</b>
<b>TOWN BUDGET</b>			
<b>GRAND TOTALS</b>	<b>\$30,681,087</b>	<b>\$31,751,674</b>	<b>3.5</b>

A hold was placed on Line 122 (Selectmen salaries) by the Warrant Committee.

The FY14 requested salary line was revised to \$271,820 to correct the requested amount in the Blue Book.

**Motion:** It was moved by Mr. Waugh and seconded by Mr. Cone that \$321,796 be raised and appropriated for Line 122 (Selectmen).

**Vote:** The motion was put to a voice vote and passed unanimously.

A hold was placed on Line 600 (Dover School Operating Budget).

**Motion:** It was moved by Mr. Waugh and seconded by Mr. Cone that \$9,102,492 be raised and appropriated for Line 600 (Dover School Operating Budget).

**Vote:** The motion was put to a voice vote and passed unanimously.

**ARTICLE 5. (Selectmen)** To see what sums the Town will raise and appropriate for the various capital purposes listed below; to determine whether the money shall be included in the tax levy, transferred from available funds, borrowed, or provided by any combination of these methods; or take any other action relative thereto:

1. Cemetery
  - a. Utility vehicle
2. Fire Department
  - a. Squad truck
  - b. Self-contained breathing apparatus bottles

3. Highway Department
  - a. Street sweeper (H-9)
4. Library
  - a. Shelving and furniture for Children's Area
5. Park and Recreation Commission
  - a. Large tractor/mower
  - b. Department vehicle
  - c. Refurbish Caryl Community Center gym floor
6. Police Department
  - a. Patrol vehicles (2)
  - b. Radio receiver
  - c. Mobile computer interface
  - d. Animal Control vehicle
7. School Committee
  - a. Drainage improvement/fire road widening
  - b. Library carpet replacement
  - c. Sidewalk light pole upgrade to LED
  - d. Cafeteria seating area power shades for high windows
  - e. Technology hardware
  - f. Technology hardware for grades 2 and 3 pilot program
8. Selectmen
  - a. Town House: roof repairs
  - b. Library: replacement of carpeting in Children's Area
  - c. Town House: painting of the clock tower/cupola
  - d. Town House: painting of the gutters and fasciae

**Motion:** It was moved by Mr. Cone and seconded by Mr. Stuart that the following sums recommended for the various capital purposes be called over by the Moderator, and, if no objection is made, that the Town raise and appropriate such sums, unless another funding source is noted, and that any sums realized from the trade-in or auction of old equipment shall be used to reduce the cost of the acquisition of new equipment or to purchase related accessories.

**Vote:** The motion was put to a vote and was passed unanimously.

- |   |          |
|---|----------|
| 1. Cemetery                                   | \$22,825 |
| a. Utility vehicle                            |          |
| 2. Fire Department                            |          |
| a. Squad truck                                | 75,000   |
| b. Self-contained breathing apparatus bottles | 11,000   |
| 3. Highway Department                         |          |
| a. Street sweeper (H-9)                       | 172,885  |
| 4. Library                                    |          |
| a. Shelving and furniture for Children's Area | 15,000   |

5. Park and Recreation Commission	
a. Large tractor/mower	0
b. Department vehicle	24,860
c. Refurbish Caryl Community Center gym floor	4,200
6. Police Department	
a. Patrol vehicles (2)	70,000
b. Radio receiver	30,000
c. Mobile computer interface	17,000
d. Animal Control vehicle	35,000
7. School Committee	
a. Drainage improvement/fire road widening	27,500
b. Library carpet replacement	20,155
c. Sidewalk light pole upgrade to LED	5,427
d. Cafeteria seating area power shades for high windows	6,882
e. Technology hardware	24,800
f. Technology hardware for grades 2 and 3 pilot program	14,000
8. Selectmen	
a. Town House: roof repairs	15,000
b. Library: replacement of carpeting in Children's Area	10,000
c. Town House: painting of the clock tower/cupola	30,000
d. Town House: painting of the gutters and fasciae	15,000

A hold was placed on Line 5b (Park and Recreation department vehicle).

**Motion:** It was moved by Mr. Cone and seconded by Mr. Stuart that the sum of \$24,860 be raised and appropriated for Item 5b (Park and Recreation Department vehicle) and that any sums realized from the trade-in or auction of old equipment be used to reduce the cost of acquisition of new equipment or to purchase related accessories.

**Vote:** The motion was put to a voice vote and passed by a majority.

A hold was placed on Line 5c (refurbish Caryl Community Center gym floor).

**Motion:** It was moved by Mr. Cone and seconded by Mr. Stuart that the sum of \$4,200 be raised and appropriated for Item 5c (refurbish Caryl Community Center gym floor) and that any sums realized from the trade-in or auction of old equipment be used to reduce the cost of acquisition of new equipment or to purchase related accessories.

**Vote:** The motion was put to a voice vote and was passed by a majority.

**ARTICLE 6. (Selectmen)** To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or provide by any combination of these methods, a sum of money for the purpose of funding an unemployment compensation fund as authorized by Chapter 40, Section 5E, of the Massachusetts General Laws; or take any other action relative thereto.

**Motion:** It was moved by Mrs. Arkle and seconded by Mr. Lawrence that the Town raise and appropriate the sum of \$20,000 for the purpose of funding an unemployment compensation fund as authorized by Chapter 40, Section 5E, of the Massachusetts General Laws.

**Vote:** The motion was put to a vote and was passed unanimously.

**ARTICLE 7. (Selectmen)** To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or provide by any combination of these methods, a sum of money to provide for the payment of accumulated sick leave to retired police officers as authorized by Chapter 375 of the Acts of 1984; or take any other action relative thereto.

**Motion:** It was moved by Mr. Cocks and seconded by Mr. Forte that the Town raise and appropriate the sum of \$10,000 for the purpose of payment of accumulated sick leave for retired police officers as authorized by Chapter 375 of the Acts of 1984.

**Vote:** The motion was put to a vote and was passed unanimously.

**ARTICLE 8. (Selectmen)** To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, borrow, or provide by any combination of these methods, a sum of money for the purpose of highway construction, reconstruction and other improvements under the authority of the Massachusetts General Laws as funded by various state budgets; and to authorize the Selectmen to enter into contracts, apply for, accept, expend, and borrow in anticipation of state aid for such projects; or take any other action relative thereto.

**Motion:** It was moved by Mrs. Gill-Body and seconded by Mrs. Arkle that the Town authorize the Board of Selectmen to enter into contracts, apply for, accept, expend, and borrow in anticipation of any funds allotted by the Commonwealth for the construction, reconstruction, and other improvements of town roads and related infrastructure.

**Vote:** The motion was put to a vote and was passed unanimously.

**ARTICLE 9. (Selectmen)** To see if the Town will vote pursuant to Chapter 44, Section 53E½, of the Massachusetts General Laws to authorize the use of revolving fund accounts for the following boards or departments, and that unless otherwise amended by Town Meeting, such accounts shall not exceed the following amounts for Fiscal Year 2014:

1. Building Department
  - a. Gas Inspector \$5,500
  - b. Plumbing Inspector 16,900
  - c. Wiring Inspector 22,000
2. Board of Health
  - a. Perk and deep-hole inspection and permitting 40,000
  - b. Septic inspection and permitting 40,000
  - c. Well inspection and permitting 15,000
  - d. Swimming pool inspection and permitting 10,000
3. Library
  - a. Materials replacement 5,000

And further, that the fees received in connection with these programs be credited to the respective accounts and that the respective board or department be authorized to make expenditures from these accounts in accordance with Chapter 44, Section 53E½, of the Massachusetts General Laws; or take any other action relative thereto.

**Motion:** It was moved by Mr. Forte and seconded by Mr. Cocks that pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53E½ that the Town authorize the use of revolving fund accounts for the following boards or departments, and that such accounts shall not exceed the amounts set forth for the Fiscal Year 2014:

1. Building Department
  - a. Gas Inspector \$5,500
  - b. Plumbing Inspector 16,900
  - c. Wiring Inspector 22,000
2. Board of Health
  - a. Perk and deep-hole inspection and permitting 40,000
  - b. Septic inspection and permitting 40,000
  - c. Well inspection and permitting 15,000
  - d. Swimming pool inspection and permitting 10,000
3. Library
  - a. Materials replacement 5,000

**Vote:** The motion was put to a vote and was passed unanimously.

**ARTICLE 10. (Council on Aging)** To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or provide by any combination of these methods, a sum of money for the purpose of funding a study of the feasibility of constructing a senior center building on the parcels of Town-owned land, shown as Lot Number 7 on Assessors Map 11-142 and as Lot Number 1 on Assessors Map 12-008, commonly known as the Heard property located on Centre Street; or take any other action relative thereto.

**Motion:** It was moved by Mr. Lawrence and seconded by Mrs. Gill-Body that this article be dismissed.

**Vote:** The motion was put to a voice vote and was passed unanimously.

**ARTICLE 11. (Planning Board)** To see if the Town will vote to amend Section 185-52 Special Permits of the Zoning Bylaws of the Town of Dover by adding a new Subsection F as follows:

In accordance with Chapter 40A, Section 9 of the Massachusetts General Laws, an associate member of the Planning Board shall be elected at the Annual Town Election for a two-year term. Any vacancy in the position shall be filled in accordance with the procedure prescribed in Chapter 41, Section 81A of the Massachusetts General Laws. The chairman of the Planning Board, when acting as special permit granting authority, may designate the associate member to sit on this board for the purposes of acting on a special permit application in the case of the absence, inability to act, or conflict of interest on the part of any member of the Planning Board or in the event of a vacancy on this board.

And, amend Article VI (Planning Board), Subsection 4-12 of Chapter 4 of the General Bylaws by adding:

An associate member of the Planning Board shall be elected at the Annual Town Election for a two-year term. Any vacancy in the position shall be filled in accordance with the procedure prescribed in Chapter 41, Section 81A of the Massachusetts General Laws. The chairman of the Planning Board, when acting as special permit granting authority, may designate the associate member to sit on this board for the purposes of acting on a special permit application in the case of the absence, inability to act, or conflict of interest on the part of any member of the Planning Board or in the event of a vacancy on this board.

And, authorize the Board of Selectmen and the Planning Board, sitting in joint session, to appoint an associate member to serve on the Planning Board for such period of time until said office is filled pursuant to a duly called Town Election and the elected member duly sworn in; or take any other action relative thereto.

**Motion:** It was moved by Mrs. Arkle and seconded by Mrs. Gerner to amend Section 185-52 Special Permits of the Zoning Bylaws of the Town of Dover by adding a new Subsection F as follows:

In accordance with Chapter 40A, Section 9 of the Massachusetts General Laws, an associate member of the Planning Board shall be elected at the Annual Town Election for a two-year term. Any vacancy in the position shall be filled in accordance with the procedure prescribed in Chapter 41, Section 81A of the Massachusetts General Laws. The chairman of the Planning Board, when acting as special permit granting authority, may designate the associate member to sit on this board for the purposes of acting on a special permit application in the case of the absence, inability to act, or conflict of interest on the part of any member of the Planning Board or in the event of a vacancy on this board.

And, amend Article VI (Planning Board), Subsection 4-12 of Chapter 4 of the General Bylaws by adding:

An associate member of the Planning Board shall be elected at the Annual Town Election for a two-year term. Any vacancy in the position shall be filled in accordance with the procedure prescribed in Chapter 41, Section 81A of the Massachusetts General Laws. The chairman of the Planning Board, when acting as special permit granting authority, may designate the associate member to sit on this board for the purposes of acting on a special permit application in the case of the absence, inability to act, or conflict of interest on the part of any member of the Planning Board or in the event of a vacancy on this board.

And, authorize the Board of Selectmen and the Planning Board, sitting in joint session, to appoint an associate member to serve on the Planning Board for such period of time until said office is filled pursuant to a duly called Town Election and the elected member duly sworn in.

**Vote:** The motion was put to a voice vote and passed unanimously.

**ARTICLE 12. (Citizens' Petition)** To see if the Town will vote to require, prior to commencement of any project on Town-owned property for which half or less of the cost (including the value of any in kind donations) is to come from Town appropriations, (a) submission of proper plans, specifications and estimates of the probable expense to the Board of Selectmen for review and (b) Town Meeting approval of any of said projects projected by the Board of Selectmen to cost in excess of \$50,000 (including the value of any in kind donations).

**Motion:** It was moved by Ms. Palmer and seconded by Helena Wyld Swiny that the Town amend Chapter 5 (Finances) of the General By-laws by adding the following new Section 5-12.1, and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format for the Code of Dover.

5-12.1 Town Meeting Approval of Certain Projects on Town Land in the Custody of the Park and Recreation Commission.

A. This provision shall govern the expenditure of funds by the Board of Selectmen and/or the Park and Recreation Commission for any project resulting in installation or construction upon, or the improvement of, any Town-owned property in the custody of the Park and Recreation Commission when the total project development cost is \$150,000 or more, but less than 50% of such total project development cost has been or will be subject to appropriation by the Town.

B. Prior to the commencement of construction of such project, all plans and specifications for such project, along with the proposed budget for the installation, construction and/or improvements shall be provided to the Board of Selectmen for review. The Board of Selectmen shall make such information available to the public in an appropriate and timely manner. For the purposes of this Section, "commencement of construction" shall occur when the clearing and grubbing (removal of stumps and topsoil) has been initiated.

C. Prior to the commencement of construction of such project, the approval of Town Meeting shall be required by a vote of the majority.

D. The approval of Town Meeting shall be construed as a requirement in addition to those otherwise imposed in G.L. c. 44, s. 53A and G.L. c. 45, s. 5.

**Motion (Article 12 main motion amendment):** It was moved by Mr. Fryer and seconded by Gerald Clarke that the Town amend the main motion to add a requirement that the sponsor of any project within the scope of the main motion be required to file with the Town Clerk, on at least a quarterly basis, a report listing the name and address of every person, entity, or household that makes any one or more donations with a total value of more than \$5,000 in support of the project; and listing the amount of each donation during the reporting period, the total amount of donations made as of the end of the reporting period, and the amount of any additional amounts that have been pledged as future donations by that person, entity, or household.

**Vote:** The amendment was put to a voice vote and was passed by a majority.

**Motion:** A motion was made by Edmund Stein and seconded by Gerald Clark to table the question.

**Vote:** The motion was put to a voice vote and defeated by a declared two-thirds vote by the Moderator.

**Vote:** The main motion was then put to a voice vote and passed by a majority.

**ARTICLE 13. (Dover-Sherborn Regional School Committee)** To see if the Town will vote to approve the \$853,000 borrowing authorized by the Dover-Sherborn Regional School District for the purpose of paying costs of adding air-conditioning to the Middle School, including the payment of all costs incidental and related thereto; or take any other action relative thereto.

**Motion:** It was moved by Mrs. Gerner and seconded by Mrs. Gill-Body that the Town approve the \$853,000 borrowing authorized by the Dover-Sherborn Regional School District on March 5, 2013, for the purpose of paying costs of adding air-conditioning to the Middle School, including the payment of all costs incidental and related thereto.

**Motion:** A motion was made to move the question.

**Vote:** The motion was put to a voice vote and passed by a declared two-thirds vote by the Moderator.

**Vote:** The motion was put to a voice vote and passed unanimously.

**ARTICLE 14. (Dover-Sherborn Regional School Committee)** To see if the Town will vote to appropriate by transfer from Free Cash in the Treasury a sum of money for the purpose of paying costs of adding air-conditioning to the Middle School, including the payment of all costs incidental and related thereto, pursuant to an intergovernmental agreement with the Dover-Sherborn Regional School District and the Town of Sherborn to provide funding for such project; or take any other action relative thereto.

**Motion:** It was moved by Mrs. Gerner and seconded by Mrs. Gill-Body that this article be dismissed.

**Vote:** The motion was put to a voice vote and was passed unanimously.

**ARTICLE 15. (Dover-Sherborn Regional School Committee)** to see if the Town will vote to appropriate by transfer from Free Cash in the Treasury a sum of money for the purpose of paying costs of adding air-conditioning to the Middle School, including the payment of all costs incidental and related thereto, pursuant to an intergovernmental agreement with the Dover-Sherborn Regional School District and the Town of Sherborn to provide funding for such project; or take any other action relative thereto.

**Motion:** It was moved by Mrs. Gerner and seconded by Mrs. Gill-Body that this article be dismissed.

**Vote:** The motion was put to a voice vote and was passed unanimously.

**ARTICLE 16. (Dover-Sherborn Regional School Committee)** To see if the Town will vote to appropriate by transfer from Free Cash in the Treasury a sum of money for the purpose of paying the costs of various items of capital equipment and/or improvements, including the payment of all costs incidental and related thereto, pursuant to an intergovernmental agreement with the Dover-Sherborn Regional School District and the Town of Sherborn to provide funding for such items; or take any other action relative thereto.

**Motion:** It was moved by Mrs. Gill-Body and seconded by Mrs. Gerner that this article be dismissed.

**Vote:** The motion was put to a voice vote and passed unanimously.

**ARTICLE 17. (Selectmen)** To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or provide by any combination of these methods, a sum of money for the purpose of continuing the study of the feasibility of converting the Bay Colony railroad line into a recreational path; or take any other action relative thereto.

**Motion:** It was moved by Mr. Cocks and seconded by Mr. Forte that the Town raise and appropriate the sum of \$50,000 for the purpose of continuing the study of the feasibility of converting the Bay Colony railroad line into a recreational path.

**Motion:** There was a motion made to move the question.

**Vote:** The motion was put to a voice vote and passed by a declared two-thirds vote by the Moderator.

**Vote:** The original motion was put to a standing vote and was defeated by a counted vote of 160 “yes” and 172 “no.”

**ARTICLE 18. (Selectmen)** To see if the Town will vote to amend the Zoning Bylaws of the Town of Dover by prohibiting medical marijuana treatment centers, as defined below, in all zoning districts; and, further, to determine whether such prohibition will be permanent or remain in effect for only a limited period of time sufficient for the promulgation of state regulations for such centers and the development of a zoning plan related thereto.

Medical Marijuana Treatment Center: An establishment that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana or products containing marijuana and/or related supplies.

Or, take any other action relative thereto.

**Motion:** It was moved by Mr. Lawrence and seconded by Mr. Stuart to amend the Zoning Bylaws of the Town of Dover as follows: Add the following definition to Section 185-5, between the definitions of “Lot Line, Side” and “Privately Owned Wastewater Treatment Facility”:

Medical Marijuana Treatment Center: A not-for-profit entity, as defined by Massachusetts law only, registered under Chapter 369 of the Acts of 2012 and its regulations, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana or products containing marijuana and/or related supplies or educational materials to qualifying patients or their personal caregivers.

And, add to Section 185-10, Schedule of Use Regulations, the following:

Use	R	R-1	R-2	C	O	B	M	M-P	R-M	Site Plan*
35. Medical Marijuana Treatment Center (3)	X	X	X	X	X	X	X	X	X	

And, add to the Notes section the following:

(3) Interim use restriction in all zoning districts, which shall expire on July 30, 2014. See Section 185-10.1.

And, add a new Section 185-10.1 as follows:

§185-10.1. Temporary Moratorium on Medical Marijuana Treatment Centers.

A. Purpose. In 2012, the voters of the Commonwealth of Massachusetts approved a law authorizing the cultivation, distribution, possession and use of marijuana for medical purposes, including the establishment of medical marijuana

treatment centers. The law became effective on January 1, 2013 and the State Department of Public Health is required to issue regulations regarding the implementation of the law. The Town anticipates that the state regulations may provide guidance to the Town in regulating medical marijuana, including medical marijuana treatment centers, at a local level. This bylaw is intended to establish a temporary moratorium on the location of medical marijuana treatment centers in the Town to provide the Town and its boards and commissions time to study the state regulations when issued and the potential impacts of medical marijuana treatment centers on adjacent uses and on the general public health, safety and welfare and to develop zoning and other applicable regulations that appropriately address these considerations consistent sound planning and with statewide regulations and licensing requirements and procedures of medical marijuana treatment centers.

B. Interim Restriction. Medical Marijuana Treatment Centers shall not be permitted in any zoning district so long as this Section 185-10.1 is effective, as set forth in Subsection C below. Use variances from this prohibition are prohibited.

C. Expiration. This Section 185-10.1, and the use restriction #35 in Section 185-10, Schedule of Use Regulations, shall expire on July 30, 2014.

**Vote:** The motion was put to a voice vote and passed by a declared two-thirds vote by the Moderator.

**ARTICLE 19. (Warrant Committee)** To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or provide by any combination of these methods pursuant to Chapter 40, Section 6 of the Massachusetts General Laws a sum not to exceed 5% of the tax levy of Fiscal Year 2013 to be a Reserve Fund, from which transfers are voted by the Warrant Committee from time to time and transferred as provided by statute, and determine whether the money shall be provided by the tax levy, by transfer from available funds including the Reserve Fund Overlay Surplus, or by any combination of these methods; or take any other action relative thereto.

**Motion:** It was moved by Mr. Stuart and seconded by Mr. Lawrence that the sum of \$250,000 be appropriated for a Reserve Fund for Fiscal Year 2014 to provide for extraordinary or unforeseen expenditures pursuant to Chapter 40, Section 6 of the Massachusetts General Laws, and that to meet this appropriation, \$200,000 be raised, and \$50,000 be transferred from the Overlay Surplus.

**Vote:** The motion was put to a voice vote and passed unanimously.

**ARTICLE 20. (Warrant Committee)** To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or provide by any combination of these methods, a sum of money to pay any unpaid bills rendered to the Town in prior years; or take any other action relative thereto.

**Motion:** It was moved by Mrs. Gerner and seconded by Mr. Forte that this article be dismissed.

**Vote:** The motion was put to a voice vote and passed unanimously.

**ARTICLE 21. (Warrant Committee)** To see if the Town will make supplemental appropriations to be used in conjunction with money appropriated under Article 4 of the Warrant for the 2012 Annual Town Meeting, to be expended during the current fiscal year, or make any other adjustments to the Fiscal Year 2013 budget that may be necessary, and determine whether the money shall be provided by transfer from available funds; or take any other action relative thereto.

**Motion:** It was moved by Mr. Forte and seconded by Mr. Cone that this article be dismissed.

**Vote:** The motion was put to a voice vote and passed unanimously

**ARTICLE 22. (Warrant Committee)** To see if the Town will vote to transfer from Free Cash in the Treasury an amount to meet the appropriations for the ensuing fiscal year and will authorize the Board of Assessors to use the same to reduce the tax rate; or take any other action relative thereto.

**Motion:** It was moved by Mr. Stuart and seconded by Mr. Cone that the Town transfer from Free Cash the sum of \$1,597,973 to meet the appropriations for Fiscal Year 2014 and that the Board of Assessors be authorized to use the same amount to reduce the tax rate for Fiscal Year 2014.

**Vote:** The motion was put to a voice vote and passed unanimously.

**ARTICLE 23. (Selectmen)** To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or provide by any combination of these methods, a sum of money for the purpose of supplementing the Town of Dover Stabilization Fund in accordance with Chapter 40, Section 5B, of the Massachusetts General Laws; or take any other action relative thereto.

**Motion:** It was moved by Mr. Cone and seconded by Mrs. Gill-Body that this article be dismissed.

**Vote:** The motion was put to a voice vote and passed unanimously.

**Motion:** At 10:41 p.m., it was moved by Mr. Waugh and seconded by Mr. Cone that the meeting be dissolved.

**Vote:** The motion was put to a vote and passed unanimously.

# Annual Town Meeting

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Article 24 Elections  
May 20, 2013

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The Board of Selectmen delivered the Warrant for the Annual Town Meeting to Constable Carl E. Sheridan on March 11, 2013. Constable Sheridan posted the Warrant in accordance with local bylaws on April 12, 2013, to notify residents of the Town who were properly qualified to vote in elections and Town affairs to assemble on Monday, May 20, 2013, at the Town House to act upon Article 24; that is, to choose Town officers.

Pursuant to the Warrant, the AccuVote ballot box was inspected and found empty and set at zero. The polls were declared open by Town Clerk Barrie Clough at 7 a.m. At 8 p.m., the polls were declared closed by Mr. Clough and the counting of ballots commenced. A total of 1,562 ballots had been cast and at 8:11 p.m., the following official results were read:

**Moderator (1 year)**

(Vote for one)

James R. Repetti	1,227
Write-ins	10
Blanks	325

**Selectman (3 years)**

(Vote for one)

James P. Dawley Jr.	1,102
Write-ins	25
Blanks	435

**Assessor (3 years)**

(Vote for one)

Caroline M. White	1,115
Write-ins	1
Blanks	446

**Dover School Committee (3 years)**

(Vote for two)

Dawn M. Fattore	1,056
Adrian J. Hill	1,006
Write-ins	8
Blanks	1,054

**D-S Regional School Committee (3 years)**

(Vote for one)

Shelley L. Poulsen	1,113
Write-ins	3
Blanks	446

# Special State Election

June 25, 2013

Pursuant to the Warrant given under the hands of the Selectmen on the 21st day of May 2013, on June 25th at 7 a.m., Barrie Clough, Town Clerk, read the call for the election. William Herd, Constable of Dover, inspected the AccuVote ballot box and found it to be empty and set at zero. The polls were declared open by the Town Clerk.

At 8 p.m., the polls were declared closed by the Town Clerk. A total of 1,663 ballots had been cast. At 8:11 p.m., the following official results were posted:

## Senator in Congress

Gabriel E. Gomez	1,026
Edward J. Markey	626
Richard A. Heos	4
Write-ins	4
Blanks	3



Annual antique car show on Old Home Day. Photo by Catherine White.

## Library Trustee (3 years)

(Vote for two)

Mark A. Bush	1,044
Adrian J. Hill	976
Write-ins	2
Blanks	1,102

## Cemetery Commission (3 years)

(Vote for one)

William R. Herd	1,119
Write-ins	4
Blanks	439

## Planning Board (5 years)

(Vote for one)

John P. Dougherty	1,069
Write-ins	4
Blanks	489

## Board of Health (3 years)

(Vote for one)

Barbara Roth-Schechter	1,128
Write-ins	5
Blanks	429

## Park and Recreation Commission (3 years)

(Vote for two)

Christopher Boland	933
Eric H. Loeffler	910
Write-ins	41
Blanks	1,240

## Constable (3 years)

(Vote for three)

Margaret L. Crowley	1,058
William R. Herd	1,038
Carl E. Sheridan	1,095
Write-ins	7
Blanks	1,488

**Ballot Question 1 (non-binding):** Shall the Dover Park and Recreation commission be advised to proceed with current plans to construct additional athletic fields at Caryl Park, provided such construction is funded only with donated monies and requires no funding from taxes or from the Park and Recreation Revolving Fund?

Yes	306
No	1,249
Blanks	7

# Special Town Election

June 25, 2013

Pursuant to the Warrant given under the hands of the Selectmen on the 11th day of April 2013, on June 25th at 7 a.m., Barrie Clough, Town Clerk, read the call for the election. William Herd, Constable of Dover, inspected the AccuVote ballot box and found it to be empty and set at zero. The polls were declared open by the Town Clerk.

At 8 p.m., the polls were declared closed by the Town Clerk. A total of 1,231 ballots had been cast. At 8:11 p.m., the following official results were posted:

## Selectman

(To fill unexpired term, vote for one)

Robyn M. Hunter	1,125
Write-ins	42
Blanks	64



Photo by Annie Bauman.

# Vital Statistics

For the Calendar Year 2013

## BIRTH CERTIFICATES FILED IN 2013\*

**For births in 2013:** 14 Males  
14 Females

## MARRIAGE CERTIFICATES FILED IN 2013

January 14	Thomas Vincent Woodward Rebecca Jayne Patt	Sherborn, MA Medfield, MA
March 1	Scott R. Campbell Joan Sharon Howland	Millis, MA Millis, MA
June 1	Justin Garrett Rawlins Amy Rebecca Czarnowski	Dacula, GA Dacula, GA
June 6	Jeremiah William Howdy Lindsey Whitney Blackburn	Norwood, MA Dover, MA
July 5	Andre Gregoire Boudreau Elizabeth Lynn Phillips	Dover, MA Boston, MA
July 12	Mark Paul O'Leary Linda Karen Marino	Dover, MA Dover, MA
July 21	Kerry Joseph Saunders Amalia Shevlin Grimes	Amherst, MA Providence, RI
August 23	Michael S. Fenton, Jr. Lisa Meredith Hornsby	Walpole, MA Walpole, MA
August 30	Syed Mohammad Raza Fatima Syeda Jafri	San Jose, CA Dover, MA
August 31	Douglass Chrichton Lawrence Meredith Landman French	Dover, MA Dover, MA
September 21	Robert Wallace Hoye Michele Ann Feinsilver	Dover, MA Dover, MA
October 12	James Michael Gage Susan H. Lewis	Walpole, MA Walpole, MA
October 20	Candace McCann Barbara Anne Brockmeyer	Dover, MA Dover, MA
November 20	Kevin Charles Winther Kimberly Rachel Wong	New York, NY Dover, MA

November 26	Steven Mark Ratner Elizabeth S. Duncan	Dover, MA Dover, MA
December 14	Michael Anthony King Kathleen Cugini	Holliston, MA Holliston, MA

# Town Clerk Financial Reports

For the Calendar Year 2013

## DEATH CERTIFICATES FILED IN 2013

### For deaths in 2013:

January 12	Darrell D. Ladwig	88	7 Southfield Drive
April 6	Wally Elizabeth Houshmand Mozafar	100	11 Tisdale Drive
April 15	June Bambrick	86	64 Walpole Street
May 15	Henry S. Stone	97	95 Centre Street
May 31	Arthur Adams Jr.	86	2 Crest Drive West
June 9	Carlton M. Akins	72	18 Greystone Road
July 1	Edward F. Galvin Jr.	78	14 Church Street
July 14	Carol C. DeFusco	66	3 Hunt Drive
September 4	Robert J. Smith	71	107 Dedham Street
September 30	Joseph H. Saunders	94	9 Normandie Road
October 3	Lazlo Joseph Bonis	82	52 Haven Street
October 19	Joseph R. Wallace	92	29 Haven Street
October 26	Marjorie M. Kelley	96	2 Edgewater Drive
November 8	Dorothy P. Willis	90	26 Miller Hill Road
November 10	Paul C. Keleher Jr.	67	12 Colonial Road
November 28	Esmat Rahnema-Amirtahmaseb	93	23 Brookfield Road
December 10	Kyra Hawkins LeRoy	80	6 Strawberry Hill Street
December 18	Theodore Tedeschi	64	26 Miller Hill Road

\* The following information was erroneously omitted from the 2012 Dover Town Report during its production: Birth certificates filed in 2012 (for births in 2012): 16 males, 17 females.

