

MEETING MINUTES
BOARD OF SELECTMEN
NOVEMBER 29, 2007

At 8:06 a.m., the meeting was called to order by Chairman Kathleen W. Weld with members Carol Lisbon and David W. Heinlein present. Also present were David W. Ramsay, Town Administrator, and Greer Pugatch, Administrative Assistant.

ATTENDANCE: Karen MacTavish, Assistant Assessor; Charles Long, Bonnie Akins & Bill Baranick, Board of Assessors; Joseph Melican, Warrant Committee; David Stapleton

PRESS: Sean McGee, D-S Press

Tax Classification Hearing – Assessors

Mrs. Weld opened the annual public hearing to determine the percentages of the local tax levy for fiscal year 2008 for the Town of Dover. A notice of this hearing was published in the November 22, 2007 edition of the Dover-Sherborn Press. Charles Long, Bonnie Akins and Bill Baranick of the Board of Assessors were present along with Assistant Assessor Karen MacTavish, who spoke on their behalf. Mrs. MacTavish highlighted tax rate options and exemptions, including 1) single-rate versus different residential/commercial rates, 2) open space discount, 3) principal residence exemption, and 4) small commercial exemption. Mr. Long conveyed his Board's recommendation of continuing with a single tax rate for Dover as the most fair and equitable choice.

Mr. Heinlein agreed that this made sense given Dover's composition as a small town with few commercial properties. He noted that Dover's tax rate is below the median tax rate in Massachusetts.

Mrs. Lisbon moved to approve the single tax rate contingent upon Department of Revenue final approval, seconded by Mr. Heinlein; it was unanimously voted.

Mrs. Lisbon moved to maintain a single tax rate and not allow for residential exemption, open space discount or small commercial exemption, seconded by Mr. Heinlein; it was unanimously voted.

Mrs. Lisbon mentioned that the new assessment values are available on the www.doverma.org website; Mrs. MacTavish added that they are also on file in the Town Library and in the Town House.

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Review FY09 Operating Budgets: 122, 129, 145, 151, 152, 155, 192, 195, 199, 291, 294, 411, 422, 423, 424, 425, 428, 439, 541, 543, 759, 911, 912, 914, 916 & 950

Mr. Ramsay presented a cursory overview of proposed FY09 operating budgets under the purview of the Board of Selectmen. He highlighted some exceptions to level-funding of budgets, including: 15 additional hours of administrative assistance in the Selectmen's office to sustain the current level of operation; a \$1,000 capital outlay increase for purchase of computer hardware; a moderate increase in fuel oil averaging FY06 and FY07 usage levels and using the Warrant Committee's \$2.85/gallon guideline; a 16% increase in the Norfolk County Retirement system assessment; a 15% forecasted Workers' Compensation increase over the FY08 premium, with a net reduction of \$8,000 due to improved loss experience; a 13% premium increase in Group Health Insurance, and \$10,000 in the professional services line to cover possible GASB 45 compliance work; and an increase in FICA/Medicare to reflect employee step increases plus the general increase. The Other Insurance budget is being reduced by \$9,000 for FY09.

Mrs. Lisbon asked if the Data Processing budget includes monies for a local area network. Mr. Ramsay responded that funding for that project is available through existing funds. He added that training computers for the Council on Aging will also be purchased through these funds. Mrs. Lisbon asked Mr. Ramsay to look into the total cost to put all computers on a uniform XP Professional platform. Mr. Ramsay said that he would like to eventually get all computers on a 4-year replacement schedule for consistency and to keep pace with technology.

Mrs. Lisbon asked about energy conservation in Town buildings. Mr. Ramsay said that energy efficiency was a consideration during renovations of the Town House. Cards asking users to shut off lights when rooms are not in use will be placed in meeting rooms.

Mr. Ramsay told Mrs. Akins that the possibility of joining the state's GIC health insurance program is being studied. It would be a complex process involving coalition bargaining of various options with labor unions. The Town has until next October to join GIC for the following fiscal year.

Mrs. Weld said that the Finance Committee on Roads has approved preliminary Highway Department budgets for submittal to the Board of Selectmen. Mr. Ramsay said there are adjustments to reflect increased prices for sand and salt, and that solid waste tonnages are down due to improved recycling efforts. Mrs. Weld asked Mr. Ramsay to speak to Superintendent of Streets Craig Hughes about whether combined salt and sand purchases for the Snow and Ice budget would be cheaper. He will also ask about low sodium street lights for Mrs. Lisbon.

The Board will take all of the budgets presented this evening under review.

Approve Police Department Capital Budget

Mrs. Lisbon provided the other Board members with spreadsheets prepared by the Capital Budget Committee using data supplied by Chief Griffin, which project police vehicle mileages through FY10 using different vehicle purchase scenarios. She favors a 1-2-1-2 purchase schedule, explaining that the charts indicate that the police fleet would not have a significant change in the overall mileage using this replacement system.

Mrs. Weld commented that the difference in trade-in values and maintenance/repair costs are not factored into the spreadsheets. While she is not opposed to either of these

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replacement schedules, she deferred to the police chief to determine what his department needs in order to maintain public safety and a good working environment. If cost-cutting measures were necessary in the event of an override, Mrs. Weld said she would reconsider the 2-2-2-2 schedule.

