

MEETING MINUTES
BOARD OF SELECTMEN
JUNE 17, 2010

At 6:32 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.

ATTENDANCE: Joseph G. Griffin, Chief of Police

PRESS: Bobby Gaglini, D-S Press

Mr. Melican thanked Police Chief Joseph Griffin for coming to this evening's meeting to discuss several agenda items, and asked him to proceed.

Special Licenses (7)

Chief Griffin told the Board that he has spoken with the 3 catering companies that have applied for one-day liquor licenses for 7 upcoming events at Elm Bank. He recommends approval of all licenses [see file in Selectmen's office for particulars] without stipulations.

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

Cycle for Haylee & Bicycles Battling Cancer Cycling Events

Chief Griffin informed the Board that the Bicycles Battling Cancer ride will be held on July 25, 2010. The bicyclists begin at WPI in Worcester in the morning, and are expected to pass through Dover from Medfield at about 1:00 p.m. There will be an aide station set up at Chickering School. The route was outlined for the Board. The Chief has alerted the event coordinator to the nature of Dover's roadways, and told her that it is essential for the 125 – 150 riders to travel single file.

Chief Griffin also said that the Cycle for Haylee bicycle tour is scheduled for October 2, 2010. This cystic fibrosis benefit ride is in its 12th year, and the event is very well organized and the riders well trained. The only mishaps or injuries that the Chief could recall from bicycling events passing through Dover occurred 2 or 3 years ago at the Pan-Mass Challenge and were minor in nature. He recommends approval of both upcoming events.

Mrs. Lisbon moved to approve Cycle for Haylee and the Bicycles Battling Cancer bike tours, seconded by Mr. Dawley; it was unanimously voted.

In response to his question about the Memorial Day soccer tournament, Chief Griffin told Mr. Dawley that given the magnitude of the crowds he required police

details and instituted a parking ban in selected areas. The 3-day tournament was very well organized, with only a few parking tickets issued. The event coordinator was cooperative throughout.

Traffic Signal at Centre & Walpole Streets

Chief Griffin gave an update on the status of the traffic signal changes at the intersection of Centre and Walpole Streets, which the Board had authorized him to move forward on a few months ago. Per the Superintendent of Streets, the \$10,000 cost to add a directional arrow/lane for use during peak commuter hours to ease the cue on Centre Street southbound turning onto Walpole Street eastbound will be covered by Chapter 90 monies. The 3 parking spaces on Centre Street southbound would be restricted during commuter hours with the delayed green light for oncoming traffic operating on a sensor. After discussion with Mr. Melican, the Chief agreed to have the additional lane created by closure of the 3 parking spaces during both morning and afternoon peak flow times. This new signal system will be installed in August so that it is operational before the start of the school year.

Mrs. Lisbon moved to approve the new traffic signal configuration at the intersection of Centre Street/Walpole Street/Springdale Avenue, seconded by Mr. Dawley; it was unanimously voted.

Dedham Street Crosswalks

Chief Griffin said that earlier this year he initially received favorable feedback on the installation of two raised crosswalks as a speed deterrent on Dedham Street. However, several of the abutters closest to these locations met with the Superintendent of Streets in May and commented that although the impact on traffic has been positive, it creates an undesirable noise effect. Several alternatives were discussed, some of which may have associated costs which the Chief and Mr. Hughes need to look into more carefully. Chief Griffin suggested that the Selectmen invite the petitioners to their August meeting to discuss these alternatives. Chief Griffin will provide the Selectmen with an analysis before August 29th to assist them in determining what, if any, action should be taken.

To Mr. Melican's question about whether the alternative might be strobe lights like those used in Wellesley, the Chief said that is a possibility and gave examples of other options such as to take no additional action, remove the crosswalks and/or install flashing lights. Over the summer, he will look at solutions used in other communities.

Chief Griffin will notify the neighbors that they are invited to attend the Board's meeting on August 26, 2010 at 6:30 p.m. for further discussion.

Changes in the Open Meeting Law

Mrs. Pugatch said that the new Open Meeting Law, which is intended to improve transparency in government, includes provisions which will be detrimental to government operationally with significant associated costs. The legislation calls

Board of Selectmen Open Session Meeting Minutes
June 17, 2010

for all public meeting notices to be posted with an agenda in or on a public building so that they may be viewed 24 hours per day year-round. She said that Dover could comply with this requirement by installing a computer terminal in the handicapped accessible Protective Agencies building so that citizens without computers have ready access to this information. The Town Clerk will keep hard copies of all postings and agendas in a binder in his office for viewing. The other burdensome provision requires the Town Clerk to permanently retain hard copies of all draft and final documents and exhibits used in preparation for or presented at public meetings. This legislation has significant associated costs in terms of staff resources and storage needs.