## Fees Collected by the Town Clerk's Office

January	\$5,118.00
February	4,050.00
March	4,557.00
April	1,342.00
May	384.98
June	398.80
July	752.80
August	464.00
September	302.00
October	607.60
November	434.00
December	442.00
December	150.00
<b>Total</b>	<b>\$18,853.18</b>

## Board of Appeals Fees Collected

January	\$150.00
February	0.00
March	150.00
April	0.00
May	150.00
June	150.00
July	150.00
August	150.00
September	0.00
October	150.00
November	150.00
December	0.00
<b>Total</b>	<b>\$1,200.00</b>

*Report of the*  
**Town Treasurer**

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Gerard Lane, Treasurer-Collector

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The following reports appear on pages 62–74:

- **Total Gross Wages** for the Calendar Year 2013
- **Treasurer's Cash** for the Year Ending June 30, 2013
- **Statement of Taxes Outstanding** as of June 30, 2013
- **Statement of Long Term Debt** as of June 30, 2013
- **Statement of Changes in Trust and Investment Fund Balances**  
for the Year Ending June 30, 2013

# Total Gross Wages

For the Calendar Year 2013

	Regular Wages	Overtime/ Other	Total Gross Wages
<b>Selectmen's Office</b>			
James P. Dawley Jr.	\$175		\$175
Karen R. Hayett*	24,144		24,144
Carol Lisbon	150		150
Joseph M. Melican*	125		125
Greer G. Pugatch	74,315		74,315
David W. Ramsay	150,745		150,745
<b>Town Accountant's Office</b>			
Susan T. Keizer	48,050		48,050
Carol M. Wideman	91,217		91,217
<b>Assessor's Office</b>			
Caroline B. Akins	350		350
Amy L. B. Gow	37,158		37,158
Charles W. Long	350		350
Karen J. MacTavish	86,334		86,334
Caroline White	400		400
<b>Treasurer/Collector's Office</b>			
Patricia L. Booker	30,770		30,770
David J. Donaghey Jr.	46,529		46,529
Gerard R. Lane Jr.	86,813		86,813
<b>Town Clerk and Elections</b>			
Juris G. Alksnitis	247		247
Alice M. Baranick	207		207
Wilfred J. Baranick*	307		307
Barrie H. Clough	61,059		61,059
Eileen F. Devine	197		197
Elizabeth M. Devine	194		194
Maureen A. Dilg	85		85
Pamela H. Ellsworth	303		303
Elizabeth Hagan	157		157
Carol B. Healer	259		259
Jane I. Hemstreet	182		182
Felicia S. Hoffman*	40,812	\$215	41,027
Celeste L. Hurley	204		204
Camille C. Johnston	50		50
Justine Kent-Uritam	102		102
Patricia A. Lockhart	70		70

	Regular Wages	Overtime/ Other	Total Gross Wages
<b>Town Clerk and Elections (cont'd)</b>			
Carol A. McGill	\$127		\$127
Susan McGill	149		149
Jane D. Moore	85		85
Anne W. Soraghan	159		159
Joan N. Stapleton	122		122
Nancy H. Storey	50		50
Paul H. Tedesco*	709		709
John J. Walsh	50		50
Carolyn D. Waterman	102		102
<b>Building Maintenance</b>			
Bradley S. Crosby III	51,020	\$5,138	56,158
Steven J. Guy	48,644	4,151	52,795
Karl L. Warnick*	85,903	7,571	93,474
<b>Data Processing</b>			
William T. Clark	49,801		49,801
<b>Police Department</b>			
Tamara N. Bouma	15,545	602	16,147
Nicole M. Bratcher-Heffernan	76,872	4,131	81,003
Jonathan H. Cash	77,168	12,521	89,688
David E. Chaisson Jr.	78,364	29,873	108,237
Robert G. Clouse	79,834	41,660	121,494
Richard F. Collamore Jr.	81,102	6,581	87,683
Brian C. Collins	8,147	12,019	20,166
Douglas E. Comman	81,890	51,370	133,260
Joseph F. Concannon	387	8,170	8,557
Kenneth W. Dunbar	215	3,010	3,225
Warren W. Eagles Jr.	77,028	10,876	87,905
Jeffrey M. Farrell	1,462	15,201	16,663
Harold M. Grabert	76,252	8,704	84,956
Steven F. Hagan	45,445	21,444	66,889
Michael J. Heffernan	4,932	1,333	6,265
Sandra L. Hicks	33,235		33,235
Charles S. Marscher	70,181	16,200	86,381
Sean F. Matthies	1,377		1,377
Peter A. McGowan	137,784		137,784
Edward J. Meau	95,484	18,168	113,651
Ryan W. Menice	92,674	42,560	135,235
Aaron J. Mick	95,411	27,463	122,874
Robert P. Murphy	4,899	36,163	41,062
Aaron M. Smith	14,797	175	14,972
John C. Sweeney	5,921	24,897	30,818
Christopher M. VonHandorf	76,783	7,522	84,305
Todd V. Wilcox	94,547	38,469	133,016

	Regular Wages	Overtime/ Other	Total Gross Wages
<b>Fire/Rescue</b>			
Joseph G. Chirico		\$15,468	\$15,468
Brian M. Clough	\$66	892	958
Paul J. Copponi	366	4,989	5,355
Paul J. Copponi Jr.*	6,038	6,725	12,762
Thomas J. Cronin		495	495
Jeremiah A. Daly		4,920	4,920
Joseph A. Demarco		16,761	16,761
Thomas R. Dunlay		68	68
Renee J. Foster	97	27,566	27,663
William A. Hillerich		7,287	7,287
Mary C. Hinsley		5,093	5,093
John M. Hughes III	46,743	8,810	55,553
Paul M. Hughes		3,690	3,690
Edward G. Kornack	569	8,476	9,045
John P. Kornack		6,825	6,825
Caren A. Lawson		1,485	1,485
Jack I. London*	637	1,763	2,400
Phillip D. Luttazi		5,599	5,599
Romolo P. Luttazi	494	8,118	8,612
Michael J. Lynch Jr.		3,333	3,333
Christine L. Montesano		3,873	3,873
Walter J. Nowicki		2,599	2,599
Curt F. Pfannenstiehl		4,315	4,315
Richard Powers	11,764	18,717	30,481
Thomas E. Quayle		9,988	9,988
Theodore H. Reimann		9,543	9,543
Richard L. Reinemann		508	508
Robert B. Richards		1,876	1,876
Carlton J. Sherman	200		200
Dickson Smith II	97	15,797	15,894
James F. Spalding	200		200
John F. Sugden Jr.	200		200
Timothy R. Surgenor		5,098	5,098
David W. Tiberi	54,949	12,221	67,171
Richard F. Tiberi	39,086		39,086
Keith A. Tosi*	722	5,999	6,721
James F. Vaughan		9,869	9,869
John S. Vounatsos*	491	27,529	28,019
Ellen O. Weinberg	288	7,176	7,464
Fredrick S. Whittemore	68	1,138	1,206
Timothy S. Wider		759	759

	Regular Wages	Overtime/ Other	Total Gross Wages
<b>Inspectors</b>			
Walter A. Avallone	\$42,525		\$42,525
Robert A. Hauptman	19,258		19,258
Kevin Malloy	19,505		19,505
James M. Naughton	800		800
<b>Emergency Management</b>			
Arthur Adams Jr.	94		94
Margaret L. Crowley*	676		676
James R. Repetti	188		188
<b>Animal Control</b>			
Elaine M. Yoke*	24,682		24,682
<b>Health Department</b>			
Diane M. Fielding	24,310		24,310
Harvey George	100		100
Joseph D. Musto	100		100
Barbara Roth-Schechter	150		150
<b>Highway Department</b>			
Michael J. Angieri*	11,200		11,200
Nancy J. Bates*	47,655		47,655
Robert Beckwith*	54,674	\$14,748	69,422
Ronald E. Briggs	31,518	9,399	40,917
Craig S. Hughes*	104,175	10,729	114,904
Robert J. Morrissey	53,834	16,516	70,350
J. Robert Tosi Jr.*	68,966	27,063	96,029
Andrew F. Wills	50,209	11,860	62,070
Thomas E. Chandler	123	1,402	1,525
Christopher J. Hersee	421	1,052	1,473
<b>Sanitation</b>			
Wade J. Hayes	29,355	1,200	30,555
William R. Herd*	29,115	579	29,693
<b>Water</b>			
Jeffrey S. Carter	750		750
<b>Conservation</b>			
Lori E. Hagerty	27,263		27,263
<b>Planning Board</b>			
Susan E. Hall	30,552		30,552
<b>Cemetery</b>			
Lawrence R. Dauphinee*	66,788	8,678	75,466
John M. Spangenberg	4,468		4,468

	Regular Wages	Overtime/ Other	Total Gross Wages
<b>Council on Aging</b>			
Janet E. Claypoole	\$58,701		\$58,701
Renate M. Kerr	765		765
Steve Schatvet	900		900
Carl E. Sheridan*	22,635	\$344	22,979
Suzanne Sheridan*	12,498		12,498
Nancy G. Simms	2,888		2,888
<b>Senior Tax Work-off</b>			
Elizabeth J. Brady	1,000		1,000
Alfreda Cleveland	954		954
Barbara G. Murphy	1,000		1,000
Nancy A. Reynolds	920		920
Matthew Schmid	1,000		1,000
Frank A. Ventola	1,000		1,000
<b>Library</b>			
Cheryl Abouelaziz	80,199		80,199
Jane E. Bleakley	1,344		1,344
Laura M. Bogart	396		396
Joan S. Campbell	46,739		46,739
Cynthia L. Cornwall	13,290		13,290
Eleanor A. Herd*	52,510		52,510
Edmund Y. Ho	16,552		16,552
Allison M. Keaney	35,042		35,042
Nicole M. McWilliams	1,472		1,472
Robin A. Rapoport	486		486
Bonnie L. Roalsen	57,984		57,984
Myles M. Sullivan	19,608		19,608
Michael P. Vaughan	192		192
James K. Westen	46,902		46,902
<b>Parks and Recreation</b>			
Steven M. Alessandro	1,100		1,100
Kelly M. Bertschmann	1,800		1,800
Samuel F. W. Berube	1,024		1,024
Amy Caffrey	11,608		11,608
Angela X. Cai	1,172		1,172
Gregory W. Clancy	2,308		2,308
William B. Concillio	832		832
Peter D. Cooper	2,825		2,825
Erika C. Daukus	1,000		1,000
Dylan M. Davies	1,000		1,000
Andria M. Desimone-Lindberg	385		385
Katelyn M. Fabri	1,800		1,800
Timothy W. Fledderjohn*	3,640	798	4,438
Mark F. Ghiloni	47,708	3,605	51,313

	Regular Wages	Overtime/ Other	Total Gross Wages
<b>Parks and Recreation (cont'd)</b>			
John M. Gilbert*	\$53,340	\$6,322	\$59,662
James J. Gorman*	48,631	17,057	65,688
Alexandra S. Kelly	2,308		2,308
Anne M. Kenney	1,800		1,800
David C. MacTavish	92,148		92,148
Paige B. MacTavish-Desisto	7,000		7,000
Matthew M. Michel	292		292
Thomas J. Palmer*	54,561	5,565	60,126
Caroline S. Repetti	1,048		1,048
Doug J. Rossi	1,172		1,172
Lillie N. Simourian	1,000		1,000
Devon W. Smith	1,000		1,000
Peter J. Sylvester	13,888		13,888
Jean-Robert Theodat	6,460		6,460
Wei Zhang Zhou	1,111		1,111
<b>SCHOOL DEPARTMENT</b>			
<b>Administration</b>			
Laura S. Dayal	53,736		53,736
Janice M. Frechette	31,330		31,330
Theresa A. Nugent	62,424		62,424
Kelly A. O'Donnell-Haney	50,488		50,488
Deborah J. Reinemann*	104,569	429	104,998
<b>Teaching Staff</b>			
Christine E. Atkinson	65,644	145	65,789
Melissa A. Baker	92,943	193	93,136
Suzin Bedell-Healy	85,985	177	86,162
Ellen T. Brannelly	99,706	411	100,117
Keri A. Call	96,754	3,195	99,949
Kristen M. Charbonneau	45,568		45,568
Catherine E. Chiavarini	67,126	580	67,706
Amy C. Cohn	79,556		79,556
Marla W. Colarusso	107,624		107,624
Bettye M. Craft	91,533	145	91,678
Judith Cronin	63,636	177	63,813
Constance E. Dawson	96,754		96,754
Kimberly A. Delaney	87,376		87,376
Greta B. Disch	85,985	145	86,130
Laura A. Driscoll	93,427	145	93,572
Mabel D. Ellis	2,749		2,749
Jane C. Gentilli	90,855	161	91,016
Kathleen P. Gillis	91,255	145	91,400
Renee F. Grady	91,043		91,043
Kelley B. Greenwald	20,795		20,795

	<b>Regular Wages</b>	<b>Overtime/ Other</b>	<b>Total Gross Wages</b>
<b>Teaching Staff (cont'd)</b>			
Pamela C. Haggert	\$92,427	\$145	\$92,572
Jennifer A. Hardiman	44,217	145	44,362
Sheila Harper	97,396	145	97,541
Rose Marie Hart	74,554	145	74,699
Stephen D. Harte	104,206	435	104,641
Jennifer L. Hayes	11,858	145	12,003
Nisha G. Hochman	73,012		73,012
James M. Keohane	85,985	435	86,420
Gail S. Lehrhoff	99,206	145	99,351
Andrea L. Marchildon	63,451	145	63,596
Nancy J. McLaughlin	65,274	177	65,451
Laurie F. Moran	82,227	193	82,420
Donna M. Power	91,255	145	91,400
Nancy E. Powers	99,606	145	99,751
Laura G. Romer	16,202		16,202
Alisa M. Saunders	56,428		56,428
Cynthia H. Shapiro	90,855	145	91,000
Anne N. Spitz	92,427	1,225	93,652
Laurette I. Ulrich	90,871	161	91,032
Kristen M. Varley	58,514		58,514
Kenneth S. Wadness	99,706		99,706
Stefani A. Wasik	53,234		53,234
Andrea M. Welch	86,680	145	86,825
Laurie A. Whitten	23,537		23,537
Michelle M. Wood	85,985	596	86,581
Valene M. Yorston	58,498	145	58,643
Linda C. Young	99,706	145	99,851
<b>Substitutes</b>			
Marybeth H. Arigo	929		929
Maryann V. Bouchard	665		665
Allison L. Buff	3,493		3,493
Leslie K. Burns	2,336		2,336
Sarah A. Chiavarini	240		240
Linda M. Foehl	1,900		1,900
Meredith R. Gallant	240		240
Titiana M. Gomez	1,593		1,593
Holly N. Kelfer	160		160
Tema P. Liberty	223		223
Jennifer R. Maley	840	2,888	3,728
Karen M. McCabe	84		84
Cheryl A. Moran	168		168
Amy R. Robinson	160		160
Susan L. Rogers	80		80
Jennifer R. Searle	1,330		1,330

	<b>Regular Wages</b>	<b>Overtime/ Other</b>	<b>Total Gross Wages</b>
<b>Substitutes (cont'd)</b>			
Lisa M. Shanahan	\$223		\$223
Susan M. Sullivan	15,225		15,225
Anita L. Swierupski	80		80
Diane E. Young	718		718
<b>Support Staff</b>			
Darah F. Angelus	21,856	\$735	22,591
Patricia Antinori	22,148		22,148
Karen A. Anzivino	44,375		44,375
Donna J. Bacchiocchi	22,224	1,435	23,659
Cheryl A. Baressi	99,206	145	99,351
Allison D. Barroll	21,625		21,625
Janice L. Barry	60,997		60,997
Joan K. Berlin	8,139		8,139
Kate E. Bissonnette	6,891	473	7,364
Ralph Boone	56,734	4,579	61,313
Carol A. Brown	21,186		21,186
Marcy R. Bugajski	55,875	290	56,165
Thomas A. Cannata	41,822	440	42,262
Cheryl C. Chase	99,141	580	99,721
Stephanie M. Chmielinski	4,720		4,720
Lori M. Comiskey	3,451		3,451
Rosemary L. Comiskey	12,549		12,549
Michelle M. Cooke	22,729	525	23,254
Jean L. Ensor	22,179		22,179
Winnie Greene	21,189		21,189
Shane M. Haney	3,800		3,800
Jennifer L. Hann	4,768		4,768
Oksana Herasymiv	5,216		5,216
Leslie M. Hughes*	24,293	8,666	32,959
Catherine A. Isbell	22,729		22,729
Laura S. Jaffe	1,645	1,120	2,765
Leslie G. Loughlin	8,113		8,113
Christine B. Luczkow	16,940		16,940
Mary E. MacDonald	6,769		6,769
Bohdan A. Majkut	58		58
Stephanie S. Majkut	28,861		28,861
John F. Malieswski Jr.	42,097	1,339	43,436
Deborah A. Michienzie	24,685		24,685
Terre L. Newbert	5,995		5,995
Mary-Louise Northgraves	23,564	630	24,194
Claire L. O'Neil	223		223
Judith E. Onorato	41,067	4,887	45,954
Stephen A. Onorato	57,009	16,373	73,382
Anna H. Osyf	6,919		6,919

	Regular Wages	Overtime/ Other	Total Gross Wages
<b>Support Staff (cont'd)</b>			
Ida Marie Pappas	\$87,496		\$87,496
Alicia T. Patterson	74		74
Lorraine M. Pearson	21,696	\$1,890	23,586
Susana Peraza	2,654		2,654
Susan L. Pelletier*	80,868	2,288	83,156
Jessica W. Perry	14,096	3,001	17,097
James R. Poulos	13,877		13,877
Arlene H. Reagan	21,356		21,356
Irene Richards	13,943		13,943
Jeanne E. Riordan	87,008	145	87,153
Victoria G. Sargent	7,251	630	7,881
Johnathan M. Schenker	10,332		10,332
Janeen M. Smith	245		245
Katherine A. Sorensen	22,719		22,719
Laurie D. Sorensen	21,232		21,232
Thomas W. Stettner	6,449		6,449
Wendy Storlazzi	13,271		13,271
Jane Z. Sullivan	46,329		46,329
Brenda E. Welch	55		55
Cheryl G. White	15,309		15,309
Judith M. White	21,789		21,789
Danielle M. Wigmore	22,729	2,818	25,547
Beverly T. Wilkinson	594		594
Nancy M. Wong	1,286		1,286
Elissa Yanco	16,115	550	16,665
Nadia M. Yaremiy	17,516		17,516
<b>Grand Totals</b>	<u><u>\$9,641,114</u></u>	<u><u>\$936,051</u></u>	<u><u>\$10,577,165</u></u>

\* Denotes an employee who works in multiple departments and whose total gross wages appear under his or her primary department.

## Treasurer's Cash

For the Year Ending June 30, 2013

<b>Beginning Balance as of June 30, 2012</b>	\$16,247,875
Receipts	31,386,006
Expenditures	30,648,010
<b>Ending Balance as of June 30, 2013</b>	<u><u>\$16,985,871</u></u>

### Composition

Bank of America	\$612,356
Mellon Bank	94,738
Paine Webber	720,116
Century Bank	544,987
Citizens Bank	1,692,795
Rockland Trust Company	516,822
Eastern Bank	295,997
Webster Bank	618,582
Unibank	2,008,802
First Trade Union Bank	789,650
Multibank Securities	3,236,932
Trust Funds	5,854,094
<b>Total Cash Balance</b>	<u><u>\$16,985,871</u></u>

# Statement of Taxes Outstanding

As of June 30, 2013

	Outstanding June 30, 2012	Tax Takings Commitments	Refunds and and Deferrals	Adjustments	Outstanding Abatements	Collections	June 30, 2013
<b>Real Estate</b>							
2009	(\$4,644)			\$4,644			\$0
2010	0						0
2011	0						0
2012	224,935	\$31,969	\$29,389	9,679	\$4,749	\$226,376	6,069
2013	0	26,922,446	120,851	83,739	78,331	26,545,385	261,619
<b>Personal Property</b>							
Prior Years	5,989			58,775	58,775	124	5,865
2010	684					154	531
2011	613					163	451
2012	943			138		550	530
2013	0	443,695		73	1,091	441,340	1,337
<b>Motor Vehicle Excise</b>							
Prior Years	42,439			1,213	2,061	2,863	38,728
2010	4,624					2,302	2,321
2011	7,466			2,289	1,855	5,946	1,954
2012	57,093	118,554		12,767	11,323	170,069	7,021
2013	0	1,147,659		4,967	12,629	1,023,688	116,310
<b>Boat Excise</b>							
Prior Years	1,565				785		780
2010	50						50
2011	(11)			26			0
2012	98			95	50	143	0
2013	0	584			25	504	55

# Statement of Long Term Debt

As of June 30, 2013

Date of Issue	Purpose	Coupon Rate (%)	Original Amount	Outstanding June 30, 2011	Principal Issued	Principal Paid	Outstanding June 30, 2012
April 30, 2003	Chickering School	3.83	\$14,575,000	\$730,000		\$730,000	\$0
	TITLE 5 - MWPAT	0.00	200,000	93,400		10,400	83,000
May 15, 2007	Refunding Bonds	3.98	2,275,000	2,210,000		270,000	1,940,000
April 19, 2012	Refunding Bonds	1.48	7,915,000	7,915,000		175,000	7,740,000
<b>Totals</b>				<u>\$10,948,400</u>	<u>\$0</u>	<u>\$1,185,400</u>	<u>\$9,763,000</u>

# Statement of Changes in Trust and Investment Fund Balances

For the Year Ending June 30, 2013

	Balance June 30, 2012	Dividends	Interest and Unrealized Change in Market Value	Deposits	Expenditures	Balance June 30, 2013
<b>Park and Historical</b>						
George Chickering	\$73,429	\$1,880	\$596			\$75,905
<b>Park and Tree</b>						
Samuel Chickering	\$170,850	\$4,608	\$1,395			\$176,853
<b>Cemetery and Park</b>						
George Chickering	176,742	5,636	1,435			183,813
<b>Cemetery</b>						
Cemetery Perpetual Care	649,315		5,398	\$37,500	\$7,925	684,288
Caroline Chickering	24,576		198			24,775
Dorothea Hovey	850		7		33	824
<b>Library</b>						
Richards/Sanger/Lewis	11,835		96			11,930
Hovey Memorial	617,888		4,988			622,876
Endowment Fund	25,386		205			25,591
<b>Investment</b>						
Conservation	149,130		1,204			150,334
Stabilization	819,531		(4,041)			815,490
Unemployment	64,509		590	20,000	14,462	70,636
Municipal Insurance	23,354		186	2,660	3,660	22,540
Other Post-Employment Benefits	2,431,249		238,758	226,138		2,896,144
<b>Other</b>						
Larrabee/Whiting Poor	73,909		597			74,506
Scholarship Fund	21,474		173		300	21,348
<b>Totals*</b>	<u>\$5,334,027</u>	<u>\$12,124</u>	<u>\$251,782</u>	<u>\$286,298</u>	<u>\$26,379</u>	<u>\$5,857,852</u>

\*Numbers rounded to nearest dollar.

## Report of the Town Accountant

Carol M. Wideman, Town Accountant  
Susan Keizer, Assistant Town Accountant

The following reports appear on pages 76–85:

- Governmental Funds Balance Sheet as of June 30, 2013
- Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances for the Year Ending June 30, 2013
- General Fund Statement of Revenues and Other Sources and Expenditures and Others Uses for the Budget and for the Year Ending June 30, 2013
- Fiduciary Funds Statement of Fiduciary Net Assets as of June 30, 2013
- Fiduciary Funds Statement of Changes in Fiduciary Net Assets for the Year Ending June 30, 2013

# Governmental Funds Balance Sheet

As of June 30, 2013

	General	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>			
Cash and Short-Term Investments	\$5,677,229	\$1,946,423	\$7,623,652
Investments	4,519,891	1,752,905	6,272,796
Receivables			
Property Taxes	798,833	0	798,833
Excises	167,115	0	167,115
User Fees	38,119	31,398	69,517
Intergovernmental	0	156,471	156,471
<b>Total Assets</b>	<b><u>\$11,201,187</u></b>	<b><u>\$3,887,197</u></b>	<b><u>\$15,088,384</u></b>
<b>LIABILITIES</b>			
<b>Liabilities</b>			
Warrants Payable	\$417,233	\$52,576	\$469,809
Accrued Payroll	1,008,120	31,527	1,039,647
Tax Refunds Payable	110,300	0	110,300
<b>Total Liabilities</b>	<b><u>1,535,653</u></b>	<b><u>84,103</u></b>	<b><u>1,619,756</u></b>
<b>DEFERRED INFLOWS OF RESOURCES</b>	<b><u>810,635</u></b>	<b><u>31,398</u></b>	<b><u>842,033</u></b>
<b>FUND BALANCES</b>			
Nonspendable	0	610,062	610,062
Restricted	0	2,719,454	2,719,454
Committed	0	496,954	496,954
Assigned	1,835,446	0	1,835,446
Unassigned	7,019,453	-54,774	6,964,679
<b>Total Fund Balances</b>	<b><u>8,854,899</u></b>	<b><u>3,771,696</u></b>	<b><u>12,626,595</u></b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balances</b>	<b><u>\$11,201,187</u></b>	<b><u>\$3,887,197</u></b>	<b><u>\$15,088,384</u></b>

# Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances

For the Year Ending June 30, 2013

	General	Nonmajor Governmental Funds	Total Governmental Funds
<b>REVENUES</b>			
Property Taxes	\$27,165,831	\$0	\$27,165,831
Excises	1,184,179	0	1,184,179
Penalties, Interest, and Other Taxes	99,181	0	99,181
Charges for Services	96,813	776,559	873,372
Departmental	428,184	0	428,184
Licenses, Permits, and Fees	288,652	0	288,652
Intergovernmental	2,326,993	849,655	3,176,648
Fines and Forfeitures	3,425	0	3,425
Interest Earnings	21,720	6,253	27,973
Other	30,745	185,088	215,833
<b>Total Revenues</b>	<u>31,645,723</u>	<u>1,817,555</u>	<u>33,463,278</u>
<b>EXPENDITURES</b>			
General Government	1,823,870	123,325	1,947,195
Public safety	2,533,665	1,088,779	3,622,444
Education	18,712,177	1,000,406	19,712,583
Public Works	1,907,554	135,277	2,042,831
Health and Human Services	178,851	91,864	270,715
Culture and Recreation	872,004	517,240	1,389,244
Insurance and Benefits	2,510,910	14,462	2,525,372
Debt Service	1,519,173	0	1,519,173
Intergovernmental	291,142	0	291,142
<b>Total Expenditures</b>	<u>30,349,346</u>	<u>2,971,353</u>	<u>33,320,699</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<u>\$1,296,377</u>	<u>(\$1,153,798)</u>	<u>\$142,579</u>

(Continues on next page.)

# Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances

For the Year Ending June 30, 2013 (cont'd from previous page)

	General	Nonmajor Governmental Funds	Total Governmental Funds
<b>REVENUES</b>			
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<u>\$1,296,377</u>	<u>(\$1,153,798)</u>	<u>\$142,579</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in	96,414	1,236,769	1,333,183
Transfers out	<u>(1,462,907)</u>	<u>(96,414)</u>	<u>(1,559,321)</u>
<b>Total Other Financing Sources (Uses)</b>	<u>(1,366,493)</u>	<u>1,140,355</u>	<u>(226,138)</u>
Change in Fund Balance	(70,116)	(13,443)	(83,559)
<b>Fund Equity at Beginning of Year</b>	<u>8,925,015</u>	<u>3,785,139</u>	<u>12,710,154</u>
<b>Fund Equity at End of Year</b>	<u><u>\$8,854,899</u></u>	<u><u>\$3,771,696</u></u>	<u><u>\$12,626,595</u></u>

# General Fund Statement of Revenues and Other Sources and Expenditures and Other Uses\*

For the Budget and for the Year Ending June 30, 2013

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget Favorable (Unfavorable)
<b>REVENUES AND OTHER SOURCES</b>				
Property Taxes	\$27,108,801	\$27,108,801	\$27,108,801	\$0
Excise	1,100,300	1,100,300	1,184,179	83,879
Penalties, Interest, and Other Taxes	105,000	105,000	99,181	(5,819)
Charges for Services	98,000	98,000	96,813	(1,187)
Departmental	439,000	439,000	428,184	(10,816)
Licenses, Permits, and Fees	195,000	195,000	288,652	93,652
Intergovernmental	1,380,806	1,380,806	1,380,177	(629)
Fines and Forfeitures	3,500	3,500	3,425	(75)
Interest Earnings	20,000	20,000	25,761	5,761
Other	10,250	10,250	43,633	33,383
Transfers In	10,400	10,400	96,414	86,014
Free Cash	1,951,105	1,951,105	1,951,105	0
Overlay Surplus	50,000	50,000	50,000	0
Other Sources	0	0	0	0
<b>Total Revenues and Other Sources</b>	<b>32,472,162</b>	<b>32,472,162</b>	<b>32,756,325</b>	<b>284,163</b>
<b>EXPENDITURES AND OTHER USES</b>				
General Government	2,174,283	2,106,150	1,785,058	321,092
Public Safety	2,781,148	2,814,646	2,534,725	279,921
Education	18,226,280	18,228,280	17,720,362	507,918
Public Works	1,857,494	1,865,130	1,925,880	(60,750)
Health and Human Services	183,091	183,091	178,791	4,300
Culture and Recreation	902,953	902,953	872,004	30,949
Insurance and Benefits	3,189,920	3,189,920	2,729,826	460,094
Debt Service	1,621,608	1,646,607	1,519,319	127,288
Intergovernmental	290,402	290,402	291,142	(740)
Transfers Out	1,236,769	1,236,769	1,236,769	0
Other Uses	8,214	8,214	8,214	0
<b>Total Expenditures and Other Uses</b>	<b>32,472,162</b>	<b>32,472,162</b>	<b>30,802,090</b>	<b>1,670,072</b>
<b>Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,954,235</b>	<b>\$1,954,235</b>

\* This report is prepared on the budgetary basis of accounting, which differs from GAAP.

# Fiduciary Funds Statement of Fiduciary Net Assets

As of June 30, 2013

	OPEB Trust Fund	Private Purpose Trust Funds	Agency Funds
<b>ASSETS</b>			
Cash and Short-Term			
Investments	\$38,859	\$1,347	\$194,147
Investments	<u>2,857,285</u>	<u>20,000</u>	<u>0</u>
<b>Total Assets</b>	<b><u>\$2,896,144</u></b>	<b><u>\$21,347</u></b>	<b><u>\$194,147</u></b>
<b>LIABILITIES AND NET ASSETS</b>			
<b>Liabilities</b>			
Warrants Payable	0	0	61,214
Employee Withholdings	0	0	4,015
Deposits Held in Escrow	0	0	114,197
Other	<u>0</u>	<u>0</u>	<u>14,721</u>
<b>Total Liabilities</b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>194,147</u></b>
<b>Net Assets</b>			
Restricted for:			
OPEB benefits	2,896,144	0	0
Endowment	0	20,000	0
Unrestricted	<u>0</u>	<u>1,347</u>	<u>0</u>
<b>Total Net Assets</b>	<b><u>2,896,144</u></b>	<b><u>21,347</u></b>	<b><u>0</u></b>
<b>Total Liabilities and Net Assets</b>	<b><u>\$2,896,144</u></b>	<b><u>\$21,347</u></b>	<b><u>\$194,147</u></b>

# Fiduciary Funds Statement of Changes in Fiduciary Net Assets

For the Year Ending June 30, 2013

	Private OPEB Trust Fund	Purpose Trust Funds
<b>ADDITIONS</b>		
Investment Earnings	\$53,443	\$173
Increase (Decrease) in Fair Value of Investments	<u>207,466</u>	<u>0</u>
<b>Total Additions</b>	<b><u>260,909</u></b>	<b><u>173</u></b>
<b>DEDUCTIONS</b>		
Investment Fees	22,152	0
Scholarship Payments	<u>0</u>	<u>300</u>
<b>Total Deductions</b>	<b><u>22,152</u></b>	<b><u>300</u></b>
<b>OTHER FINANCING SOURCES</b>		
Transfers In	226,138	0
<b>Total Other Financing Sources</b>	<b><u>226,138</u></b>	<b><u>0</u></b>
<b>Net Increase (Decrease)</b>	<b>464,895</b>	<b>(127)</b>
<b>NET ASSETS</b>		
Beginning of Year	<u>2,431,249</u>	<u>21,474</u>
<b>End of Year</b>	<b><u>\$2,896,144</u></b>	<b><u>\$21,347</u></b>

# Report of the Town Insurance

For the Year Ending June 30, 2013

	Limits	Deductible
<b>Property</b>		
Buildings and Contents	\$36,485,638	\$1,000
Extra Expense—Blanket Coverage Extensions and Special Property	500,000	None
Boiler and Machinery	various included in the blanket limit	various
Money and Securities	100,000	none
Public Employee Dishonesty	200,000	none
Flood and Earthquake	\$2 million	25,000
<b>General Liability</b>		
Bodily Injury and Property Damage	\$1 million/\$3 million	none
<b>Vehicles</b>		
Bodily Injury and Property Damage	\$1 million	none
Personal Injury Protection	8,000	none
Uninsured Motorists	100,000/300,000	none
Physical Damage	per schedule on file	1,000
<b>Umbrella/Excess Liability</b>	\$3 million	10,000
<b>Professional Liability</b>		
Public Officials Liability	\$1 million/\$3 million	10,000
School Board Liability	\$1 million/\$3 million	10,000
Law Enforcement Liability	\$1 million/\$3 million	10,000
<b>Police and Fire Accident</b>	per schedule on file	
<b>Total Insurance Expenditure</b>		<b>Premium</b>
Group Health Insurance		\$1,622,187
Workers' Compensation		37,138
Medicare		117,505
Other Insurance		139,539
<b>Total Town Insurance Expenditure</b>		<b>\$1,916,369</b>

# Report of the Personnel Board

Mary Carrigan, Chairman  
Juris Alksnitis  
Sue Geremia  
Mary Hornsby  
David W. Ramsay, Ex Officio

The Personnel Board is composed of five members, three of whom are appointed by the Board of Selectmen, one by the Warrant Committee, and one by the Town Moderator. The Town Administrator serves as an ex-officio member.

The role and intent of the Personnel Board are established in the Town's bylaws. The Board exists to establish, maintain, and deliver a system of personnel administration that promotes a fair and consistent application of personnel policies. The Board also serves the Warrant Committee and the Selectmen by providing analysis and recommendations regarding compensation, benefits, and personnel-related topics.

During 2013, the Board affirmed its role in the application of consistent and fact-based recommendations for compensation and personnel administration. After reviewing both state and federal projected inflation indices, the Board recommended a 2% increase as the wage proposal for nonunion employees in the Fiscal Year 2015 Town budget.

The Board also continued its survey of public-works organizational structures across comparable towns.



*Dover Town Library staff members (from left): Myles Sullivan, Ellie Herd, and Jim Westen. Photo by Mary Kalamaras.*

*Report of the*  
**Board of Assessors**

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Caroline B. Akins, Chairman  
 Caroline M. C. White  
 Charles W. Long

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The Board of Assessors is responsible for fully and fairly valuing all real and personal property in Dover.

To assist citizens with their questions, the office and public-access computer terminal are available Monday through Thursday, from 9 a.m. to 5 p.m., and Friday, from 9 a.m. to 1 p.m. Additional information is accessible on the Town's website (<http://www.doverma.org>).

The following is a statement of the valuation of Dover as of January 1, 2013, which is the basis for taxing property for the Fiscal Year July 1, 2013, through June 30, 2014. This statement, including a list of all exempt property, is a complete and accurate assessment of the full and fair cash value of the Town, according to the Board's best knowledge and belief.