Mr. Heinlein felt inclined to go with the 1-2-1-2 replacement schedule which was voted at Town Meeting two years ago. However, he made it clear that this is not an affirmative vote to institute this schedule as a Selectmen's policy, and that if information gathered in upcoming years indicates this schedule has a negative effect on fleet maintenance/repairs, the 2-2-2-2 schedule should be reinstated.

Mrs. Weld asked the other Board members to consider the Chief's suggested 2-2-1 replacement schedule, which they agreed might be tried in the future if this schedule does not work well.

Mrs. Lisbon moved to approve one police patrol vehicle in FY09 with the dollar amount to be submitted by the Chief, seconded by Mr. Heinlein; it was approved by majority vote.

Dover Community Center Building Committee Update

The Dover Community Center Building Committee and its subcommittees continue their work with another round of meetings before the holidays.

Set Opening & Closing Dates for the 2008 Annual Town Meeting Warrant

Mrs. Weld asked for a motion to open the 2007 Annual Town Meeting warrant today [November 29, 2007] and close it on January 25, 2008.

It was so moved by Mrs. Lisbon, seconded by Mr. Heinlein; it was unanimously voted.

Execute Agreement Between the Town of Dover & Massachusetts Laborers' District Council Local 1116

Mrs. Weld thanked Mr. Ramsay and Mrs. Lisbon for their collective bargaining efforts which have resulted in the union agreement before the Board for execution this evening.

Mrs. Lisbon moved to approve the formal agreement [between the Town of Dover and Local 1116], seconded by Mr. Heinlein; it was unanimously voted.

Review Francis Street Acceptance Plan

Mr. Ramsay told the Board that the Francis Street acceptance plans, which were provided for their review, have been approved by the Planning Board, the Superintendent of Streets and the Town Engineer. The Planning Board has indicated that it will not recommend for or against acceptance of Francis Street as a public way at the May 2008 Town Meeting.

Mrs. Lisbon moved to approve Francis Street as an accepted road and to place it on the Town Meeting warrant, seconded by Mr. Heinlein; it was unanimously voted.

Review Cell Tower Rent Schedule

Construction of the new cell tower is scheduled to commence now that a settlement has been reached with an abutter. There is a provision in the Town's lease agreements with the four tenants which allows for suspension of rent payments until resolution of any appeal. Mr. Ramsay said that Alan Fryer, Chairman of the Cell Tower Advisory Committee, has suggested that T-Mobile, Sprint and Verizon make their first rent payments on January 1,

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2008, to be calculated with a 10% escalator over the original rental rates in accordance with the terms of the original agreement. Mr. Fryer is recommending that the fourth tenant's first rent payment, which the Town received in 2005, be applied in January 2008 with a second payment plus a 15% escalator due on January 1, 2009. Mr. Ramsay told the Board that all four carriers have 10-year leases with the Town with two 5-year extension options.

Mrs. Weld extended the Board's thanks to Alan Fryer and David Ramsay for their oversight throughout this process.

Mrs. Lisbon moved to approve issuing of invoices for the first rent payment on January 1, 2008 to T-Mobile, Sprint and Verizon, and holding off on Cingular's annual payment until January 1, 2009 as specified in [Alan Fryer's] e-mail, seconded by Mr. Heinlein; it was unanimously voted.

Other Business:

Special Licenses (2)

The Board reviewed a special license request from Grace Church for December 6, 2007 from 6:30 – 10:00 p.m. for their church auction.

Mrs. Lisbon moved to approve this special license, seconded by Mr. Heinlein; it was unanimously voted.

The Board also reviewed a special license request from the Dover Mother's Club for a Christmas Party at the Boston College Retreat Center on December 8, 2007 from 7:00 – 11:30 p.m.

Mrs. Lisbon moved to approve the special license for the Dover Mother's Club, seconded by Mr. Heinlein; it was unanimously voted.

Town Report

Mrs. Weld noted that this year the Town Report Committee will be receiving report submissions via e-mail. Mr. Ramsay was asked to prepare a draft report for the Board.

Prior Notice – Water Department

Water Operator Karl Warnick is requesting that the Board approve a Prior Notice for repair of a fire hydrant damaged in a hit-and-run motor vehicle accident.

Mrs. Lisbon moved to approve a Prior Notice of \$4,900 for the Water Department, seconded by Mr. Heinlein; it was unanimously voted.

Approve November 15, 2007 Meeting Minutes

Mrs. Lisbon moved to approve the minutes of November 15, 2007 as submitted, seconded by Mr. Heinlein; it was unanimously voted.

Citizens' Comments

Mrs. Akins expressed her appreciation for the Highway Department's recent efforts in trash removal along Dover's main roadways, but voiced dismay at the accumulation of roadside trash all over town. The annual volunteer trash pick-up is a wonderful effort with short-lived results. She requested that the Selectmen ask all Town departments, non-profit organizations and homeowners, to pick up trash on their frontages on a regular basis. Mrs.

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Lisbon responded that a trash pick-up notice could be placed on the Town website, and also in the local newspapers and tax bills.

All Chairs Meeting

Mrs. Weld reported that there was a very good turnout at the All Chairs Meeting held this past Tuesday night. The meeting gave Town boards and committees the opportunity to share accomplishments as well as current and anticipated issues, especially those pertaining to land use and the schools. A number of suggestions were made on ways to increase Town Meeting attendance, including a one-half hour earlier start time.

At 9:24 a.m., Mrs. Lisbon moved to adjourn, seconded by Mr. Heinlein; it was unanimously voted.

DOVER BOARD OF SELECTMEN

Carol Lisbon, Clerk