



TOWN OF DOVER
 BOARD OF SELECTMEN
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 DOVER, MASSACHUSETTS 02030

James P. Dawley, Jr., Chairman
 Joseph M. Melican, Clerk
 Carol Lisbon

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MEETING MINUTES
 BOARD OF SELECTMEN
 JUNE 27, 2012

At 6:30 p.m., Chairman James P. Dawley, Jr. called the meeting to order with members Joseph M. Melican and Carol Lisbon present. Also present were David W. Ramsay, Town Administrator, and Greer Pugatch, Assistant Town Administrator.

MEETING CALLED TO ORDER

ATTENDANCE: Frank Zoll, Zoll Cellars Winery of Shrewsbury

ATTENDANCE

PRESS: Sarah Freedman (D-S Press)

PRESS

Special License for Wineries

SPECIAL WINERY LICENSE

Mr. Zoll of Zoll Cellars Winery explained that in 2010 a law was passed which allows Massachusetts wineries to sell sealed bottles of wine and serve samples at local farmers markets and other agricultural events. These wines can then be taken off the premises and consumed. The Department of Agriculture certifies that an event is in fact a farmer's market or other agricultural event. Mr. Zoll has already sent the information to Mr. David Webber at the Department of Agriculture, notifying him of this particular event. A license is being requested from the Town of Dover Selectmen (the local approval authority) for the August 4 Mass Marketplace event at Massachusetts Horticultural Society (Mass Hort), from 10am to 4pm. Mr. Zoll is hoping to use this event to see how working as a partner with Mass Horticultural Society might assist in getting his product into the local wine stores, restaurants, etc. The license fee is \$50.00. Mr. Zoll has liquor and general liability insurance. The only wine at this event would be Massachusetts produced wine. Mr. Zell's association represents about 25 of the 40 wineries. The sample size is approximately 1/2 ounce with a limit of 5 samples per person over age 21.

Mr. Dawley said that the Board of Selectmen would take the license application under advisement, and would make a decision by the next Board meeting.

Regional School Athletic Fields Site Plan Review

REG'L SCHOOL ATHLETIC FIELDS SITE PLAN REV.

The regional school has put forth a plan to replace the football field's grass with artificial turf. This is privately funded. This land is in the Open Space district.

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According to the Town Bylaws, the Planning Board's advice and then approval must be sought. The Planning Board had no issue with what was presented. For Phase 1, the plan would be to have artificial turf put in place inside the old track before the start of the new school year.

Mrs. Lisbon moved to approve the site plan as submitted to and approved by the Planning Board on June 25, seconded by Mr. Melican; it was unanimously voted.

Mr. Ramsay requested a waiver of the permitting fees as the money to build these fields was privately raised by a non-profit entity.

Mr. Dawley moved to waive the approximately \$300 permit fees, seconded by Mr. Melican; it was unanimously voted.

Renewal of Caryl Community Center Annual License Agreements

**CCC ANNUAL LICENSE
RENEWALS**

Mr. Ramsay said that Center for the Development of Children agreed to a 3% increase with all terms and conditions the same as in prior years. Erin's School of Dance agreed to a 5% increase in rent.

Mr. Dawley moved to approve the license between the Town of Dover and the Center for the Development of Children to lease a portion of the space at the Caryl Community Center for FY13, seconded by Mrs. Lisbon; it was unanimously approved.

Mr. Dawley moved to approve the license between the Town of Dover and Erin's School of Dance to lease a portion of the space at the Caryl Community Center for FY13, seconded by Mr. Melican; it was unanimously approved.

Appointments

APPOINTMENTS

Mrs. Lisbon moved to appoint Camille Johnston to the Board of Registrars for a three-year term, seconded by Mr. Melican; it was unanimously approved.

Mrs. Lisbon moved to appoint Kate Faulkner to the Conservation Commission for a three-year term, seconded by Mr. Melican; it was unanimously approved.

Mrs. Lisbon moved to appoint Larry Clawson to the Conservation Commission as an associate member for a one-year term, seconded by Mr. Melican; it was unanimously approved.

