

MEETING MINUTES
BOARD OF SELECTMEN
MAY 20, 2010

At 6:31 p.m., Selectman Joseph M. Melican called the meeting to order with members Carol Lisbon and Jim Dawley present. Also present were David W. Ramsay, Town Administrator, and Greer Pugatch, Assistant Town Administrator.

ATTENDANCE: None

PRESS: Neil Johnson, D-S Press; Leah Burrows, Boston Globe West

Reorganization of the Board

Mr. Melican and Mrs. Lisbon welcomed Mr. Dawley to his newly elected position on the Board of Selectmen. They have worked with Mr. Dawley in his capacity as a member of the Warrant Committee and Capital Budget Committee liaison over the past 2 years, and last year he was co-chair of the Dover-Sherborn Educational Fund. The Selectmen look forward to working with him as a fellow Board member.

Mrs. Lisbon said that it is tradition every year following the Town Election to call for a reorganization of the Board.

Mrs. Lisbon moved to nominate Joseph Melican as Chair of the Board of Selectmen, seconded by Mr. Dawley; it was unanimously voted.

Mr. Melican moved to nominate Carol Lisbon as Clerk of the Board of Selectmen, seconded by Mr. Dawley; it was unanimously voted.

Renewal of a Caryl Community Center License Agreement

The Board reviewed the FY11 license agreement for lease of space by Erin's School of Dance at the Caryl Community Center. Mr. Melican commented that this comprehensive agreement includes a 5% increase over last year's monthly rent.

Mrs. Lisbon moved to approve the license agreement between the Town of Dover and Erin's School of Dance with the terms contained in the agreement, seconded by Mr. Dawley; it was unanimously voted.

Mrs. Lisbon instructed Mrs. Pugatch to provide the Board with an updated spreadsheet of the community center's rental history.

Appointments

Mr. Melican announced that the Selectmen will begin appointing/reappointing volunteers to boards and committees under their jurisdiction.

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Mrs. Lisbon observed the Conservation Commission is going through changes with the departure of two commissioners and their administrative assistant. She thanked Paul Angelico, and she recognized long-time member Ed Dennison for his 12 years of dedicated service on the commission. Mrs. Lisbon told the Board that the 2 current associate commission members would like to be appointed to full member status, and she asked anyone interested in filling those associate member slots to contact herself or Conservation Commission Chair Kate Faulkner.

Mrs. Lisbon moved to appoint Candace McCann and Janet O'Connor as full members of the Conservation Commission for a period of 3 years effective July 1, 2010, seconded by Mr. Dawley; it was unanimously voted.

The list of upcoming appointments was divided amongst the Board members and Mr. Ramsay to speak with potential volunteers to fill these slots.

Mr. Melican urged citizens to contact the Selectmen's office (508-785-0032 ext. 221 or selectmen@doverma.org) if they are interested in volunteer opportunities with the Town.

Open Meeting Law Letter Request

The Walpole Board of Selectmen has sent the Dover Board of Selectmen a letter regarding upcoming changes to the Open Meeting Law (effective July 1st) with the intent of enhancing transparency in local government. Mr. Ramsay elaborated on changes which will have a detrimental operational impact with significant associated cost increases.

First, public meetings with complete agendas must be posted in a handicapped accessible town building that is open 24 hours per day, 7 days per week. Currently, the Town Clerk officially posts meetings in the Town House, which is not always open to the public. One idea Mr. Ramsay will discuss with Police Chief Griffin is installation of a public computer terminal at the handicapped accessible Protective Agencies, which is always open around the clock. Mr. Ramsay told Mrs. Lisbon that per the legislature, posting on Town websites only is not optional since the small percentage of households statewide without computers could not access this information. He added that the Division of Government unit at the Attorney General's office, which was recently created to oversee compliance with these changes, has interpreted the agenda posting requirement to mean that agendas must be posted as soon as any board or committee has reasonable knowledge of the specific items to be discussed.

Mr. Ramsay said the second issue of concern is the new policy requiring all minutes filed with the Town Clerk to include every document and exhibit presented to the Board in preparation of and during the meeting as permanent records. This includes all drafts of every document. This provision is unnecessary and onerous, and presents logistical challenges in terms of storage of such voluminous records. Mr. Ramsay told Mr. Dawley that electronic copies of said records are not

acceptable in electronic format. Fines can be levied against municipalities that are not in compliance with this law.

The Board was in agreement that these changes are unreasonable and burdensome. Mr. Ramsay told the Board that the Massachusetts Municipal Association also opposes these new provisions. Mr. Melican directed Mr. Ramsay to prepare a letter for Mr. Melican's signature to Dover's legislators stating the Board's position on this legislation.

