



Board of Selectmen Open Session Meeting Minutes  
June 23, 2011

1 Mrs. Lisbon welcomed Kathy Weld, past Selectman and current chair of the Caryl  
2 Management Advisory Committee (CMAC), to the meeting to update the Board on  
3 CMAC's recent activities.

4  
5 Mrs. Weld briefly summarized the genesis of the former Caryl School to its current use as  
6 the Caryl Community Center for a variety of programs and activities for townspeople of all  
7 ages. At present, CMAC is prioritizing and implementing safety and aesthetic  
8 improvements to the building requiring small capital outlays to supplement the larger re-  
9 roofing and masonry projects completed over the last few years. The next round of  
10 improvements will include upgrades to the former cafeteria, and painting and repairs to the  
11 hallways and common spaces. Current occupants with dedicated space include the Parks  
12 & Recreation Commission, the Council on Aging, the Center for the Development of  
13 Children, Erin's School of Dance and Parent Talk. Intermittent users include Open Fields,  
14 the Dover Mother's Group, local sports groups, etc.

15  
16 Mrs. Weld listed the spaces that are available to rent and suggested uses: the gym  
17 (physical activities, parties), the Caryl Room (birthday parties, lectures, meetings, special  
18 events) and the cafeteria (luncheons, parties, gatherings of all kinds). Three large multi-use  
19 classrooms are also available (arts & crafts classes, scout projects, meetings, exercise  
20 programs). Usage fees are \$25/\$50 (residents/non-residents) per hour for one-time use and  
21 \$10/\$20 (residents/non-residents) per hour for continuing use. Interested persons can get  
22 further details and view spaces on the Dover Town website ([www.doverma.org](http://www.doverma.org)) and the  
23 Parks & Recreation website ([www.doverrec.com](http://www.doverrec.com)) on the Caryl Community Center page.  
24 Comments/questions/suggestions are encouraged, and contact for CMAC members is  
25 available on the webpage. The Selectmen reviewed and approved a press release prepared  
26 by CMAC publicizing available spaces at the community center.

27  
28 The Board thanked Mrs. Weld for all of CMAC's recent efforts to improve the community  
29 center and promote its usage.

30  
31 **Parks & Recreation Commission re: Caryl Playing Fields**

32 The Board of Selectmen invited current chair Nancy Simms and future chair Rich Oasis of  
33 the Park & Recreation Commission to this evening's meeting to speak about activities  
34 related to the Caryl Park playing fields. Mrs. Lisbon suggested that given the importance  
35 of this project, it would be prudent for the Selectmen to appoint an official liaison from the  
36 Board to work with involved groups to keep the Board updated and bring a higher, town-  
37 wide perspective to the project.

38  
39 Mrs. Lisbon moved to appoint Jim Dawley as liaison to CPARC, seconded by Mr.  
40 Melican; it was unanimously voted.

41  
42 Mr. Dawley shared details from some of the recent meetings pertaining to the proposed  
43 playing fields. He attended a very productive meeting with Mrs. Simms, Parks &  
44 Recreation Director Dave MacTavish and Mr. Ramsay to learn about recent activities of  
45 the Caryl Park & Recreation Complex (CPARC) group, the non-profit organization which  
46 has been reactivated for the purpose of acting as a vehicle for this project. CPARC is  
47 comprised of 10 townspeople, including a steering committee, to provide oversight to the  
48 project and develop a fundraising component.

49  
50 In his newly appointed capacity, Mr. Dawley said that the Board of Selectmen are  
51 accountable for public access and safety concerns related to this project, especially since it

Board of Selectmen Open Session Meeting Minutes  
June 23, 2011

1 would be located on Town-owned land. The Board will seek clarification of the George  
2 Chickering will regarding any stipulations attached to the conveyance of this land to the  
3 Town. Mr. Dawley added that it is the Selectmen's obligation to consider whether the  
4 proposed private fundraising and project management structure in place presently are in the  
5 best interests of the larger community. Also, he said that testing data for the Caryl Park  
6 well pumping rates is aged, and needs to be reassessed. Mr. Dawley concluded by saying  
7 that since the Board of Selectmen have limited decision-making authority for this project,  
8 he would like to make it clear that it is the Board of Selectmen's intent to ensure that this  
9 project be as transparent as possible and that ongoing input be obtained from the Town's  
10 citizens throughout the process.

11  
12 Mrs. Simms gave a brief history of the project to date: Three or 4 years ago, the Parks &  
13 Recreation Commission began to act on the idea of providing safe playing fields for youth  
14 sports teams in response to sub-standard grass field conditions and restricted practice  
15 times. The original article on the 2008 Town Meeting warrant was withdrawn when the  
16 question regarding potential contamination to Town wellfields was posed. DEP  
17 subsequently cleared the project to move forward if it was built outside of Zone 1;  
18 however, their decision was based on 10-year-old water flow data.

