

**MEETING MINUTES  
BOARD OF SELECTMEN  
FEBRUARY 1, 2007**

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

ATTENDANCE: State Senator James E. Timilty & Legislative Aide Billy Patterson; Joseph Melican, Warrant Committee

PRESS: Amy Reay, D-S Press

State Senator James Timilty

Mr. Heinlein welcomed State Senator James Timilty to this evening's meeting and provided an overview of the senator's current appointments/activities. Mr. Heinlein thanked Senator Timilty on behalf of the Board of Selectmen and the citizens of Dover for all of his good work, and offered the Board's assistance at any time in this partnership with Dover's representatives at the state level.

Senator Timilty told the Board that he anticipates that legislators will have a great working relationship with the newly-elected governor, who is concerned about local affairs. The senator told the Board that local aid, Chapter 70 funding, and regional transportation aid are three of his top priorities this year. He is meeting with the Suburban Coalition next week for a continuing dialogue about how to make the Chapter 70 funding formula fairer for wealthier communities. Health care reform was mentioned as another priority, including looking at alternatives to the uncompensated health care pool, and also making the state (GIC) health insurance with its lower premiums available to municipalities.

Mr. Heinlein asked Senator Timilty about potential Chapter 40B reform. The senator said that the Office of the Inspector General has been looking at the application process for affordable housing developments, and that the restrictions on that process may be tightened in the near future to prevent fraud. Senator Timilty felt that Chapters 40R and 40S are more appropriate for some larger suburban communities as they put affordable housing at locations in town centers near public transportation, roadways and shopping.

Senator Timilty said that revenues generated during the Christmas season were not as good as anticipated, but by mid-February legislators should have more solid budget predictions with an improving economy in January. He offered to meet with the Board again in late April or early May to give an update on the status of state revenues/local allotments. The Board thanked Senator Timilty for his assistance.

Review Ambulance Rates & Accounts Receivable Write-Offs

Mrs. Weld moved to approve the ambulance billing rates at Medicare plus 30% or the Town's effective rates, whichever is higher, seconded by Mrs. Lisbon; it was unanimously voted.

Mrs. Lisbon requested, and the other Board members agreed, to revisit the issue of accounts receivable write-offs at a future meeting after possibly speaking to a Comstar representative about the ambulance billing collections process.

#### Review Building Fees Survey

In an ongoing effort to ensure that Dover's rates for various Town services are in line with comparable communities, the Selectmen have been provided with a building fees survey conducted by Building Inspector Tony Calo for their review. Mr. Ramsay observed that, based on this data, Dover's rates are higher than those other municipalities. If Sherborn approves a current proposal to increase its base permit and construction fees, Sherborn's rates would be slightly more than those charged in Dover. Mr. Ramsay added that plumbing and electrical fee schedules for Dover's inspectors are based on total time spent on inspections and comparing rates charged for similar services in surrounding communities.

Mrs. Lisbon noted that at \$235,000, the Building Department generated the largest revenues in FY06 for any office under the Selectmen's jurisdiction. Mr. Heinlein agreed that the data suggests that the Town is maximizing its revenues in this area. The Board thanked David Ramsay and Tony Calo for gathering this information.

#### Dover Community Center Building & Fundraising Committee Updates

Mrs. Weld reported that Architect Don Mills is preparing figures for critical repairs to the Caryl School building for consideration at the May Town Meeting as an alternative to the community center project. This estimate will include the roof, boiler and brick work identified as safety and building integrity concerns requiring attention within the next two years. Mr. Mills will also provide an estimate for architectural services associated with reduced scope design schematics.

The Selectmen made assurances that they are listening very carefully to citizens' input on the community center project. The Board will continue to perform its due diligence before deciding on which proposals it will put forward for consideration at Town Meeting.

#### Review Draft Annual Town Meeting Warrant

The Board reviewed the draft annual Town Meeting warrant, which contains both completed articles and placeholders at present. Warrant Committee member Joseph Melican told the Board that he and David Ramsay have put some preliminary dollar figures to these requests. Mrs. Lisbon added that the Capital Budget Committee has gotten estimates from the Board of Fire Engineers for the two pieces of Fire Department apparatus (Engine 4 and ambulance) requested. The Fire Engineers will go out to bid on these items and amend their requests with these specific dollar amounts prior to Town Meeting.