Chief Griffin told the Board he is agreeable to having a terminal placed in the police station lobby displaying Dover's website (www.doverma.org), which already posts the Town meeting calendar, and which will include meeting agendas once the Open Meeting Law goes into effect on July 1, 2010.

It was the sense of the Board that this is a practical solution. They directed that all members on Town boards and committees be trained on the new law to ensure legal compliance.

Appointments

Mrs. Lisbon moved to appoint Becky Gladstone to the Recycling Committee for a period of 3 years effective July 1, 2010, seconded by Mr. Dawley; it was unanimously voted.

Christine Heer was thanked for volunteering on the Recycling Committee during the last 3 years.

Mrs. Lisbon moved to appoint Peter McGlynn to the Conservation Commission for a period of 3 years effective July 1, 2010, seconded by Mr. Melican; it was unanimously voted.

Mrs. Lisbon moved to appoint Bob DeFusco as Cable T.V. Advisor for a period of 3 years effective July 1, 2010, seconded by Mr. Dawley; it was unanimously voted.

Mrs. Lisbon suggested that the Board put the Caryl Community Center Building Committee (CCCBC) and its various subcommittees into dormant status at this time. She also suggested reactivating the Caryl Management Advisory Committee (CMAC) for the purpose of providing advice and counsel to the Selectmen on maintenance of the Caryl Community Center with limited funds for the foreseeable future. Mrs. Lisbon met with CCCBC member Kathy Weld and Superintendent of Building Maintenance Karl Warnick last week about this matter, and she recommends that CMAC be reconstituted as a smaller committee with five voting members from the main groups using/renting space in the community center, to include a current Selectman, 2 Selectmen's appointees, and one appointee each by the Council on Aging and Park & Recreation Commission. Additionally, Town

Board of Selectmen Open Session Meeting Minutes
June 17, 2010

Administrator David Ramsay would serve as an ex officio member. CMAC would also look at the user fees and policies of the primary users at the community center as well users at other Town buildings, and make recommendations to try to reconcile them all to establish some consistency across the board. Mrs. Lisbon said that CMAC would also make annual capital budget recommendations for the community center. She has prepared an amended charge for CMAC containing these changes.

Mrs. Lisbon moved to approve the CMAC charge as amended June 17, 2010, seconded by Mr. Dawley; it was unanimously voted.

Mr. Melican moved to appoint Kathy Weld, Ford Spalding and Mrs. Lisbon to the Caryl Management Advisory Committee for a period of one year effective July 1, 2010, seconded by Mr. Dawley; it was unanimously voted.

Mrs. Lisbon told Mr. Melican and Mr. Dawley that Mrs. Weld will compile information on Town building user fees and policies over the summer, and the full committee will meet in the fall. She asked Mrs. Pugatch to follow up with the Council on Aging to notify the Board once Jane Hemstreet is formally appointed as the COA's representative.

Mr. Dawley moved to appoint Lauren Doherty to the Town Report Committee for a period of 3 years effective July 1, 2010, seconded by Mrs. Lisbon; it was unanimously voted.

Mr. Dawley moved to appoint Carrie Waterman and Laura Walter to the Tree Committee for a period of 3 years effective July 1, 2010, seconded by Mrs. Lisbon; it was unanimously voted.

Mr. Dawley moved to appoint Paul Tedesco, Jane Moore and Charlotte Surgenor to the Historical Commission for a period of 3 years effective July 1, 2010, seconded by Mr. Melican; it was unanimously voted.

Mr. Melican moved to appoint David Ramsay as the Affirmative Action Officer for a period of one year effective July 1, 2010, seconded by Mrs. Lisbon; it was unanimously voted.

Mr. Melican moved to appoint Joseph Griffin as Chief of Communications for a period of one year effective July 1, 2010, seconded by Mr. Dawley; it was unanimously voted.

Mr. Melican moved to appoint Barbara Murphy, Jane Hemstreet, Jeanne Gavrilles and Phil McChesny to the Council on Aging for a period of 3 years effective July 1, 2010, seconded by Mr. Dawley; it was unanimously voted.

Board of Selectmen Open Session Meeting Minutes
June 17, 2010

Mr. Melican moved to appoint David Ramsay and Greer Pugatch to be the Personnel Rules Ombudsmen for a period of one year effective July 1, 2010, seconded by Mrs. Lisbon; it was unanimously voted.

