

Dover Warrant Committee

January 6, 2010

Members in attendance: David Stapleton, Chair; James Kinder, Vice Chair; Peter Smith, Secretary; James Dawley; Kathy Hall; David Melville; Andrew Waugh

Others in attendance: David Heinlein, Selectmen Liaison; Barrie Clough, Town Clerk; Council on Aging: Janet Claypool, Director; Betty Hagan, Chair; Jack Walsh, Vice Chair; Alice Baranick

Mr. Stapleton called the meeting to order at 7:00 pm

1. Review of minutes

Mr. Melville moved that the minutes of December 22 be approved, seconded by Mr. Kinder. The motion was approved by a vote of 7-0-0.

2. Prior Notices and Reserve Fund Transfer Requests

None.

3. Budget Presentation — Town Clerk; Elections and Registration

The budget requests are little changed from the current ones. There have been two unbudgeted elections this fiscal year (primary and general to fill the vacant Senate seat). It is unlikely that the State will reimburse municipalities for any of the expenses incurred, so we should expect a Prior Notice shortly. As has been the practice, the budget request includes the same number of elections as the current year, but hopefully these will not be necessary.

4. Budget Presentation — Planning Board

The change in the Professional Services line item is due to increased workload for contracted planning hours.

5. Budget Presentation — Council on Aging

Increases are primarily driven by full- and part-time salaries, which have increased in accordance to the guidelines for non-contract employees. There was also a small increase in hours due to the way the calendar falls. They will be buying more chairs, as attendance at events has been good. Mr. Melville noted that Dover spends considerably less per resident than comparable towns. He also noted that the Council's three computers are very old; cast-offs from the schools.

6. Budget Review — Warrant Committee

The only items are dues for the Massachusetts Municipal Association, which are fixed, and the cost of printing the Blue Book, which has been bid out satisfactorily. Mr. Melville moved that

the budget request be approved and sent to the Selectmen, seconded by Mr. Waugh. The motion passed by a vote of 7-0-0.

7. Liaison Updates

Mr. Smith (Long-Range Planning Committee): They have approved language for Town Meeting that will change the bylaw constituting the Committee to adhere closer to their actual role.

Mr. Smith (Board of Fire Engineers): Their budget has been submitted and is level-dollar except for salaries, which increased in accordance to the guidelines for non-contract employees.

Ms. Hall (Library): The requested budget includes expanded hours and some new programs. In particular, a State grant for Young Adult programs will only fund the start-up costs, but not on-going operating costs, notably salaries. The Committee agreed that the Library Trustees should be asked to break out the new program costs from the level-service portion of the budget so that their impact can be clearly evaluated.

Messrs. Kinder and Waugh (Parks & Recreation): Field reconfiguration scenarios at Caryl Fields were discussed.

Mr. Dawley (Capital Budget): Park & Rec's request for program management software was discussed.

Mr. Kinder (Dover Schools): Salaries and transportation are the main cost drivers. The initial budget request for transportation is quite high, but is expected to come down when bids are received in March and the budget is revised to reflect actual costs.

*Mr. Smith moved to adjourn, seconded by Mr. Kinder;
the motion was agreed by consensus at 8:30 pm
the next meeting will be Wednesday, January 13 at 7:00 pm*

Respectfully submitted,
Peter Smith, Secretary

first draft, circulated January 8, 2010