

MEETING MINUTES  
BOARD OF SELECTMEN  
JANUARY 12, 2012

At 6:43 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: Michael Aceti & Kim Collins, Capital Budget Committee, John Cone, Warrant Committee; Peter McGowan, Police Chief, Sergeant Todd Wilcox, Dover Police Department.

PRESS: Matthew Cuoto, D-S Press

**Capital Budget Progress Report**

Michael Aceti, Chair of the Capital Budget Committee (CBC), presented a progress report to the Board of Selectmen. All committees requesting capital items in FY13 have come to speak with CBC at this point to review proposals. Where needed, additional information has been requested. He said it is a pretty significant year for Capital Budget Requests: the Fire Department has requested \$980,000 for a Ladder truck, and other requests total approximately \$500,000. Traditionally, Article 5 has been in the \$350,000 to \$450,000 range, rather than as high as \$500,000. A detailed spreadsheet prepared by the Capital Budget Committee was reviewed. It was noted that the requests are for the gross purchase price for those items with a related trade-in.

Mr. Aceti said that a meeting had been held at the Fire Station for members of the Capital Budget Committee, Board of Selectmen and Warrant Committee to learn more about the different vehicles, and replacement needs. More discussion needs to be held to better understand the need and alternatives for a new Ladder truck. The Squad 2 vehicle replacement request was taken out of this year's request, and put into FY14 as a refurbishment. The possibility of taking the Ladder Truck out of Article 5, and putting it into a special Warrant Article was discussed.

As requested by the Board of Selectmen, further research was done on the request for a new glass recycling container at the Transfer Station. The cost would be \$40,000 for a glass container compactor, as opposed to \$7,500 for the type of container currently used.

Due to many factors, such as maintenance of the equipment, the decision was made to stay with the current design.

The Library has requested monies to cover technology improvements. No vote has been taken by the Capital Budget Committee, as the library has applied for grants which could cover some or the entire request. Parks and Recreation had a couple of requests for FY13: A small tractor originally was budgeted at \$20,000, but the cost may go down to \$16,000 with trade-in; \$25,000 was originally requested for maintenance on the tennis courts at Caryl Park. This is required to keep the warranty intact and is done every five years. , Program income from the tennis courts totaling \$5,000 will offset a portion of this request, so the revised request will be \$20,000. Additionally, the Parks and Recreation Commissioners have decided to set aside approximately \$5,000 of tennis court program income each year to offset the every 5-year maintenance costs. In that way, there would be no need to put in a capital budget request for this in the future.

One Police Department vehicle was approved for the next fiscal year.

Chickering School officials are scheduled to appear at the Capital Budget Committee on January 24 with more information on technology items, painting, and carpet replacement. The school administration has been developing a schedule of repairs/maintenance to insure that Chickering does not fall into disrepair due of lack of attention or funds.

The Board of Selectmen reviewed a request to paint the interior of the upper floor at the Library. It was decided that at this time the painting could be handled by Building Maintenance within their existing budget, rather than through the capital budget.

Mr. Dawley made the motion to move the Library interior painting from Fiscal Year 13 to Fiscal Year 15, seconded by Mr. Melican; it was unanimously voted.

**Chief McGowan re: Sgt. Wilcox's Graduation from FBI Academy**

Mrs. Lisbon welcomed Chief McGowan and Sergeant Todd Wilcox to the meeting. Chief McGowan spoke about Sergeant Wilcox, who has been on the department for 20 years, first as a Northeastern University Coop student, then as a part-time officer, and finally as a full-time officer, becoming Sergeant five years ago. Sergeant Wilcox has just completed the FBI National Academy Program, in Quantico, Virginia, and was congratulated and thanked for his participation.

Chief McGowan also spoke about the history of Dover's participation in the FBI Academy. About three years ago, the former Chief, Joe Griffin, started the process of getting a Dover Police Department officer into the FBI National Academy program. There is long waiting list for the 11-week program which is conducted four times a year. Less than 1% of all police officers in the world are eligible, accepted, and graduate from the Academy. Chief McGowan stressed how prestigious this is for the Town of Dover, and for Sergeant Wilcox. This is the first time that Dover has had an officer attend the FBI Academy. Sergeant Wilcox stated that his class had 267 officers from around the world, with a

tremendous pool of knowledge. FBI agents teach the classes, but the knowledge and experience of attendees and presenters create a tremendous base of information available to everyone. All courses are college credit courses, because of the Academy's association with the University of Virginia. Sergeant Wilcox thanked the Board of Selectmen and the Town of Dover for giving him the opportunity to attend.