**Valuation of the Town**

Value of Federally Owned Property	\$2,570,500	
Value of State-Owned Property	31,523,100	
Value of Town-Owned Property	81,209,997	
Value of Property Held in Trust for the Worthy Poor	4,070,300	
Value of Other Exempted Property	187,295,500	
Value of Assessed Personal Property	33,082,720	
Value of Assessed Real Estate	<u>2,134,188,211</u>	
<b>Total Value of All Personal and Real Estate</b>		<b>\$2,473,940,328</b>
<b>Total Net Taxable Valuation</b> (Excluding Motor Vehicles)		<b>\$2,167,270,931</b>

**Amount to Be Raised by Taxation**

Town Purposes as per Appropriation		\$32,678,208
Other Local Expenditures:		
Amounts Certified for Tax Title Purposes	5,690	
Offsets	10,478	
Overlay Deficits of Prior Years	58,775	
Other	0	
Snow and Ice Deficit	<u>161,163</u>	
		<b>236,106</b>

State and County Assessments	293,925	
Overlay of Current Year	<u>232,496</u>	
		<u>526,421</u>
<b>Gross Amount to Be Raised by Taxation</b>		<b>\$33,440,735</b>
Estimated Receipts and Other Revenue Sources:		
Estimated Receipts (State)	\$876,784	
Massachusetts School Building Authority Payments	531,983	
Estimated Receipts (Local)	2,025,691	
Revenue Sources for Particular Purposes (Free Cash)	0	
Other Available Funds for Particular Purposes	60,400	
Free Cash to Reduce Tax Rate	<u>1,597,973</u>	
<b>Total Estimated and Available Funds</b>		<b>\$5,092,831</b>
<b>Net Amount to be Raised by Taxation on Property</b>		
Amount on Personal Property	\$432,722	
Amount on Real Estate	<u>27,915,182</u>	
		<b>\$28,347,904</b>
Assessments Added to Taxes:		
Motor Vehicle and Trailer Excise	\$1,240,061	
Boat, Ship, or Vessel Excise	584	
FY14 Septic Betterment Assessments and Interest	<u>5,700</u>	
		<u>1,246,345</u>
<b>Total Taxes and Assessments Committed to the Collector</b>		<b>\$29,594,249</b>

**Motor Vehicle Statistics**

Number of Vehicles/ Value Assessed for 2013	6,139	\$52,759,550
Number of Vehicles/ Value Assessed in 2013 for 2012	134	2,896,700

**Tax Rates**

Personal and Real Estate	\$13.08
Motor Vehicle and Trailer Excise	25.00
Boat, Ship, and Vessel Excise	10.00

## Valuation of Property Exempted from Taxation

*Persons and Property Exempted from Taxation, July 1, 2013,  
in Accordance with Chapter 59, General Laws:*

### Property Exempted from Taxation under Provisions of the First Clause, Section Five, Chapter 59, General Use:

United States Postal Department		
5 Walpole Street		
Improvements	<u>\$369,900</u>	
		<b>\$369,900</b>

Department of the Army Corps of Engineers		
Chickering Drive, 14.65 acres	\$974,900	
Claybrook Road, 1.56 acres	204,600	
Off Claybrook Road, 10.54 acres	118,900	
Off Farm Street, 11.50 acres	81,300	
Off Haven Street, 1.01 acres	17,900	
Springdale Avenue, 14.50 acres	388,500	
Off Springdale Avenue, 19.10 acres	64,100	
Trout Brook Road, 6.16 acres	141,300	
Off Trout Brook Road, 5.36 acres	151,000	
Off Wakeland Road, 8.40 acres	<u>58,100</u>	
		<b>\$2,200,600</b>

### Property Exempted from Taxation under Provisions of the Second Clause, Section Five, Chapter 59, General Use:

Commonwealth of Massachusetts (Metropolitan District Commission)		
4 Turtle Lane		
Improvements	\$8,503,900	
Land, 182.10 acres	<u>16,547,600</u>	
		<b>\$25,051,500</b>

### Land Assessed to the Commonwealth of Massachusetts under the Provisions of Chapter 634 of the Acts of 1971:

(Massachusetts Bay Transportation Authority)		
Centre Street		
Land, 4.80 acres	<u>\$227,100</u>	
		<b>\$227,100</b>

### Land Assessed to the Commonwealth of Massachusetts under the Provisions of Chapter 58, Sections 13, 14, and 15, General Laws:

Department of Conservation and Recreation: Bishop Meadow, Shumway and Sproutland, A. E. Wight Lot, Newell Pasture, Wright Pasture, and Shumway River Lot		
Off Junction Street		
Land, 121.74 acres	<u>\$6,244,500</u>	
		<b>\$6,244,500</b>

### Property Exempted from Taxation under Provisions of the Third Clause, Section Five, Chapter 59, General Use:

Dover Historical and Natural History Society		
80 Dedham Street		
Improvements	\$197,900	
Land, 1.00 acre	<u>522,700</u>	
		<b>\$720,600</b>

Charles River School		
56 and 58 Centre Street		
Improvements	\$5,946,000	
Land, 13.30 acres	4,043,300	
1 Old Meadow Road		
Improvements	313,900	
Land, 1.00 acre	<u>348,500</u>	
		<b>\$10,651,700</b>

Trustees of Reservations		
Off Brookfield Road, 15.00 acres	\$679,900	
Chase Woodlands, 85.19 acres	245,400	
Dedham Street, 16.15 acres	739,100	
Farm Street, 1.48 acres	56,100	
Glen and Wight Streets, 5.63 acres	654,000	
Off Grand Hill Drive, 1.04 acres	27,000	
Pegan Lane, 0.40 acres	398,000	
Peters Reservation, 83.75 acres	6,729,100	
Pond Street, 6.71 acres	304,700	
Powissett Street, 4.12 acres	587,000	
37 and 39 Powissett Street, 104.49 acres	2,679,200	
Improvements	432,900	
Strawberry Hill Street, 63.45 acres	2,935,700	
Off Tower Drive, 6.65 acres	303,600	
Walpole and Powissett Streets, 529.60 acres	26,815,600	
Walpole Street, 3.99 acres	588,000	
Off Walpole Street, 2.82 acres	<u>329,900</u>	
		<b>\$44,505,200</b>

Hale Reservation, Inc.		
Off Powissett and Hartford Streets		
Improvements	\$978,000	
Land, 626.04 acres	<u>49,654,900</u>	
		<b>\$50,632,900</b>

Dover Land Conservation Trust		
Centre Street, 57.11 acres	\$1,919,000	
Off Centre Street, 40.65 acres	1,466,300	
Claybrook Road, 21.20 acres	540,500	
Dedham Street, 10.82 acres	780,800	
Dover Road, 2.84 acres	527,300	
Farm Street, 41.76 acres	2,520,200	
3 Farm Street, 5.00 acres	1,261,700	
4 Farm Street, 5.70 acres	713,300	
Off Farm Street, 6.07 acres	234,800	
Hunt Drive, 19.49 acres	718,000	
Main Street, 5.99 acres	545,700	
Miller Hill Road, 7.17 acres	187,100	
80 Pine Street, 3.63 acres	125,200	
131 Pine Street, 71.06 acres	3,801,500	
Improvements	36,400	
Off Pine Street, 19.24 acres	883,900	
Pleasant Street, 0.33 acres	29,000	
Pleasant Street and Annie King Lane, 7.89 acres	797,800	
5 Riverview Terrace and Willow Street, 3.17 acres	1,443,600	
Rocky Brook Road, 4.18 acres	193,800	
Springdale Avenue and Church Street, 11.79 acres	403,800	
Springdale Avenue and Farm Street, 17.50 acres	1,567,300	
Off Springdale Avenue, 27.65 acres	1,351,300	
Old Farm Road, 2.87 acres	<u>150,200</u>	
		\$22,198,500
Trustees of Boston College:		
20 Glen Street		
Improvements	\$6,447,100	
Land, 78.50 acres	<u>6,743,500</u>	
		\$13,190,600
<b>Property of Incorporated Organizations of War Veterans</b>		
<b>(Belonging to or Held in Trust for the Benefit of):</b>		
American Legion, George B. Preston Post #209, Inc., and Town of Dover (Remainder Interest)		
32 Dedham Street		
Improvements	\$408,200	
Land, 1.00 acre	<u>435,600</u>	
		\$843,800

<b>Property Exempted under the Provisions of the Eleventh Clause, Section Five, Chapter 59, General Laws:</b>		
Dover Evangelical Congregational Church		
Pine Street and 61 Dedham Street		
Improvements	\$359,700	
Land, 7.50 acres	<u>903,400</u>	
		\$1,263,100
First Parish Church		
15 and 17 Springdale Avenue		
Improvements	\$1,970,600	
Land, 1.70 acres	<u>664,100</u>	
		\$2,634,700
Grace Church of Dover, MA, Inc.		
21 Centre Street		
Improvements	\$662,000	
Land, 1.00 acre	<u>522,700</u>	
		\$1,184,700
Roman Catholic Archdiocese of Boston		
30 Centre Street		
Improvements	\$247,400	
Land, 1.02 acre	314,600	
32 Centre Street		
Improvements	2,026,900	
Land, 3.66 acres	<u>722,200</u>	
		\$3,311,100
St. Dunstan's Episcopal Church		
18 Springdale Avenue		
Improvements	\$1,013,500	
Land, 0.83 acres	<u>541,200</u>	
		\$1,554,700
<b>Property Exempted under the Provisions of Section Five F, Chapter 59, General Laws:</b>		
Town of Westwood (Conservation Commission)		
Off Hartford Street		
Land, 1.30 acres	<u>\$49,800</u>	
		\$49,800
<b>Property Exempted under the Provisions of Section Five, Chapter 59, Clause 45, General Laws:</b>		
Robert P. and Leola T. Loebelenz		
236 Dedham Street		
Windmill (20 years)	<u>\$8,500</u>	
		\$8,500

## Valuation of Exempted Public Property

Value of Town Property Put to Public Use, July 1, 2013,  
in Accordance with Section 51, Chapter 59, General Laws:

### Town House

5 Springdale Avenue	
Improvements	\$2,936,500
Personal Property	<u>178,369</u>

**\$3,114,869**

### Caryl Community Center

4 Springdale Avenue	
Improvements	\$3,098,800
Land, 3.06 acres	1,281,100
Personal Property	<u>310,042</u>

**\$4,689,942**

### Dover Town Library

56 Dedham Street	
Improvements	\$1,801,100
Land, 1.00 acre	522,700
Books and Furnishings	<u>959,741</u>

**\$3,283,541**

### Protective Agencies Building

1 and 3 Walpole Street	
Improvements	\$894,000
Land, 1.65 acres	607,700
Personal Property	<u>750,982</u>

**\$2,252,682**

### Chickering School

29 Cross Street	
Improvements	\$10,216,800
Land, 43.95 acres	3,855,100
Personal Property	<u>659,988</u>

**\$14,731,888**

### Dover-Sherborn Regional School District

9 Junction Street	
Improvements	\$24,143,500
Land, 98.887 acres	<u>10,402,100</u>

**\$34,545,600**

### Parks and Recreation

Bickford Park, 2.29 acres	\$88,500
Caryl Park, 107 Dedham Street	
Land, 83.80 acres	8,432,400
Improvements	467,300
Channing Pond Park, 5.64 acres	269,700
Improvements	500
Dedham and Centre Street Lot, 0.25 acres	424,700

Dover Common and Training Field Lot,	
3.70 acres	947,700
Howe Lot, 3.22 acres	839,200
Riverside Drive, 0.77 acres	346,400
Springdale Avenue, 0.50 acres	33,000
West End School Lot, 1.50 acres	447,500
Personal Property	<u>330,911</u>

**\$12,627,811**

### Conservation Commission

Bean Land, 10.27 acres	\$1,196,900
Bridge Street, 3.00 acres	162,800
Channing, Gibbons, Rice & Wylde Lands,	
199.27 acres	9,901,600
Claybrook Road, 1.80 acres	50,700
Dedham Street, 7.38 acres	1,403,400
French Land, 11.80 acres	511,800
Fullerton Land, 7.00 acres	657,100
Halper Land, 1.18 acres	431,500
Harvey Land, 23.77 acres	919,000
Haven Street, 25.61 acres	1,862,000
Hunters Path, 2.49 acres	128,700
Koch Land, Snow's Hill Lane, 8.20 acres	1,279,700
Koch Land Swap, 12.21 acres	545,400
Murray Land, 12.60 acres	573,600
Riverside Drive, 0.04 acres	5,900
Scott Land, 46.00 acres	1,016,200
Off Springdale Avenue, 0.20 acres	30,100
Taylor Land, 14.47 acres	533,900
Valley Farm Land, 13.09 acres	1,521,600
Walpole Street, Off Walpole Street,	
33.00 acres	1,458,900
Willow Street, 2.11 acres	<u>74,400</u>

**\$24,265,200**

### Town of Dover

Bridge Street Land, 3.92 acres	\$154,700
Chickering Drive, 3.07 acres	95,000
10 Donnelly Drive, 2.00 acres	66,800
Hartford Street, 1.00 acre	348,500
Heard Land, 7.43 acres	1,028,100
Hynes Land, 1.46 acres	582,600
Macintosh Land, 29.28 acres	1,226,900
Main Street, 1.59 acres	378,000
Off Farm Street, 0.53 acres	44,200
Ponzi Land, 31.58 acres	1,825,400
Trout Brook Road, 0.15 acres	12,700
Valley Farm Land, 52.6 acres	3,378,500

Wakeland Road, 0.18 acres	30,400	
5 Whiting Road, 0.25 acres	464,500	
Improvements	98,100	
Willow Street, 0.92 acres	45,900	
Wilsondale Street, 3.73 acres	<u>634,900</u>	
		<b>\$10,415,200</b>
<b>Transfer Station</b>		
Powissett Street, 3.00 acres	\$867,200	
Improvements	256,400	
Personal Property	<u>24,105</u>	
		<b>\$1,147,705</b>
<b>Highway Department</b>		
2 and 4 Dedham Street, 3.40 acres	\$708,100	
Improvements	1,072,200	
Willow and Cross Streets, 0.21 acres	30,600	
Personal Property	<u>140,681</u>	
		<b>\$1,951,581</b>
<b>Highland Cemetery</b>		
54 Centre Street and Dedham Street, 19.92 acres	\$1,734,100	
Improvements	10,000	
Personal Property	<u>12,053</u>	
		<b>\$1,756,153</b>
<b>Water Supply</b>		
Church Street, 9.20 acres	\$876,800	
Improvements	17,500	
Personal Property	<u>79,125</u>	
		<b>\$973,425</b>
<b>Land Exempted by Common Consent. Held in Trust for the Benefit of the Worthy Poor Who Have a Legal Residence (Settlement) in the Town of Dover:</b>		
<b>Larrabee Estate</b>		
Land, 66.84 acres	<u>\$4,070,300</u>	
		<b>\$4,070,300</b>

## Report of the Police Department

Peter McGowan, Chief of Police

For the calendar year 2013, the Dover Police Department reports having had another busy year. The men and women of the Department are ready and available 24 hours a day, every day, with the common goal of providing top-notch police services to Dover residents. Our staff of 15 police officers, supplemented by three part-time police officers and a Northeastern University co-op student, handled more than 12,700 incidents in 2013.

I begin this report with a note on the passing of Arthur Adams, a longtime Dover resident and former director of Emergency Management. Arthur's quiet dedication to the Town and its residents was a constant, and he will be missed. With his passing, the former Emergency Management number that was his direct line (0019) has been disconnected. All calls related to storms or other emergencies should be directed to the Police Department, (508) 785-1130.

In personnel matters, Detective Steve Hagan retired after more than 26 years with the Department. Steve was well known and well versed in all things Dover and will be greatly missed. Officers Warren Eagles and Richard Collamore will share the detective responsibilities for the Department. At a Selectmen's meeting in October 2013, Special Officer Brian Collins was appointed as a full-time officer to fill the position created by Detective Hagan's retirement. Officer Collins began his official duties with the Town in January 2014.

The Department's service weapons were replaced this past fall, and a new telephone system was installed in late spring. We continue to maintain a social media presence, with Twitter, Facebook, and MYPD apps all helping us disseminate information to the public.

Our remaining Crown Victoria police cruiser is slated for replacement, with our switchover to Ford Interceptor SUVs having been very well received.

As we all remember, the Boston Marathon bombings and chaotic aftermath laid bare the fact that evil is out there—sometimes where you least expect it. A tragic event such as this galvanizes the resolve of police and other first-responders to be ready for anything, at any time. Dover police officers receive at least 60 hours of specialized training throughout the course of the year, as we work to maintain certifications and proficiencies. This training enables us to continually provide the level of police service that you have come to expect.

In conclusion, the statistics below show the volume of calls for service and related activities for calendar year 2013. I would like to take this opportunity to thank every Town department that has interacted with the

Police Department in any way, big or small. By working together, we all help make Dover an exceptional place in which to live.

### 2013 Statistics

Accidents: Motor Vehicle	104
Alarms: Intrusion, Vehicle, and Panic	486
Ambulance Requests	177
Animal Complaints	295
Assaults	0
Assists: Other Agencies, Citizens, Etc.	249
Bicycle Complaints	11
Breaking and Entering	18
Building Checks	6,535
Civil Drug Law violations	11
Deer Kills	41
Destruction of Property	28
Disturbances	16
Domestic Disputes	29
Fire Alarms/CO	195
Harassment (Including by Telephone)	26
Identity Theft	10
Larceny	33
Littering/Trash Disposal	7
Lockouts	68
Miscellaneous Offenses	63
Miscellaneous Services	1,061
Missing Persons	7
Motor Vehicle Complaints	582
Motor Vehicle Stops	1,854
Noise Complaints	25
Nine-One-One (911) Verifications	72
Parking Complaints	322
Safety Hazards	174
Suspicious Activity	186
Trespassing and Soliciting	26
Youth Complaints	2
<b>Total</b>	<b><u><u>12,713</u></u></b>

### Arrests

Warrant	3
Operating Under the Influence of Liquor	9
Operating After License Suspension	8
Assault and Battery	3
Protective Custody	3
Restraining Order Violation	1
Intimidation of Witness	1
<b>Total</b>	<b><u><u>28</u></u></b>

In addition to these arrests, a total of 60 criminal complaints were sought at Dedham District Court for a wide range of offenses, including 38 motor-vehicle offenses and various other quality-of-life offenses.

### Grants Received

E 9-1-1 Communications Grant (combined)	\$42,214
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*Photo courtesy of the Dover Police Department.*

Report of the  
**Board of Fire Engineers**

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John F. Sugden Jr., Chairman  
 Peter Smith  
 J. Ford Spalding

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The Dover Fire/Rescue Department is a call department consisting primarily of Dover residents and men and women who are employed in the Town. Department personnel are paid for their activity when called to a fire, ambulance call, or training session. They serve the Town seven days a week, 24 hours a day and are known in Dover and surrounding communities as being professionals who care about their responsibilities. We are grateful for their service and we thank them.

As part of a mutual aid agreement, the Fire Department works with local communities to assist them during a fire, accident, or other incident. The same is done for Dover. Assistance can involve going directly to a fire or sending our equipment to another community's fire station in preparation for another call. Personnel training is also shared between communities, as in the case of a joint fire-fighting drill. Mutual aid is a critical factor in the Fire Department's ability to serve the Town.

The Board of Fire Engineers, Fire Department personnel, and Board of Selectmen express their appreciation and gratitude to Carlton A. "Pete" Sherman for his 66 years of continuous service as a member of the Fire Department. Pete started as a firefighter in 1947. He was appointed a lieutenant in 1970 and deputy chief in 1979. He became chief of the Department in 1992 and also served as chairman of the Board of Fire Engineers from 1994 until his retirement in 2013. He was always there for the men and women of the Department and for the Town of Dover. We thank Pete Sherman for his many years of service.

The Board of Fire Engineers also thanks David Tiberi for his service to the Fire Department since his start as a firefighter in 1966. He was appointed the department inspector in 1984, a lieutenant in 1987, captain in 1995, and deputy chief in July 2006. David continues to serve the Fire Department and the Town of Dover as the fire inspector.

**Fire Department Activity During 2013**

**Incidents (328)**

Brush/Grass Fires	14	Oil Burner Fires	3
Vehicle Fires	0	Mutual Aid	6
Dumpster Fires	0	Illegal Burning	3
Smoke in House	7	False Alarms	0
Water Rescue	0	Haz-Mat Incidents	7
Electrical Fires	1	Automatic Boxes	0
Vehicle Accidents	20	Ambulance Assists	15
House Alarms	115	Gas Spills	0
Chimney Fires	2	Missing Persons	0
Wires Down	9	Still Alarms	16
Propane Gas Fires	0	Bomb Scare	0
Station Coverage	3	Elevator Entrapment	0
Carbon Monoxide	32	Water in Basement	5
Public Building Alarms	21	Explosive Devices	0
Rescue	0	Downed Trees in Road	0
Investigations	17	Building Hit by Lightning	0
Structure Fires	1	Other	31

**Permits Issued (274)**

Oil Burners	70	Smokeless Powder	0
Underground Tank	3	Smoke Detectors	58
Blasting	0	Propane Storage	38
Temporary Heat	29	Tank Trucks	3
Sprinkler Systems	15	Bonfires	1
Welding	0	Carbon Monoxide	57

**Inspections (2,269)**

Oil Burner	321	Smoke Detectors	285
Propane Gas	299	Bonfires	6
Blasting	3	Public Buildings	690
Temporary Heat	128	Underground Tanks	93
Gas Stations	12	Tank Truck	6
Sprinkler Systems	40	Demolition	34
Welding	0	21E Inspections	2
Fire Prevention Programs	65	Carbon Monoxide	285

**Ambulance Calls (216)**

Caritas Norwood Hospital	17	Air Ambulance	
MetroWest Med. Center, Natick	28	(Med-Flight/Life-Flight)	1
MetroWest Med. Center, Framingham	0	Mutual Aid (Received)	15
Newton-Wellesley Hospital	30	Mutual Aid (Given)	1
Beth Israel Deaconess, Needham	75	Refusal of Transport	29
Other Facility	7	Fire Department Stand-by	0
		Responses Cancelled	13
		Advanced Life Support	
		(Statistics only)	69

## Appointed by the Board of Fire Engineers

Chief John M. Hughes III  
Deputy Chief David Tiberi (retired 6/30/13)  
Deputy Chief Craig Hughes (appointed 7/1/13)  
Captain Richard Powers (A)

### Lieutenants

Craig Hughes (until 6/30/13)  
Edward Kornack  
John Kornack (appointed 7/1/13)  
Paul Luttazi  
Robert Tosi Jr. (A)

## Appointed by the Fire Chief Fire and EMT Personnel

Robert Beckwith	James Gorman (A)	Thomas Quayle
Joseph Chirico (A)	William Hillerich (A)	Ted Reimann
Brian Clough (A)	Mary Hinsley (A)	Dixon Smith (A)
Paul Copponi	Leslie Hughes	Jay Sullivan
Paul Copponi Jr.	Paul Hughes	Keith Tosi (A)
Thomas Cronin	John Kornack	James Vaughan
Jeremiah Daly (A)	Caren Lawson (A)	John Vounatsos
Joe Demarco (A)	Elisha Lee (A)	Carl Warnick
Henry Dowd (A)	Jack London (A)	Ellen Weinberg (A)
Thomas Dunlay (A)	Phil Luttazi	Tim Wider
Damon Farnum (A)	Christine Montesano	Scott Whittemore
Renee Foster (A)	Curt Pfannenstiehl	Sean Wall (A)

(A) Ambulance squad member



*Firefighting practice at the Dover Fire Department open house. Photo by John Sugden.*

## Report of the Emergency Management Department

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Jack I. London, Director  
Margaret L. Crowley, Deputy  
James R. Repetti, Deputy  
Tobe C. Deutschmann, RACES\* Radio Operator

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As members of the Emergency Management Department, our responsibility is to plan for any emergency events that might occur and to help residents who are affected by them. In 2013, we had one significant event in February with the blizzard named Nemo. Fortunately, Dover was spared from the storm's worst damage, and we did not have to open our shelter for residents. We were able to handle this situation with the cooperation of the Fire, Police, and Highway Departments, and we thank them for their assistance.

We were saddened this year with the death of our longtime member and former Director, Arthur Adams, who served the Town in many capacities throughout his life. Arthur was born on Dedham Street and spent his life in Dover, helping out his town and fellow citizens in any way he could. He will be greatly missed.

If your lights go out or you lose power, **NSTAR urges you to call them directly at (800) 592-2000**. If you receive a computerized response, stay on the line to answer questions and have your call logged into their system. This will assist NSTAR in restoring power as quickly as possible. Calling the Police Department to report or ask about power outages will not help you restore your power and can tax already strained resources.

Please feel free to call us in emergencies (hurricanes, floods, blizzards, etc.) if you think we can help or if you need assistance. The Emergency Management Department can be reached via the Town's emergency dispatch center at (508) 785-1130. This line is answered 24 hours a day. We thank you for your cooperation.

\* *Radio Amateur Civil Emergency Service*

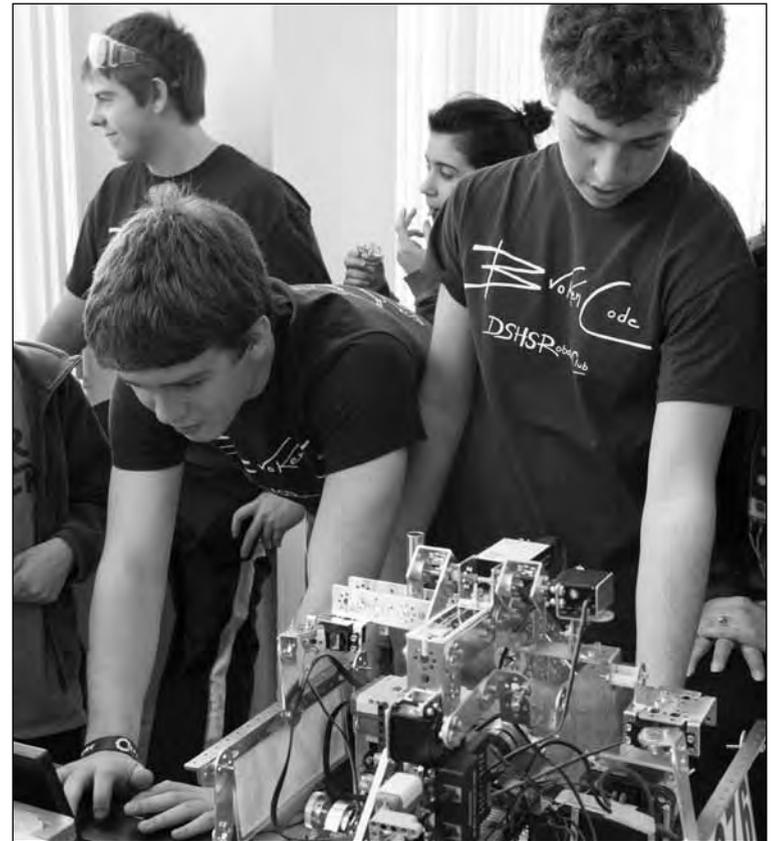
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*School Reports*

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## 2013



## Report of the Superintendent of Schools

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Steven B. Bliss

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The 2012–13 school year brought exciting changes to the Dover-Sherborn Public Schools, with 54 new personnel assuming administrative, teaching, and staff positions throughout our three campuses and four schools. We also undertook 12 capital projects across our three school campuses, thanks to support from our school committees, the Dover and Sherborn boards of selectmen, and the towns' taxpayers. Although these changes have been extensive, with them come a new energy and an enthusiasm over a school system that is stronger than ever.

Measured by virtually any empirical or anecdotal standard, Dover-Sherborn (D-S) schools rank among the best in the region, state, and nation. In 2013, the Dover-Sherborn School District, encompassing both the elementary and the regional schools, was ranked first in the state by *Boston* magazine in its August 2013 “Best Schools” issue. And in 2013, Dover-Sherborn High School (DSHS) was ranked fourth best high school in the state and 132nd in the nation by *U.S. News and World Report*.

Several factors have contributed to our success, most notably: our talented, results-oriented faculty, who are committed to their craft and their students; our energetic and resourceful administrative team; the active involvement of our parents, which fosters the strong partnership between home and school; top-notch professional development; and the unparalleled support of our member towns. We are united in a shared commitment to our young people and in our responsibility to provide each student with a rich and challenging education amid a safe and nurturing environment.

We are proud of the attributes typically associated with the D-S schools: academic rigor, small class sizes, above-average standardized test scores; impressive college placements; strong performing arts and interscholastic athletic programs; state-of-the-art technology in the classroom; and an inclusive academic setting. Our extra- and co-curricular opportunities, many of which are fully or partially funded through grants from parent groups, enrich the students' educational experience. Activities include research trips to Washington, D.C., Costa Rica, Europe, and the Galapagos Islands; the China Exchange Program at DSHS; the Citizen Action Groups at Dover-Sherborn Middle School; and new initiatives, such as the robotics program at the Chickering and Pine Hill elementary schools and at DSHS, and the FLES (Foreign Language in Elementary School) program and Destination Imagination at the Chickering and Pine Hill schools.

*Previous page: Team members from Dover-Sherborn High School's Robotics Club “Broken Code” (left to right): Robert Browne (standing), Conor Walsh, Shelby Robin, and Michael Kramer. Photo by Mary Kalamaras.*

The D-S school system enjoys a storied past steeped in success and tradition, no doubt due to the dedication and commitment shown by faculty and staff members. In keeping with tradition, yet embracing change and opportunity, we have begun a new tradition—the naming and recognition of “unsung heroes” chosen through a nomination protocol. Eleven faculty and staff members were selected as the first of these unsung heroes—individuals who demonstrate a dedication to their profession by focusing on excellence, by doing what is best for the students and the schools, by consistently going above-and-beyond in performing their jobs, and doing so in a quiet and unassuming way.

The administrators extend their sincere thanks and appreciation to all the administrative assistants for their valued contributions toward ensuring the success of our schools. They provide daily support to the System’s 20 administrators and 207 teaching faculty, and always with pride, competence, and a sense of humor.

We wish to recognize and thank outgoing D-S Regional School Committee member Ellen Williamson, whose term expired in 2013 and to whom we are most grateful for 13 years of school committee involvement both at the Region and at Pine Hill. We also thank Karl Johnson for his three years of service to the Dover School Committee.

As we continue the journey of educating every student, we are thankful to the school committees, the finance committees, the selectmen, our parent organizations, and the taxpayers of Dover and Sherborn for their extraordinary support, in both time and resources. May we be proud of our high-performing schools, yet also ever mindful that the key to success is recognizing one’s capacity for growth.



*Dover-Sherborn Soccer Club members Ollie and Anthony.  
Photo copyright © Udi Edni.*

## *Report of the* **Dover School Committee**

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Dawn Fattore, Chairman  
Kristen Dennison, Secretary  
Tim Caffrey  
Lauren Doherty  
Adrian Hill

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### **Membership**

Dawn Fattore was elected to a second three-year term and Adrian Hill to a three-year term. We thank Karl Johnson for his three years of dedicated service, which included serving on multiple subcommittees.

### **Administration**

The Dover-Sherborn schools experienced a change in leadership in July, when Valerie Spriggs retired after serving as superintendent for the past five years. The Dover School Committee (DSC) wishes her well in her retirement. We were fortunate to have a very qualified internal candidate for the position in Steven Bliss, who has worked in the District for the past four years, most recently as assistant superintendent. The DSC looks forward to the District’s continued success under his leadership.

Chickering School saw its own leadership change when Laura Dayal joined the administrative team in July as the new principal, replacing Therese Nugent. Ms. Dayal’s previous positions include working as a teacher and, most recently, serving as an assistant principal for the Sudbury public schools. We welcome her to Dover and wish Dr. Nugent well.

### **Academics**

Chickering School recognizes the unique talents of its students and is committed to ensuring that everyone reaches their full potential. The school strives for academic excellence, aiming to be one of the top-performing schools in the state, as measured by standards that include, but are not limited to, MCAS scores and other standardized tests. The DSC is responsible for setting policy to achieve these goals and to do so in a fiscally prudent manner.

The DSC continues to monitor the two recently approved curriculum initiatives at Chickering: the implementation of full-day kindergarten in fall 2012 and a world language program in fall 2013. All kindergartners are currently receiving Spanish instruction, which will continue next year in grade 1. The program will expand by one grade every year, with full implementation expected by fall 2018. The full-day kindergarten and world

language program initiatives promise to broaden and deepen learning opportunities for our students.

## **Technology**

Working together with the administrators, the DSC annually updates the Chickering Technology Plan Supplement to ensure that our investment in technology enhances the core curriculum and improves learning outcomes. We are transitioning from a basic hardware/software replacement model to a model whereby technology choices are based on meeting needs directly associated with student learning and curriculum development and delivery. This model involves a collaborative process between our technology and teaching staffs, as seen, for example, in the new devices and software options being piloted at various grade levels.

## **Facilities**

We continue to maintain the Chickering School building in top condition as it enters its second decade. To guide our annual capital budget requests, we rely on the 20-year capital-needs assessment prepared by an outside consultant in 2012. We also work closely with the Capital Budget Committee to maximize cost efficiencies with other town projects.

## **Budget**

The DSC works hard to deliver the highest quality education in the most efficient way possible, reviewing our operations and allocating resources to best serve the needs of the students. Salaries continue to be the biggest item in the budget, and Special Education costs have seen the largest annual spending increases. Even in the areas where we have much less flexibility, given the federal and state mandates, we strive to ensure that our resources are well managed.

