

# Dover Warrant Committee

February 22, 2010

Members in attendance: David Stapleton, Chair; James Kinder, Vice Chair; Peter Smith, Secretary; Kate Bush; James Dawley; Jane Wemyss

Others in attendance: Carol Lisbon, Board of Selectmen; David Ramsay, Town Administrator; Greer Pugatch, Assistant Town Administrator

*Mr. Stapleton called the meeting to order at 7:30 am*

## 1. Review of minutes

Deferred.

## 2. Prior Notices and Reserve Fund Transfer Requests

None

## 3. Budget Presentation – Board of Selectmen

This session was devoted to those budgets not covered at the February 8 meeting.

Mr. Ramsay listed the many hardware and software elements that go into the Data Processing budget. The Geographic Information Systems (GIS) package is being widely adopted by many town departments; each can create its own “layer” showing the location of objects of interest. PC acquisition has been centralized and a regular replacement plan is in place. Website design and ongoing development is handled in house.

The utility costs for the Caryl Community Center are now a separate budget account, as they will no longer be paid by the Child Development Center. These costs used to pass through a revolving fund under the Regional Schools’ Community Education program.

Asked about the costs for the Town Report, Ms. Pugatch noted that all the work is done by volunteers and the only cost is the actual printing and binding.

The Building Inspector does not have a revolving fund, so all the cost is born on the budget, but all fees (which completely cover the cost) flow into the General Fund.

Asked about Civil Defense, Mr. Ramsay explained that most of the work involves assisting elderly residents during weather-related power outages.

The Care of Trees budget varies considerably from year to year. Starting in fiscal 2009 the Town implemented a five-year plan for tree pruning to protect utilities and other hazards. Much of the variability in costs is driven by the police details, which can vary from one to three officers depending on the site. All agreed that timely pruning, plus recent NSTAR upgrades, have greatly reduced the frequency and duration of outages.

The Tree Committee is in charge of tree planting and dedications.

The Water Department tests the water at the Chickering School every day, as it is on its own well.

Dover has no student at Minuteman Vocational and Technical School this year, so the only cost is the membership fee. It is expected that there will be a student next year. The costs of Minute-man's feasibility study for future expansion, if approved, will be spread out over several years as part of the assessment.

Bank Charges are down as a result of changing banks.

Norfolk County Retirement costs are mostly out of the Town's hands.

Asked when the final Warrant numbers will be available, Mr. Ramsay expected that they will be set later in the week, except for the wastewater system at the Regional Schools.

*Ms. Bush moved to adjourn, seconded by Mr. Dawley;  
the motion was agreed by consensus at 8:15 am  
the next meeting will be February 24 at 7:00 pm*

Respectfully submitted,  
Peter Smith, Secretary

*approved March 10, 2010*