Add Elected Officials to Workers' Compensation Policy

Mr. Melican reminded those present that at last month's Town Meeting an article passed which allows elected officials to be added to the Town's workers' compensation policy. Acceptance of MGL Chapter 152 Section 69 covers all elected officials with the exception of boards of selectmen, mayors and town counsels. Mr. Ramsay told Mr. Melican that approval of this statute does not require approval from the Attorney General's office.

Mrs. Lisbon moved to add elected officials to the Town's workers' compensation policy, excluding selectmen, seconded by Mr. Dawley; it was unanimously voted.

Other Business:

Board's Summer Meeting Schedule

Mr. Melican commented that last summer the Board met once during the months of June, July and August. The Selectmen selected a date for each of these upcoming summer months.

Summer Hours

Mr. Melican asked the Board to consider instituting the summer schedule for Town House hours of operation again this year. Mr. Ramsay elaborated that for the last several years it has been customary for the Town House to close at 1:00 p.m. on Fridays from the last Friday before Memorial Day through Labor Day with the understanding that the few affected Town House and Highway Department employees will make up those hours earlier in the week.

Mr. Melican moved to put summer hours into effect with Friday hours of 9:00 a.m. to 1:00 p.m., effective the Friday before Memorial Day through Labor Day, seconded by Mr. Dawley; it was unanimously voted.

Reserve Fund Transfer – Building Maintenance

Mr. Melican asked Mr. Ramsay to expand on a request for a Reserve Fund Transfer for monies for masonry repairs to the Town House. Mr. Ramsay said that the Town House experienced serious moisture issues during recent torrential rains. The architect informed Mr. Ramsay that significant deterioration of the masonry in several areas on the Town House exterior is causing this problem. He referred the Board to the provided diagrams which indicate those areas involved.

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Mr. Melican moved to approve a Reserve Fund Transfer for Building Maintenance in the amount of \$4,498, seconded by Mr. Dawley; it was unanimously voted.

Mr. Ramsay told Mrs. Lisbon that the mortar which will be used is historically consistent with the existing Town House masonry materials.

Special Licenses (9)

Mr. Melican noted that the Police Chief has approved the special licenses before the Board this evening, with restrictions on the hours of liquor service at some of the weddings as specified. Mr. Melican reviewed the dates and hours of these events, all of which are being held at Elm Bank [see licenses on file at the Selectmen's office for details].

Mr. Dawley moved to approve all of the referenced special licenses, seconded by Mrs. Lisbon; it was unanimously voted.

Memorial Day Weekend Soccer Tournament

Mr. Ramsay informed the Board that it has recently come to the attention of the Police Chief that the Park & Recreation Commission has leased out the Chickering/Caryl playing fields to a soccer organization in Needham for a large tournament being held on Memorial Day weekend. Due to the large volume of cars expected over the long weekend, Chief Griffin is requesting authorization to ban parking in the Dedham Street/Oakley Road neighborhoods by posting notices and enforcing as appropriate during the tournament.

Mrs. Lisbon would like Chief Griffin to request that the Park & Recreation Department send a letter to the organization sponsoring this event asking them to communicate this ban to attendees.

Mr. Melican moved to authorize the Police Chief to impose parking restrictions during the period covered by this tournament in the Dedham Street/Oakley Road area, seconded by Mrs. Lisbon; it was unanimously voted.

League of Women Voters Donation

Mr. Melican said the League of Women Voters is disbanding due to declining membership, and a request has been sent to the Selectmen expressing the members' desire to donate remaining monies in their treasury (approximately \$9,000) to the Town for the Town Clerk to purchase signage to enhance voter education.

Mr. Melican moved to accept these monies from the League of Women Voters, seconded by Mr. Dawley; it was unanimously voted.

The Town Clerk will be asked to coordinate his efforts with the Director of Park & Recreation, who controls signage on the Town common. The Board extends its thanks to the League of Women Voters for this generous donation.

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Citizens' Comments

On behalf of the Board of Selectmen, Mr. Melican recognized Dennis Dowd, who is retiring after serving the Town for more than 40 years as a firefighter. The Board appreciates his dedicated service.

Mrs. Lisbon also recognized the many elected and appointed Town volunteers who offer their time and expertise on the Town's boards and committees. Their willingness to serve is greatly appreciated.

Adjournment

At 7:16 p.m., Mr. Melican moved to adjourn the meeting, seconded by Mr. Dawley; it was unanimously voted.

DOVER BOARD OF SELECTMEN

Carol Lisbon, Clerk