The DSC thanks the Dover taxpayers, the Dover-Sherborn Education Fund (DSEF), and the PTO for their ongoing financial support. The annual DSEF grant awards allow Chickering's faculty and staff members to explore state-of-the-art methods for curriculum delivery, and the PTO gifts make the learning environment the best it can be for both the staff and the students. We are very grateful for the collaborative relationships we share with these groups.

# *Report of the* **Chickering Elementary School**

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Laura Dayal, Principal  
Deborah Reinemann, Assistant Principal  
Marla Colarusso, Director of Special Education

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## **Staffing**

This year's new leadership team—composed of Principal Laura Dayal, Assistant Principal Deborah Reinemann, and Marla Colarusso, Director of Special Education—has worked collaboratively on all fronts and raised the level of collegiality and school spirit among students, staff, and community. Special thanks go to Ms. Reinemann and Ms. Colarusso for carrying the drive for excellence and enduring commitment forward into the school community.

## **Enrollment**

As of January 8, 2014, Chickering School had 508 students. There are four class sections each for Kindergarten and grades 1 and 2, and five sections each for grades 3, 4, and 5. Kindergarten is staffed by full-time teaching assistants, while all other grades have half-time teaching assistants who, under the direction of their classroom teachers, work to address the full range of our students' educational needs.

## **New Initiative: FLES Spanish Program**

In September, Chickering launched the FLES (Foreign Language in Elementary School) program in all Kindergarten classes. FLES offers students significant language instruction during their formative years in elementary school, with 20-minute sessions, four days a week. At the time of this writing, the children had already shown significant progress in listening comprehension, vocabulary development, and cultural awareness. We are working to build a model FLES program as we prepare for next year's program, which will extend to grade 1, and we will continue the rollout to higher grades in subsequent years.

## **Curriculum**

Chickering School's rigorous curriculum sets high standards for staff and students. In September, the school implemented a new writing program, Empowering Writers, across all grades. It focuses on the inherent connection between reading and writing, and it guides students through the genres of narrative, expository, and persuasive writing.

The foundation of our mathematics instruction is EveryDay Math (EDM), which uses manipulatives (three-dimensional teaching aids) and

other hands-on activities to build conceptual awareness of mathematical functions, math facts, and computations. Children advance from this concrete stage through the pictorial and abstract stages until concepts are firmly understood.

The science and social studies curricula follow the state standards. The social studies curriculum topics of community and economy are taught in all grades, with concepts increasing in complexity as the students' cognitive abilities and foundational skills strengthen.

One of the hallmarks of a Chickering School education is a rich exposure to the arts. In addition to its standard music curriculum, the music department offers strings, jazz, chorus, and recorder classes. Art classes explore media in both two and three dimensions, and the Art Department concludes the year with a Family Arts Night that features the work of every student.

Physical education is taught twice a week in grades 1–5 and includes cardiovascular fitness and CPR instruction. Kindergartners have physical education class once per week. Library class offers instruction in blogging and safe, responsible Internet use, as well as traditional read-alouds and broad access to information through multiple media. In technology class, children learn how to use a variety of digital devices, how to program in code, and how to discern the value of information presented to them in and out of school.

We teach the “whole child” by incorporating a child’s interests and aptitudes into instruction; and we care for the emotional and social realm as well as the academic realm. Open Circle, our social competency curriculum, explicitly teaches fairness, caring, respect, and the skill of perspective-taking (the ability to perceive the motivations, thoughts, or feelings of others). We use this same forum to address issues that typically come up in the school setting. Our school culture is nurturing and supportive of both students and adults, and we continually strive to build a strong sense of community.

Student performance assessments and curricular programming are integral to maintaining our high levels of student achievement. In 2013, we added AIMSweb to our suite of assessment tools to assess reading and math across all grades, gauge student needs, and monitor yearly progress. We also review pre- and post-assessment data from curricular units in all subject areas.

## **Special Education**

The Special Education Department works with students, families, and staff to provide a broad range of services that allow children to access the curriculum through modified instruction and materials in a supportive environment that matches their needs. Special education and general education teachers have worked collaboratively to build new programming for students with complex needs, so as to increase the school’s capacity to serve all children and to maintain an inclusive environment for all.

We provide the following services and programs: assessment and instruction for students in Dover preschools; the Strategic Learning Center for students in grades 3–5 who have language-based and other mild to moderate disabilities; adaptive physical education; counseling for social-emotional well-being; psychological services for cognitive-based therapy; speech and language intervention; executive functioning strategy groups; and occupational therapy. These services are further supported by a state and federally mandated Special Education Parent Advisory Council (SE PAC), a parent-volunteer organization that works with all the schools in the Dover-Sherborn system.

## **Technology**

Chickering School integrates technology across all grades and content areas to promote learning independence and self-pacing, increase access to information, and provide new ways for students to demonstrate learning. Teachers follow a “flipped classroom” teaching model (which involves educational technology and “activity learning”), using iPads to create digital portfolios and assess student performance. Our staff includes a Chickering-dedicated “technology integrator” who teaches classes for credit, introduces new applications, and supports students and staff alike as they use technology, not merely as an add-on component of education, but as an inherent part of the educational experience.

Our school features two computer labs, iPod and iPad carts, and three 24-unit laptop carts. Every classroom has an interactive whiteboard and all classes in Kindergarten and first grade are equipped with iPads for student and teacher use.

## **Professional Development**

This year, the staff participated in the Dover/Sherborn Schools’ district-wide training in Understanding by Design (UbD), an approach to developing curriculum, in which desired student outcomes are determined first, then followed by unit design and lesson planning. This professional development will provide a universal approach to curriculum design at a critical time when all curricula are being aligned to the Common Core State Standards.

In addition, the staff is implementing the Professional Growth and Evaluation System (PG&ES), which represents a new approach to setting professional practice and student learning goals. PG&ES is a refined system for observing and documenting instructional practices and for providing educators with valuable feedback that can have a positive impact on student learning.

With the launch of Empowering Writers, the staff has dedicated time during meetings and common planning time to analyze student writing, create common standards for performance, and understand the scope of the program and its impact on all content areas. An outside consultant was hired to provide program guidance and assist the staff with structuring lessons during the 2013–14 year.

## School Advisory Council

The School Advisory Council is a state-mandated committee composed of teachers, parents, and community representatives. It assists the school staff with the development of the School Improvement Plan and serves in an advisory capacity to the principal. The Council works collaboratively to identify the educational needs of students and to facilitate communication between the school and the community.

## PTO

The Parent-Teacher Organization (PTO) supports the school through fund-raising and by matching presenters to curriculum for enrichment in each grade. Some of this year's presenters included author Suzy Kline for writing, and Audubon nature representatives and Kids Lab for science. This year the PTO also provided grants for emergency "go bags" for evacuations, art supplies for the Family Arts Night exhibition, and curriculum materials for the FLES Spanish program. We are fortunate to have such a supportive and generous parent community.

## DSEF

The Dover-Sherborn Education Fund (DSEF) funded two iPad technology pilots in Kindergarten and grade 1. DSEF also funded a full-day staff workshop in June that included four presenters from the Institute of Learning and Development (ILD) based in Lexington, which focused on flexibility in instruction and learning. The workshop underscored Chickering's ongoing dedication to supporting executive functioning strategies and building the capacity for students to organize their thoughts and plan their work at a higher level.

## Conclusion

Chickering School has continued its tradition of excellence and has built a strong new leadership team and school community. We are supported by families who are dedicated to education and display an extraordinary commitment to their school. We as a staff dedicate ourselves to all the children: "Chickering School is a place where students learn, laugh, grow, care, and make a difference."

# Report of the Dover-Sherborn Regional School Committee

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Richard Robinson, Chairman (Sherborn)

Dana White, Vice-Chairman (Dover)

Clare Graham, Secretary (Sherborn)

Lauren Balk (Dover)

Michael Lee (Sherborn)

Shelley Poulsen (Dover)

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The mission of our schools is to inspire, challenge, and support all students as they discover and pursue their full potential.

## Finance

As of September 2013, enrollment in the regional schools was 1,187 students, an increase of three students from the previous year. Current elementary enrollment numbers in both Dover and Sherborn suggest that middle school and high school enrollments are likely to increase for a few more years before leveling off. This means that we have more students than previously expected or budgeted for in the Region. New residential developments being considered in both towns may alter our enrollment forecasts.

Assessments to the towns are based on school enrollments. For several years, more students have come from Dover than from Sherborn. However, this year the percentage of Sherborn students grew relative to the percentage of students from Dover; therefore Sherborn's assessment percentage increased, while Dover's assessment decreased by the same amount.

The Fiscal Year (FY13) 2013 budget of \$21,397,830 is approximately 4% higher than the FY12 budget. The Dover-Sherborn Regional School Committee (DSRSC) is grateful to the citizens of Dover and Sherborn for their continued support of the schools. The state aid we receive covers only about 10% of the operating budget, leaving the remaining 90% to be funded through local taxes. Uncertainty has become a regular feature of the budgeting process, due to increasing delays in finalizing the state budget and, thus, local aid. Revenue to mitigate the impact of both budgetary increases and the uncertainties inherent in the state budgeting process comes from student activity fees (\$45 per student), parking fees (\$275 per permit), and athletic fees (\$275 per sport). Other post-employment benefits are paid through annual appropriations. The excess and deficiency account was certified in June 2013, at 3.45% or \$760,960. This account operates under Massachusetts General Laws in a manner similar to a town's free cash.

The DSRSC is grateful for the strong support it receives in both time and money from the Dover-Sherborn Education Fund, the Dover-Sherborn Boosters, the Friends of the Performing Arts, the PTO, POSITIVE, Friends of Music, and the wider community. These groups donated approximately \$451,333 to the regional schools in FY13.

### **Contractual Agreements**

Through interest-based bargaining, a team of teachers, school committee members, administrators, and selectmen from both Dover and Sherborn is negotiating a new three-year teachers' contract to replace the current one, which expires in August 2014. Contracts with other employee groups will be negotiated in FY14 for terms beginning in August 2014.

### **MCAS**

Dover-Sherborn High School (DSHS) student scores continue to rise at a higher rate than those of their statewide academic peers (students with similar test score histories). This rate appears to accelerate as students progress from grades 6 to 10. Our students performed well above state averages in all disciplines tested by the 2013 MCAS (Massachusetts Comprehensive Assessment System) and continue to excel, as measured by both performance (percentage of students scoring advanced/proficient on the MCAS) and growth. A steadily decreasing percentage of DSHS students at each grade level show “very low” or “low” growth, and an increasing percentage of students show “very high” growth according to the growth benchmark.

Of the DSHS students who took the 2013 MCAS, 98% scored at proficient or advanced levels in Mathematics, 96% in Science and Technology/Engineering, and 99% in English Language Arts. The majority of students scored at the advanced level in Mathematics (84%), English Language Arts (82%), and Science and Technology/Engineering (70%).

### **Facilities**

At their respective 2010 annual town meetings, Dover and Sherborn approved funding of Phases 1A and 1B for federally mandated repairs to the regional campus wastewater treatment plant. Phase 1A was completed in August 2011. The Department of Environmental Protection (DEP) required Phase 1B because the system had failed, as anticipated. Phase 1B was completed in February 2012. To date, the initiation of Phase 2 has not been required. The wastewater treatment facility continues to operate under the Administrative Consent Order with Penalties and currently meets DEP guidelines. We believe these results confirm that system upgrades have corrected previous issues.

Our buildings and grounds represent a major educational investment by the two towns for the present and the future. Recognizing the importance of protecting the physical assets of the regional campus, the DSRSC has developed a long-range capital maintenance and improvement

plan. It continues to work with the finance committees and selectmen of both towns to determine the best way to fund the anticipated capital expenses necessary for maintaining the facilities and the equipment coming off warranty from the previous construction and renovation project.

At their respective 2013 town meetings, Dover and Sherborn residents approved the expenditure of \$122,000 for projects to be completed during 2013–14. They also approved \$853,000 to fully air condition the D-S Middle School, a project successfully implemented on time and within budget. The administration, teachers, students, and parents thank the members of both communities for providing this needed relief, which has greatly improved the learning environment.

### **Leadership and Faculty**

The 2012–13 school year saw many leadership and staff changes throughout the Region: Valerie Spriggs, our superintendent for five years, retired in July 2013; Denise Lonergan, DSHS headmaster, retired after 33 years at the school, having served 13 years as headmaster and 20 years as a teacher; Joann Kenney, director of guidance at the Region, retired after 13 years; and a number of teachers and staff retired or moved away. We thank all these individuals, who have given years of time, energy, and experience to our educational community and helped it become what it is today.

Steven Bliss was appointed as the new superintendent, having previously served DSHS as assistant superintendent; Karen LeDuc joined the administration in September as assistant superintendent; and 54 new faculty and staff filled positions in all three parts of the District. Despite the many changes taking place this past year, we continue to focus on our mission to inspire, challenge, and support all students.

### **Membership**

We thank retiring member Ellen Williamson for her 13 years of service and contributions on both the DSRSC and the Sherborn School Committee. Clare Graham was elected in her place, and Shelley Poulsen was re-elected.

Please visit our website at <http://www.doversherborn.org> to view changes, to keep up with events at the schools, or to contact any of our staff or school committees.

# Report of the Dover-Sherborn Middle School

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Scott Kellett, Headmaster

Brian Meringer, Assistant Headmaster

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The mission of the Dover-Sherborn Middle School is to meet the needs of all students through a nurturing and challenging learning environment, where students, parents, and teachers embrace our core values to ensure excellence and success now and in the future.

Dover-Sherborn Middle School (DSMS) continues to provide an outstanding educational setting for students in grades 6, 7, and 8. The availability of technology, a fabulous library, and a student-friendly space make the school a welcoming place for students and faculty. Through a supportive community and budget allocation, the teachers have many resources at their disposal. Class size continues to be approximately 17 students per class and the daily curriculum is challenging and exciting. Citizens are encouraged to visit the school's website at <http://www.doversherborn.org> to access current information, teacher websites, recent school publications, and an updated calendar of events.

## Staff Changes

There were major personnel changes during the school year as the DSMS community welcomed a new headmaster and an assistant headmaster; an interim director of guidance for the Region and two guidance counselors; an occupational therapist; and three new Special Education aides.

## Curriculum

Although DSMS offers multiple levels of courses in mathematics, students are not tracked. All other departments offer courses that are heterogeneously grouped. The schedule is based on a 14-day rotation cycle. All primary courses meet 12 times during the cycle, and each class meets for 50 minutes. Special-subject classes meet six times during the cycle.

## Academic Recognition and Awards

- **Massachusetts State Middle School Science Fair:** Three of four DSMS teams placed second, third, and honorable mention, respectively, for their projects out of the 260 science projects presented.
- **National World Language Exam:** Eighty-seven students received awards: 26 on the National Latin exam, 43 on the National Spanish exam, and 18 on the National French exam.

- The winner of the *DSMS Geography Bee* represented the school at the state level.
- **New England League of Middle Schools Scholar Leaders:** Two eighth-grade students were selected by the faculty to be DSMS scholar leaders—individuals who demonstrate the qualities of academic achievement, leadership, and citizenship.
- Two eighth-grade students were chosen to represent DSMS at *Project 351*, Governor Patrick's youth service organization that promotes leadership development, enrichment, and impact.

## Activity Highlights

The following curriculum enrichment activities took place throughout the year:

- **The Martin Luther King Day themed celebration:** "What Do You Bring to Our Community?" featured morning and afternoon assemblies, along with workshops for mixed-grade groups led by DSMS faculty and by guest dancers and actors from Dean College, Static Noyze, and Trinity Repertory Theater.
- **Drama productions and workshops:** Spring activities included a master class on physical comedy, a production of *The Pink Panther Strikes Again*, and a one-act play, *Epic Fail*, which won a gold medal at the Massachusetts Educational Theatre Guild's 2013 Middle School Drama Festival. *Willie Wonka and the Chocolate Factory* was staged in the fall, and a summer "Murder Mystery: Dinner Theater" featured both middle school and Dover-Sherborn High School (DSHS) students.
- **Adolescent development programs:** Activities included the ongoing DARE (Drug Abuse Resistance Program) for seventh and eighth graders; a video on cyber-bullying produced by the Massachusetts Aggression Reduction Center and presented to the seventh and eighth graders; and attendance by 10 students at the Middle School Peer Leadership Conference, made possible with the help of the Sherborn Police Department.

Many extracurricular student activities focused on community service and were undertaken by:

- **The Student Council and the Help Club**, whose combined efforts raised money for local food pantries at Thanksgiving, as well as for other groups, including the Avon Walk for Breast Cancer, the Pan-Mass Challenge, the Home for Little Wanderers, Spin for Hope, and Pencils of Promise.

## Report of the Dover-Sherborn High School

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John G. Smith, Headmaster

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### MISSION

Dover-Sherborn High School (DSHS) is a community of learners whose goal is to inspire academic excellence and a commitment to personal and civic responsibility. We engage in the learning process with honesty, creativity, dedication, and respect, and seek to cultivate an atmosphere of freedom and trust in a safe and nurturing environment.

### RECOGNITION

DSHS is accredited by the New England Association of Schools and Colleges and consistently ranks among the top public schools for academic excellence in both Massachusetts and the nation. DSHS was ranked fourth best high school in Massachusetts and 132nd in the nation by *U.S. News and World Report* and, as a result, was awarded a gold medal. Rankings are based on national SAT and AP exam scores, as well as on college readiness performance metrics.

### CURRICULUM REQUIREMENTS

During the 2012–13 school year, DSHS served approximately 600 students in grades 9 through 12. Each year, over 95% of the graduates go on to attend four-year colleges and universities. To graduate, students must complete four years of English, four years of mathematics, and three years each of laboratory sciences, social studies, and world language. They must also earn 12 credits (equivalent to two years) in the arts (living, fine, and technical arts), 6 in educational technology, and 12.5 in physical and health education. In addition, they must complete 40 hours of community service.

Although DSHS offers three levels of courses in each of the academic disciplines, students are not tracked. DSHS also does not compute “rank-in-class” for its students, a policy approved by the D-S Regional School Committee.

Most departments offer a variety of courses that are heterogeneously grouped. The schedule is based on an eight-day rotation. All primary courses (and most electives) meet six times out of the eight-day cycle, and each class meets for nearly an hour. Laboratory sciences may meet up to two additional periods each cycle.

- *The eighth-grade Citizen Action Groups*, which devote their time and energy to giving back to our community, and for which the year’s culminating activity is a field trip to either Boston or Washington, D.C., to learn more about the nation.
- *The Raider Way Program*, a DSHS student-designed program that continued its presentations to sixth-grade physical education classes, focusing on teaching students how to make good choices and lead by example.

### Grants

The **Dover-Sherborn Education Fund (DSEF)** provided funding for 30 iPads for staff use and two classroom sets of 20 iPads to enhance science instruction in grades 6 and 7.

**POSITIVE (Parents Offering Support In Time, Involvement, Volunteering, Enthusiasm)** provided a total of 11 grants for academic and extracurricular enrichment. DSMS is grateful for the generous support of parents and friends in both Dover and Sherborn.



*Dover-Sherborn High School students perform West Side Story.  
Photo by Diane Thomas; courtesy of The Hometown Weekly.*

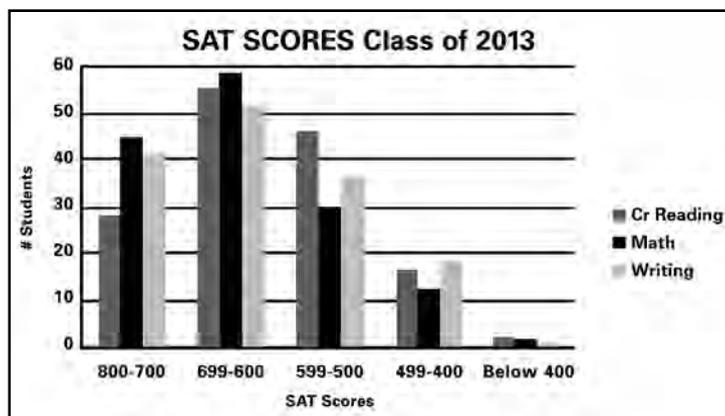
## ACADEMIC TESTING

### PSAT

The PSAT was offered in October 2013, with 80% of the sophomore class and 82% of the junior class participating. Based on their scores from the previous year's PSAT administration, 30 juniors met the requirements to enter the National Merit Scholarship Program.

### SAT

- **SAT I:** Ninety-seven percent of the Class of 2013 took the SAT I test, with 56% scoring over 600 in the verbal section, 64% scoring over 600 in the math section, and 63% scoring over 600 in the writing section. The bar chart below shows the distribution of scores in Critical Reading, Math, and Writing for graduating seniors.



- The table below shows the average test scores for the Class of 2013 and the previous two senior classes. Compared with national and state averages, DSHS students significantly outperform their peers.

	DSHS			U.S.	MA
	'11	'12	'13	'13	'13
Critical Reading:	609	609	617	496	515
Math:	638	634	634	514	529
Writing:	627	621	632	488	509

- **SAT II:** The U.S. History SAT II mean score of 695 was significantly higher than both the state (650) and national (651) averages.

### AP

Fourteen AP (advanced placement) courses were offered during the 2012–13 academic year. These courses are typically offered during the junior and senior years and allow students to maximize their educational opportunities within the confines of the master schedule and graduation requirements. All students receiving AP credit are expected to take the AP examination at the end of the year. In spring 2013, 169 students took 427 examinations, with 98% earning a score of 3 or higher. Below are results for individual courses:

AP Course	Students Scoring 3 or Higher
American Government and Politics (G–12)	100%
Biology	100%
Calculus AB	100%
Calculus BC	100%
Chemistry	100%
English Language and Composition (G–11)	100%
English Literature (G–12)	100%
French Language	100%
Latin Vergil	100%
Physics C-Mech	100%
Spanish Language	100%
Statistics	92%
Studio Art 2D Drawing	86%
U.S. History (G–11)	100%

### MCAS

Testing highlights for 2013 are as follows:

- **English Language Arts:** Ninety-nine percent of sophomores at DSHS scored at the advanced and proficient levels on the MCAS exam in English Language and Composition.
- **Biology:** Ninety-nine percent of ninth graders scored at the advanced or proficient levels.
- **Mathematics:** Ninety-eight percent of sophomores scored at advanced or proficient levels.

## GRADUATE POST-SECONDARY PLANS

	Class of '10	Class of '11	Class of '12	Class of '13
Four-year college	95%	98%	97%	96%
Two-year college	2%	1%	2%	0%
Other (gap year, job)	3%	1%	1%	4%

## DEPARTMENTAL HIGHLIGHTS

### ENGLISH

The English Department offers courses at two levels (honors and college preparatory) for freshmen and sophomores, and at three levels (honors, college preparatory, and advanced placement) for juniors and seniors. During their freshman year, students focus on the theme of adolescent self-discovery through short stories, novels, drama, poetry, and nonfiction; sophomores hone their writing skills and explore great themes in literature, focusing on the nature of truth; juniors study American literature; and seniors select one of three pairs of same-level courses. Advanced Placement (AP) courses include English Language and Composition for juniors, and English Literature and Composition for seniors. The department also offers electives in poetry, contemporary literature, writing, English literature, Shakespeare, mythology, journalism, public speaking, filmmaking, and acting. Through reading, writing, and critical thinking, our students use language as a way to understand themselves and their world.

All freshmen attended a performance last spring of *Romeo and Juliet* by the New Rep Theatre's Classic Repertory Company.

Several DSHS English students distinguished themselves in 2013: two students were recognized last spring by *The Boston Globe Scholastic Art and Writing Contest*, and two attended the *Young Writers' Conference* held in May at the Bread Loaf campus in Ripton, VT.

### MATHEMATICS

The Mathematics Department provides standard courses at both honors and college preparatory levels, with Geometry in grade 9, Algebra II in grade 10, and Precalculus in grade 11. Several electives are offered in grade 12, depending on previous levels of proficiency attained: AP Calculus BC; AP Calculus AB; Honors Calculus; AP Statistics; Probability and Statistics; and Precalculus and Applied Topics.

The Dover-Sherborn Math Team, a member of the *Southeastern Massachusetts Mathematics League*, continued its strong tradition of success by finishing second in its division, third in the league (fourth in the league playoffs). Unfortunately, we were not able to compete in the state competition this year due to rescheduling issues, but we look forward to competing in 2013–14.

## SCIENCE

The Science Department provides a standard, rigorous curriculum sequence at both honors and college preparatory levels, with three years of courses required for graduation: Biology in grade 9, Chemistry in grade 10, and Physics in grade 11. Electives open to juniors and seniors are AP Biology, AP Chemistry, AP Physics, Advanced Topics in Biology, Astronomy, Marine Science, Anatomy and Physiology, Environmental Research, and Science and Technology.

Five AP Chemistry students competed in the sectional competition for the *U.S. National Chemistry Olympiad*. Students from DSHS placed second, third, and twelfth in the competition against the top 120 chemistry students in Massachusetts. The students received monetary awards, book awards, and certificates at the Northeastern American Chemical Society awards dinner. Our top two students also qualified for the national exam and were among only 950 students in the country to do so.

Two DSHS teams competed in the *Eastern Massachusetts Physics Olympics*, taking first and second place and winning the overall championship for the fifteenth time since the school began competing in 1990.

## SOCIAL STUDIES

Courses are offered in history and the social sciences in both honors and college preparatory tracks. World History and U.S. History are required of all students. Electives include AP U.S. History, AP American Government, Government and Law, Economics, Introduction to Psychology, and Facing History.

The curriculum is further enriched by a variety of departmental programs and activities, such as the *China Exchange Program*, now in its eleventh year of successful exchanges between DSHS and its sister school in Hangzhou; the *Tufts Inquiry Program*, an annual global-issues simulation program; the *Close Up Program*, a weeklong government studies program in Washington, D.C.; a history-focused trip to central European countries; a research field trip to the J. F. K. Library; a trip to the Museum of Fine Arts to see a samurai exhibit; a performance by a West African drummer; a visit from guest author David Sanger to discuss the historiography of his book *Confront and Conceal*; and an assembly with a Cambodian genocide survivor.

Students receiving honors or awards included two students chosen by their U.S. History classmates to represent DSHS at *Student Government Day* at the state house in April; one student who received the *Daughters of the American Revolution Award* for excellence in character, service, leadership, and patriotism; one student who won the annual Veterans Day Essay Contest; and two students who received a youth leadership award and represented DSHS at the *Hugh O'Brien Sophomore Youth Leadership Conference*.

## WORLD LANGUAGE

The World Language Department offers sequential programs in French, Spanish, Latin, and Chinese, in both honors and college preparatory tracks. Students progress from Novice to Intermediate stages of language proficiency in French, Spanish, and Latin, and through the Novice 3 level in Chinese. AP French Language and Culture, AP Latin, and AP Spanish Language and Culture courses are offered.

World language students received the following honors in 2012–13:

- **Honor Societies:** Twenty-nine students were inducted into World Language honor societies for their dedication to learning world languages and cultures.
- **National Language Exam Awards:** Twenty-three students received awards on the National French Exam, 40 on the National Latin Exam, and 62 on the National Spanish Exam.

## LIVING, FINE, AND TECHNICAL ARTS

**Family and Consumer Sciences:** Students are taught practical skills for everyday living and relationships, from food and nutrition classes to clothing design, construction, and marketing.

**Industrial Arts and Technology:** Courses focus on safety practices, engineering design, scientific principles, problem-solving, the use of machine and hand tools, and fabrication processes.

**Music:** Courses offered include Music Theory I and II, Guitar, and American Musical Theater. In addition, students may earn credits by participating in the vocal ensemble (fall and spring), the concert band (all year), and the jazz band (by audition). These groups perform at many school and community events throughout the year.

**Visual Arts:** Courses offered include Art 3-D, Ceramics, Drawing from Life, AP Studio Art, Egg Tempura Painting I and II, Darkroom Photography, Digital Photography, Yearbook Design, Computer Graphic Design, Silkscreen Printing, and Television/Media I and II.

**Honors and Awards:** DSHS students and their teachers continue to distinguish themselves in activities and competitions outside the school:

- Two students were selected to participate in the 2013 *Art All-State* at the Worcester Art Museum.
- Two students received *Stellwagen National Marine Sanctuary Art Awards* and a third received an honorable mention.
- The *Boston Globe Scholastic Art Awards* recognized six D-S students, including two gold key winners, two silver key winners, and two honorable mention nominees.

- The *Eastern District Senior Music Festival*, sponsored by the Massachusetts Music Educators' Association (MMEA), awarded honors to seven music students, three of whom went on to participate in the MMEA's All-State Music Festival at Symphony Hall in Boston.

## EDUCATIONAL TECHNOLOGIES

The Educational Technologies Department offers courses in computer application and programming at three levels, including Advanced Placement. Courses cover web design and development, computer graphics, astronomy, digital photography, and advanced journalism.

The D-S Regional School District continues to maintain its computer inventory through the operating budget and local granting organizations (DSEF, PTO, and POSITIVE). An annual review of computer inventory in each school informs departmental planning and the replacement cycle of 20% of total inventory.

## HEALTH AND PHYSICAL EDUCATION

- The *Freshman Wellness Curriculum* requires one semester of health education, which covers nutrition, sexuality, mental health, and alcohol, tobacco and other drugs; and one semester of physical education, which covers outdoor education and fitness development.
- Students in grades 10, 11, and 12 can choose from a menu of *elective courses* organized in quarterly modules: *Quarter 1:* Cardiovascular Fitness, What's Next? Exploring Independence, Outdoor Pursuits, and General Survival. *Quarter 2:* Stress Management, Sport Education (Net Sports), Dance Education, and CPR/AED Training. *Quarter 3:* Yoga/Pilates, Sport Education (Winter Team Sports), Coaching, Teaching, and Recreational Leadership, and CPR/AED Training. *Quarter 4:* Fitness Program Planning, Drugs and Society, Muscular Fitness, Outdoor Pursuits, and General Survival. Student Leadership Internship training is offered in all four quarters.

## GUIDANCE

**College Counseling:** Throughout the fall, most of the counselors' time was devoted to the college application process for seniors. Nearly 90% of the Class of 2013 completed some form of early decision, priority, or early action applications to an increasing number of colleges and universities. Counselors met with seniors individually and in groups. They also hosted representatives from more than 75 colleges and universities and spent additional time strengthening their working relationships. To respond to the growing number of seniors submitting early applications, counselors

offered a “Pre-Summer Senior Workshop” after exams in June for any senior who wanted assistance with post-secondary planning before leaving for summer vacation.

Beginning in January, counselors met several times with juniors to discuss the college application process and to guide them in their post-secondary educational planning. Counselors also met with freshmen and sophomores to initiate discussions about academic and future career plans, as well as to introduce them to computer programs that aid in college and career exploration. An overview of the guidance curriculum can be found on <http://www.doversherborn.org>.

**Support Programs:** The Guidance Department also offers a variety of support programs:

- *Freshman Welcoming Activities* support freshmen during their transition to high school.
- The *Peer Helper Program* this year trained 28 upper-class students to assist incoming freshmen with healthy decision-making, respect for others, study and exam-taking strategies, social issues, and expectations for their sophomore year.
- The *Massachusetts Aggression Reduction Center (MARC) Program* provides special training to faculty and student “ambassadors” and a greater awareness of cyber-bullying and social aggression among adolescents, so that they then can work to enhance the school environment and address issues that lead to social aggression and harassment.
- The *Signs of Suicide (SOS) Program* for sophomores and seniors teaches students how to identify the symptoms of depression and suicide in themselves or their friends and encourages them to seek help.
- The *Substance Prevention and Awareness Network (SPAN-DS)* brings together representatives from local and school communities to address the ever-present concern of substance abuse among adolescents.
- Grade-level *Parent-Departmental Meetings* are held throughout the year to discuss important issues and concerns specific to each grade level.

## LIBRARY

The DSHS library is a place where both students and faculty can read, research a topic, access information or complete a homework assignment. It is equipped with large tables for student collaboration, private study booths, and 16 computers for word-processing or online searches. The collection includes approximately 20,000 print volumes, 6 newspapers, and 37 periodicals. In addition, patrons are able to search the library catalog for a growing collection of e-books. Digital services include online databases available via the Metrowest Massachusetts Regional Library System and those purchased by subscription. An average day brings approximately 300 students and teachers to the library.

## ATHLETICS

Over the past year, DSHS student athletes have filled 925 roster spots on 27 varsity teams and 14 sub-varsity teams. Twenty-four varsity teams qualified for Massachusetts Interscholastic Athletic Association (MIAA) post-season competition (with Boys Lacrosse winning the 2013 Division III State Championship):

Alpine Ski (Boys/Girls)	Ice Hockey (Boys)
Nordic Ski (Boys/Girls)	Lacrosse (Boys/Girls)
Basketball (Boys)	Sailing
Cross Country (Boys/Girls)	Soccer (Boys/Girls)
Field Hockey	Softball
Football	Swimming (Boys/Girls)
Golf	Tennis (Boys/Girls)
Gymnastics	Track and Field (Boys/Girls)

Links to team schedules can be found on the DSHS athletics website. The Athletic Department thanks its athletes and coaches for making the past three seasons so exciting, and the D-S Boosters, parents, and fans for their support.

