

MEETING MINUTES
BOARD OF SELECTMEN
OCTOBER 27, 2011

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

ATTENDANCE: Maureen Dilg & Janet Claypoole, Council on Aging; John Cone & Maureen Arkle, Warrant Committee; Kim Collins, Capital Budget Committee

PRESS: Matthew Cuoto, D-S Press

Council on Aging re: Metrowest Regional Transit Authority Membership

Mr. Melican welcomed Janet Claypoole, Director of the Council on Aging, and Maureen Dilg, Council on Aging Board member, to present a request to join the Metrowest Regional Transit Authority which would allow applications for grant monies to finance the van which has been requested of the Capital Budget Committee at a cost of \$58,000 for FY14. The next grant cycle is June/July of 2012. As members, there are two grant routes: 1. Mobility Assistance Program (through the Massachusetts Department of Transportation), which is very competitive, but would provide 80% of the funding of the van, with the remaining 20% to be covered by the Town of Dover. With this grant, the van would be owned by the town, and the operational costs would be paid by the town. 2. Metrowest Regional Transit Authority grant, which would pay 80% of the cost of the van, with the town paying the other 20%. The Town would not own the van, but would have use of it for 7 years (approximate life of a van). The MRTA would cover the operational costs of the van. Dover already pays MBTA assessment costs, so it would cost nothing further.

Mr. Dawley had a question regarding the Commonwealth's ongoing ability to repay towns for the expenses incurred. Mr. Dawley asked if the Dover Council

would be thinking down the road of charging a fee for services. Ms. Claypoole said that nominal fees have been contemplated, but not firmed up.

There was discussion regarding the current use of JFK transportation services, and the possibility of keeping them as an alternative. Other transportation methods were discussed. The quantity of trips, and therefore, need for van, and the benefits of a van were also discussed. Mr. Dawley asked about the amount of drivers/hours/required to cover the van, and how the schedule for the driver would be handled. Ms. Claypoole felt that there would need to be scheduling as to what days certain trips (i.e. grocery store, etc.) would be handled. Questions as to where the van could be kept, and the ability to get out of the RTA contract at any time were raised, and answered.

Mrs. Lisbon noted that there was a Capital Budget request for a COA van for Fiscal Year 2014. Ms. Claypoole said that they had put in the request for a van for a year ahead to enable time to get grant requests in if that was approved.

Mr. Melican thanked the Council on Aging representatives for the thoroughness of the presentation.

Revision of Fiscal Year 2013 Capital Budgets

Mr. Ramsay said that there are no Fiscal Year 2013 requests for the Animal Control Department. Per discussion with Chief McGowan, the Police Department Fiscal Year 2013 revised capital budget request is for one police cruiser (\$35,000), in accordance with the vehicle replacement schedule that currently exists. The Message Board originally requested for Fiscal Year 2013 due to concerns brought out by recent storm communication events will be put back as a request for Fiscal Year 2016 to coincide with the replacement of the current speed trailer.

It was noted that by using a municipal purchasing system, the police vehicle traded in this year netted \$6,300, as opposed to the \$1,700, the vehicle supplier's trade-in allowance. The Police Chief was commended for his fiscal acuity. Mrs. Lisbon suggested that this process of trade-in be used by all Town departments when determining the best financial return on used equipment.

Mrs. Lisbon moved to revise the Police Fiscal Year 2013 capital budget from 2 police vehicles at \$70,000 to 1 vehicle at \$35,000, and to revise the out years to reflect the 2-1-2-1 vehicle replacement for FY2014 through 2017, and to move the message board back to Fiscal Year 2016, seconded by Mr. Dawley; it was unanimously voted.

Discussion was held on Selectmen's Capital Budget Request for \$50,000 replenishment of maintenance budget of the Caryl Community Center. After reviewing some of the history behind the request, the importance of keeping up the maintenance on town buildings was emphasized. It should be noted that the foresight of funding this maintenance has proven very valuable against unforeseen sudden major repairs.

Mr. Dawley moved to include in the Selectmen's Capital Budget Request for Fiscal Year 2013 monies for Building Maintenance in the amount of \$50,000, seconded by Mr. Melican; it was unanimously voted.

Mrs. Lisbon relayed that the Dover School Committee had put through a Capital Budget Request for \$250,000 for a generator for the Chickering School. Along with the request was the offer to use the Chickering School as an emergency shelter, should the need arise. It was determined that more information would be required prior to making a decision about this request, and that Valerie Spriggs, Superintendent of Schools, would be at the next Capital Budget Committee meeting, so there would be an opportunity to learn more at that time.

Parks and Recreation has revised their Capital Budget Request to \$50,000 which includes \$12,000 for office furniture, and \$38,000 to be used for reconfiguration of office space. It was decided that a formal letter should be sent to Parks and Recreation stating that the Capital Budget Request should only be for the \$12,000, and that the request for office space reconfiguration would be worked through the Town Administrator and the Superintendent of Building Maintenance. A Capital Budget request for money to be used for office reconfiguration must come from Building Maintenance to the Selectmen for approval because the Selectmen have direct responsibility for the building.

Annual Package Store and Club Liquor License Fees

A review of fees charged by surrounding communities was provided, and along with the required fire and building inspection certificates, and input from the Police Department, the Board will table this matter until the next meeting.

Other Business:

Vote Early Closing the Day Before Thanksgiving

Mr. Dawley moved to close the Town House early at 2:00 p.m. on the day before Thanksgiving, seconded by Mr. Melican; it was unanimously voted.

Special License

Mr. Dawley moved to approve a special License for Massachusetts Horticultural Society [for October 27, 2011 at Elm Bank], seconded by Mr. Melican; it was unanimously voted.

Approve October 13, 2011 Meeting Minutes

Mr. Dawley moved to approve the meeting minutes of October 13, 2011 as written, seconded by Mr. Melican; it was unanimously voted.

Citizens' Comments

Mrs. Lisbon updated the Board on the most recent developments regarding the proposed rail trail. The Rail Trail Committee met with Iron Horse Preservation, a non-profit business. Iron Horse takes up ties/tracks for recycling, replacing them with a smooth surface at no charge to the community putting in a rail trail. They have expanded operations in Massachusetts and are currently involved in 12 to 14 projects statewide. Mrs. Lisbon said that she and Conservation Commissioner/Rail Trail Committee member Tim Holiner will meet tomorrow morning with representatives of Needham and Medfield to identify areas of common interest and develop a plan to coordinate efforts with the goal of accelerating the timeline and increasing the comprehensiveness of the study and research of all the issues. She added that Dover residents' interest in a rail trail was apparent in the Planning Board's survey results related to the Master Plan.

Adjournment

At 7:36 p.m., Mr. Melican moved to adjourn, seconded by Mr. Dawley; it was unanimously voted.

DOVER BOARD OF SELECTMEN

James P. Dawley, Jr., Clerk