

MEETING MINUTES  
BOARD OF SELECTMEN  
NOVEMBER 10, 2011

At 6:32 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: Peter McGowan, Chief of Police; John Cone, Warrant Committee

PRESS: None

**Police Chief McGowan re: Part Time Police Officer**

The search process began about 6 months ago. A very committed group of five individuals were part of the search committee, and were very thorough in interviewing the prospective candidates for this position. The Police Chief recommended John Sweeney for a permanent part time position. Currently Dover has three part time officers, and this addition would be a fourth. Using part time officers enables the department to keep overtime to a minimum, which is good for the budget.

Mr. Dawley remarked that the handling of emergencies in the recent past has been extremely good, and that the department was to be commended.

Mr. Melican asked when the officer would be starting, should the position be approved, and it was thought that the candidate would be able to begin working in the next 4 – 5 months, after all appropriate testing and training was completed.

Mr. Dawley moved to appoint John Sweeney as a part time police officer, seconded by Mr. Melican; it was unanimously voted.

**Review of Latest Storm Issues**

Mrs. Lisbon asked Police Chief McGowan how the town fared as a result of the October snowstorm. Though the 911 system went down as a result of the storm, it immediately diverted to a backup system. A few hours into the storm, all 3 radio servers also went down, so the Police Department used the Fire Department radio transmission along with the Fire Department, EMS, and the Highway Department. The Chief praised the Highway

and the Fire Departments for their cooperation. Emergency Management was also involved in helping to keep the shelter at the Town House open and staffed, and were thanked for their efforts.

Mrs. Lisbon asked if it was possible for the emergency 911 calls to go to more than one phone number per resident, or was it limited. Chief McGowan said that the current system is set to go only to one line on the list, but the prompts could be changed so that all phone numbers listed could be called.

### **Annual Liquor License Renewals**

Having reviewed a comparison of fees, there was discussion about whether the fees should be raised, or lowered, relative to surrounding towns. It was the consensus of the Board that the fees should be kept the same to support our local establishments.

Mr. Dawley moved to renew the liquor license for the George B. Preston Post 209 American Legion for 2012, seconded by Mr. Melican; it was unanimously voted.

Mr. Dawley moved to renew the liquor license for Avatar, Inc. (Higgins), seconded by Mr. Melican; it was unanimously voted.

### **Capital Budget Revisions**

The Caryl Management Advisory Committee requested an additional \$15,000 in the Board of Selectmen's Capital Budget for refurbishment of the Caryl Community Center's Art Room. Due its condition this room cannot be used and is the only room left in the CCC that has not been improved. These enhancements would allow this room to be rented or used by other Town organizations. These funds would support the philosophy of slowly enhancing the building in increase usage by the Town.

Mr. Dawley moved to refurbish the Caryl Community Center Art Room for \$15,000, seconded by Mr. Melican; it was unanimously voted.

### **Town Report**

A draft letter regarding the Town Report instructions dated November 14 was discussed.

Mrs. Lisbon moved to accept the draft letter as presented, seconded by Mr. Melican; it was unanimously voted.

### **Reserve Fund Transfers**

Two Reserve Fund Transfers were requested to replenish the tree budget from Tropical Storm Irene in the amount of \$37,810 and from the October Snowstorm in the amount of \$18,190. It was explained that any reimbursement monies obtained from MEMA would not go back into the Tree Budget, but would go into the General Fund. Even with the transfer, the tree budget will be left at \$10,000, which will affect the work planned in the 5-year Care of Trees Plan. It was noted that the Reserve Fund is under stress, and that each department when making requests needs to be reminded of that by the Warrant Committee.

Mr. Dawley moved to approve a Reserve Fund Transfer for the Care of Trees in the amount of \$37,810 for the Tropical Storm Irene damage seconded by Mr. Melican; unanimously voted.

Mr. Dawley moved to approve a Reserve Fund Transfer for the Care of Trees in the amount of \$18,190 for the Halloween Storm damage, seconded by Mr. Melican; unanimously voted.

**Special Licenses**

Three license requests, all at the Connors Center taking place on December 9, December 12, and December 18, were presented for approval.

The motion was made and seconded to approve all three licenses; unanimously voted.

**Approve October 27, 2011 Meeting Minutes**

The Motion was made and seconded to approve the Minutes from October 27, 2011.

**Citizens' Comments**

Charles River School is celebrating its 100<sup>th</sup> birthday. On Saturday, April 28, they will be holding a gala event and have requested permission to park at the Town House, Caryl Community Center, and the Highway Garage parking lots. Acting Chief Farrell was consulted on this and supported their request.

A motion was made and seconded to approve the CRS' use of the parking lots requested in their November 7, 2011 letter; it was unanimously approved.

Mrs. Lisbon reminded the public that the Rail Trail Committee is seeking more people to serve, and hopes to have a committee that reflects many viewpoints .

**Adjournment**

At 7:17 p.m., Mr. Melican moved to adjourn the meeting, seconded by Mr. Dawley; it was unanimously voted.

DOVER BOARD OF SELECTMEN

---

James P. Dawley, Jr., Clerk