**Execution of Collective Bargaining Agreement between the Town of Dover and the Dover Police Association**

Over the course of a few months this past summer, the union contract modification and extension was negotiated by Mr. Dawley, Mr. Ramsay, Town Labor Counsel, Sergeant Wilcox, Officer Menice, Officer Cash, and Officer Bratcher. The negotiations went exceedingly well and on June 24, a three year agreement was reached. Mr. Dawley thanked all participants from the Police Department and Mr. Ramsay for making this happen.

Mr. Dawley made a motion to accept the agreement between the Town of Dover and the Massachusetts Coalition of Police on behalf of the Dover Police Association for the period of July 1, 2011 through June 30, 2014, Mr. Melican seconded; it was unanimously voted.

**Review of Ambulance Rates**

Mr. Ramsay said that historically the Town looks to Medicare ambulance rates as a benchmark, and sets the rates at 110% of those rates. At this time the rates are over that percentage, so the recommendation is to leave them as they stand at present.

Mr. Dawley made a motion to leave the ambulance rates at the current levels for 2012, seconded by Mr. Melican; it was unanimously voted.

**Municipal Water System Connection Permit**

Mr. Ramsay said that there has been a request from a resident at 16 Haven Street to connect to the municipal water system. This is a standard agreement that has been granted by the Town in the past although rarely requested. The homeowner pays all construction costs and is subject to all inspectors' approvals.

Mr. Dawley made a motion to authorize a municipal water system connection permit at 16 Haven Street, seconded by Mr. Melican; it was universally voted.

**Authorize an Environmental Assessment at the Caryl Community Center  
Reserve Fund Transfer – Building Maintenance**

During the oil tank replacement project at the Caryl Community Center contamination was found in the soil. Under Massachusetts law, an assessment plan is required to be conducted by a licensed site professional after which any necessary remediation is to be conducted. The initial digging process was impeded due to the presence of a live electrical service. Therefore, the electrical service must be turned off in the interests of safety. A proposal by ADS Environmental Engineering LLC to complete the assessment was

discussed, and it was explained that the costs in the proposal are driven by regulatory reporting restrictions.

Mr. Dawley made a motion to authorize the environmental assessment to ADS Environmental Engineering LLC for the purpose of subsurface exploration, Mr. Melican seconded; it was unanimously voted.

Mr. Ramsey also reported that the four bids for the replacement of the oil tank were opened on January 10, 2012. The lowest was for \$74,000 plus professional services. It was noted that this bid was lower than the previous bid of \$120,000 during the first round of bidding. The original bids were rejected due to non-compliance issues. The source of funding for this work needs to be determined before the bid can be awarded so a Reserve Fund Transfer is required.

Mr. Dawley moved to request a transfer from the Reserve Fund for \$50,000 seconded by Mr. Melican; it was unanimously approved.

#### **Review Warrant Articles Submitted to Date**

By January 20 any department and/or citizen who wish to submit a request for a Warrant Article on the Town Meeting Warrant must submit their information to the Selectmen's office. After the 20<sup>th</sup>, the Warrant is closed. Currently the Warrant has a total of 29 articles. There are placeholders for various items at present.

The Dedham Street Corridor Study has been finalized and will be posted on the Dover website in the next week. The previous draft will remain on the website as well. The Board of Selectmen will be addressing the recommendations over the next several months.

#### **Other Business:**

##### **Town Report**

A draft of the Selectmen's Town Report for 2011 was presented for review and comments.

##### **MIAA Nominations**

The MMA Annual Meeting occurs on January 20. It is a very helpful place to gather information which pertains to Dover. MIAA, the Town's insurance carrier, holds its board meeting on Saturday. They are looking for nominations.

##### **Approve December 22, 2011 Meeting Minutes**

Meeting minutes from December 22, 2011 were reviewed.

Mr. Melican moved to approve the meeting minutes from December 22, seconded by Mr. Dawley; it was unanimously voted.

##### **Citizen's Comments**

Mrs. Lisbon announced that her current term as Selectman expires in May 2012. She has greatly enjoyed working with four different Selectmen, and the Selectmen's office. After

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giving it much thought, she has decided to run for another term, as she still has the interest, energy, and things she would like to help the Town accomplish.

Mr. Dawley said that this was great news, and very positive for the Town.

**Adjournment**

At 8:02 p.m., Mr. Dawley moved to adjourn, seconded by Mr. Melican; it was unanimously voted.

DOVER BOARD OF SELECTMEN

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James P. Dawley. Jr., Clerk