19  
20 Questions were raised by citizens about Dover residents bearing the entire tax burden for  
21 playing fields that would benefit children from Sherborn as well as Dover. Discussions  
22 about user fee structures ensued along with other suggestions. The Parks & Recreation  
23 Commission ultimately felt that the strength of the 2 towns working together was most  
24 important. Therefore, it was decided that the artificial turf fields should be built using  
25 private donations, in large part, from users, through the dormant Dover Recreation Fund  
26 with the newly formed CPARC steering committee to oversee publicity, fundraising and  
27 construction.

28  
29 Mr. Oasis told Mrs. Lisbon that CPARC has held some preliminary meetings to strategize  
30 in anticipation of mobilization in September. The most recent cost estimate for the  
31 proposed fields (just over \$3 million dollars) was prepared in March 2010 by Gale  
32 Associates, which has been increased by an additional \$500,000 for inflation. Mr. Oasis  
33 added that the Parks & Recreation Commission can no longer be involved in this now-  
34 private project, so the project details have been removed from its website. CPARC is  
35 currently developing its own website for the project.

36  
37 Mrs. Lisbon reiterated the Board's opinion that, although the playing fields project does  
38 not need to go to Town Meeting, this should be an open and transparent process  
39 throughout. She likened this project to the proposed rail trail project, saying that the Board  
40 of Selectmen through its authority could unilaterally bring in a private organization to  
41 convert the defunct MBTA railroad to a rail trail at no cost to the Town; however, the  
42 impact on traffic, abutters, increased public safety and other Town services changes the  
43 obligation to involve the entire Town in any decisions in this regard. She asked that the  
44 Parks & Recreation Commission and CPARC provide balanced and timely information in  
45 minutes and on websites to reflect opinions/input from Town departments and citizens.  
46 The Selectmen emphasized that going forward, any questions/input on this project should  
47 be directed to CPARC, not the Parks & Recreation Commission. The Parks & Recreation  
48 Commission agreed to help identify all of the various areas to be addressed by Town  
49 departments to ensure that CPARC includes them during this process.

Board of Selectmen Open Session Meeting Minutes  
June 23, 2011

1 Addressing a question from Mrs. Lisbon, Mrs. Simms and Mr. Oasis assured the Board  
2 that no site prep work whatsoever will be done until the \$3.5 million in fundraising is  
3 completed. Mrs. Simms explained that trees have been marked at Caryl Park to roughly  
4 outline the footprint of the fields. The Board informed them that the word "Complex" in  
5 CPARC's name may have misled some citizens to believe that this would be a private  
6 recreational complex rented out with the attendant traffic and noise to subsidize costs, and  
7 thereby limiting availability to Dover's citizens. Mrs. Simms said that the fields would be  
8 primarily for local use in accordance with the Commission's mission statement. Finally,  
9 the Board urged CPARC to seek members with the necessary highly specialized expertise  
10 in fundraising, technology, construction, etc. for each aspect of the project. They were told  
11 that different subcommittees with expertise in the separate areas of the project would be  
12 appointed, reporting to and advising the main steering committee. Discussions about  
13 hiring a project manager, which the Selectmen strongly advise, have not taken place to  
14 date.

15  
16 Mrs. Simms and Mr. Oasis will ensure that all Town groups that have any kind of a role in  
17 this process, major or minor, be brought to CPARC's attention for their inclusion.

18  
19 **Deer Management Plan Designated Lands**

20 Mrs. Lisbon reminded the Selectmen that Barbara Roth-Schechter and George Giunta met  
21 with the Board on May 19th, during which a request was conveyed from the Board of  
22 Health and the Lyme Disease Subcommittee for permission to use of areas of land under  
23 the control of the Selectmen for the controlled deer hunting program. The Board of Health  
24 has been asking various entities and residents with tracts of open space to help them to  
25 expand the program, having had a successful first year. Based on recommendations by  
26 Superintendent of Streets Craig Hughes and Acting Chief Jeff Farrell, four parcels under  
27 the Selectmen's control were allocated for this purpose at their last meeting. The Board  
28 identified 2 other large parcels, the MacIntosh land and the Larrabee estate, which might  
29 also be conducive to hunting, and directed Chief McGowan and Mr. Hughes to more  
30 closely consider these areas with input from the trustees of the Larrabee estate, and also  
31 Town's conservation agent George Giunta and Board of Health member Barbara Roth-  
32 Schechter, both of whom spearheaded the pilot program.