Mr. Melican moved to appoint Craig Hughes as the Right to Know Coordinator for a period of one year effective July 1, 2010, seconded by Mr. Dawley; it was unanimously voted.

Mr. Melican urged citizens interested in volunteering to contact the Selectmen's office (785-0032 ext. 221 or selectmen@doverma.org). There are a number of vacancies on Town boards and committees.

Renewal of Caryl Community Center License Agreement

Mr. Ramsay said the renewal license agreement for rental of space by Parent Talk under the same terms and conditions as the previous agreement is ready for execution this evening. The rent has been increased by 5% as has been the Board's standard practice in recent years.

Mr. Melican moved to approve the license agreement between the Town of Dover and Parent Talk, Inc. for use of a portion of the Caryl Community Center, seconded by Mrs. Lisbon; it was unanimously voted.

Execute Order of Land Taking & Order of Modification of Street Layout Related to Willow Street Bridge Reconstruction Project

Mrs. Pugatch said that the Order of Land Taking for 70 Willow Street (one permanent taking, as well as one permanent and one temporary easement) related to the bridge reconstruction and approved at the May Town Meeting is ready for execution this evening. The Board also needs to execute an Order of Modification of Street Layout in anticipation of the Town of Dover owning this small parcel in fee pursuant to the Order of Taking.

Mr. Melican moved to approve the Order of Taking summarized in the document before the Board, seconded by Mrs. Lisbon; it was unanimously voted.

Mr. Melican moved to approve the Order of Modification of Street Layout dated June 17, 2010, seconded by Mrs. Lisbon; it was unanimously voted.

Other Business:

Board's Fall/Winter/Spring Meeting Schedule

Mr. Melican moved to approve the Board of Selectmen's meeting schedule of September 2010 through May 2011 as contained in the memorandum before them, seconded by Mr. Dawley; it was unanimously voted [see monthly meeting calendar on Town website for specific dates].

Mrs. Lisbon remarked that this past year the Website Advisory Committee recommended maintaining a 12-month meeting calendar on the Town website so

Board of Selectmen Open Session Meeting Minutes
June 17, 2010

that several meetings, hearings or other important events would not be scheduled on the same evening. The new Open Meeting Law posting requirement will make this recommendation a reality at the start of the new fiscal year.

Reserve Fund Transfer – Building Maintenance

Mr. Ramsay explained that based upon negotiations earlier this year between the Childhood Development Center (CDC) and the Selectmen, it was agreed that that organization's liability as relates to utility costs it is bound to cover per the terms of its license agreement with the Town would be capped at \$50,000 in an effort to ameliorate the CDC's financial difficulties. The Reserve Fund Transfer before the Board would cover the \$12,000 of invoices in hand as well as an estimated \$3,000 in utility invoices through June.

Mr. Melican moved to approve a Reserve Fund Transfer in the amount of \$15,400 for Building Maintenance, seconded by Mr. Dawley; it was unanimously voted.

Chapter 61B Right of First Refusal

Mr. Ramsay reported that he was contacted informally by custodians of the William T. Porter trust earlier this week who indicated that they are interested in selling 4 parcels of the land controlled by this trust in the Bridge Street area. That land has a designated Chapter 61B status; therefore, the Town of Dover must be given the right of first refusal to purchase this property. The value of these 4 parcels combined is approximately one million dollars. Mr. Ramsay suggested that a memorandum be sent to the Planning Board, Conservation Commission, Dover Land Conservation Trust, Open Space Committee and Long Range Planning Committee notifying them of this opportunity and asking for input. Mrs. Lisbon asked him also send this notice to the Trustees of Reservations. Abutters will be notified if the Board receives a favorable response from these groups.

Approve April 29, 2010 Open & Executive Session Meeting Minutes

Mrs. Lisbon moved to approve the minutes of April 29, 2010 as submitted, seconded by Mr. Melican; it was unanimously voted.

Mrs. Lisbon moved to approve the executive session meeting minutes of April 29, 2010, seconded by Mr. Melican; it was unanimously voted.

Adjournment

At 7:30 p.m., Mrs. Lisbon moved to adjourn the open session and convene in executive session, not to return to open session, for the purpose of discussing collective bargaining, seconded by Mr. Dawley. Mr. Melican polled the Board and by unanimous roll call vote convened in executive session.

DOVER BOARD OF SELECTMEN

Board of Selectmen Open Session Meeting Minutes
June 17, 2010

Carol Lisbon, Clerk