## NATIONAL HONOR SOCIETY

On October 17, 2013, 47 new members were inducted into the DSHS Chapter of the National Honor Society, bringing the current membership to 77 members. Information about membership requirements and the application timeline can be found on the school’s website.

## STUDENT ACTIVITIES

DSHS students are able to participate in a wide range of student activities. A fee of \$45 is required for participation in many of the following:

- *Academic and Student-Life Organizations:* The Math Team, the Physics Olympics Team, the Chess Team, the Student Council, the Mock Trial Program, DCTV, *RUNES* literary magazine, and the D-S Philosophy Society.

- **Art, Music, and Drama Clubs:** The A Cappella Club, the Music Club, the Arts Club, the Drama Club, and theatrical productions that include a fall drama and winter-spring musical.
- **Social and Cultural Awareness Groups:** The AFS international exchange program, the Alliance for Acceptance and Understanding (AAU), the Coalition for Asian-Pacific American Youth (CAPAY), the Gay-Straight Alliance (GSA), Students Against Destructive Decisions (SADD), the Pine Street Inn Breakfast Club, and Time Out for Kids.

## PARENT AND COMMUNITY GROUPS

**THE DOVER-SHERBORN BOOSTERS** supported the DSHS athletic program with grants for the purchase of capital items. They continue to promote community spirit and provide recognition to the student athletes participating in all sports at DSHS.

**THE DOVER-SHERBORN EDUCATION FUND (DSEF)** generously funded activities and items for several departments:

- **Living, Fine, and Technical Arts:** An arts field trip to the Rhode Island School of Design Museum and Nature Laboratory.
- **English:** Guest poets in poetry workshop classes.
- **Science:** Partial scholarships for student travel to the Galapagos Islands to document the global science initiative; software and an iPad from which to control all computers, scientific probe ware, and presentation materials in science classrooms; and Insight 360 to allow students to use their mobile devices as clickers to provide frequent formative assessments in the classroom.
- **Social Studies:** New iPads and Apple TV; visits by guest speakers; and class field trips.
- **SPAN-DS:** Implementation of its Social Norming Campaign.

**THE FRIENDS OF THE PERFORMING ARTS (FOPA)** generously provided the following:

- Multifaceted production support for both the fall play, *The Crucible*, and the spring musical, *West Side Story*.
- Celebratory banquets for all student music and drama productions.
- Financial assistance as needed for students participating in regional and state music festivals.

- Awards of \$300 each to 12 seniors at Senior Awards Night.
- New music and drama plaques and updates to existing ones in the FOPA display cabinet in Lindquist Commons.

**THE DOVER-SHERBORN PTO** works to assist, support, and enhance the high school experience for the students, faculty, and administrators. Its primary fund-raising sources are the annual back-to-school membership drive and the sale of the high school's student directory and student assignment notebooks. Monthly meetings are open to all.

**SPAN-DS (Substance Prevention Awareness Network)** brings together representatives from local and school communities to address the ever-present concern of substance abuse among adolescents.

In 2013, SPAN-DS implemented a social norming campaign. After conducting thorough research over the summer, and with generous financial support from DSEF, PTO, POSITIVE, and the Dover and Sherborn boards of health, SPAN-DS hired a nationally recognized expert to assist in the effort to reduce student consumption of alcohol and drugs. The "social norms approach" is a scientifically based strategy that uses local student data to reduce students' misconceptions about peer alcohol and drug use, reinforce the positive no-use behavior of the clear majority of students, and thus relieve the pressure students might feel to drink or use drugs. The campaign will use posters, flyers, social media, and other vehicles to consistently communicate accurate information about the norms of healthy and responsible student behavior.

Other activities during the year included:

- Several educational presentations: *Myths of Marijuana*, with a speaker panel; *Conversations That Count*, parent gatherings with DSHS health teachers; *Transitioning to College*, in conjunction with the Guidance Department; and a speaker co-sponsored with SADD (Students Against Destructive Decisions).
- A combined effort with Dover and Sherborn selectmen to oppose marijuana treatment centers.
- A collaboration between the Dover and Sherborn police departments and the D-S Middle School to send students for leadership training in drug and alcohol prevention.

For more information on DSHS parent and community groups, please visit the District's website at <http://www.doversherborn.org> and choose a topic from the "Parent Organizations" menu.

# Report of Dover-Sherborn Community Education

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Lisa B. Sawin, Program Administrator  
Steve B. Bliss, Superintendent

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Dover-Sherborn Community Education is a self-sustaining department of the Dover-Sherborn Regional School District. Its mission is to provide programs that enrich the lives of everyone in our community. Our hope is to create lifelong learners through a community-school partnership that offers interesting, thought-provoking, and stimulating classes and programs at a reasonable cost. Dover-Sherborn Community Education offers the following programs:

## Extended Day

Tuition-based extended-day programs are held at Sherborn's Pine Hill Elementary School and Dover's Chickering Elementary School, where safe and stimulating after-school environments are provided for students in grades K–5. Children engage in homework time, a variety of arts-and-crafts projects, nature projects, social action projects, indoor and outdoor physical activities, games and creative play.

The programs run Monday through Friday, from school dismissal to 6 p.m., with a daily snack provided. Sherborn also offers an early morning program from 7 a.m. to 8:30 a.m. Current enrollment is 74 children in Dover and 86 children in Sherborn. Both programs are considered full with a waiting list being maintained in Sherborn.

## After-School Enrichment

This program provides after-school, age-appropriate programs for elementary and middle school students. Classes for elementary school students are held at both Pine Hill School and Chickering School. Programs include sports, dance, robotics, and chess. Program flyers are distributed throughout the schools, sent home with the students, and posted on our website. An afternoon babysitting class for grades 5–7 is held at Dover-Sherborn High School.

## Adult Enrichment

The Adult Enrichment program offers a wide variety of innovative and intriguing evening classes held throughout the school year. They include cooking classes with well-known chefs, jewelry making, fitness, CPR training, and dog obedience classes. We also offer driver's education and

SAT prep courses to high school students. All our classes are intended to bring learning opportunities closer to home. Our brochure is mailed to all households in Dover, Sherborn, Westwood, and Medfield, as well as to anyone else who has taken classes with us—some 15,000 brochures in all. Full class descriptions and registration forms are available online at <http://www.doversherborn.org>.

## Registration

Registration for all children and adult enrichment classes begins upon receipt of the brochure or when the information is posted online. Registration for the Extended Day program is held in March, with the first two weeks of the registration period reserved for returning families.

Questions about Community Education can be directed to our office by calling (508) 785-0722.



*Chickering Elementary School playground. Photo copyright © Udi Edni.*

# Public Schools Enrollment

As of October 1, 2013

The following enrollment numbers represent Dover children attending Chickering School, Dover-Sherborn Middle School, and Dover-Sherborn High School:

Kindergarten	71
Grade 1	74
Grade 2	80
Grade 3	97
Grade 4	91
Grade 5	102
Grade 6	87
Grade 7	103
Grade 8	77
Grade 9	90
Grade 10	93
Grade 11	81
Grade 12	91

**Total Student Enrollment 1,137**



Photo copyright © Udi Edni.

# Dover Public Schools Financial Recapitulation

For the Fiscal Year Ending June 30, 2013

## RECEIPTS

School Aid Fund, Chapter 70 Amended	\$622,456
State Aid School Lunch Program, Chapter 558	2,810
<b>Total Receipts</b>	<b>\$625,266</b>

## EXPENDITURES

Regular Education	\$3,788,266
Special Education	2,582,305
Other	1,425,232
<b>Total Expenditures</b>	<b>\$7,795,803</b>

## COST TO THE TOWN

Expenditures	\$7,795,803
Receipts	(625,266)
<b>Total Cost to the Town</b>	<b>\$7,170,537</b>

# Dover-Sherborn Regional School District: Revenue Summary

For the Fiscal Year Ending June 30, 2013

## REVENUES

### Revenue from Local Sources

Member Town Assessments	\$18,066,380
Unreserved Fund Expended	750,000
Capital Project Interest	132
Fees	282,801
Earnings on Investments	12,757
Other Revenue	124,513
<b>Total Revenue from Local Sources</b>	<u>19,236,583</u>

### Revenue from State Aid

School Aid (Chapter 70 and Charter Reimb.)	1,421,174
Transportation (Chapter 71)	343,258
<b>Total Revenue from State Aid</b>	<u>1,764,432</u>

<b>Revenue from State and Federal Grants</b>	<u>1,203,291</u>
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### Other Revenue

School Lunch	492,700
Community Education Group	588,801
<b>Total Other Revenue</b>	<u>1,081,501</u>

<b>Total Revenue from All Sources</b>	<u>\$23,285,807</u>
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# Dover-Sherborn Regional School District: Expenditure Summary

For the Fiscal Year Ending June 30, 2013

## EXPENDITURES

### Expenditures by the School Committee

Regular Day Program	\$9,724,368
Special Needs Program	1,540,609
Unclassified	8,887,198
<b>Total Expenditures by the School Committee</b>	<u>20,152,175</u>

<b>Expenditures from State and Federal Grants</b>	<u>1,172,636</u>
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### Other Expenditures

School Lunch	486,236
Community Education Group	579,128
<b>Total Other Expenditures</b>	<u>1,065,364</u>

<b>Total Expenditures from All Funds</b>	<u>\$22,390,175</u>
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# Dover-Sherborn Regional School District: Total Gross Wages

For the Calendar Year 2013

	Regular Wages	Overtime/ Other	Total Gross Wages
<b>Administration</b>			
Steven Bliss*	\$67,028		\$67,028
Steven Bliss*	87,500	\$4,560	92,060
Ellen Chagnon	104,061	15,672	119,733
Jean Conkey*	93,349	4,486	97,835
Amy Davis	1,165		1,165
James Eggert	23,653		23,653
Scott Kellett	125,491	500	125,991
Ralph Kelley Jr.*	87,941		87,941
Joann Kenney	55,510		55,510
Karen Leduc*	62,500		62,500
Denise Lonergan	74,367	12,000	86,367
Janelle Madden*	57,404	600	58,004
Kim McParland	111,875	1,000	112,875
Brian Meringer	69,989		69,989
Heidi Perkins*	72,903		72,903
Frederick Randall	7,412		7,412
Anthony Ritacco Jr.*	79,487	1,718	81,206
Heath Rollins	77,358		77,358
Frances Rush*	4,750		4,750
Gerald Schimmel	108,070		108,070
John Smith	65,000		65,000
Valerie Spriggs*	116,235	15,539	131,774
Christine Tague*	112,265		112,265
Leeanne Wilkie*	63,358	4,550	67,908
<b>Aides</b>			
Dana Bartholomew	9,672	73	9,745
Margaret Cowart	25,243	1,505	26,748
Laura Dalton	25,133	817	25,950
Renee Donato	32,120	856	32,976
Michelle Girard	15,664		15,664
Devon Gray	9,573		9,573
William Horne	26,696	4,886	31,582
Yusra Khan	15,719		15,719
Kelley Lonergan	36,454	3,209	39,663
Maryann Mackin	10,338		10,338
Marilyn Mahoney	36,843	225	37,068

	Regular Wages	Overtime/ Other	Total Gross Wages
<b>Aides (cont'd)</b>			
Elizabeth Malone	\$1,689		\$1,689
Annmarie McCrave	24,975	\$766	25,741
Matthew Michel	7,744		7,744
Andrea Moran	25,492	2,449	27,941
Jennie Morgan	25,246	1,270	26,516
Dustin Picillo	10,299	263	10,562
Timothy Walsh	21,110	1,259	22,369
Ancelin Wolfe	33,233	225	33,458
Maryann Wyner	13,118	225	13,343
<b>Cafeteria Staff</b>			
Anna Bourque	16,371	272	16,643
Lori Comiskey	270		270
Cheryl Gladwin	18,853	524	19,378
Donna Grossmann	15,067	245	15,312
Lisa Johnston	15,523	265	15,788
Kristen Leduc	396		396
Karen Marques	4,923		4,923
Debra Owen	16,758	891	17,649
Susana Peraza	228		228
Susan Pontremoli	291		291
Laura Schroeder	16,783	245	17,028
Anne Strickland	1,030		1,030
Bonnie Turco	26,853	1,053	27,906
Mary Varone	15,441	664	16,105
Ellen Yetman	16,294	670	16,964
<b>Coaches</b>			
John Aubrecht		2,792	2,792
Francisco Balcarcel		3,839	3,839
Robert Bateman		1,745	1,745
Daniel Boylan		1,000	1,000
Kevin Carty		1,920	1,920
Kanee Chlebdia		8,376	8,376
Stephen Comeau		1,745	1,745
Ronald Downing		4,212	4,212
Adrian Eagles		5,584	5,584
Timothy Fledderjohn		3,839	3,839
Mark Gray		4,212	4,212
Stephen Harte		7,404	7,404
Jonathan Kirby		5,584	5,584
Bruce Lazarus		3,839	3,839
Mary MacDonald		4,537	4,537
Ann Mann		4,537	4,537
Jeffrey Moore		8,376	8,376
Jennifer Picardo		6,631	6,631

	Regular Wages	Overtime/ Other	Total Gross Wages		Regular Wages	Overtime/ Other	Total Gross Wages
<b>Coaches (cont'd)</b>				<b>Extended Day (Dover) (cont'd)</b>			
Brad Pindel		\$5,235	\$5,235	Mary Ann Fabian	\$21,972		\$21,972
Anthony Rogers		3,839	3,839	Taylor Gould	3,188		3,188
Joseph Schotland		8,376	8,376	Kira Holmes	837		837
Frederick Sears		6,631	6,631	Laura Marsell	506		506
Raymond Senechal		2,792	2,792	Pamela Potts	5,782		5,782
Derek Stephanian		2,792	2,792	Frances Priante	15,675		15,675
David Swanson		4,537	4,537	Irene Richards	793		793
John Thorndike		1,920	1,920	Kelli Wallace	1,060		1,060
David Wainwright		6,631	6,631	<b>Extended Day (Sherborn)</b>			
Susannah Wheelwright		1,500	1,500	Barbara Brown	13,004		13,004
Robert Willey		8,725	8,725	Kelly Clarke	860		860
Sadie Wright-Ward		2,373	2,373	Matthew Couto	2,677		2,677
Valene Yorsten		3,839	3,839	Cynthia Elms	2,031		2,031
<b>Custodians</b>				Jean Ensor	55		55
William Bain	\$3,600		3,600	Kathryn Grandmaison	16,362		16,362
Dean Bogan	56,550	20,672	77,222	Marina Janus	9,035		9,035
David Bonavire	52,200	12,186	64,386	Holly Kelfer	1,170		1,170
Ralph Bouzan	10,709	124	10,832	Leslie Keyes	3,991		3,991
Kathleen Brady	41,309	6,203	47,512	Barbara Koman	1,833		1,833
Jameson Braun	4,500		4,500	Carrie Leger	21,921		21,921
Kevin Callahan	41,558	5,343	46,901	Theresa Malvesti	6,862		6,862
David Engrassia	41,062	6,533	47,595	Anca Nash	2,583		2,583
Peter Gimblett	4,816		4,816	Kim Palumbo	1,741		1,741
Christopher Hendricks	45,367	16,887	62,254	Christina Reilly	1,567		1,567
Patrick Ingersoll	4,600		4,600	Lisa Sawin	41,106	\$548	41,654
Kenneth Kilgour	30,047	7,699	37,746	Sandra Spadi	6,367		6,367
Gordon Kingsley	200		200	Kate Taylor	42,505	2,218	44,723
Joseph Larose	41,282	5,042	46,323	Katherine Tunney	5,951		5,951
David Pizzillo	49,446	5,229	54,675	Jeanne Yee	5,049		5,049
Michael Pizzillo	2,000		2,000	<b>Guidance Counselors</b>			
Jackson Schroeder	5,900		5,900	Kelsey Ferranti	17,759	936	18,695
Eric Schwenderman	41,369	5,178	46,546	Beth Hecker	95,016	2,198	97,214
Brendan Sullivan	32,572	4,005	36,577	Deborah Howard	68,418	6,403	74,821
Jason Sullivan	19,336	2,292	21,628	Eleanor Kinsella	99,306	4,265	103,571
John Waters	41,340	2,533	43,873	Joelle Sobin	17,759	1,081	18,840
Jeffrey Williams	4,000		4,000	Carol Spezzano	66,362	894	67,255
Michael Williamson	1,300		1,300	Robert Williamson	29,807	370	30,177
Matthew Woodward	6,300		6,300	<b>Information Technology</b>			
<b>Extended Day (Dover)</b>				Ryan Blanchard*	24,923		24,923
Lorraine Clough	26,801	3,918	30,719	Mary Bronski*	66,963		66,963
Tiffany Farrell	11,700		11,700	Darian Chen	1,900		1,900
Stephen Callahan	5,631		5,631	Kevin Cullen*	32,281	887	33,168
Karen D'Eramo	13,352	113	13,465	Andrew Naderman*	16,512	302	16,813
Sarah Dolbec	4,288		4,288				

	Regular Wages	Overtime/ Other	Total Gross Wages
<b>Information Technology (cont'd)</b>			
Benjamin Potts	\$2,000		\$2,000
Matthew Reinemann	2,500		2,500
Samuel Twining*	21,693	\$3,192	24,885
<b>Library Services</b>			
Paul Butterworth	99,206	1,095	100,301
Olivia Woodward	99,206	4,552	103,758
<b>METCO</b>			
Jacqueline Johnson	17,367		17,367
Monique Marshall-Veale	56,854		56,854
Claire Toohey	6,861	173	7,035
<b>Nurses/Health Services</b>			
Carolyn Genatossio	77,917	2,858	80,775
Bethany Merck	70,744		70,744
Christine Owen	585		585
Alicia Patterson	594		594
Lisa Shanahan	5,655		5,655
Beverly Wilkinson	520		520
<b>Psychologist</b>			
Kerry Laurence	60,900		60,900
<b>Secretarial/Administrative Staff</b>			
Susan Barss	32,042	992	33,034
Elizabeth Benatti	51,262	1,610	52,872
Mary Berardi	50,067	325	50,392
Elizabeth Conigliaro	59,808	475	60,283
Susan Connelly	41,593	13,611	55,204
Mary Gimblett	10,135		10,135
Cheryl Ingersoll*	12,083	138	12,220
Cheryl Ingersoll*	55,261		55,261
Mary Lacivita	37,503	275	37,778
Patricia Laverty	11,386		11,386
Kathryn Lonergan	50,067		50,067
Susan Mosher	10,862	140	11,002
Wendy Rands	34,743		34,743
Patricia Schmitt*	56,736	275	57,011
Bente Sears*	46,175	2,238	48,413
Sharon Tehan	32,016	676	32,691
<b>Substitutes</b>			
Christopher Allen	2,066		2,066
Dudley Baker	2,252		2,252
Nancy Barsamian	520		520
Edward Bembery	3,162		3,162
Michael Bullen	1,120		1,120

	Regular Wages	Overtime/ Other	Total Gross Wages
<b>Substitutes (cont'd)</b>			
Cristina Burchill	\$240		\$240
Glenora Chaves	9,887		9,887
Susan Coffy	5,890		5,890
Phyllis Dank	3,040		3,040
Richard Fink	160		160
Sean Flanagan	240		240
Janice Frechette	2,467		2,467
Tatiana Gomez	80		80
Malia Hill	780		780
Dorothy Kaija	1,520		1,520
Diane Kelley	160		160
Tema Liberty	529		529
Anne Mackiewicz	560		560
Anne McCabe	9,025		9,025
Joseph McCusker	1,680		1,680
Marianne McGowan	5,068		5,068
Allison Mitchell	80		80
Anne Picardo	1,714		1,714
Thomas Powers	1,586		1,586
Joanne Preiser	1,569		1,569
Mark Reddy	240		240
Wayne Rellava	1,057		1,057
Susan Rogers	320		320
Diane Schaffrath	15,021		15,021
John Shubin	6,055	\$5,460	11,515
John Soraghan	8,842		8,842
John Spadaro	285		285
Lynne Swetland	4,024		4,024
Marylou Thurston	12,665		12,665
Scott Wambolt	3,926		3,926
Peter Willet	320		320
<b>Teachers</b>			
Lori Alighieri	84,869	6,998	91,866
Kurt Amber	96,754	2,016	98,770
Mary Andrews	79,789	1,573	81,362
Jill Arkin	88,179	262	88,441
Christine Babson	69,398		69,398
Marissa Bachand	90,898	653	91,551
James Baroody	91,343	14,802	106,145
Janae Barrett	91,233	910	92,143
Donna Bedigan	78,211	5,846	84,057
Carmel Bergeron	91,343	10,062	101,405
Karyn Bishop	58,163	1,690	59,853
Thomas Bourque	92,427	3,768	96,195

	Regular Wages	Overtime/ Other	Total Gross Wages
<b>Teachers (cont'd)</b>			
Joshua Bridger	\$99,206	\$7,246	\$106,452
Lisa Brodsky	99,206	483	99,689
Darren Buck	73,012	2,827	75,838
Joseph Catalfano	91,333	16	91,349
Maura Cavanaugh	76,083	840	76,923
Linda Cento	99,206	877	100,083
Caryn Cheverie	99,206	40	99,246
Charles Chicklis	99,206	17,218	116,424
Deirdre Clancy-Kelley	99,206	2,502	101,708
Allison Collins	28,196	1,637	29,833
Judith Cranshaw	68,418	14,561	82,979
Jason Criscuolo	75,642	7,694	83,336
Gretchen Donohue	77,817	177	77,994
Marilyn Dowd	99,206	3,000	102,206
Joanne Draper	91,233	289	91,522
Thomas Duprey	42,992	4,886	47,878
Annie Duryea	61,576	540	62,115
Kathleen Egan	99,206	7,745	106,951
Christopher Estabrook	75,028	120	75,148
Jeffrey Farris	28,684	3,871	32,555
Julie Ferreira	53,283	174	53,457
Maria Fiore	83,542	2,808	86,350
Elizabeth Friedman	73,597	915	74,512
Leonie Glen	76,083	16	76,099
David Gomez	99,206	950	100,156
Judy Gooen	93,427	5,385	98,812
Richard Grady	75,642	11,005	86,646
Nicholas Grout	73,833	12,601	86,434
Joseph Gruseck	86,765	7,003	93,768
Sarah Heath	60,287	1,976	62,263
John Hickey	95,650	9,844	105,494
Randall Hoover	30,788	435	31,223
Scott Huntoon	82,032	1,079	83,111
Ana Hurley	99,206	6,788	105,994
Ellen Hyman	58,954	3,797	62,751
Dara Johnson	99,206	21,105	120,311
Keith Kaplan	92,427	16	92,443
Dianne Kee	85,985	306	86,291
Christopher Keene	6,720	11,664	18,384
Gregory Koman	17,363	395	17,758
Timothy Lane	6,400	208	6,608
Linda Lannon	68,418	5,855	74,273
Maria Laskaris	92,427	16	92,443
Christopher Levasseur	77,303	1,127	78,430
Yanhong Li	40,856	363	41,219

	Regular Wages	Overtime/ Other	Total Gross Wages
<b>Teachers (cont'd)</b>			
Lindsay Li	\$84,869	\$1,026	\$85,895
Alejandro Linardi Garrido	78,928	749	79,676
Heidi Loando	65,274	2,467	67,741
Heather Lockrow	53,383	1,492	54,875
Anita Lotti	72,366	1,823	74,188
Elliott Lucil	99,206	5,938	105,144
Christine Luczkow*	36,343	290	36,633
Theresa Luskun	99,206	4,893	104,099
Wendy Lutz	90,855		90,855
Angelo Macchiano	58,498	4,343	62,841
Robert Martel	90,855	2,658	93,513
Brett McCoy	74,400	2,808	77,208
Laura McGovern	99,206	1,339	100,545
Kevin McIntosh	99,206	400	99,606
Julie McKee	99,206	400	99,606
Brian McLaughlin	99,461	7,583	107,044
Elizabeth Megna	60,287	257	60,544
Elisabeth Melad	80,240	1,508	81,748
Mary Memmott	83,269	762	84,031
Kelly Menice	66,762	5,587	72,348
Andrea Merrit	89,795	1,998	91,792
Tonya Milbourn	86,680	8,851	95,530
Kathleen Moley	73,012	6,092	79,103
Audrey Moran*	90,855	5,098	95,953
Lori Morgan	95,650	500	96,150
Veronica Moy	52,219	4,942	57,161
Laura Mullen	75,399	2,983	78,381
Gail Nathanson	18,200	435	18,635
Erin Newman	59,392	5,054	64,446
Erin Newton	77,817	6,679	84,496
Brendan O'Hagan	55,875	1,358	57,233
Kristin Osiecki	53,283	515	53,798
Dianne Pappafotopoulos*	73,012	435	73,447
Ida Pappas	5,639		5,639
Daniel Perkins	32,216	976	33,192
Kristen Peterson	49,359	3,597	52,956
Kimberly Phelan	70,980	7,203	78,182
Hannah Potts	32,060	7,857	39,917
Kenneth Potts	90,855	15,321	106,176
Margaret Primack	19,051	480	19,531
Janel Pudelka	63,142		63,142
Rebecca Racine	49,224	2,338	51,562
Karen Raymond	85,985	11,473	97,458
Allison Rice	74,327	668	74,995
Melinda Roberts	11,191	218	11,408

	Regular Wages	Overtime/ Other	Total Gross Wages
<b>Teachers (cont'd)</b>			
Amanda Rogers	\$16,152	\$73	\$16,225
Stevenson Ryan	100,041	7,465	107,506
Sandra Sammarco	82,032	5,981	88,013
Janice Savery	45,428		45,428
Morgan Sawin	32,216	525	32,741
Gregory Schwind	41,715	3,903	45,618
Anita Sebastian	47,598	64	47,662
Natalia Shea*	16,152		16,152
Catherine Simino	88,179	1,201	89,380
Marsha Sirull	68,094	1,686	69,780
Nancy Siska	79,365	145	79,510
Michael Sweeney	74,554	2,197	76,751
Mark Thompson	87,168	4,537	91,705
Gregory Tucker	99,206	6,613	105,819
Patricia Uniacke	99,206	1,213	100,419
Rebecca Vizulis	99,206	2,610	101,816
Scott Walker	79,643	22,281	101,924
Richard Waterman	55,157	613	55,769
Alyssa Wesoly	51,408	5,577	56,985
Irene Wieder	99,206	3,843	103,049
Adam Wiskofske	53,283		53,283
Lorraine Witzburg	99,206	1,258	100,464
<b>Tutors/Other</b>			
Julie Brown	368	0	368
Johanna Edelson	15,416	0	15,416
Sharon McCauley	11,704	0	11,704
Nora Sotomayor	5,058	0	5,058
Len Schnabel	1,047	0	1,047
<b>Grand Totals</b>	<b>\$ 13,889,748</b>	<b>\$ 829,130</b>	<b>\$ 14,718,878</b>

\*Salary listed represents total salary, a portion of which is allocated to Pine Hill School and Chickering School.

## Report of the Minuteman Career and Technical High School Committee

Ford Spalding, Representative for Dover  
Chairman, Minuteman School Building Committee

### About Minuteman

Minuteman is a four-year career and technical high school serving the member towns of: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston. Minuteman combines rigorous academics in preparation for college with relevant career and technical programs. The school also provides career development programs for secondary school post-graduates and adults through its community education program.

### Student Enrollment

As of October 1, 2013, one high school student from Dover was enrolled at Minuteman. Minuteman benefits students by allowing them to:

- **Experience the modern American high school.** Minuteman students venture beyond a traditional high school curriculum to explore their interests and discover their passions within, or outside of, the 20 majors offered, which include robotics and automation technology, environmental science and technology, and culinary arts/baking.
- **Prepare for college and life.** Students receive the academic foundation and study skills to enter and graduate from college with career objectives and professional training and earn industry certifications, affording them the business acumen and flexibility for pursuing their dreams.
- **Be more than just another student.** At Minuteman, teachers and staff are personally invested in getting to know and work closely with each individual student to help him or her realize their full potential.

## Opportunities for Dover-Sherborn High School Students

DSHS juniors and seniors who have passed the Massachusetts Comprehensive Assessment System (MCAS) tests can enroll in a career major on a half-day, every day basis to receive a competency certificate from Minuteman. Post-graduate programs are also available for all Dover citizens.

### 2013 Dover Graduate

We congratulate John Hennessey, who graduated in June 2013 from Minuteman's programming and web development program.

### MCAS Testing

All students passed the MCAS tests in English and math.

### Class of 2013 Graduate Achievements

- Of the graduates, 64% were college-bound or enrolled in advanced technical training, 23% were career-bound, and 8% were military-bound.
- Of the early education and care program graduates, 100% were certified by the Massachusetts Department of Early Education and Care.
- Of the cosmetology graduates, 100% passed state board examinations.
- Of health occupation graduates, 100% received college acceptance.
- All environmental technology graduates were certified in the Occupational Safety and Health Administration's (OSHA's) 10-hour general safety and confined-space entry training course. In addition, 91% of the graduates were certified in OSHA 40-hour HAZWOPER training; 82% received first-aid/CPR certification, and 55% passed the Massachusetts Municipal Wastewater Treatment Plant Grade II Operator License exam and the Massachusetts Drinking Water Treatment Plant Grade 1 Operator License exam.

### Capital Projects

Minuteman is currently in the midst of Module 3 (the feasibility study) of the Massachusetts School Building Authority (MSBA) process, as authorized in June 2010 on the Building Improvement Program. In conducting this study, the professional team that includes SKANSKA as project manager and Kaestle Boos Associates as designer has been working closely with the School Building Committee and the MSBA. The team submitted a preliminary design program to the MSBA that

contained six proposals for renovating the current facility or constructing a new one. As part of the MSBA process, the Education Plan Task Force formed by the School Building Committee formulated program offerings based on enrollments of either 435 or 800 students. The projected date for MSBA Board approval of the schematic design/final program is September 2014, to align with the District's need to receive feedback on the draft amendment to the Regional Agreement from Minuteman's 16 member communities.

The District continues to find ways to increase the MSBA 40% reimbursement rate. The Dover Selectmen have supported Minuteman's legislative initiatives pertaining to Senate Bill #1052, a request for a 10% reimbursement rate for all regional schools and a 20% rate for regional vocational technical schools. This bill is pending action by the state legislature.

### Regional Agreement

An updated Regional Agreement has been drafted for presentation and approval at the 2014 annual town meetings of all 16 Minuteman member communities. The revised agreement focuses on School Committee weighted voting, member right of withdrawal, operating and capital cost apportionment, and debt authorization.



*Antique BMW convertible on Old Home Day.  
Photo by Heather Hodgson DePaola.*

# DOVER

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*Health Reports*

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2013



## *Report of the* **Board of Health**

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Dr. Barbara Roth-Schechter, Chairman  
Dr. Harvey George  
Dr. Joseph Musto  
Michael Angieri, Agent  
George Giunta, Agent  
Diane Fielding, Executive Assistant

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The Board of Health's elected members and staff of consultants, agents, and inspectors are responsible for supervising and carrying out a large and increasing number of important functions in the Town. In addition to ensuring that food, water, soils, and air are protected from contamination that would pose a public health threat, the Board of Health is also responsible for preventing the spread of contagious disease in humans and animals. Furthermore, the Board of Health is responsible for identifying and preventing the spread of tick-borne diseases.

Since 9/11 the Board of Health has assumed large responsibility regarding the Emergency Preparedness Program. The Board works with the Massachusetts Department of Public Health, the Centers for Disease Control, and other state and federal departments in ongoing training. The Board of Health also actively maintains a Medical Reserve Corps (MRC) of volunteers for the Town.

The Board of Health secures and organizes the town-wide administration of vaccines, including the seasonal flu vaccine, which was administered together with the H1N1 vaccine during fall 2012 and into fall 2013. The Board of Health is also responsible for reducing the use of tobacco products. In 2013, it voted to approve an updated version of the tobacco regulations, which increases the age for purchasing tobacco products from 18 to 21. To file a complaint regarding secondhand smoke or the sale of tobacco to minors, please contact the Board of Health at (508) 785-0032, extension 232.

### **Environmental Health**

In 2013, the Board continued working closely with the Norfolk County Mosquito Control District to ensure that its activities were conducted in a safe manner. Any homeowner wishing the frontage of his or her property to be exempt from mosquito-control spraying should file the proper papers with the Town Clerk prior to the first of March.

Board of Health regulations passed in 1982 prohibit the new installation of domestic underground oil and gasoline storage tanks and require the cessation of the use of existing tanks when they become 20 years

old. To that end, the Board, with the cooperation of the Fire Department, continues to encourage and monitor the removal of the oldest existing tanks. Over the next 20 years, the program will result in the elimination of domestic underground hydrocarbon storage in the Town and end the threat that this mode of storage poses to Dover's groundwater. Over the years the Massachusetts Department of Environmental Protection (MassDEP) has issued several Notices of Responsibility for leaks and spills from tanks.

### **Food and Refreshments at Public Functions**

In the past, the Board required the issuance of Temporary Food Establishment Permits to local organizations that planned to serve or sell food at social functions. Recognizing that serving and selling food prepared in private homes at charitable events is exempt from such licensing under the Massachusetts State Sanitary Code, the Board of Health now requires permits only for commercial vendors providing food at charitable events, or for caterers providing food for private functions. Please contact the Board of Health if your organization is unsure of how these regulations apply to your planned event.

