

Dover Warrant Committee Minutes of the October 27, 2010 meeting

Members in attendance: Peter Smith- Chairman, Dave Melville, Jane Wemyss, Maureen Arkle, James Stuart (arrived late, after executive session), Kate Bush, Rich Forte and Joe Melican-Selectman

Location: Selectmen's meeting room, Dover Town House

Mr. Smith called the meeting to order at 7:03 PM

Peter Smith made a motion to go into executive session, second by Dave Melville, the committee was polled and all answered in the affirmative.

Peter Smith made a motion to go into open session, second by Dave Melville, the committee was polled and all answered in the affirmative.

The Town Finance Team addressed the committee to speak about their roles in the town finances. The members are:

Carol Wideman, Accountant

Karen Mactavish, Assesor

Gerard Lane, Jr., Treasurer/Collector

The members presented how the revenue sources for the town were estimated, with the primary source of revenue being from property and excise tax. Estimates for growth are based on building permits and re-valuation of properties that have not been inspected for 10 or more years. The tax rate calculation was explained, along with the levy limit calculation and the certification process with the State.

It was explained that there are state restrictions on how general funds and the town's trust funds can be invested. The General funds are invested in securities with maturities of under 1 year, where the trust accounts can be invested with a longer time horizon and will include equities and fixed income securities.

Dover enjoys the highest bond rating available, AAA.

The finance team was thanked for their time.

VOTE: Motion was made by David Melville to approve the minutes of the October 13 meeting, second by Maureen Arkle. Motion was passed 7-0

There was discussion over budget guidelines for the both the regional and Dover school, specifically how to reconcile between Dover and Sherborn. It was agreed that there would be greater coordination among the Warrant committee, School committee and

Sherborn to ensure a smooth budget process. David Melville and James Stuart will keep the committee posted.

There was discussion about the draft proposal to present to the Selectmen on budgeting guidelines for FY 2012.

VOTE: Motion was made by David Melville to approve the budgeting guidelines and review procedures as amended to be presented to the Selectmen, second by James Stuart. Motion passed 7-0.

Jane Weymss updated the committee on the waste water treatment process at the regional schools. Phase 1, estimated cost of \$350K may solve the problem. They expect to break ground during the summer. If it does not satisfy the code, phase 2 will begin following phase 1. The estimated cost of phase 2 is \$450K. The State inspection is slated for March 2012.

David Melville presented a liaison update from the Capital budget committee. Chickering School is aging and many of the warranties have expired and it is time for the Town to attend to some capital repair and plan for some ongoing maintenance. There was some discussion about setting some guidelines for the capital budget for the schools to distinguish between facilities maintenance and capital items, and begin working on a 5-year plan.

David Melville also reported that Park & Recreation cleared a hurdle with the proposed new fields not negatively impacting the water source and delivery in that area.

Maureen Arkle reported that the Planning Board was meeting November 6 at 9 AM at Caryl Park to review the sidewalk proposal

Being no more business before the committee, Kate Bush moved that we adjourn, second by David Melville, vote 7-0. Meeting adjourned at 9:14.

Next meeting is scheduled for November 10, 2010 at 7 PM.

Respectfully submitted,
W. Richard Forte, Jr.