

TOWN OF DOVER
BOARD OF SELECTMEN
5 SPRINGDALE AVENUE
P.O. BOX 250
DOVER, MASSACHUSETTS 02030

Joseph M. Melican, Chairman
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MEETING MINUTES
BOARD OF SELECTMEN
OCTOBER 28, 2010

At 6:30 p.m., Chairman Joseph M. Melican called the meeting to order with members Carol Lisbon and James P. Dawley, Jr. present. Also present were David W. Ramsay, Town Administrator, and Greer Pugatch, Assistant Town Administrator.

MEETING CALLED TO ORDER

ATTENDANCE: None

ATTENDANCE

PRESS: None

PRESS

Appointments

APPOINTMENTS

Mr. Dawley moved to appoint Mary Kalamaras to the Town Report Committee for a period of three years effective July 1, 2010, seconded by Mrs. Lisbon; it was unanimously voted.

Mr. Melican moved to appoint Alan Fryer as associate member on the Board of Appeals for a period of one year effective July 1, 2010, seconded by Mr. Dawley; it was unanimously voted.

Mrs. Lisbon moved to appoint Craig Hughes as Superintendent of Streets for a period of one year effective July 1, 2010, seconded by Mr. Dawley; it was unanimously voted.

Mr. Dawley moved to appoint Anderson & Kreiger as Town Counsel for a period of one year effective July 1, 2010, seconded by Mrs. Lisbon; it was unanimously voted.

Mr. Dawley moved to appoint Jerry Lane as Treasurer/Collector for a period of one year effective July 1, 2010, seconded by Mrs. Lisbon; it was unanimously voted.

Mr. Melican mentioned that there are still open volunteer positions for MAPC representatives (involving regional planning matters), and Mrs. Lisbon added that there are also two associate member positions open on the Conservation

Commission. Interested citizens should contact the Selectmen's office at (508) 785-0032 ext. 221 or selectmen@doverma.org.

Appoint Labor Counsel

Mr. Ramsay notified the Board that Kevin Feeley, the Town's labor counsel, has left Collins, Loughran & Peloquin to open his own firm, Feeley & Brown. Mr. Ramsay recommended appointing Feeley & Brown as Dover's labor counsel. The Board concurred that Mr. Feeley has provided the Town with superb legal services during the last four years.

Mrs. Lisbon moved to approve Feeley & Brown as Labor Counsel, seconded by Mr. Dawley; it was unanimously voted.

Approve Fiscal Year Calendar

The calendar of significant municipal events occurring during this fiscal year has been prepared using the same dates and deadlines as in past years and in accordance with legal requirements. Mrs. Pugatch told Mrs. Lisbon that the Town Clerk has reviewed the draft calendar, and that he and the Chairman of the Warrant Committee have approved the dates for the Town Caucus and the Open Hearing. Mr. Ramsay told Mr. Dawley that none of the dates have changed significantly from prior years.

Mr. Dawley moved to approve the fiscal year calendar, seconded by Mrs. Lisbon; it was unanimously voted.

Mrs. Lisbon instructed Mrs. Pugatch to e-mail the calendar to all board and committee chairpersons, and to post it on the Town website.

Award Fuel Oil Bid

Mr. Ramsay informed the Board that the contract for distillate fuel oil to heat the Town buildings was re-bid with the sealed bid opening held on October 21, 2010. Mr. Ramsay said that the bid specifications contained an insurance clause on the re-bid, and that in fact the lowest bid came in lower than it did in the first bidding process (at \$.0790 plus the Journal of Commerce's daily posted tank price for the Boston area). The Town has had a 12-year relationship with the lowest bidder, Holliston Oil Company.

Mrs. Lisbon moved to award the 3-year bid for distillate fuel oil to Holliston Oil Company for a period of three years, seconded by Mr. Dawley; it was unanimously voted.

Review Caryl Park Map Prepared by Tata & Howard Engineering

Mr. Ramsay explained to the Board that an error has been discovered in the original report and map prepared by Tata & Howard regarding the impact the proposed playing fields might have on the existing wellfield at Caryl Park. The well which was identified as a concern for potential contamination because it falls within the

APPOINT LABOR COUNSEL

**APPROVE FISCAL YEAR
CALENDAR**

AWARD FUEL OIL BID

**REVIEW CARYL PARK
MAP PREPARED BY
TATA & HOWARD ENG.**

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40-foot radius of the location of the playing fields apparently has not been connected to the water system for a number of years. Therefore, it appears that Zone 1, based on the current higher pumping rates, does not overlap with the proposed playing fields, and they will not have to be relocated (at an additional cost of \$750,000 to \$800,000).