### **Garbage Collection**

Garbage is collected once a week from private homes, businesses, and public buildings. Residents should place their garbage and food scraps (not trash or foreign matter) in tightly sealed, covered containers. The container should be made readily available to the collector. Any snow covering the container should be removed. The holder of the current contract for garbage collection is George Stevens, who services more than 500 Dover homes, Dover-Sherborn High School, Dover-Sherborn Middle School, and Chickering School. After sterilizing the food scraps and garbage, Stevens recycles it into pig feed. Requests for service or questions concerning garbage collection should be directed to the Board of Health office.

### **Charles River Household Hazardous Waste Consortium**

Most Dover households generate some amount of household hazardous waste (HHW) over the course of the year, yet only approximately 10% to 15% of Town residents take advantage of the one-day HHW collection held each spring. Paul Tedesco mails out a notice to all residents, letting them know which town is holding the event and where and when to meet.

People moving out of Dover are those most likely to discard accumulated HHW into trash and septic systems. This inappropriate method of disposing HHW can pose health, safety, and environmental risks to the new property owners, neighbors, and the Town in general. The annual HHW collection offers an acceptable alternative to inappropriate disposal methods, and the Board urges all residents to take advantage of the event.

### **Water Quality and Supply**

Board of Health agents review plans for the location of new wells and inspect both the construction of new wells and repair of existing wells. During 2013, 14 permits were issued for new potable supply wells and 3 wells were abandoned.

With the guidance of Josef Fryer, a former agent, the Board of Health developed the Dover Well Regulations, a copy of which is available at the Board of Health office. The Board advises all applicants for well permits and all well drillers to obtain and review these regulations to ensure compliance.

During 2013, the Board continued to actively monitor the ongoing groundwater contamination studies being conducted on the Town well field at Church Street and at the Mobil station at 2 Walpole Street. In 1991, numerous groundwater-monitoring wells were installed at selected locations downgrade from the Mobil gas station and the Town Common. Groundwater quality monitoring conducted in 1994 by Mobil indicated the presence of gasoline constituents in the soils and groundwater in the vicinity of the Mobil station, the Town Common toward the American Legion Hall, and toward the Dover Town Public Water Facility. As part of the ongoing state-mandated site investigation and remediation, Mobil removed existing gasoline storage tanks and related contaminated soils in 1991. A program to further remediate the soils and groundwater at the Mobil station was ongoing throughout 1996. Groundwater quality monitoring was conducted throughout 1996 and 1997. The Town well field at Church Street is still closed and will remain closed pending the results of continuing investigations to determine the source, nature, and extent of the groundwater contamination.

### **Sewage Disposal**

All subsurface disposal systems require proper operation and maintenance. Proper operation includes not pouring grease and oil down drains, not using garbage grinders, paying immediate attention to leaking toilet tanks and faucets (a small leak can amount to thousands of gallons of excess water into a septic system per year) and not using hazardous chemicals in your laundry. Proper maintenance includes having the septic tank pumped regularly (every year or two) by a licensed pumper who disposes the septage at the treatment facility in Medway or another approved facility.

The State Sanitary Code requires that each town provide for disposal of septage. An agreement has been executed with the Charles River Pollution Control District in Medway to have Dover's septage accepted at their sewage treatment facility. Residents must pay a fee to the licensed pumper. The fee consists of a pumping charge and a disposal fee for the treatment facility.

During 2013, 19 permits were issued for new septic systems for existing homes, 13 permits were issued for new home construction on vacant lots, and 9 permits were issued for system upgrades, where existing homes

were torn down to allow for new home construction. There were also 5 distribution box replacements, 6 septic tank replacements, and 6 ejector pumps installed. The Board of Health Agent witnessed 50 deep-hole and percolation tests performed on new and existing lots.

MassDEP Title V regulations went into effect on March 31, 1995, and were adopted by Dover on July 13, 1995. These regulations have become a major factor in the number of permits issued. When a house is up for sale or there is a change of footprint, a septic inspection is required by a certified Title V inspector. For more information on Title V, call the Board of Health office.

In 2013, permits were issued for the construction of five swimming pools. Applicants for a septic system permit, swimming-pool construction permit, or well permit are encouraged to obtain and carefully review state and town regulations to ensure compliance.

### **Control of Zoonosis**

Massachusetts Law (Chapter 140 of the General Laws) requires that every dog six months of age or older be vaccinated for rabies within one month of entering the Commonwealth and at least once each 36 months thereafter. Massachusetts Department of Public Health regulations issued in 1992 include more stringent quarantine requirements and mandate the vaccination of all cats, due to the tremendous increase in the incidence of raccoon rabies. The annual rabies clinic was held on April 6, 2013, at the Town Garage. Dr. Holly Kelsey, a veterinarian with a practice at the Chestnut Street Animal Hospital in Needham, vaccinated the dogs and cats. Under state regulations, dogs and cats wounded by unknown origin must be assumed to have been infected by a rabid animal and must be quarantined for 45 days if their rabies shots are up to date, or for six months if the animal has not been vaccinated or if their rabies shot has expired.

Eastern equine encephalitis continues to be of concern following an outbreak several years ago, which underscored the need for continued vigilance. This zoonosis is maintained in nature through a bird-mosquito cycle and is transmitted to other animals and humans by mosquito bite. Horses should be protected from both eastern and western strains of the encephalitis by annual vaccinations. Control of the transmitting mosquitoes is the responsibility of the Norfolk County Mosquito Control District.

### **Animal Inspection and Quarantine**

Elaine Yoke, Animal Inspector

The Board annually inspects cattle, horses, goats, sheep, and swine and the conditions under which they are kept. In 2013, 37 barns were inspected and, at that time, notations were made of tuberculin and brucellosis testing, equine coggins testing, encephalitis vaccinations, and whether the animals appeared free from contagious disease.

## **Public Health Awareness Programs**

### **SPAN-DS**

Since 2002, the Substance Prevention & Awareness Network, Dover/Sherborn (SPAN-DS) has promotes awareness of substance abuse and offers resources to help prevent and reduce its incidence in the Dover and Sherborn communities.

SPAN-DS includes staff members from Dover-Sherborn High School and Dover-Sherborn Middle School, representatives from local law-enforcement agencies and faith-based communities, youth and parents, and area business owners. SPAN-DS facilitates network-building among these and other individuals to heighten awareness, provide educational opportunities; and encourage strong support systems.

Young adults who abuse alcohol and drugs are at higher risk for academic under-achievement, have a significantly higher likelihood of developing health problems, and can face severe legal consequences. Research confirms that these trends are most effectively addressed through the concerned efforts of the community at large. Our goal is to offer visible and practical community-wide support that encourages individuals to choose not to abuse alcohol or drugs.



*Abner and friends. Photo by Sara Molyneaux.*

# Report of the Lyme Disease Committee

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Dr. Barbara Roth-Schechter, Chairman  
Kate Cannie  
Dr. Mary Hable  
Tim Holiner, Conservation Commission  
Dr. Stephen Kruskall  
Matthew Schmid  
Phil Trotter

George Guinta, Deer Management Agent  
Jim Palmer, Deer Management Agent  
Mike Francis, DMP Representative  
Jay Walsh, DMP Representative

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It is the mission of the Board of Health's Lyme Disease Committee (LDC) to seek the reduction of tick-borne diseases in the Town of Dover by informing residents on personal and property protection, disease transmission, and tick density reduction. The LDC makes recommendations to the Board of Health and the Town's governing bodies for implementing the above goals.

## Personal and Property Protection

One of the LDC's major efforts is to educate residents on personal and property protection, and it does so through the distribution of material either produced by the LDC or provided by the Massachusetts Department of Public Health and the Centers for Disease Control and Prevention.

The LDC makes this material available at several locations throughout Dover, including the Town House, the Library, the Post Office, and the Police Department, as well as through e-mails to parents of all school-aged children. The LDC updates the Town of Dover website with tick alerts and other helpful data and provides additional information on its own website (<http://www.doverlyme.com>), which is reviewed regularly.

## Deer Management Plan (DMP)

Since 2010, the LDC has implemented a yearly Deer Management Plan (DMP), a regulated hunting project based on the experience and guidance of the Massachusetts Division of Fisheries & Wildlife (MassWildlife) and Dover-specific rules and regulations. The program is administered on open Town land and private properties subsequent to signed permission from the landowner. As in past years, extensive signage was posted on trails and entrances to the properties selected for the program.

During the 2013 hunting season, more than 60 hunters were certified for the program, with a total of 62 participants. Hunting was permitted on various Town properties (see map on LDC web page, <http://www.doverma.org>). By season's end on December 31, a total of 42 deer were culled (25 does and 17 bucks), resulting in a hypothetical reduction of 92 deer when assuming that each doe would have had one set of twins yearly. Most important, no injuries or complaints were reported to the Police Department, the LDC, the Board of Health, or the Deer Management agents. One illegal hunter was identified and fined, and his illegal tree stand was removed. A total of 41 deer-vehicle collisions were reported to the Police Department, a likely underestimate of total incidents since not all collisions are reported.

## DPH Intern Program and Tick Study

In 2013, the DPH provided the LDC with a summer intern trained at the master's degree level. Under the guidance of Committee members, the intern initiated and completed a study of year-to-year variations in deer tick (*Ixodes scapularis*) densities in outdoor recreation areas. A confirmation of the results from the previous year's study of higher tick densities in shaded transects was also attempted.

Sites and collection technique were similar for both years. Ninety-four ticks were collected in 2013, compared with 199 ticks in 2012. Nymphs represented a disproportionate majority in both years (66% in 2013 and 86% in 2012), which correlated with the expected seasonal activity of ticks by life stage. There was a higher tick density in all shaded areas—77% in 2013, compared with 94.5% in 2012—a trend consistent across all sites individually. Data from 2013 confirm the results from the 2012 study of higher tick densities in shaded transects. The difference in year-to-year variations may be due to many factors, including weather patterns, time of day of sampling, humidity, or the use and maintenance of sites from year to year. Precautions to prevent tick bites and the spread of tick-borne illnesses are critical for reducing disease, but may be more advisable with regard to shady areas.

The LDC looks forward to another opportunity to apply for a DPH intern for summer 2014.

## Forum on Tick-borne Diseases

In its efforts to inform the residents of Dover about Lyme and other tick-borne diseases, the LDC held a town-wide forum on April 10, 2013. Drs. Sam Telford and Sam Donta discussed the role of deer ticks in the propagation of tick-borne diseases, the ecological impact of an excessive deer herd, and the latest data on Lyme disease and its treatment.

## Lyme Disease in Massachusetts: A Special Commission Report

Dr. Barbara Roth-Schechter, LDC Chairman, participated in the state's Special Commission to Conduct an Investigation and Study of the Incidence and Impacts of Lyme Disease, as a representative of one of three local boards of health. The essence of the report is reflected in the following five sub-commissions:

- State Surveillance and Reporting
- Education and Awareness
- Funding
- Prevention
- Insurance and Liability Issues

The Commission ultimately recommended that the state of Massachusetts grant funding for providing the public and medical community with up-to-date materials on Lyme disease prevention as well as diagnostic tools and treatment practices, and that the Commonwealth also support state and federal funding for tick-borne disease research.

The Board of Health and its Lyme Disease Committee believe that a three-pronged approach to managing tick-borne diseases—personal hygiene, property management, and deer and tick density management—will ultimately be successful in reducing tick-borne disease incidence rates in the area.



*Powisset Farm sign.  
Photo by Dee Douglas.*

## Report of the Norfolk County Mosquito Control District

David A. Lawson, Director

The District applies an Integrated Pest Management (IPM) approach to mosquito control that is rational, environmentally sensitive, and cost-effective.

### Surveillance

We engage in an intensive monitoring process through weekly field collections and data analysis, in collaboration with the Massachusetts Department of Public Health, to detect disease-vectoring mosquitoes. Virus isolations help us focus our surveillance on hot zones, allowing us to alert nearby towns of a potential epidemic.

- Virus isolates found in Dover in 2013: 0
- Requests for service: 58

### Water Management Activities

An important component of IPM is the management of shallow and stagnant water, and the maintenance of existing flow systems that, if neglected, can contribute to mosquito breeding.

In addition to performing drainage system maintenance, District personnel are engaged in: communicating with residents and town, state, and federal officials; site visits; monitoring; wildlife management; and land surveys. Maintaining regulatory compliance is integral to managing waterways that may contribute to mosquito breeding. Pre- to post-management documentation allows us to assess the efficacy of our work.

- Culverts cleared: 0
- Drainage ditches checked/hand-cleaned: 3,775 feet
- Intensive hand-cleaning/brushing\*: 0
- Mechanical water management: 0
- Tires collected: 0

\* Combination of brush cutting and clearing of severely degraded drainage systems or streams by hand.

## Larval Control

When mosquito larval habitat management is not possible, larval mosquito abatement is the most environmentally friendly and effective method of disease control. An intensive monitoring program aids in our decision to effectively target culprit locations.

- Spring aerial larvicide applications (April): 363.8 acres
- Summer aerial larvicide applications (May–August): 0 acres
- Larval control (briquette and granular applications by hand): 3.8 acres
- Rain basin treatment (briquettes by hand) for West Nile virus control: 35 basins
- Abandoned/unopened pools or other manmade structures treated: 0 briquettes

## Adult Mosquito Control

Adult mosquito control is necessary when public health and quality of life are threatened by disease agents, overwhelming populations, or both. Our rigorous surveillance program, along with service request data and state-of-the-art GPS and computer equipment, helps us effectively target treatments.

- Aerosol ultra-low volume applications from trucks: 2,065 acres

## Report of the Animal Control Officer

Elaine M. Yoke

Type of Call	# Calls
Dogs Picked Up	66
Dogs Returned to Owners	66
Lost Dogs Reported	77
Dogs Hit by Motor Vehicles	3
Dog Bites	16
Other Animal Calls	169
Deer Hit or Killed	47
<b>Total Calls</b>	<b>444</b>

**Citations Issued** 158



*Caught red-handed. Photo by Joan Stapleton.*

# Report of the Walpole Area Visiting Nurse Association

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## Board Officers

Sheila Ahmed, President  
Margaret LaMontagne, Vice President  
Callum Maclean, Treasurer  
Virginia Fettig, Secretary

## Management

Maureen T. Bannan R.N., MA HN-BC, Executive Director  
Mary McColgan R.N., OCS, Director Patient Safety and Quality  
Eileen Garvey, Financial Manager  
Lucinda C. Williams, Office Systems Manager  
Arlene McKenzie R.N., Nursing Manager  
MaryAnn Sadowski, P.T., Rehabilitation Manager

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The Walpole Area Visiting Nurse Association (VNA) provides programs in health promotion to all age groups, in addition to traditional home health services. In 2013, the VNA provided the Town of Dover with services that fell under the following four Health Promotion Program components:

**The Health Maintenance for the Elderly Program** promotes good health and maximum functioning for all residents over 60 years of age. Elderly residents who are homebound and have multiple chronic illnesses or conditions, but do not qualify for skilled care in the Certified Home Health Program, are referred and receive a home visit by a nurse. The goal of the program is to assess changes in physical condition and to prevent complications and unnecessary hospitalizations. Ambulatory residents are seen for physical assessment and health counseling at the monthly senior citizen clinics held at the Dover Town House, where VNA personnel answer health-related questions and provide information about medications.

**The Maternal/Child Health Program** promotes the health and stability of the family during the periods of reproductive maturation, pregnancy, childbirth, the postpartum period, and the child-rearing years. Services are provided through home visits by a maternal/child health nurse specialist and a lactation consultant.

**The Communicable Disease Program** promotes the prevention and control of communicable disease through case-finding, education, and the provision of follow-up care consistent with and in collaboration with the Massachusetts Department of Public Health. Case-finding is conducted through the state MAVEN system. Requirements have become more stringent this past year, and VNA representatives attended multiple webinars to remain up-to-date on expectations and best practices. The criteria for reporting Lyme disease have tightened and the incidence of tick-borne illness has risen.

**The Public Health Program** promotes health awareness for the prevention of serious illnesses. Periodic hypertension and other screenings are held at clinics and in the community, and monthly talks are hosted by the Dover Council on Aging. The VNA also offers immunizations, including those required to enter school. The past year's annual flu clinic was a huge success.

## 2013 Public Health Statistics for Dover

Service	# Visits
Home Visits/Health Maintenance	2
Maternal/Child Health Visits	0
Communicable Disease Follow-ups	124
Senior Citizen Clinics	87
Flu Vaccines	102
Pneumonia Vaccines	0



*Powisset Farm bounty. Photo by Dee Douglas.*

# DOVER

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*Land Use Reports*

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2013



## *Report of the* **Planning Board**

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Mark Sarro, Chairman  
John Dougherty  
Henry Faulkner  
Jane Remsen  
Gregory Sullivan

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The Planning Board is composed of five elected full members and an elected associate member. Its duties are enumerated in various state laws and local bylaws. A consulting planner, Gino Carlucci, and a part-time planning assistant, Susan Hall, work at the Board's direction.

The Planning Board office is open three days per week, and the Board meets approximately every two weeks. In 2013, the Board held 17 public meetings. Board members also serve on the Open Space Committee and the Long Range Planning Committee. They also attend meetings of, and work closely with, other Town boards and committees, including the Board of Selectmen, the Board of Health, the Conservation Commission, and the Zoning Board of Appeals.

Each Board member serves a five-year term. Midterm vacancies are filled by appointment until the end of an election year, at which time the newly elected member serves for the remainder of the term. In May 2013, Charlie Ognibene completed his term on the Board, and John Dougherty was elected to the Board.

The position of associate member was added to the Board by a two-thirds vote at the May 2013 Annual Town Meeting. The associate member is elected to a two-year term, with any vacancies filled by a joint appointment by the Board and the Board of Selectmen. In 2013, the Board vetted candidates for the associate position and will fill the position in early 2014.

Pursuant to state law, the Board governs the local subdivision process, and it grants site plan approval in all but the Town's "Official or Open Space" district. A subdivision can be approved only after the Board conducts a public hearing and makes detailed findings. During 2013, the Board held occasional informal discussions with developers about potential subdivisions. It also held public hearings on two proposed subdivisions: Dancer Farm (at 30 Hartford Street) and Kirby Farm Estates (at 57 Hartford Street). The Board ultimately approved both subdivisions, subject to conditions enumerated in the respective Certificates of Action.

The Board also has jurisdiction over the Town's 27 designated Scenic Roads. Pursuant to state and local laws, a person must obtain permission

from the Planning Board, after a public hearing, before altering any trees or stone walls within a Scenic Road right-of-way. In 2013, the Board considered six such applications. It also resolved two Scenic Road violations involving stone walls. The Board continued drafting regulations, which it plans to finalize and adopt in 2014, regarding the alteration and construction of stone walls within a Scenic Road right-of-way.

In January 2013, the Board opened a series of public hearings for both site plan review and Scenic Road aspects of a proposal by the Parks and Recreation Commission to reconfigure the playing fields and open space at Caryl Park. The hearings focused on traffic safety, lighting, natural landscape details and buffers, drainage, and related parts of the proposal. The Board received input during the hearings from the applicant and its consultants, as well as from the Building Inspector, the Conservation Commission, the Highway Department, the Town Engineer, and Town residents. In June 2013, the Parks and Recreation Commission withdrew the project from consideration in advance of any comments or actions by the Board.

The Board is the Special Permit Granting Authority for off-street recreational parking in a residential zoning district. In 2013, the Board approved amendments to a special permit it issued in December 2012 for The Trustees of Reservations to build a 30-car parking lot off Powissett Street at Noanet Woodlands.

Under the state ANR (approval not required) process, the Board has the authority to endorse property owners' plans to create new lots on existing roads if the resulting lots comply with local zoning dimensional requirements and have adequate access. In 2013, the Board endorsed three ANR plans.

The Board reviews sign applications and issues permits for signs. In 2013, the Board issued two sign permits.

The Board is responsible for drafting and revising local zoning bylaws. The Board sponsored an article at the May 2013 Annual Town Meeting to temporarily ban medical marijuana facilities in the Town. The article required a two-thirds vote to pass and passed unanimously. The temporary ban gave the Board time to draft local bylaws in response to the November 2012 statewide vote to legalize medicinal marijuana in certain instances, effective January 1, 2013. The Board will sponsor an article at the 2014 Annual Town Meeting to approve the new bylaws.

The Board continues to consider how it might streamline the wording and structure of other parts of the bylaws, with the intent of clarifying, but not substantively changing, certain provisions. In the past, the Board also proposed bylaw revisions to create permanently protected open space in exchange for some flexibility, by special permit, in the dimensional requirements of existing zoning bylaws. Its proposals received a majority of votes at Town Meeting but fell short of the two-thirds required to pass. The Board continues to believe the Town's zoning bylaws could better preserve open space, and it noted the broad support for open

space preservation in the survey published with the 2012 Master Plan. In 2013, the Board was approached regarding a potential citizens' petition on open space preservation zoning.

In 2013, the Board encouraged the implementation of Dover's Master Plan, which the Board adopted in 2012. The Board worked with the Long Range Planning Committee in contacting all Town boards and committees to follow up on their respective recommendations listed in Section IX of the Master Plan. The Master Plan and related documentation, can be found on the Planning Board page of the Town website (<http://www.doverma.org>).



*Butler Barn at Powisset Farm. Photo by Tessa Pechenik; courtesy of The Trustees of Reservations.*

# Report of the Zoning Board of Appeals

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Gary P. Lilienthal, Chairman  
Tobe Deutschmann  
LaVerne A. Lovell  
Michael Donovan, Associate Member  
R. Alan Fryer, Associate Member

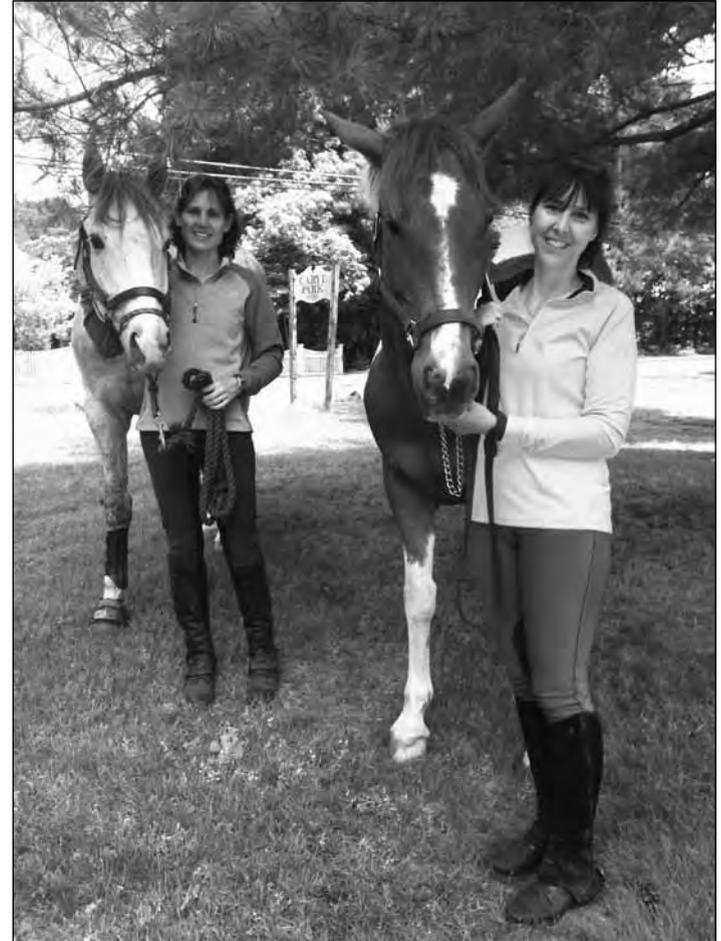
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The Zoning Board of Appeals (ZBA) has jurisdiction over appeals from rulings of administrative officials of the Town made under the Zoning Bylaw or, if specifically required or allowed under the Bylaws, upon direct application under the Zoning ByLaws or Massachusetts General Laws (MGL), Ch. 40A. Depending on the zoning district, certain uses of property also require prior approval of the ZBA. The ZBA has authority to grant a variance from the terms of the Zoning Bylaws under certain limited circumstances. The ZBA also has jurisdiction to hear cases involving Special Permit requests and requests for Comprehensive Permits under MGL, Ch. 40B. Additionally, the Zoning Bylaws require ZBA review of additional construction on land where existing structures or uses, due to changes in the Zoning ByLaws, have become non-conforming. While such structures or uses may remain in their current state, any alteration, addition, or expansion on the property requires ZBA approval.

The ZBA follows procedures designed to hear the concerns of all potentially interested parties and to consider whether the relief requested is appropriate under the Zoning ByLaws. Most applications to the ZBA are required to start at the Building Department with a review of the proposed activity under the Zoning Bylaws and a written denial of the proposed activity from the Building Inspector before the ZBA may consider an application. The ZBA acts on an application only after holding a public hearing. Notice of a hearing must first be posted in the Town House, published in a local newspaper, and sent by mail to the applicants and other interested parties, as defined by law, including the abutters of the property in question. Any interested party, whether or not entitled to receive notice of the hearing, may appear and be heard at the hearing. Evidence on the application is received by the ZBA until the hearing is closed. Once the ZBA has reached a decision on an application, a decision is written and filed with the Town Clerk. Notice of the decision is given to the persons entitled to notice of the hearing, and the ZBA's decision becomes final after the legally prescribed appeal period, provided that no appeal is taken.

The ZBA has adopted rules governing its procedures. Copies of the ZBA's rules, as well as the Zoning Bylaws, are available from the Town Clerk.

During 2013, the Board received and acted upon eight applications, including an application for amendments to the Comprehensive Permit on Dover Farms and a permit for removal of fill under Dover's fill removal bylaw.



*Martha Bugbee and Lori Ridgway with their horses, near Noanet Woods. Photo by Mary Kalamaras.*

# Report of the Highway Department

Craig S. Hughes, Superintendent of Streets

## Maintenance

In 2013, we installed a berm to control water runoff on: Claybrook Road, Walpole Street, Rocky Brook Road, and Pine Street. Approximately 1,100 catch basins were cleaned. We continued installing guardrail along the river's edge on Claybrook Road and on either side of the culvert on Hales Hollow. All streets were swept and roadsides were mowed at least once.

We compost about 1,000 yards of leaves each year and return the finished product to the Transfer Station for use by the residents and by the Highway Department for roadside projects. We again contracted out the painting of 600,000 feet of traffic markings, crosswalks, and stop bars.

## Tarvia

We are on track with our five-year pavement plan with little variation. About 3,000 tons of asphalt was machine-spread on: Bretton Road, Normandy Road, Abby Road, Picardy Lane, Cedar Hill Road, Tower Drive, High Rock Road, Shady Lane, and Valley Road.

## Solid Waste (Transfer Station)

Residents threw away 2,095 tons of solid waste that was transported mainly by the Highway Department personnel in 196 trips to Wheelabrator Millbury, Inc. We continue to accept Christmas trees for recycling. Thanks again go to Wade Hayes and Bill Herd for helping to keep the facility clean and running smoothly in all kinds of weather. Bill announced his retirement effective in January 2014. I thank him for his dedication and service.

### Solid Waste Tonnage to Millbury

2007	2008	2009	2010	2011	2012	2013
2,329	2,298	2,130	2,194	2,164	2,079	2,095

### Per Ton Tipping Fee (\$)

2007	2008*	2009	2010	2010	2012	2013
89.12	67.73/ 69.10	69.10/ 69.20	69.20/ 70.87	70.87/ 72.48	72.48/ 74.01	74.01/ 74.81

### Cost for Solid Waste Disposal at Wheelabrator (\$)

2007	2008	2009	2010	2011	2012	2013
207,532	157,228	147,281	153,621	155,187	152,336	155,911

\* New contract—reduced tipping fee

## Streetlights

The Town owns and maintains 67 overhead sodium streetlights.

## Snow and Ice

Winter 2012–13 brought a total of 78.5 inches of snow. The following log represents our responses to the weather:

11/07/12	Snow	4"	Sanders/plows
08	Ice		Sanders
12/01/12	Snow	½"	Sanders
2	Ice		Sanders
16	Ice		Sanders
25	Snow	½"	Sanders
26	Snow	1½"	Sanders
27	Ice		Sanders
28	Ice	½"	Sanders
29	Snow		
30	Snow (cont'd)	9"	Sanders/plows
1/16/13	Snow	3"	Sanders/plows
21	Snow	½"	Sanders
22	Ice		Sanders
24	Snow	1"	Sanders
25	Snow	1"	Sanders
26	Ice		Sanders
28	Snow	1½"	Sanders/plows
29	Ice		Sanders
30	Ice		Sanders
2/3/13	Snow	1½"	Sanders/plows
5	Snow	1"	Sanders
6	Snow	1"	Sanders
8	Snow		
9	Snow (cont'd)	20"	Sanders/plows
23	Snow	2"	Sanders/plows
24	Snow	4"	Sanders/plows
25	Snow	2"	Sanders/plows
3/7/13	Snow		
8	Snow (cont'd)	18"	Sanders/plows
9	Ice		Sanders
19	Snow	6"	Sanders/plows
19	Ice		Sanders
20	Ice		Sanders

The blizzard Nemo occurring on February 8 and 9 warranted a reimbursement from the FEMA (Federal Emergency Management Agency) in the amount of \$54,675.

## Garage Operation

Interior painting was done in the wash bay, and new fuel pumps were furnished and installed. The Town Garage continues to serve the Town well. It houses the Highway Department, Parks and Recreation Department, Cemetery Department, Water Department, Cemetery Department, Engineering Department, and the Web Coordinator. The conference room has been an important meeting area for various boards and departments. I would like to thank Karl Warnick and his staff, including Brad Crosby and Steve Guy, for their continued excellent upkeep of the building.

## Appreciation

As always I would like to thank my department as well as the Parks and Recreation Department and Cemetery Department for their tireless efforts throughout the year. We are very fortunate to have such dedicated employees. I would also like to thank the various boards and committees who have always given us the tools and support to provide superior services to the citizens of Dover. I would like to thank the many groups who donate their time and materials maintaining the various landscape islands throughout the Town: Chicatabot Garden Club, The Garden Continuum, Strawberry Hill Landscape and the Dover Girl Scouts.

Dr. Carl Akins passed away this year. Not enough can be said about the contributions he made to Dover. He defined “civic duty”: “Every right implies a responsibility; every opportunity, an obligation; every possession, a duty” (John D. Rockefeller Jr.). He served on the Finance Committee on Roads for many years and was the chairman of the Town Garage Building Committee. He was instrumental in the workings of not only the Highway Department, but in many other places in the Town. We will miss him for his dedication and unlimited service to the Highway Department. We miss him as a friend.



*View from the bridge at the Needham-Dover line.  
Photo by David W. Stapleton.*

## *Report of the* **Finance Committee on Roads**

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Scott Mayfield, Chairman  
Jack Walsh, Secretary  
Craig Hughes, Superintendent of Streets  
Robyn Hunter, Board of Selectmen  
Matt Spinale, Member  
Geoffrey Merrill, Warrant Committee Liaison

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The Finance Committee on Roads is charged with making recommendations to the Board of Selectmen for highway priorities, including: capital planning, equipment purchases, labor force issues, facilities and space planning, Transfer Station operations, snow and ice removal, expenditure of Chapter 90 funds, budgeting, office administration, and any other matters with respect to the operation of the Highway Department. The Committee has met regularly to meet its charge.

In addition to reviewing operations, budgets, and capital planning, the Committee considered and discussed projects that could potentially have an impact on the Town’s roads, including plans for developing a rail trail, the Caryl Park Reconfiguration Project, and various residential development projects. We can also report the successful completion of major NSTAR tree work performed throughout the Town, as well as the appointment of a part-time Town Engineer, who will facilitate future highway projects.

Joe Melican has served as the Selectmen’s liaison to the Committee for the past six years and we recognize and thank him for his dedicated service and helpful insights. The Committee also greatly appreciates the efforts of Craig Hughes, Nancy Bates, and the members of the Highway Department for keeping our roads safe and passable. Their effective response to the February blizzard Nemo is only one example of the Department’s continued commitment to excellence.

In closing, it is with great sadness that we recognize the passing of our friend and neighbor, Carl Akins, who chaired this Committee for many years. Carl was deeply committed to the Town, its citizens, and the preservation of Dover’s unique and wonderful character. Carl’s impact will be everlasting. He is greatly missed.

# Report of the Parks and Recreation Commission

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Chris Boland, Chairman  
Peter Davies, Treasurer  
Scott Seidman, Secretary  
Eric Loeffler  
Nancy Simms

Dave MacTavish, Director, Parks and Recreation  
Mark Ghiloni, Assistant Director, Parks and Recreation  
Amy Caffrey, Programming Assistant

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The Parks and Recreation Department and its supervising Commission (collectively, P&R) worked hard in 2013 to strengthen existing programs and events, to introduce new programs, and to address safety issues around the indoor and outdoor facilities under its jurisdiction. Our recreational and athletic programs continue to benefit from public, private, and volunteer partnerships. Parental involvement and volunteerism are essential to sustaining our programs, as is collaboration from other Town departments; we thank everyone who assisted us throughout the year. Many of our athletic programs were offered in conjunction with Sherborn's Recreation Commission, Dover-Sherborn Club teams, and the Dover-Sherborn Regional District. This arrangement greatly benefits our programs as it allows our two towns to share facilities and costs and enables our children to enjoy better instruction and competition in a collaborative community setting. We welcome these relationships and are grateful that Dover and Sherborn share common recreation goals and ideals.

