

**ALL CHAIRS MEETING
MINUTES
TUESDAY, SEPTEMBER 21, 2010 7:00pm
BOS MEETING ROOM**

In attendance: See Attached Sign in Sheet

BOS Chairman, Joe Melican, called the meeting to order at 7:05pm.

Barrie Clough, Town Clerk, and Kevin Batt, Esq. a member of Town Counsel's office, led a detailed presentation and discussion, including responding to numerous questions, on the new Massachusetts Open Meeting Law.

This presentation covered the following:

- Definitions;
- Certification;
- Notice and Posting Requirements;
- Meeting Procedures;
- Record Keeping Requirements;
- Enforcement Mechanisms; and
- Regulations.

The presentation also included:

- How to Avoid Mistakes;
- Preventing Errors;
- Minimizing Cancellations;
- Save Time and Money;
- Protecting Decisions; and
- Ensuring Reputations (yours and town's).

Several practical examples were discussed. The procedures for conducting Executive Sessions were reviewed in detail.

A hard copy Power Point presentation of the new Massachusetts Open Meeting Law is available in the Town Clerk's office. All other materials distributed at this meeting are also available in the Town Clerk's office.

Planning Board Chairman, Mark Sarro, and Long-Range Planning Committee Chair, Sharon Grant, discussed the need to collect current and expanded input data/information to update the Town's Master Plan (see attached handout for additional information).

Barbara Roth-Schechter, Board of Health Chair, led a discussion on Deer Management Plan, to help control the deer population in Dover and hopefully reduce the current deer tick infestation.

Also, Barbara discussed a recently reported situation involving several homes on Centre Street, served by one well, with 5 to 9 times higher than permissible sodium levels

The Board of Selectmen was asked to look into this matter and to determine if the Town's use of salt on roads may be the source of the excess in this week.

The meeting was adjourned at 8:40pm.

Joseph M Melican
Temporary Secretary

MEMORANDUM

TO: All Chairs
FROM: Planning Board, Long Range Planning Committee
DATE: June 14, 2010 **RE-ISSUED BY HAND 9/21/10**
RE: **Master Plan Survey**

The Dover Planning Board is starting the process of updating the Town's Master Plan, last updated in 2004. **An important part of the overall Master Plan update will be to update the results of the Master Plan Survey conducted in 1993.** The goal of the updated Survey is to provide current data on the Town's resources and to indicate the long-range views and priorities of Dover's residents, boards, and committees on the various issues considered in the Master Plan.

The Long Range Planning Committee (LRPC) has agreed to work with the Planning Board to help create and implement the update to the Master Plan Survey. At present, the Planning Board and LRPC are developing questions for the Survey and considering the most appropriate method(s) and timing of its distribution to maximize the number and range of responses and their information content for planning purposes. **We plan to distribute the Survey by the end of this calendar year and compile the responses by Spring 2011.** We do not expect to update the Survey again for another relatively long period of time.

Since the Survey is intended to accurately reflect the views of the Town over a range of its most important long-range planning issues, the Planning Board and LRPC are requesting the input of all Town boards and committees in the development of the Survey. Specifically, we are asking each group to **identify the top two or three issues you would like the Survey to include, either by submitting a few specific questions and/or indicating the specific information you would like to obtain** from the ultimate Survey questions we may draft. We request this information be submitted **Wednesday, June 30th**, although we will endeavor to consider input submitted even after that date.

Extended to: Friday, October 29th. Please reply.

The results of the updated Master Plan Survey will provide critical inputs to Dover's long-range planning decisions for many years to come. The Planning Board and LRPC greatly appreciate your thoughtful consideration and your timely participation in this important part of planning for Dover's future. **Thank you in advance.**

Please reply to this email address or to the Planning Board office (planning@doverma.org) with your response to this request, and/or any questions.

Respectfully,

Dover Planning Board

Henry Faulkner
Charlie Ognibene
Jane Remsen
Mark Sarro, Chair
Greg Sullivan

Long-Range Planning Committee

Jerry Arnold Geoffrey Merrill, Chair
Rich Forte Mark Sarro
Sharon Grant Peter Smith
Carol Lisbon Walter Weld