33  
34 Tonight the Board reviewed a memorandum from the Chief, who has met with Dr. Roth-  
35 Schechter and visited the 2 properties in question with Mr. Hughes. Both he and Mr.  
36 Hughes are recommending that the MacIntosh and Larrabee properties be made available  
37 for the hunting program.

38  
39 Mr. Dawley moved to include the MacIntosh land consisting of approximately 29 acres  
40 and the Larrabee estate consisting of 66.84 acres into the deer hunting program in the fall  
41 contingent upon the Larrabee trustees approval also, seconded by Mr. Melican; it was  
42 unanimously voted.

43  
44 **Appointments**

45 Mr. Melican moved to appoint Laverne Lovell as a full member of the Board of Appeals  
46 for a period of 3 years effective July 1, 2011, seconded by Mrs. Lisbon; it was  
47 unanimously voted.

48  
49 Mr. Melican moved to appoint Alan Fryer to the Board of Appeals as an associate member  
50 for a period of 1 year effective July 1, 2011, seconded by Mrs. Lisbon; it was unanimously  
51 voted.

Board of Selectmen Open Session Meeting Minutes  
June 23, 2011

- 1  
2 Mr. Melican moved to appoint Ford Spalding to the Board of Fire Engineers for a period of  
3 3 years effective July 1, 2011, seconded by Mr. Dawley; it was unanimously voted.  
4  
5 Mrs. Lisbon moved to appoint Nancy Storey to the Board of Registrars (political party  
6 Republican) for a period of 3 years effective July 1, 2011, seconded by Mr. Dawley; it was  
7 unanimously voted.  
8  
9 Mrs. Lisbon moved to appoint Ford Spalding and Kathy Weld to the Caryl Management  
10 Advisory Committee for a period of 1 year effective July 1, 2011, seconded by Mr.  
11 Dawley; it was unanimously voted.  
12  
13 Mrs. Lisbon moved to appoint John Sullivan and Tim Holiner to the Conservation  
14 Commission as full members for a period of 3 years effective July 1, 2011, seconded by  
15 Mr. Dawley; it was unanimously voted.  
16  
17 Mrs. Lisbon moved to appoint Larry Clawson to the Conservation Commission as an  
18 associate member for a period of 1 year effective July 1, 2011, seconded by Mr. Dawley; it  
19 was unanimously voted.  
20  
21 Mrs. Lisbon moved to appoint John Sheehan to the Conservation Commission as a full  
22 member to fill the remainder of Janet O'Connor's term to June 30, 2013, seconded by Mr.  
23 Dawley; it was unanimously voted.  
24  
25 Mr. Melican moved to appoint Alice Baranick, Louis Theodos and Maureen Dilg to the  
26 Council on Aging for a period of 3 years effective July 1, 2011, seconded by Mrs. Lisbon;  
27 it was unanimously voted.  
28  
29 Mrs. Lisbon thanked Jack Walsh, who is stepping down, for his 9 years of service on the  
30 Council on Aging.  
31  
32 Mr. Dawley moved to appoint Wendy Bornstein and Karen O'Brien to the Dover Cultural  
33 Council for a period of 3 years effective July 1, 2011, seconded by Mrs. Lisbon; it was  
34 unanimously voted.  
35  
36 Mr. Melican moved to appoint Jim Repetti and Peg Crowley as Deputy Directors of  
37 Emergency Management for a period of 3 years effective July 1, 2011, seconded by Mrs.  
38 Lisbon; it was unanimously voted.  
39  
40 Mrs. Lisbon moved to appoint Janet Comiskey-Giannini and Thomas Johnson to the  
41 Historical Commission for a period of 3 years effective July 1, 2011, seconded by Mr.  
42 Dawley; it was unanimously voted.  
43  
44 Mr. Melican moved to appoint Mary Hornsby to the Personnel Board for a period of 3  
45 years effective July 1, 2011, seconded by Mrs. Lisbon; it was unanimously voted.  
46  
47 Mrs. Lisbon moved to appoint Becky Peterson to the Recycling Committee for a period of  
48 3 years effective July 1, 2011, seconded by Mr. Melican; it was unanimously voted.  
49  
50 Mrs. Lisbon moved to appoint Savida Shukla to the Recycling Committee for a period of 3  
51 years effective July 1, 2011, seconded by Mr. Dawley; it was unanimously voted.

Board of Selectmen Open Session Meeting Minutes  
June 23, 2011

1  
2 Mrs. Lisbon moved to appoint Kathy Weld to the Town Report Committee for a period of  
3 3 years effective July 1, 2011, seconded by Mr. Dawley; it was unanimously voted.