In addition, space availability for programs and the demand for one-time rentals at Caryl Community Center have seen significant growth this year. Our meeting and recreational spaces, which are used often throughout the winter, are available for a nominal fee and can be reserved through the P&R office.

**Program Growth:** In 2013, P&R added several new programs, including adult exercise classes, the April vacation program, archery, Chinese language, LEGOs, PROformance Soccer, December Drop & Shop, and the John Smith Soccer Academy. Alongside these newly added programs, our many current programs are seeing increased participation, including the mixed media and field hockey programs. Fields continue to be made available for the youth sports programs run by Dover-Sherborn Soccer, Dover-Sherborn Youth Lacrosse, Dover-Sherborn Girls Lacrosse, and Dover-Sherborn Youth Baseball and Softball.

**Safety:** Field resting is essential for ensuring safe grass playing fields, as it allows for reseeding, reamending, aerating, and fertilizing. A full season of rest is necessary to allow grass to develop a strong root system, which is vital for healthy grass production. Field safety is an important consideration for the Parks and Recreation Department, which uses all organic fertilizing materials.

## Spring Season Program Highlights

**Eliot Hodgkins Fishing Derby:** The Annual Fishing Derby at Channing Pond was held on April 14, 2013, with more than 50 participants—a lighter attendance than in past years, however, due to the cold and wind. The derby is an anticipated rite of spring, and we look forward to another exciting competition in 2014.

**Pre-K Sports Programs:** In 2013, we introduced more of Peter Sylvester's programs for children ages 3–5 yrs, as well as other school-aged children. Spring programs included baseball, T-ball, soccer, lacrosse, and spring flag football for boys and girls.

**Baseball:** Participants enjoyed sound instruction and spirited, even-handed competition, with 50 pre-kindergarten boys and girls playing on Tuesdays and 50 first-grade boys on Saturdays. In conjunction with the Dover-Sherborn Youth Baseball and Softball club (DSYBS), 226 boys in grades 2–6 played in the A-Majors Baseball leagues. Another 47 boys in grades 7–9 played on four teams as part of the Babe Ruth Tri-Valley League. Thanks go out to Jay Gately for overseeing the baseball program.

**Softball:** Three full divisions with 48 girls in grades 3–8 played in the Tri-Valley League against other towns. Many girls continued playing throughout the summer, experiencing the fun and excitement of tournament play. We also introduced a Saturday morning program in the fall for second-grade girls, with 10 girls eager to learn the sport. We thank Curtis Bragdon for overseeing the girls softball program.

**PROformance Soccer:** Launched in fall 2012, this program quickly gained attention from soccer families. Enrollment began with 11 children and jumped to 26 by fall 2013. Taught by former soccer player Miles Alden Dunn, PROformance Soccer helps children learn and improve their soccer skills. The program is open to both beginners and to players interested in playing soccer at the travel or club level.

**Adult Exercise Classes:** This year we offered several adult exercise classes, including a new pilates class. Offered several mornings a week at the Caryl Community Center, the classes, which are taught by Ellen O'Hara and Pam Herbert of Core Asset Fitness, are attended by many local mothers.

**Thundercat Sports Jam:** Multi-sport programs for elementary school children were offered at Chickering School this year. We saw an increase

in participation, likely due to the program's after-school convenience. Boys and girls were instructed in baseball, basketball, soccer, flag football, floor hockey, badminton, dodgeball, disc golf, ultimate Frisbee, kickball, team handball, waffle ball, and more, all through enthusiastic coaching and a fun, noncompetitive atmosphere.

**Tennis:** Directed by Peter Cooper, this popular program ran from April through October, with lessons given at the Caryl Park courts. More than 50 children and adults enrolled for early spring lessons, with another 80 children and adults participating in the summer program. Peter's tennis lesson fall program included 23 participants. Resurfacing the tennis courts in August made for great playing conditions.

**Tae Kwon Do:** More than 40 participants enrolled in the 2012–13 session of this popular year-round program. Master Jean Theodat, a former World Karate Championship competitor and sixth-degree black belt, accompanied many of his students to local testings, where they demonstrated proficiency and mastery and earned place recognitions.

**Safety Courses:** A variety of safety courses were offered for young and old alike. Babysitter Lessons and Safety Training (BLAST) and Home Alone Safety were big hits with children and offered both in spring and fall. We will continue to offer the safety classes and hope to reach even more participants. We will also continue to strongly encourage youth sports team coaches to receive CPR and AED Training, including the use of the P&R defibrillators located at numerous Town fields.

## Summer Season Program Highlights

**Summer Playground Program:** This popular long-running program for children entering kindergarten through grade five is offered at Chickering School on weekday mornings for five weeks every summer. An extended-day option is available Monday through Thursday from noon to 2 p.m. On-site performers and special theme days highlight the program, which had 178 participants. More than a dozen high school and college students serving as counselors, and daily activities were planned and managed by adult supervisors. Participation grew with the addition of 50 children who attended a new John Smith Soccer Academy soccer clinic, which offered activities from 9 to 4 p.m.

**Summer Concerts on the Common:** On select Tuesday evenings in July and August, P&R holds free outdoor concerts on the Town House lawn, where professional local musicians and outside talent entertain families as they share picnic dinners and play their favorite outdoor games. This year, the Dover Mothers Association kicked off the concert series with a magic show. We greatly appreciate our sponsors and encourage other groups, organizations, and businesses to support the series. To continue offering these wholesome summertime evening events, we need continued sponsorship for 2014.

**Additional Summer Program Notes:** The Hot Summer Nights baseball program served 34 pre-kindergarten children, while Thundercat Sports returned with several weeklong sports camps, including Sports Jam, Kitty Cat Jam, baseball, basketball, and flag football. Thirty-eight children ages 5–14 participated in one or more of these camps. Peter Cooper offered a full schedule of tennis camps and lessons. Baseball Coaches Academy offered ballplayers a camp options designed to combine professional instruction and fun. New summer programs were the Pre-K Week of Fun program, Golden Arrow Archery, and John Smith Soccer Academy, all of which were successful and will hopefully be offered again. Overall, summer programming attendance has increased from the past years. In 2013, we offered fewer classes in favor of focusing on the details of our more highly attended programs, such as the Summer Playground Program.

## Fall Season Program Highlights

**Dover Days Fair:** Greeted by warm temperatures and sunshine, the 2013 Dover Days Fair was particularly successful due to the large number of vendors, as well as volunteers who helped with logistics—from ticket selling and collecting for the rides to overall event organization. We thank everyone who helped out.

**Pre-K Sports Programs:** More than 125 preschoolers and kindergarteners flocked to Peter (Coach Pete) Sylvester's fall sports programs. Coach Pete offered flag football, soccer, and fall baseball.

**Middle School Field Hockey:** All three of our Dover-Sherborn Middle School field hockey teams enjoyed a successful 2013 season. Due to the great number of participants, we were able to field one sixth-grade team, one seventh-grade team, and one eighth-grade team. More than 65 girls participated (with a wait list for one grade). The teams also played several more games than last year. This year's coaches were Kelly Bertschmann, Kaitlyn Fabri, and Annie Kenney, who were supported by many parent volunteer coaches and team managers. We continue to build relationships with local schools so that more games can be played close to home.

**Fencing:** Brent Concilio—a former national fencing champion, Dartmouth College fencing legend, and fencing club coach—continues to offer fencing classes for various ages. The class for 10- to 12-year-olds is very popular, and we hope to increase attendance for the other age levels. Classes are held in the Caryl Community Center gym and run during the winter and spring seasons as well. Brent will offer classes again in 2014.

**Drawing Courses:** The Mixed Media Medley art class taught at the Chickering School by Dover art teacher, Sue Pelletier continues to receive positive feedback, with all sessions filled in 2013. Sue will take time off during winter 2014 to write a book on children's art; however, we hope to offer her class again beginning in spring 2014.

**Additional Fall Program Notes:** Other programs offered during the fall and described earlier were: BLAST, Home Alone Safety, archery, tennis, Thundercat Sports Jam, adult exercise, LEGOs, and Tae Kwon Do. New to programming this year was Chinese language, taught by Mrs. Wei Zhou, who holds two Master's degrees and has been teaching Chinese in private and public schools for the past five years. We hope to continue the program for both adults and children.

## Winter Season Program Highlights

**Holiday Tree Lighting:** On December 10, 2013, P&R hosted this annual town-wide celebration of the winter holiday season. Snow fell on the children as the chorus sang holiday songs played by the Chickering School Band. Cookies and hot chocolate were served and greatly appreciated by all!

**Ice Skating at Channing Pond:** In January 2013, there were several days of skating and the ever-popular hockey games that make this Dover tradition such a treat, although by the year's end, the pond was opened to skating for only a few days due to mild temperatures. We hope the weather will allow for additional skating during the winter months 2014.

**Pre-K Sports Programs:** The Caryl Community Center gym was the site for a number of indoor sports programs run by Peter (Coach Pete) Sylvester for children ages 3–5. Thirty-five children participated afternoon floor hockey and 10 played indoor soccer. New for 2013 was basketball, a popular Dover sport that attracted 16 children. We also offered a Holiday Drop & Shop, where children played, danced, and ate dinner with Coach Pete. We hope to run this program for next year's holiday season. Our Super Tuesday afternoon program attracted 10 children.

**Intramural Basketball:** P&R's intramural basketball program is an informal local alternative to the Dover-Sherborn Youth Basketball League's competitive travel teams program. The intramural program's success is attributable to the nearly 20 parents who volunteered as coaches, and we thank them for their assistance. Two additional coaches were added to accommodate the more than 100 participating children from kindergarten through third grade. Unfortunately, an enrollment decline in the fourth- and fifth-grade teams forced us to cancel that age group for 2013.

**Winter Ski and Board Program:** Based on feedback received on past program seasons, the K–5 Ski Program was moved to Blue Hills Ski Area in Canton, MA. This change of venue will allow participants to arrive on time for lessons and enjoy more time on the slopes, as well as entail a shorter commute for parents. Given this change, however, we have had to raise the minimum participatory age from five to seven. We hope to increase enrollment, but will also assess the program at season's end and adjust it accordingly. On five consecutive Wednesdays, more

than 20 children from Dover and Sherborn participate in this great program, and we hope to continue offering it in the years to come, as it is a vital part of the community's efforts to prepare children for skiing prior to their middle-school years.

**Middle School Ski Program:** The Dover-Sherborn Middle School Ski Program provided children in grades 6–8 with the opportunity to spend their Friday afternoons and nights skiing at Nashoba Valley Ski Area in Westford, MA. For six consecutive Fridays in January and February, more than 40 skiers and boarders traveled by private bus to Nashoba. After five hours on the slopes, the teens were bused back to school for pick-up by parents. The 2014 session has already begun with 30 participants!

**Bogastow Ski Race Team** enjoyed its second year and competed in the Eastern Massachusetts Buddy Werner League (EMBWL). EMBWL is an entry-level league made up of five teams from the eastern Massachusetts area: Bogastow, Bradford, Ski Ward, Nashoba, and Prospect Hill. Children in grades K–12 are eligible to join Bogastow, which offers skiers an excellent opportunity to improve their skills as well as experience the excitement and team spirit that comes from competition.

**Additional Winter Program Notes:** Programs mentioned earlier for elementary school children are also held in the winter. They included: Thundercat Sports Jam, Chinese language, LEGOs, fencing, and Tae Kwon Do. Adult programs included adult exercise classes and Chinese language. In conjunction with the Council on Aging (COA), we also offered Zumba-Gold classes for seniors, which was a huge hit. We hope to continue collaborating with COA and other Town departments on quality programming.

## Facilities

**Caryl Community Center:** Demand for space in the Caryl Community Center has increased during the past year. The gym was used by P&R for its prekindergarten and youth sports programs, fencing classes, and exercise classes; by Town residents, for pick-up sports games, birthday parties, and yoga classes; by private groups, including the Child Development Center; and by youth sports clubs, as indoor practice space for basketball, lacrosse, baseball, softball, and lacrosse. The baseball and softball teams enjoyed using the indoor batting cage for their preseason training. During peak usage months, demand for the gym exceeded capacity and many potential fee-paying users had to be turned away, clearly demonstrating the need for another full-sized gym for Dover citizens. The Great Room (old library space) was a steadily used venue for the P&R's adult fitness programs, public meetings, and for use by residents and non-residents for birthday parties, scout meetings, yoga classes, and other activities.

**Parks:** P&R maintains many park areas for the outdoor enjoyment of Dover residents and non-residents alike. Caryl Park, Channing Pond, and the Riverside Drive boat landing are popular recreation destinations. Five smaller park parcels in Town are maintained by P&R, as are the lands around Chickering School, the Town Library, the Protective Agencies Building, and the Town House.

**Athletic Fields:** P&R's athletic fields are used by the Department and by local youth sports clubs, which include: Dover-Sherborn Soccer, Dover-Sherborn Youth Lacrosse, Dover-Sherborn Girls Lacrosse, and Dover-Sherborn Youth Baseball and Softball. P&R maintains three rectangular multipurpose sports fields: two at Chickering Fields and one at Caryl Park. There are four P&R baseball diamonds: one at Chickering Fields and three at Caryl Park. (There is no P&R softball diamond.) In 2013, the proposed Caryl Park turf field project was put forth to the Town as a ballot question at the Article 24 Elections held May 20, 2013. The question asked citizens if they would like to see the Caryl Park project move forward with the construction of new athletic fields at Caryl Park, behind the tot lot. A majority of voters cast a "no" vote. The Park and Recreation Commission has agreed to be held to the vote, but will continue examining alternatives for providing all youth athletic teams with safe, high-quality playing surfaces throughout their seasons.

## **Appreciation and Departmental Future**

We extend our sincere thanks to the Chicatabot and Powisset garden clubs for their much-appreciated contributions to the Town. The Chicatabot Garden Club cares for the triangles at Springdale Avenue and Dedham Street; McGill corner; and the flower barrels in the center of Town. The Powisset Garden Club maintains the Town's war memorial. A special thank-you goes out to Mrs. Betty Brady for her continued help in beautifying our center.

Many thanks also go to our departmental staff members Tom Palmer, James Gorman, and John Gilbert for their outstanding grounds-keeping work on our playing fields, the Town Common, Channing Pond, and all the Town's parklands. We also appreciate their assistance with Town events, including the Dover Days Fair and the holiday tree-lighting celebration.

For more than 38 years, Dover's P&R Department has operated under the direction of David MacTavish, whose field and facilities management expertise comes from years of firsthand experience. Dave is proactive in addressing issues that pertain to field quality and safety and applies his industry knowledge and contacts to ensure high-quality yet cost-effective acquisitions on behalf of the Town. Dave's commitment to our youth sports programs is unwavering. His youthful energy is evident, whether he is umpiring a little league baseball game or helping to coach a middle-school football game or chaperoning a Summer Playground Program field trip. Dover is fortunate to have such a dedicated P&R director.

A Dover native and resident, Dave has played and coached numerous sports, most notably boys ice hockey, where his teams have competed in and often won international tournaments, and where he received numerous coaching honors and awards. Dave is a member of the National Recreation and Park Association (NRPA), the Massachusetts Recreation and Park Association (MRPA), and the New England Parks Association.

In late 2012, the Commission welcomed Mark Ghiloni as Assistant Director of Parks and Recreation. Mark had spent the previous five years at the West Suburban YMCA in Newton, MA. His diverse recreation background has eased the transition process during the past year. Some of Mark's duties include organizing, marketing and executing programs, supervising staff, building relationships with Town departments and residents, and maintaining the Department's website. Mark holds a bachelor of science degree in sport management and a master of science degree in sport administration from Southern New Hampshire University. Mark is also a member of the MRPA, the NRPA, and has completed the requirements to become a certified park and recreation professional (CPRP).

The P&R Commission has once again approved a part-time office staff position for 19 hours a week that is currently being filled by Amy Caffrey, a longtime Dover resident, whose responsibilities include administrative duties that coincide with programming. We anticipate this part-time position will recur annually and be funded out of the Town's operating budget. Amy has been a valuable asset to the Department as the demands on it grow with new programs and activities.

Volunteerism plays a vital role in our Department, since the Town's operating budget does not fund coaches and support staff. Our volunteers have been outstanding again this year by providing children with valuable one-on-one attention and allowing us to be flexible in scheduling activities. The contributions of these individuals are greatly appreciated by the children and their families, and we add our own heartfelt thanks.

## *Report of the* **Conservation Commission**

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Kate Faulkner, Chairman  
John Sheehan, Secretary  
Tim Holiner  
Candace McCann  
Amey Moot  
David Stapleton  
John Sullivan  
Larry Clawson, Associate Member

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The Dover Conservation Commission had a successful year protecting wetland resources by enforcing the Dover Wetlands Protection Bylaw and the Massachusetts Wetlands Protection Act. The Commission heard 23 Notices of Intent, 16 Requests for Determination of Applicability, 4 Amendment Requests, as well as entertained many informal discussions with homeowners regarding the disposition of their properties that lie in proximity to wetlands.

The Commission issued six Enforcement Orders for illegal work within areas subject to wetlands protection at both the local and state levels. These orders were related to improper or illegal clearing and filling within wetlands and wetland buffers.

In conjunction with the Board of Selectmen and the Open Space Committee, the Conservation Commission, along with Dover Land Conservation Trust and private citizen generosity, has acquired the Brodie property on Dedham Street to be maintained as natural wooded wildlife space by the Commission on behalf of the Town of Dover.

The Commission implemented updates to the Dover Wetlands Protection Bylaw's rules and regulations. Work continues with the Board of Health's Lyme Disease Committee in administering the Deer Management Program, and with the Open Space Committee on current and future conservation land maintenance projects. Additionally, training sessions for Commission members continue to be held in the spring and fall.

The Commission cordially invites you to its meetings, which are open to the public and held twice monthly on Wednesday evenings at 7:30 p.m. Check the calendar section of the Dover Town website at <http://www.doverma.org> for meeting dates.

## *Report of the* **Long Range Planning Committee**

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John T. Donoghue, Chairman  
Peter Smith, Secretary  
George Arnold Jr.  
Robyn Hunter, Board of Selectmen  
Mark Sarro, Planning Board  
Suzanne Sheridan  
Walter H. Weld  
William R. Forte Jr., Warrant Committee Liaison

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The Long Range Planning Committee (LRPC) is a seven-member committee made up of one member of the Board of Selectmen, one member of the Planning Board, and five members appointed by the Moderator on a rotating basis of one or two members each year for three-year terms. The LRPC advises, assists, and coordinates the long range planning of all Town boards and committees.

In 2013, the LRPC continued its focus on the Town's Master Plan, which was finalized by the Planning Board and approved at the May 2013 Annual Town Meeting and which contains many recommendations to each of the Town boards and committees. At the request of the Board of Selectmen, the LRPC intends to follow up and learn how the boards and committees will implement their recommendations.

The LRPC has also been monitoring the progress of the Rail Trail Committee as it considers the conversion of the Dover section of the Bay Colony railbed into a recreational path to service the Town.

Committee member George Arnold continues to inform us on matters regarding open space in the Town, and Suzanne Sheridan is our connection to the Council on Aging.

We thank James P. Dawley Jr., a member of the Board of Selectmen, for his services and contribution to the LRPC during this past year.

## Report of the Tree Committee

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John M. Devine, Chairman  
Laura Walter

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The Town of Dover is a predominantly residential community with a strong commitment to the preservation of its land and large population of trees. The Tree Committee is responsible for the stewardship of trees located within the Town's rights-of-way. This includes the care and maintenance of shade and ornamental trees, the removal of dead and hazardous trees, and the emergency removal of storm-damaged trees.

In 2013, the Committee collaborated with the Tree Warden, the Superintendent of Streets, and the local garden clubs to maintain various areas of Dover. The decision was made to remove damaged trees from the Transfer Station and replace them in 2014 with new Bradford Pear trees.

The Committee would like to thank the dedicated residents and garden club members who donate their time and services in helping maintain Dover's beautiful country charm. We would like to give special thanks to Betty Brady for devoting her generous time to the Town.

We look forward to another year of progress and urge residents to present us with ideas regarding plantings on Town property. Frequently asked questions can be found at <http://www.doverma.org>. Committee members can be reached by leaving a message on the Police Department's non-emergency line at (508) 785-1130.

## Report of the Tree Warden

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John Gilbert

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### Removals

During the course of the year, 15 trees were removed from Dover streets on an as-needed basis, and 61 dead or compromised trees were removed per contract. NSTAR removed numerous trees that interfered with overhead transmission lines.

### Insect and Disease Problems

Winter moth continues to be widespread, defoliating many species of hardwood trees. Emerald ash borer has been found in North Andover and is likely to spread to Dover. This devastating disease kills infected trees within three to five years. There is no known control. Gypsy moth is not expected to be a problem in 2014.

For help in controlling insect or disease problems, contact a tree care professional.



*Scenic view of the Charles River. Photo by Toni Jo Richards.*

## Report of the Fence Viewers

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David Heinlein  
Joseph Melican

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Massachusetts General Laws Chapter 49 provides the Town Fence Viewers with their responsibilities: Fences are to be maintained by their owners and be 4 feet high and in good repair. Fences may be constructed out of rails, timber, boards, iron, or stone.

Fence viewers settle disputes between neighbors and “shall be paid at the rate of \$5 a day for the time during which he is employed” and may take no less than \$1. Fees are to be paid by the parties in dispute.

In reviewing the history of fence viewers in New England, we discovered that in 1644 the Connecticut Colony enacted fence legislation because of insufficient fences and unruly cattle. Fence viewers were appointed to survey the condition of fences and ensure that their owners maintained them. In 1678, the Town of Fairfield, CT, appointed four fence viewers, while at the same time only having two surveyors of roads.

We now live in different times, but as we drive along the roads of Dover we see many types of fences under construction and many being reconstructed. We are pleased to note that the Town’s fences appear to be in good condition, and that we were not called to settle any disputes in 2013.



*Photo by Toni Jo Richards.*

## Report of the Recycling Committee

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Christopher Poulsen, Chairman  
Tracy Boehme  
Michael Kinchla  
Matthew Schmid  
Savita Shukla  
Rebecca Sommer-Peterson  
Amy Wilcox  
Carol Lisbon, Board of Selectmen Liaison

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The Dover Recycling Committee’s (DRC’s) mission and goals are to conserve our environment and local tax dollars by reducing Dover’s solid waste through recycling, finding environmentally sound and cost-effective markets for recycling, reducing the generation of household hazardous waste, and keeping residents informed of recycling issues and legislation.

After a decade of steady improvement, the annual amount of waste and recycling generated per household in Dover appears to have leveled off in 2013 at 2,745 pounds, a rate comparable to 2012. This is a cause for concern because, although Dover has reduced its household waste by 15% since 2003, our progress lags behind that of nearby communities, and our standing in the state is among the lower-performing municipalities. For comparison, the most recent figures obtained from the Massachusetts Department of Environmental Protection (MassDEP) for the total annual waste and recycling per household of neighboring communities categorizes Wellesley and Sherborn in the range of 2,001 to 2,150 pounds and Medfield with greater than 2,250 pounds (2011 data). Top performing towns, including Needham, are reported as generating less than 750 pounds of total waste and recycling per household per year.

To promote the further reduction of total waste per household in Dover, the DRC has reached out to the MassDEP Municipal Assistance Coordinator for our region to identify the best practices adopted by other towns. During 2014, the Committee will consider the potential fit of these practices for Dover.

The Transfer Station redemption trailer continued to provide an effective means of recycling our community’s beverage container waste. Local organizations were involved in the maintenance of the trailer and redemption of the containers, keeping the proceeds for those containers redeemed. A total of \$10,740 was redeemed by those organizations in 2013, representing more than 9,000 containers per month and more than 100,000 containers for the year that were recycled rather than added to our landfills. Participating organizations included the Dover Girl

Scouts and Dover Cub Scout Pack 173; Dover-Sherborn High School Swim, Varsity/JV Softball, Track, Boys Hockey, Girls Soccer, Girls Basketball, Alpine Ski, and Boys Baseball teams; the Dover Democrats; and Grace Church.

The DRC and school administrations continue to collaborate to improve recycling efforts at our schools. Chickering School recycles all cardboard, paper, plastic, and aluminum under a single-stream recycling contract with E. L. Harvey. Food is served on compostable trays, and the students separate their recyclables each day during lunch. On Waste-Free Fridays, students separate out their food scraps for a local pig farmer who also collects the week's kitchen food waste. All unopened food is collected daily by Student Council members and transported to the Most Precious Blood Catholic Church and is then taken to St. Mark's Parish in Dorchester.

The Dover-Sherborn Middle School increased awareness for recycling through the efforts of an eighth-grade Citizen Action Group. Recycling bins are located next to every school trash can. Posters remind students and administration staff of what can be recycled under the single-stream contract.

In close collaboration with the Highway Department, the DRC reviewed the signage at the Transfer Station, which is due to be updated. The updated signage is scheduled to be installed in spring 2014.

Dover's "carry in/carry out" policy for our playing fields continues to produce positive results. Players, coaches, and fans are asked to bring home their trash. This more responsible approach to trash management has led to the greater use of reusable water bottles and fewer throwaways. Trash and recycling containers are no longer necessary on most fields, thus improving their appearance and reducing maintenance.

The Rain Barrel Program continues with great public support, and the annual Dover Clean-up Day in late March brought out almost 400 volunteers to help clean up our town's streets and parks following the long winter.



Photo copyright © Udi Edni.

## Recycling Data

For the Calendar Year 2013

	2013	2012	2008	2003	1-Year Change (%)	5-Year Change (%)	10-Year Change (%)
Solid Waste (tons)*	2,094.8	2,079.0	2,298.0	2,462.0	1	(9)	(15)
Recyclables (tons)							
Mixed Paper (all types)*	282.1	283.4	349.0	444.0	(0)	(19)	(36)
Glass	94.9	89.2	102.0	88.0	6	(7)	8
Metal (cans and scrap)	66.8	52.6	84.0	142.0	27	(21)	(53)
Cardboard	121.6	116.6	87.0	83.0	4	40	46
Plastic (non-deposit #1-#7)	42.8	43.5	31.0	6.0	(2)	38	613
Comingled Containers*	6.6	24.3	21.0	n/a	(73)	(68)	n/a
Electronics	28.2	29.1	39.0	n/a	(3)	(28)	n/a
Other	0.0	0.0	14.0	21.0	n/a	n/a	n/a
<b>Total Recyclables</b>	<b>643.0</b>	<b>638.7</b>	<b>727.0</b>	<b>784.0</b>	<b>1</b>	<b>(12)</b>	<b>(18)</b>
<b>Total Solid Waste and Recyclables*</b>	<b>2,737.9</b>	<b>2,717.6</b>	<b>3,025.0</b>	<b>3,246.0</b>	<b>1</b>	<b>(9)</b>	<b>(16)</b>
Percentage Recyclables to Total*	23.5%	23.5%	24.0%	24.2%	(0)	(0)	(0)
Solid Waste and Recyclables (lbs.) per capita**	900	894	1,010	1,082	1	(11)	(17)
Solid Waste and Recyclables (lbs.) per HH**	2,745	2,725	3,089	3,317	1	(11)	(17)
Deposit Containers (~ units)***	211,000	211,000	223,965	190,083	0	(6)	11
Motor Oil (gals.)	750	750	1,250	n/a	0	(40)	n/a
Misc. Fluorescent Bulbs	1,843	2,231	847	n/a	(17)	118	n/a
* Includes Dover Trucking							
** Per Capita/Households per Town Report							
*** Estimated Quantity							

Report of the  
**MBTA Advisory Board**

Robyn M. Hunter, Advisory Board Representative

Established in 1964, the Massachusetts Bay Transportation Authority (MBTA) Advisory Board represents the interest of the 175 cities and towns of the MBTA service district. This district includes most of eastern Massachusetts, from Plymouth and Middleborough in the south to Worcester in the west and the New Hampshire state line in the north. The Board functions as a deliberative body. Each member (city or town) has one full vote plus a fraction of a vote equivalent to the weighted proportion of the community's population to the service area's total population.

The MBTA and the Advisory Board faced another challenging year in 2013. The FY14 Operating Budget as presented and approved had a \$118 million deficit. The MassDOT/MBTA board of directors acknowledged that they would have to reduce the deficit by reducing services and increasing fares should the state legislature choose to not respond to the MBTA's budget crisis.

With respect to Town of Dover transportation matters, in FY13 the Town's Council on Aging (COA) sought and obtained permission from the Board of Selectmen to explore and evaluate a transit program that could allow seniors to visit physicians, to shop, and to conduct other necessary errands. A subgroup from the COA completed the necessary research and the Board of Selectmen subsequently approved a minimal cost lease from the Metrowest Regional Transit Authority (MWRTA) to provide a 12-passenger, wheelchair-accessible minibus that could meet the COA's projected needs. Dover's operating costs for providing this service would be reimbursed by the MWRTA, which in turn would be paid out of the Town's assessment payment to the MBTA. To date, the COA and Board of Selectmen's office have been working with the MWRTA to iron out final details regarding the provision of this transit program and to secure a van. To that end, the Town has included in the FY14 budget funds to provide operating expenses, including a van driver.

For FY14, the Town of Dover's assessment is \$119,407, compared with an assessment of \$118,127 in FY13.

Except for the RIDE program, the "T" does not provide a direct service for Dover residents; however, there are several commuter rail stations in nearby communities.

We would like to take this opportunity to thank Joseph Melican for his services with respect to the MBTA Advisory Board and wish him the very best in his future endeavors.

Report of the  
**Inspector of Buildings**

Walter A. Avallone, Inspector of Buildings/Commissioner  
Walter Avallone, Zoning Enforcement Officer

The Building Department is responsible for reviewing applications and plans to construct, alter, or demolish any building or structure in Dover for compliance with applicable Dover Zoning Bylaws; Massachusetts State Gas, Plumbing, Electrical, and Building Codes and Chapter 40A; and the General Laws of the Commonwealth relating to construction and zoning.

Inspectors make field inspections of buildings at various stages of construction, as well as inspect all public buildings, churches, and public and private schools. The Department also responds to inquiries from attorneys, land surveyors, banks, and the general public regarding zoning and building-code issues, and it directs unrelated calls to the proper authorities.

More than 700 inspections were performed in 2013 for work under building permits.

	<b>Applications</b>	<b>Fees</b>	<b>Value</b>
<b>2011</b>			
New Homes	14	\$79,970	\$6,893,810
Schools	0	0	0
Additions, Remodel, Other	249	103,142	10,311,944
<b>Totals</b>	<b>263</b>	<b>\$183,112</b>	<b>\$17,205,754</b>

<b>2012</b>			
New Homes	12	\$75,937	\$6,787,692
Schools	0	0	0
Additions, Remodel, Other	260	92,162	7,806,413
<b>Totals</b>	<b>272</b>	<b>\$168,099</b>	<b>\$14,594,105</b>

<b>2013</b>			
New Homes	23	\$119,680	\$10,725,080
Schools	0	0	0
Additions, Remodel, Other	280	133,345	10,918,042
<b>Totals</b>	<b>303</b>	<b>\$253,025</b>	<b>\$21,643,122</b>

## *Report of the* **Inspector of Wiring**

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Kevin Malloy, Wiring Inspector  
James Naughton, Alternate Wiring Inspector

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During 2013, there were 318 wiring permits issued, many of which required multiple inspections. In some situations, violations were noted and corrections were made. The year 2013 saw a slight increase from last year for wiring permits issued.

The Wiring Inspector can be contacted at (508) 785-0032, extension 245, for any concerns related to wiring permits. You may also register a complaint or check on an electrician's license.



*Photo by Janet DeBevoise.*

## *Report of the* **Inspector of Plumbing and Gas**

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Robert Hauptman, Inspector

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During 2013, a total of 145 plumbing and 172 gas permits were issued. We were called to make 634 rough and final inspections for both plumbing and gas permits. This reflects an increase of 30% over last year. As usual, a few violations were found and follow-up inspections were conducted to complete the final approvals. Any open permits from 2013 will be inspected in 2014.



*Photo by Jill French.*

## Report of the Open Space Committee

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Amey Moot, Chairman

Jane Brace

Mark Bush

Kate Cannie

Henry Faulkner, Planning Board

Boynton Glidden

Justine Kent-Uritam

Eric Loeffler

Candace McCann, Conservation Commission

Barbara Roth-Schechter

Jerry Arnold, Long Range Planning Committee Liaison

James P. Dawley Jr., Board of Selectmen Liaison

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### Wide Representation of Interests on the OSC

The Open Space Committee (OSC) became a permanent Town government committee in 2001. Its primary purpose is to update the Town's Open Space and Recreation Plan in accordance with Massachusetts laws and regulations, which it accomplished in 2011. The plan is available on the Town website (<http://www.doverma.org>) and printed copies of the plan were distributed to various Town boards.

The second main function of the OSC is to assist other Town boards in managing the lands under their jurisdiction. Since there are many governmental and charitable entities with lands under their control, the OSC has purposefully widened its membership to better represent these interests. For example, both the Conservation Commission and the Planning Board appoint members to the OSC. The Board of Selectmen appoints the remaining members, some of whom also sit on the Board of Health, the Parks and Recreation Commission, and the Rail Trail Committee, as well as belong to such conservation groups as The Trustees of Reservations (TTOR), Upper Charles Conservation Land Trust, the Dover Land Conservation Trust (DLCT), and the Norfolk Hunt Club. Given this broad representation, discussions during OSC meetings cover many topics, ranging from the desirability of preserving or acquiring particular properties to the issues that surround the potential rail-to-trail conversion to efforts to encourage the use of open space by Dover citizens.