#### MIIA Renewal Proposal

Mr. Ramsay recommended that the Board accept a policy renewal offer from MIIA, Dover's insurance carrier. The offer includes a reduction in the Town's property and liability, and workers' compensation premiums of 2.5% per year in FY08 and FY09. He said MIIA has provided the Town with very good service over the years.

Mrs. Weld moved for [Dover's] participation in the MIIA Property & Liability, and Workers' Compensation Program for fiscal years 2008 and 2009, seconded by Mrs. Lisbon; it was unanimously voted.

#### Other Business:

##### Award Tree Pruning & Removal Bid

Mr. Ramsay told the Board that he has gotten excellent references from other municipalities for work performed by Stumpy's Tree Service, the low bidder for Dover's annual tree pruning and removal work.

Mr. Heinlein thanked Tree Warden John Gilbert for the great job he does for the Town in his daily work as well as selecting and overseeing subcontractors.

Mrs. Lisbon moved to award the bid for the tree pruning and the tree removal to Stumpy's Tree Service, Inc., seconded by Mrs. Weld; it was unanimously voted.

##### Approve Chapter 90 Contract

Mrs. Lisbon moved to approve the Town's participation in the Chapter 90 contract, seconded by Mrs. Weld; it was unanimously voted.

##### All Chairs Meeting Update

Mr. Heinlein reported that the All Chairs Meeting held Tuesday evening was well attended with a lively, broad spectrum discussion. Topics ranged from the proposed community center to Dover's financial status, affordable housing and upcoming Town Meeting issues. Mr. Heinlein thanked all attendees for their input and indicated that he would like to hold another All Chairs Meeting prior to Town Meeting to facilitate collaboration between boards and departments on projects that are in the Town's best interests.

##### American Red Cross of Mass. Bay's Salvage Clothing Program

Mr. Ramsay said that he has been approached by a representative from the American Red Cross of Mass. Bay's Salvage Clothing Program requesting placement of a used clothing collection box in the center of town. He further advised that a collection box will be placed at the transfer station.

The Board agreed that they would like to help in this effort, but needed to determine whether there is a feasible and practical location in the center to place the box. Mr. Heinlein also mentioned potential liability implications. The Board will take this request up at a later time after consideration of these issues.

##### Request from the Mass. Motorcycle Association re: Motorcycle Safety Project

The Board has received a request from the Massachusetts Motorcycle Association to authorize placement of a sign in Dover from the last week in March through the last week in April 2007. The Board felt that it is important to educate motorists about motorcycle awareness, and directed Mr. Ramsay to ask Police Chief Griffin if the sign could be placed in front of the Protective Agencies Building during this time period. A decision will be made at the next Selectmen's meeting.

#### Prior Notice - Board of Selectmen

The Board has prepared a Prior Notice for the Selectmen's budget for additional professional services monies for development of an alternative design scenario and associated costs for the proposed community center.

Mrs. Weld moved to approve a Prior Notice for the Selectmen's Budget 122 in the amount of \$5,000 for the Dover Community Center Building Project, seconded by Mrs. Lisbon; it was unanimously voted.

#### Approve January 18, 2007 Meeting Minutes

Mrs. Weld moved to approve the minutes of January 18, 2007 as presented, seconded by Mrs. Lisbon; it was unanimously voted.

#### Citizens' Comments

Joseph Melican told the Board that the Warrant Committee has done a preliminary analysis of projected revenues, expenses and shortfall for FY08 using proposed figures for all (but four) department budgets reviewed to date. There was a brief discussion about population shifts in the regional schools and related fiscal implications for Dover.

Mrs. Lisbon reported that the Capital Budget Committee will be voting on the Fire Engineers' requests for a new fire engine and ambulance using estimates provided within the next two weeks. Recommendations about whether either item should be a special article and also a capital override are also forthcoming. Mr. Heinlein thanked Mrs. Lisbon and the Capital Budget Committee for their hard work.

#### Adjournment

At 7:42 p.m., Mrs. Lisbon moved to adjourn the meeting, seconded by Mrs. Weld; it was unanimously voted.

#### DOVER BOARD OF SELECTMEN

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Kathleen W. Weld, Clerk