4  
5 **Rail Trail**

6 Mrs. Lisbon noted that, relative to the proposed rail trail project along the inactive MBTA  
7 tracks, the Iron Horse Preservation Society has met with Medfield to talk about the  
8 process. The Dover Rail Trail Committee received a copy of a sample license agreement  
9 which has been used in the past to license permit communities to use railroad tracks for  
10 this purpose.

11  
12 **Appoint Owner's Representative for Caryl House Maintenance & Repairs**

13 Mrs. Lisbon reminded the Board that \$150,000 was appropriated at the May 2011 Town  
14 Meeting for maintenance and repairs to the Caryl House. The Board of Selectmen needs to  
15 appoint an owner's representative to oversee contract administration/construction at this  
16 time as the Caryl House Preservation Plan Committee is preparing to go out to bid.

17  
18 Mrs. Lisbon moved to nominate Greer Pugatch as the owner's representative for this  
19 project, seconded by Mr. Melican; it was unanimously voted.

20  
21 **Authorize Increase in Gas Revolving Account Pursuant to MGL C. 44 § 53E ½**

22 Mrs. Lisbon said the Board needs to authorize an increase in the gas revolving account.  
23 The gas inspector is paid from the fees collected for each inspection minus a \$10  
24 administration fee, and more monies than the original \$5,100 authorization have been  
25 collected to date. Building Inspector Tony Calo is asking for an increase in this budget to  
26 \$5,500.

27  
28 Mr. Ramsay explained to Mr. Dawley that pursuant to MGL C. 44 § 53E ½, the Selectmen  
29 in conjunction with the Warrant Committee may increase the cap set each year for these  
30 revolving accounts based on activity.

31  
32 Mr. Dawley moved to increase the gas revolving account in the Building Inspector's  
33 budget [from \$5,100 to \$5,500], seconded by Mr. Melican; it was unanimously voted.

34  
35 **Other Business:**

36 **Special Licenses (10)**

37 Mr. Dawley moved to approve the special licenses on July 6 & 19, 2011 at the Connors  
38 Center, seconded by Mr. Melican; it was unanimously voted.

39  
40 Mr. Dawley moved to approve the special licenses on July 23, 29 & 30, 2011 & August 20,  
41 21 & 27, 2011 the Connors Center, seconded by Mr. Melican; it was unanimously voted.

42  
43 Mr. Dawley moved to approve the special licenses for June 23, 2011 & August 27, 2011 at  
44 Elm Bank, seconded by Mr. Melican; it was unanimously voted.

45  
46 **Reserve Fund Transfer – Building Maintenance**

47 The Superintendent of Building Maintenance has put in a request for \$5,205 to cover an  
48 invoice for repointing of brickwork at the Town House to prevent further leakage of water  
49 into that building.

Board of Selectmen Open Session Meeting Minutes  
June 23, 2011

1 Mr. Dawley moved to approve this reserve fund transfer in the amount of \$5,205 for  
2 Building Maintenance, seconded by Mr. Melican; it was unanimously voted.

3  
4 **Reserve Fund Transfer – Selectmen**

5 The Selectmen’s budget professional services line item needs to be replenished due to the  
6 expenditures for a consultant who assisted in the police chief search this year.

7  
8 Mr. Dawley moved to approve a reserve fund transfer for \$1,000 for the Selectmen’s  
9 budget, seconded by Mr. Melican; it was unanimously voted.

10  
11 **Update on the Boston Post Cane**

12 Mr. Melican announced that the Boston Post cane, a plaque listing recipients to date and a  
13 letter explaining its history from the Historical Society are now on view at the library. He  
14 said Izetta Reis received a plaque, and George Newcomb’s son and Archie Lade will be  
15 awarded their plaques tomorrow at the senior coffee.

16  
17 **Dover’s 175<sup>th</sup> Birthday Celebration**

18 Mr. Dawley informed the Board that the work on Dover’s 175<sup>th</sup> birthday celebration began  
19 in earnest last night in a meeting involving 8 townspeople. He said Saturday, October 1,  
20 2011 has been earmarked for this celebration, which is the day before Old Home Day.

21  
22 **Executive Session**

23 At 8:18 p.m., Mrs. Lisbon asked for a motion to adjourn the open session and convene in  
24 executive session for the purpose of discussing collective bargaining. It was so moved by  
25 Mr. Dawley, seconded by Mr. Melican. Mrs. Lisbon polled the Board and by unanimous  
26 roll call vote convened in executive session. No further open session business was to be  
27 taken up.

28  
29 DOVER BOARD OF SELECTMEN  
30  
31  
32

33 \_\_\_\_\_  
34 James P. Dawley, Clerk