### Guided Walks on Dover Conservation Lands

In 2013, OSC members led five guided walks through several conservation lands, including the Town's Wylde Woods and Centre Street Corridor, TTOR's Peters Reservation and Chase Woodlands, and Snow Hill, across both Dover Town land and the DLCT reservation. The walks were widely advertised, including on the Town website, Patch.com sites for Dover and surrounding towns, in the *Dover-Sherborn Hometown Weekly*, the *Boston Globe*, and other newspapers, and through fliers posted at the Town Library, Dover Market, and the Town House. The OSC intends to continue offering several guided walks every year.

### Support for Preservation/Acquisition of Brodie Property

The OSC actively supported the Board of Selectmen and the Conservation Commission's efforts to assess and ultimately acquire the Brodie property that abuts Powisset Brook on Dedham Street. The OSC provided a broad perspective on the conservation values of this beautiful wooded property that features wetlands, emphasizing its importance to Powisset Brook, both as an enhancer of water quality and as a wild brook trout habitat. The OSC is especially pleased that the Town, in partnership with the DLCT, was able to exercise its right of first refusal under Massachusetts Chapter 61a. The Dover Conservation Commission committed its remaining land acquisition funds of approximately \$150,000. In exchange for a conservation restriction on the property, the DLCT contributed just over \$200,000 from its reserve fund as well as funds raised from neighbors. This public-private partnership to preserve an open-space resource will contribute to the scenic entry into Dover from Needham, preserve valuable habitat, and ensure inflow of quality water into the Charles River and our groundwater systems.

### Forum for Discussions about Recreation Initiatives— Rail Trail and Artificial Turf Fields

Prior to the May 2013 Annual Town Meeting and Town Meeting Article 24 Elections, OSC members extensively discussed the pros and cons of two controversial recreational proposals as detailed below.

The Rail Trail Committee (RTC) asked voters to approve \$50,000 of public funds to complete a feasibility study regarding the construction of a walking and biking rail on the abandoned railroad in town. This request was voted down by Town Meeting. The RTC will issue a draft report that will not include the third-party professional studies that would have been funded. Subsequently, a group of interested citizens have offered to raise the funds privately to complete the study, subject to the approval of the Board of Selectmen.

The Parks and Recreation Department (P&R) asked voters to approve a proposal to install privately funded artificial turf fields at Caryl Park. Voters defeated this conceptual idea at the Town Meeting Article 24

Elections on May 20, 2013, in a non-binding ballot question. However, a bylaw change proposed by opponents of the artificial turf fields had already been approved by Town Meeting two weeks earlier. Basically, the bylaw change would have required that Town Meeting approve all large projects proposed by P&R, including any funded by private monies. The State Attorney General's office ruled against this bylaw change, although it did allow other parts of the motion that required public disclosure of all construction plans associated with P&R projects, including the names of private donors. At the same time, it noted that privacy law should ultimately guide such matters. In addition, Massachusetts law dictates that although governmental bodies like P&R can raise private monies, the Board of Selectmen has final approval or disapproval over the acceptance of such donations.

OSC Members are still debating the significance of these various votes; but they appear to share three common themes:

- A debate as to whether Dover should remain a relatively unimproved semirural community that emphasizes passive recreational opportunities or adopt more urban sports-oriented active recreational opportunities.
- A concern about the financial costs to Dover taxpayers associated with both proposals—both in the short term and the long term—even if some of the project financing is supported initially by private donations.
- A desire for transparency regarding the names and goals of private donors.

OSC members will no doubt continue to discuss and monitor these proposals in the years to come and hope to develop consensus among the disparate groups in town.

### **Ongoing Support to Other Conservation Groups**

The OSC provides ongoing support for and communication about various projects run by local conservation groups. For example:

- TTOR is moving forward with the design process and site preparation for a parking lot on Powissett Street that will provide better public access to Noanet Woodlands.
- OSC Liaison Jerry Arnold continues to improve the signage on the trails in Wylde Woods and the Centre Street Corridor.
- The Conservation Commission is in the process of having bog bridges built for several stream crossings and wet areas in Wylde Woods and the Centre Street Corridor.

The OSC will continue to work with the Conservation Commission, TTOR, DLCT, and others groups to improve access and walking experiences at properties throughout Dover.

### **Change in OSC Appointees**

The OSC thanks Carol Lisbon, Sierra Bright, Nancy Dougherty, and Rich Oasis for their service to our committee. The Board of Selectmen has appointed Jim Dawley to join the OSC as liaison in Carol's place. Replacing Rich to represent Parks and Recreation is Eric Loeffler, the Commission's newest commissioner. The OSC is pleased to welcome Mark Bush to fill Nancy's term and hopes to replace Sierra shortly with a member who can convey parental and school administration perspectives to the Committee.



*Photo by Annie Bauman.*

# Report of the Rail Trail Committee

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Kate Cannie, Chairman  
Greg Hills  
Tim Holiner  
Mark Howe  
Mary McLaughlin  
Elaine Rosenberg  
Matthew Schmid  
Carol Lisbon, Board of Selectmen Liaison

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The Dover Rail Trail Committee (RTC) is an ad-hoc committee formed by the Board of Selectmen in 2011. Its role is to develop a recommendation for the conversion of the Dover section of the Bay Colony railbed into a recreational trail, and to do so by working with Dover's citizens and all relevant boards, committees and departments. Where appropriate, the RTC also coordinates its activities with those of trail development committees in Needham, Medfield, and Newton.

The Committee's charge is to prepare a feasibility study that provides a balanced discussion of the conversion and offers suggestions for the construction, ongoing management, and policies that will be required. To support its commitment to ensuring a fully transparent process, the RTC maintains an e-mail list for notifying all interested residents of news and upcoming meetings, as well as providing detailed minutes of all meetings.

## Committee Activities

In 2013, the RTC focused on writing the feasibility study, which is being based on research and information gathered in 2011 and 2012.

The following are activity highlights:

- In January, the Committee developed a first draft of the feasibility study. Members who were assigned specific research topics provided the input and information that was used to formulate the document. The draft was published on the Committee's web page of the Town's website (<http://www.doverma.org>).
- The Committee continued gathering information on the more than 80 issues pertaining to the railbed conversion, updating the feasibility study as information was received.
- Committee members regularly attended and participated in meetings held by the Bay Colony Rail Trail Committee (BCRTC), sharing their research and information on trail development with both the BCRTC and other RTC members.

- Committee members developed a list of five key areas they believe require additional research and professional expertise. They include: right-of-way review, MBTA lease terms, engineering analysis, construction contracting, and environmental review.
- On March 18, the Committee made a PowerPoint presentation entitled "Recreational Path Feasibility Study Update" at the Warrant Committee open hearing.
- On May 6, the Committee made a PowerPoint presentation at the 2013 Annual Town Meeting in support of its request for \$50,000 to hire external professionals with the expertise necessary for the completion of the feasibility study. The funding request was not approved.
- The Committee members met with Town department representatives and staff to evaluate available resources for ascertaining which research study areas could be conducted in-house. The Committee determined that the participation of external experts is necessary for the completion of the feasibility study.
- Committee members provided status updates to other Town committees, including the Open Space Committee.
- On October 8, Committee Chairman Kate Cannie presented an update to the Board of Selectmen. The Board of Selectmen requested that the Committee submit a final draft of the feasibility study.

The Committee is currently working on completing the feasibility study and will submit a final draft to the Board of Selectmen in early 2014.

# DOVER

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*Other Town Reports*

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## 2013



## *Report of the* **Town Library**

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Anne Coster, Co-Chairman  
Judith Schulz, Co-Chairman  
Mark Bush  
Adrian Hill  
Joan King  
Beth Paisner

Cheryl Abdullah, Director

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There is no doubt that since the arrival of the iPad and digital tablets, every industry and discipline has been grappling with how to best use and integrate new technology. Libraries and the publishing industry are no different. For the publishing industry, this means controlling costs, less expensive ways to update information and a way to avoid taxes on unsold merchandise. Both publishers and libraries are faced with how to approach copyright and access issues. These issues are currently being battled out in court and create uncertainty in moving forward. Digital technology presents novel challenges for libraries, with ramifications too serious to set aside for court decisions that could take years.

Because tablet technology is a new development, service models do not exist to guide libraries in a smooth transition to digital inclusion. As the Town Library develops its collection, it is committed to purchasing physical books; however, more and more titles are only available in digital format. Although many libraries have turned to rental solutions, which involve paying companies for access to digital information, we purchase all of our digital titles outright, thus ensuring our community's access to the material in the future. Our philosophy continues to be built on traditional principles of curation and management of collections and not as a broker of rental collections.

For the past five years, we have made bold strides in anticipating the inevitable. We have created ways to blend new technology with traditional library services. For example, patrons can find individual free-standing iPads amid specific subject areas, which allows the inclusion of digital materials alongside shelved books. The iPads hold new digital titles and apps that pertain to a given subject area and are available to borrow as with any other materials. Please inquire with a staff person for more information about these selections.

Although the publishing industry is developing a tiered system of access and rights, the Town Library staff is dedicated to maintaining the core principles of free and equal access.

Literacy is another core principle that we adhere to earnestly. We host various book groups where patrons can join others in thought-provoking discussions. Our website provides reader's advisories for all ages. Our shelves feature "staff picks" and "reader's choice" items to enhance browsing. Speed-Reads reduce waiting times for popular titles. The library purchases a variety of materials that educate, entertain, and stimulate individual well-being. However, if you don't find an item on our shelves, our membership in the 43-member Minuteman Consortium, which includes many area colleges and universities, will help you find what you are looking for.

But again, technology has changed the face of what it means to be literate. Digital literacy is necessary to have a voice within the global world, to learn skills for the current job market, and to keep abreast of new educational models, and so it is not enough to simply provide access to technology. Our staff stands poised to help all members of our community develop digital skills, and they are happy to work with you one-on-one by either appointment or simply stopping in.

Another option for improving one's digital skills is a tutorial from Atomic Training, a database that is linked to our website and available 24/7 from home or work by using a library card. Learn new skills or refresh your current knowledge of Adobe Photoshop, Microsoft Excel, Google Docs, iPad use, Skype, iPhoto, iTunes, and more.

We strive to be your destination when you want to try out a digital device, whether it is to make an informed consumer purchase, learn how to use an electronics gift, or entertain your grandkids. Our library has 12 public access computers, wifi, and wifi printing available to help you get work done. We have every generation of iPad and iTouch devices, available for borrowing and our Kindles and Nooks are loaded with hundreds of book titles from which to choose. We offer portable DVD players, Blu-ray Disc players, and a variety of gaming consoles, including PlayStation, with a broad selection of games for loan or for playing on-site in our gaming area. You can also use our wall-mounted tablets to access e-mail, search the catalogue, or explore a new app.

Our digital technology services are supported through the extreme generosity of private gifts, which allow our community to enjoy as they master digital skills.

This year we have added a "toy library" to our collection of materials for children of all ages and abilities. Learning is the most fundamental way in which children seek to understand the world in which they live. Play allows children to master complex functions involving language, social interactions, physical movement, problem solving, and complex strategies. The toy library is one of many facets to promote lifelong learning at the library.

Our library's entire music collection is now available for your listening pleasure, accessible from any computer or wireless device while visiting our facility. In addition, all library magazine subscriptions and newspapers

are also available in digital format on iPads, offering a new interactive experience to explore. Simply ask at the circulation desk for a "magazine iPad" or for information on how to access the music collection.

These following databases are free and accessible from home, work, or at the library: *ConsumerReport.org* is available to assist you with making informed consumer decisions.

- College-bound students can now prepare for the SATs, SSATs, ACTS, PSAT, and PLAN for free using *ePrep*. *IndieFlix* allows you to pick from more than 4,000 independent films screened by your favorite film festivals from around the world and have them streamed directly to your home computer or to a portable device to watch on your television.
- *Ancestry.com* allows you to explore your personal history and family tree. It is free. However, it is the only database for which use is limited to within the library.

Library programs are an important part of library services. They stimulate dialogue and introduce ideas and culture for our community to explore, learn about, and enjoy. In 2013, such diverse programs as a pottery workshop, rumba, visits by local authors, Human Trafficking Awareness forum, museum passes, teas, Current Affairs, and Art on the Green were made possible by the generous support of the Friends of Dover Library. In FY13-14, the Friends generously gave \$29,775 to the library from monies raised through membership, the House and Garden Tour, and the ongoing Tile Project. Of this amount, \$19,450 helped us meet the materials budget mandate (for books, DVDs, audiobooks, magazines, toys, etc.) established by the State of Massachusetts. The continued generosity and support of the Friends of Dover Library is unsurpassed.

Libraries add economic value to their communities through the collections they acquire and manage and through the services and educational and lifelong learning opportunities they offer. In 2012, the Town Library was named finalist as a "Best Small Library in North America" by the Bill and Melinda Gates Foundation. The library continues to be recognized nationally and internationally and is proud to add value to its community.

We remain committed to our mission of providing free open access to the world's knowledge, information, and culture. Our staff is always pleased to assist with a reader's advisory, help pick out a great book, place a hold on a new title, or answer questions regarding technology. From our new and improved website, we can now recommend great titles for all ages, provide a calendar of current events, or help you access our services from a mobile device. You are always welcome to stop by or call us at (508) 785-8113, or visit our new mobile web page at <http://dovertownlibrary.org>

## Library Statistics for Fiscal Year 2013

(July 2012–June 2013)

State Aid	\$8,016
Circulation	189,766
Library Visits	87,336
Items Loaned	23,917
Items Borrowed	14,241
Holdings	152,676
Registered Borrowers	3,588
Programs Offered	479
Program Attendance	17,499



*Photo by Mary Kalamaras.*

## Report of the Cemetery Commission

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William R. Herd, Chairman

Carol Jackman, Secretary

Pope Hoffman

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The following four grave lots were purchased at the Highland Cemetery in 2013: (1) one-grave lot, (2) two-grave lots, and (1) four-grave lot. Citizens are reminded that a one-grave lot is designated for three cremations. The total income from the sale of these lots was \$3,600. The perpetual care income for the past year was \$13,500. Total income from purchased lots and perpetual care was \$17,100.

Thirty-six funerals were held in 2013, of which 13 were cremations and 23 were full burials. Seventeen of the funeral services were for veterans who had served in the U.S. Armed Forces. A total of \$25,625 was collected for 2013 funerals. This amount includes a surcharge revenue total of \$7,850 for holiday or weekend burials. Income from setting foundations and markers totaled \$5,467.

The Town of Dover is very fortunate to have as our supervisor Lawrence (Rusty) Dauphinee, who keeps our cemetery looking great. His caring way with families who are undergoing difficult times is truly appreciated. The assistance of the Highway Department, under the supervision of Craig Hughes, on an as-needed basis, is another asset that we could not do without. A big thank-you goes to all who assisted Rusty.

Memorial Day is the day that Highland Cemetery seems to have the greatest number of visitors, and as a town we can be very proud of everyone's support during this time. We wish to thank the George B. Preston Unit 209 of the American Legion Auxiliary for having a volunteers place geraniums at all the veterans' graves and for ensuring that the flags are in place in time for the Town ceremony. We also want to thank the Memorial Day Committee for its work each year on the beautiful ceremony conducted at our Memorial Star. Additional thanks go to the Town for budgeting the funds needed to buy the plants and flags. In November, Dover Boy Scouts Troop 1, under the supervision of Chris Jackman, retired the flags in November as a service to the Town.

A special thank-you goes to Strawberry Hill Landscaping & Irrigation for their ongoing maintenance of the hill by the flagpole and the plantings above the Chickering tombs. Unfortunately, this past year a number of trees had to be removed due to age and storm damage. The Committee plans to replace these trees, the cost of which will be paid by income from perpetual care. Citizens may contribute to our gift fund or our fund to install a water display at the rear of the cemetery. All donations are appreciated.

## Report of the Historical Commission

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Jane Moore, Chairman  
Janet Comiskey-Giannini, Secretary  
Paul Tedesco, Historian  
Richard Eells  
Thomas Johnson  
Charlotte Surgenor  
Daniel Wilcox

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The Historical Commission was established under Chapter 40, Section 8D, of the Massachusetts General Laws for the purpose of the preservation, protection, and development of the historical or archaeological assets of the Town. Consisting of seven members appointed by the Board of Selectman, the Commission administers the Demolition Review, Chapter 96, of the Town Bylaw. Its aim is to encourage owners of “preferably preserved historically significant buildings” to seek ways to preserve, rehabilitate, or restore such buildings rather than demolish them. By furthering these purposes, the Bylaw’s intent is to preserve the cultural heritage of Dover.

In 2013, the Commission advised on one demolition permit request: 30 Hartford Street. This house was voted “not historically significant” (December 7). In addition, the Commission continued its restoration work of the original Amelia Peabody sundial that was given to the Town by the purchasers of the Peabody Solar House. Eagle Scout Paul Krusell worked with both the Highway Department and the Parks and Recreation Commission to install the sundial on the south lawn of the Town Library, where patrons can admire it as they relax on the Library’s patio.



*The new Dover Town Library patio.  
Photo by David W. Stapleton.*

## Report of the Council on Aging

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Betty Hagan, Chairman	Cara Groman
Lou Theodos, Vice-Chairman	Barbara Murphy
Alice Baranick, Treasurer	Gil Thisse
Amy Boyce	
Maureen Dilg	

Janet Claypoole, Director  
Carl Sheridan, Outreach Worker  
Suzanne Sheridan, Administrative Assistant  
Nancy Simms, Volunteer Coordinator

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The Council on Aging (COA) was established by the Town in 1976, pursuant to Chapter 40, Section 8B, of the Massachusetts General Laws. The COA offers programs and services designed to meet the interests and needs of Dover’s seniors and the families who care for them, in coordination with the Massachusetts Executive Office of Elder Affairs (MEOEA). The senior population consists of residents 60 years of age and older, approximately 24% of Dover’s total population.

Due to Dover’s growing senior population, the COA received a greater number of general information and assistance calls, as well as requests for transportation assistance and other services, with more than 2,000 communications received in 2013.

The COA Board of Directors continued its focus on addressing needs of seniors with transportation issues by providing 363 rides to medical and nonmedical appointments. With the support of the Board of Selectmen, the COA also joined forces with the MetroWest Regional Transit Authority (MWRTA), which works with several councils of aging in the MetroWest area to provide senior and disabled transportation services. This partnership will allow the Town to provide local van service to seniors in need.

In 2013, the COA obtained additional space to accommodate the increased number of programs being offered to the growing senior population. The Council moved its offices to the Caryl Community Center (CCC), where it used the new larger space, along with other CCC rooms, to host numerous events.

The COA appointed Joe Devine as its representative on the Caryl Management Advisory Committee, where he could advocate on behalf of seniors and for accessibility to programs. This past year, COA held its programs in seven locations in town. The COA Board continues to explore potential sites for a senior center and to gather community feedback on this issue.

As always, Outreach Worker Carl Sheridan provided invaluable assistance to the community's elder population by visiting seniors, identifying their needs, and referring them to appropriate services. He also coordinated with the Police Department to connect with isolated and at-risk seniors.

The COA works with BayPath Elder Services, the region's Area Agency on Aging, which offers various home care and community services for seniors. Gil Thisse is the COA's liaison to BayPath and a member of its board of directors.

### **Ongoing Programs and Services**

As the senior population has grown in Dover, so has the number of COA programs. In 2013, several programs were either newly offered or expanded: Mah Jong and Zumba Gold classes (in partnership with the Parks and Recreation Department) are offered weekly, Chi Gong features an additional Monday evening class at the Town Library.

The Knitting Group, which now meets weekly instead of twice monthly, knitted more than 200 baby hats, booties, and blankets, as well as more than 100 hats for children and adults undergoing chemotherapy treatment at Newton-Wellesley Hospital. Following Hurricane Sandy, the knitters sent hats and scarves to seniors living on the New Jersey shore.

In collaboration with the Friends of the COA, the Lifetime Learning educational series was offered in spring and fall 2013. Classes were held at the Town Library and included: Art, Philosophy, Russian History, Religion, French Impressionists, and New England History and Culture.

The COA's ongoing programs include: Fitness classes; Yoga for Wellness; seasonal activities with Dover garden clubs; craft classes and special programs, such as jewelry making and ceramics; the PageTurners Book Club; Afternoon Tea; the monthly Senior Coffee; and Bocce (made possible by the Dover American Legion, which generously shares its court between April and October).

The COA also provides valuable medical and health-related support services, such as the monthly VNA Blood Pressure clinic, bimonthly podiatrist visits, and a medical equipment loan program. Renee Rubin is Dover's counselor for the SHINE (Serving the Health Information Needs of Elders) program, which offers free support for seniors with Medicare and other health insurance questions. Seniors also enjoy access to the Police Department's fitness room equipment three times per week.

The COA offers more than just program activities. A tremendous amount of time is devoted to supporting seniors throughout their

advancing years. The COA helps seniors cope with changing health conditions, assists families who are caring for aging parents, locates resources, and helps elders maintain their dignity and independence as they age in place. Additional services include assistance with obtaining information and referrals, care planning, transportation to medical and local nonmedical appointments, and outreach to isolated and homebound seniors. Unfortunately, this year we have seen an increase in the number of people dealing with crisis situations.

Seven Dover property-owning seniors participated in the Senior Property Tax Work-Off Program under the auspices of the COA. In exchange for providing part-time temporary help for various municipal departments, seniors earned up to \$1,000 toward their property tax bill. Participating departments included the Treasurer's Office, Council on Aging, Board of Health, Town Library, Town Clerk's Office, and Parks and Recreation Department. During the holidays, the COA also coordinated the Salvation Army Kettle Program held outside Dover Market, with volunteers collecting \$1,239 to be used to help families in need.

The COA produces a monthly newsletter that is mailed to more than 780 families and is now available via e-mail. Matthew Schmid, a Senior Property Tax Work-Off Program worker helped update the COA's website, which now features a program calendar that allows seniors to access information on all COA activities.

### **Trips**

The Dover-Sherborn Travel Committee successfully coordinated several trips with the COA, including trips to the Museum of Fine Arts, Peabody Essex Museum, Tanglewood, Majestic Theatre, Jazz and Lunch at the Sherborn Inn, and the yearly picnic at Powisset Farm.

### **Luncheons**

Our main draw each month continues to be our luncheons, which have featured educational topics, local entertainment and authors, town historical presentations, the annual volunteer recognition luncheon, spirituality luncheons featuring speakers from Dover's faith-based organizations, luncheons at Grace Church, and annual holiday gatherings, including the Dover Police Association Senior Brunch and the Dover American Legion Holiday Dinner.

### **Grants**

In 2013, the COA received increased grant assistance for its programs and services. BayPath Elder Services provided grant support through Title III of the Older Americans Act. This second-year federal grant funded the COA's volunteer coordinator position. The COA also received a Formula Grant from the MEOEA, which partially funded the Fitness, Chi Gong, and Yoga classes, and which provided support for the COA's administrative assistant and volunteer coordinator positions. The Dover Cultural Council

awarded the COA with a grant for “Longevity Gifts of Abkhazia, Vilcabamba, and Hunza,” an educational seminar examining the lifestyle and dietary practices of long-lived cultures and presented by registered dietician Tricia Silverman. In collaboration with the Holliston and Sherborn COAs, the Dover COA received funding from the Foundation for MetroWest for a weekly painting class for seniors.

## Volunteers

In 2013, the COA once again saw volunteer hours increase—to more than 9,600 hours donated by more than 125 volunteers. Nancy Simms continues as Volunteer Coordinator, funded by a grant from BayPath Elder Services and grant funds from the EOEa.

Volunteers are one of the COA’s most important and valuable assets. Many Dover residents, including students, volunteer their time to support our seniors and to help with programs and services. Special recognition goes out to both the Dover-Sherborn High School football team, which held the second annual Dover Clean-wUp Day. They raked leaves and pine needles, washed windows, trimmed bushes, and cleaned out garages for seniors. Dover-Sherborn National Honor Society students assisted seniors by shoveling snow, clearing walkways, and digging out mailboxes. The COA could not provide its full range of programs without the time, energy, and enthusiasm of its volunteers, and it greatly appreciates the kindness, generosity, and skills these generous individuals bring to our programs and services.



Photo by Mary Kalamaras.

## Report of the Cultural Council

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Wendy Bornstein, Chairman  
Kristin Brophy  
Nancy Dougherty  
Irina Gorbman  
Linda Holiner  
Amy Lam  
Olia Lupan  
Patricia Marks-Martinovich  
Kerry Muse  
Karen O’Brien Tsourides  
John Sheehan

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The Dover Cultural Council (DCC) administers funds that it receives each year from the Massachusetts Cultural Council (MCC), the state agency whose mission is to “promote excellence, access, education and diversity in the arts, humanities, and interpretive sciences to improve the quality of life for all Massachusetts residents, and to contribute to the economic vitality of our communities.” These funds, which originate as annual appropriations of the Massachusetts Legislature, are awarded in the form of grants to individuals and organizations that support the MCC’s mission and provide cultural benefit to the Dover community.

Under the MCC’s Local Cultural Council Program, the most extensive grassroots cultural support network in the nation, the DCC awarded \$4,170 in grants for Fiscal Year 2013 to:

- Dover-Sherborn High School (DSHS), for the Robot Repair Shop Art Project, Workshop, the West African Drumming Performance, and the Robotics Club’s participation in FTC (FIRST Tech Challenge)
- The Dover Days Fair, for the performance of the Sharon Band
- Powisset Farm, for the Edible Wild Plants Community Walk led by John Root
- The Town Library, for the Georgia O’Keefe: How To Pastel-Paint Flowers workshop
- Dover-Sherborn Middle School (DSMS), for hosting and participating in the Middle School Drama Festival 2013, run by the Massachusetts Educational Theater Guild
- The Council on Aging, for “Longevity Gifts of Abkhazia, Vilcabamba and Hunza”

- The DSHS and DSMS Bands, for the Sound Painting Program
- Support of the Dover Foundation's spring production *Don't Dress for Dinner*
- The Dover Historical Society, for the Caryl House Dendrochronology Study and Exhibit

In September, the DCC manned a booth at the Dover Days Fair to provide information about funded grants and the grant application process. Further information and grant application forms for the Local Cultural Council Program are available on the MCC's website: <http://www.massculturalcouncil.org>.



*Sawin Museum. Photo by John Sugden.*

## *Report of the* **Memorial Day Committee**

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Carol Jackman, Chairman  
Sue Sheridan  
Jay Sullivan

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The Memorial Day exercises were held on May 30, 2013, at 6 p.m. It was a pleasure to have so many townspeople at the ceremony on the Springdale Avenue side of the Town House. The members of the George B. Preston Post 209, American Legion, posted the colors, and the Reverend Dr. C. Maxwell Olmsted of Dover Church delivered the invocation. Michael F. Rush, United States Navy Lieutenant, gave the principal address again this year. The Chickering School String Ensemble presented "Loch Lomond" and "America the Beautiful" under the direction of Janice Barry. The Committee then continued the tradition of introducing all veterans in attendance. The Reverend Mark C. McKone-Sweet of St. Dunstan's Church offered the benediction.

The parade to Highland Cemetery took place under the supervision of Grand Marshal David S. Tucker, United States Coast Guard. The parade made a stop enroute so that Jay Sullivan could place flowers at the Town Monument. The parade bugler was Michael Gilio. We were pleased to have the Girl Scout Brownies provide marching music with their recorders. The Dover American Legion Auxiliary, assisted by the Dover Boy Scout Troop 1, decorated the graves of all veterans with geraniums and American flags.

Graveside services were conducted by the Reverend John J. Grimes of the Church of the Most Precious Blood. The Committee carried out the traditional reading of names of Dover's own who have died in battle. The parade then returned to the Town House for the raising of the flag and a prayer by the Reverend Peter Disanto of Grace Church. The conclusion of the ceremonies was followed by the wonderful cookout that the American Legion hosts each year.

Special thanks to everyone who made this event possible, including the Town House staff, Rusty Dauphinee from Highland Cemetery, the Police Department, the Fire Department, the Highway Department, the Boy Scouts, the American Legion and American Legion Auxiliary, and our townspeople. A special thank-you to the American Legion for arranging to have a golf cart available for individuals who were unable to march.

## Report of the Department of Veterans' Services

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Paul Carew, District Director

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The Department of Veterans' Services performs the functions assigned to it by Chapter 115 of the General Laws of the Commonwealth of Massachusetts. Chief among them is the administration of a benefits program provided to veterans and their families in need.

The Department maintains a depository of discharges and records of service for matters to be brought before the United States Department of Veterans Affairs, including claims for pension, compensation for service-connected disabilities, educational benefits, burial benefits, and headstones and markers. The office also processes applications for hospitalization and medical care.

Veterans Administration benefit forms are available in our office at 117 East Central Street, Natick, MA. The director is there to serve our veterans and is glad to provide assistance, including help with filing the appropriate paperwork for applicable benefits. Please call us at 508-647-6545.



*Memorial Day exercises. Photo by Maureen Sullivan.*

## Report of the Energy Coordinator

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Erika Nagy Lert

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In 2013, we continued to expand the outreach program we began in 2012. Last year, we put together a flyer describing energy and other financial resources available to Dover residents in need. This year, with the generous support of the Board of Selectmen, we were able to distribute this information more widely by including the flyer with property tax bills sent out in October. We also posted flyers in the Town House, Caryl Community Center, Dover Post Office, and on local business bulletin boards, as well as provided them to the Council on Aging, Police Department, Chickering School, and Town Library for distribution.

Community response to the distribution of information has been very positive, in part due to the public recognition that many Dover residents are struggling to make ends meet. As a result of our outreach efforts, we have helped more individuals and families identify appropriate programs and resources, as well as have assisted them with completing the documentation required to determine their program eligibility. If you are a Dover resident in need of assistance with fuel, food, or clothing, the following are some of the programs available to you:

- *The South Middlesex Opportunity Council (SMOC)*, which offers fuel assistance to eligible families and individuals.
- *The Salvation Army*, which provides those who are ineligible for SMOC assistance with limited subsidies for emergency food and clothing, as well as fuel assistance, through its Good Neighbor Energy Program.
- *The Town of Dover*, which assists residents who are facing energy and utility emergencies, including shut-offs.

If you would like additional information about these programs or assistance with the application process, please contact Erika Nagy Lert, Energy Coordinator, at (508) 654-7778 or [enlert@lertlaw.com](mailto:enlert@lertlaw.com). *All information is strictly confidential.*

# Report of the Caryl Management Advisory Committee

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Kathy Weld, Chairman  
Christopher Boland, Parks and Recreation  
Joseph C. Devine Jr., Council on Aging  
Mary Hable  
Carol Lisbon, Board of Selectmen  
Ruth Townsend

Mark Ghiloni, Assistant Director, Parks and Recreation  
David Ramsay, Town Administrator  
Karl Warnick, Buildings and Maintenance Superintendent

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The Caryl Management Advisory Committee (CMAC) provides advice and counsel to the Board of Selectmen on the maintenance and operations of the Caryl Community Center (CCC), with the understanding that limited funds will be available for the foreseeable future. Improvements with specific costs are funded through a combination of the operating and capital budgets.

In June 2013, longtime CMAC member Ford Spalding stepped down. The Committee wishes to thank him for his vision and his many contributions to its work.

Throughout 2013, the CMAC continued its efforts to improve the usefulness and attractiveness of the CCC for its users. In May, the Council on Aging (COA) decided to move all its operations from the lower Town House to the newly refurbished former art room in the CCC, adding to its dedicated space, known as the Blue Room. Final adjustments were made to the space during the summer with the COA's usage needs kept in mind. These adjustments included the installation of an air-conditioning unit in the director's office and wiring for telephone and computer access. The move was completed in August. Since then, the COA has been adjusting to its new space, working to make it a welcoming gathering and activity place for seniors.

Other activities and accomplishments in 2013 included:

- An update of the CCC website, including the addition of FAQ and terms of use documents
- The creation of a new CCC Facebook page to promote use of the CCC

- The ongoing development of an improved process for booking spaces online, in coordination with the Parks and Recreation Department and its registration software
- The refurbishment of the final remaining classroom spaces on the second floor
- The review and re-prioritization of the CCC's five-year capital budget plan, recommending highest priority (FY15) to the installation of air-conditioning for the new COA space and rehabilitation of the four public restrooms. (A proposal for the latter, which includes conceptual design and cost estimates, was under way at the close of 2013.)

As spaces have been improved, the numbers of users, programs, and activities have increased. Currently, the CCC is approximately 80% occupied with the offices and activity spaces of its regular tenants (Parks and Recreation, Council on Aging, Center for the Development of Children, Erin's School of Dance, and Parent Talk) and approximately 90% occupied when adding in all other regular or intermittent users who schedule programs and activities in the non-dedicated spaces.

In summary, the condition of the CCC continues to improve since its days as a school. The CMAC encourages both organizations and citizens of all ages to use the building for personal or community activities, to take advantage of offered programs, or to request new activities or programs.



*Photo courtesy of the Dover Parks and Recreation Department.*

Notes

Notes



*Frog on lettuce at Powisset Farm. Photo by Tessa Pechenik; courtesy of The Trustees of Reservations.*