**REVIEW CARYL PARK MAP
PREPARED BY TATA &
HOWARD ENG. (CON'T)**

Mrs. Lisbon said that the issue of subjective analysis of risk should be examined. Mr. Ramsay added that an alternative water supply as back up would need to be identified.

Mr. Ramsay told Mr. Dawley that Tata & Howard will revise their report with these new findings in the next several days.

Other Business:

Norfolk County Engineering Request

Mr. Ramsay said that as a matter of due diligence, Superintendent of Streets Craig Hughes would like formal plans drawn up by the Norfolk County Engineers for the proposed sidewalks on Springdale Avenue and Dedham Street which petitioners intend to bring back at the May 2011 Town Meeting. He told Mrs. Lisbon there is no charge for preparation of these plans beyond the County Commissioners' annual assessment to the Town. A private engineering firm would probably charge around \$12,000 to provide these services.

**OTHER BUSINESS:
NORFOLK COUNTY ENG.
REQUEST**

There was a question as to whether the proponents for the Springdale Avenue sidewalk want plans prepared for both sides of the street. Mr. Ramsay said Mr. Hughes and the Town Engineer had recommended installation on the south side of the street if approved (due to topographical/logistical challenges and right of way issues on the north side), but he will seek clarification from Mr. Hughes as to whether the petitioners want formal plans for one or both sides.

Mr. Ramsay will also confirm that the Dedham Street sidewalk would end at #61 as indicated on the engineering request form. There are no right of way issues for this sidewalk, including the area of the extension which has been added this year.

The Long Range Planning Committee, the Capital Budget Committee and the Finance Committee on Roads will all make field trips to these locations to understand exactly what is being proposed.

Mrs. Lisbon moved to approve the requests for services subject to amendment as needed per the Superintendent of Streets, seconded by Mr. Dawley; it was unanimously voted.

Prior Notice – Building Maintenance

Mr. Melican observed that a Prior Notice has been submitted for repacking of the hydraulic cylinders and replacement of the safety switches in the Town House elevator.

**PRIOR NOTICE – BLDG
MAINT.**

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Mr. Ramsay told Mr. Dawley that the approximately 15-year old elevator, which is currently sound and in use, is inspected annually and maintained in accordance with applicable regulations.

**PRIOR NOTICE - BLDG.
MAINT. (CON'T)**

Mrs. Lisbon moved to approve a Prior Notice for \$4,069 for Building Maintenance for repair of the Town House elevator, seconded by Mr. Dawley; it was unanimously voted.

Special License

SPECIAL LICENSE

Mrs. Lisbon moved to approve a special license for Legal Seafood on December 11, 2010 [from 4:30 - 10:00 p.m. at Elm Bank], seconded by Mr. Dawley; it was unanimously voted.

Amendment to Selectmen's Capital Budget Requests

**AMENDMENT TO SELECTMEN
CAP BUDGET REQUESTS**

Mr. Melican and Mr. Dawley supported Mrs. Lisbon's suggestion that the Selectmen's capital budget requests should be revised to include the Protective Agencies dispatch renovation capital project request in an out year.

Mrs. Lisbon moved to add a \$400,000 capital budget item in FY14 for the police dispatch, seconded by Mr. Dawley; it was unanimously voted.

Approve September 29, 2010 Open Session & October 14, 2010 Open & Executive Session Meeting Minutes

**APPROVE 9/29/10 OPEN
& 10/14/10 OPEN &
EXEC. SESSION MTG
MINUTES**

Mrs. Lisbon moved to approve the minutes of September 29, 2010, seconded by Mr. Dawley; it was unanimously voted.

Mrs. Lisbon moved to approve the [open session] minutes of October 14, 2010 as amended, seconded by Mr. Dawley; it was unanimously voted.

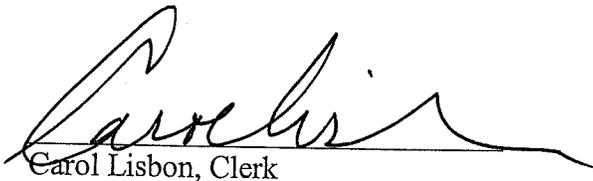
Mrs. Lisbon moved to approve the [executive session] minutes of October 14, 2010 as submitted, seconded by Mr. Dawley; it was unanimously voted.

Executive Session

EXECUTIVE SESSION

At 7:00 p.m., Mr. Melican asked for a motion to adjourn the open session and convene in executive session for the purposes of discussing collective bargaining and litigation. It was so moved by Mr. Dawley, seconded by Mrs. Lisbon. Mr. Melican polled the Board and by unanimous roll call vote convened in executive session. No further open session business was to be taken up.

DOVER BOARD OF SELECTMEN


Carol Lisbon, Clerk