Mrs. Lisbon moved to appoint Richard Eells to the Historical Commission for a three-year term, seconded by Mr. Melican; it was unanimously approved.

Mrs. Lisbon moved to appoint Boynton Glidden to the Open Space Committee for a three-year term, seconded by Mr. Melican; it was unanimously approved.

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Mrs. Lisbon moved to appoint Kate Cannie to the Open Space Committee for a three-year term, seconded by Mr. Melican; it was unanimously approved.

Mrs. Lisbon moved to appoint Sierra Bright to the Open Space Committee for a three-year term, seconded by Mr. Melican; it was unanimously approved.

Mrs. Lisbon moved to appoint Matt Schmidt to the Recycling Committee for a three-year term, seconded by Mr. Melican; it was unanimously approved.

Mr. Melican moved to appoint Carlton Sherman to the Board of Fire Engineers for another three year term, seconded by Mrs. Lisbon; it was unanimously approved.

Mr. Melican moved to appoint Matthew Spinale and Scott Mayfield to the Finance Committee on Roads for another three-year term each, seconded by Mrs. Lisbon; it was unanimously approved.

Mrs. Lisbon moved to appoint Joe Melican for another one-year term to the Finance Committee on Roads, seconded by Mr. Dawley; it was unanimously approved.

Mr. Dawley moved to appoint John Devine for another three-year term to the Tree Committee, seconded by Mr. Melican; it was unanimously approved.

Mrs. Lisbon moved to appoint Elaine Yolk for another one year term to the Animal Control Office, seconded by Mr. Melican; it was unanimously approved.

Mrs. Lisbon moved to appoint Chief Peter McGowan as Chief of Communications for another one year term, seconded by Mr. Melican; it was unanimously approved.

Mrs. Lisbon moved to appoint David Ramsay to the Personnel Board as the Male Ombudsman and Greer Pugatch to the Personnel Board as the Female Ombudsman for another one year term, seconded by Mr. Melican; it was unanimously approved.

Mrs. Lisbon moved to appoint all current Police Officers for a one-year term, seconded by Mr. Melican; it was unanimously voted.

Mrs. Lisbon moved to appoint Craig Hughes for a one-year term as Right to Know Coordinator and also for a one-year term as Superintendent of Streets, seconded by Mr. Melican; it was unanimously voted.

Mrs. Lisbon moved to appoint Carol Wideman for a one-year term as Town Accountant, seconded by Mr. Melican; it was unanimously voted.

Mrs. Lisbon moved to appoint Gerald Lane for a one-year term as Town Treasurer/Collector, seconded by Mr. Melican; it was unanimously voted.

Mrs. Lisbon moved to appoint Tim Holiner, Carol Lisbon, Matt Schmid, Greg Hills and Mary McLaughlin to a one-year term on the Rail Trail Committee, seconded by Mr. Melican; it was unanimously voted.

Mrs. Lisbon moved to appoint David Ramsay for a one-year term as Affirmative Action Officer, seconded by Mr. Melican; it was unanimously voted.

Cable T.V. Advisor Bob DeFusco re: Renewal of Comcast Cable Franchise License **COMCAST LICENSE RENEWAL**

Current license expires on July 31, 2012. Negotiation of a new license has been going on for about a year and a half, and is just about complete. Once the license is renewed, old copper lines will be replaced by fiber optic cables. The contract should be signed by August. There are major upgrades which will be made in the first six months of the new contract, which will enable much superior internet services. Mr. Dawley and Mrs. Lisbon extended thanks on behalf of the Board of Selectmen to Mr. DeFusco for all of his work on the new contract effort.

Waive Demolition Permit Fee **WAIVE DEMOLITION PERMIT FEE**

Mr. Ramsay requested that the \$100 demolition permit fee for Whiting Road buildings be waived.

Mr. Melican moved to waive the demolition permit fee for Whiting Road buildings, seconded by Mrs. Lisbon; it was unanimously voted.

Audit Engagement Letter **AUDIT ENGAGEMENT**

Fees have remained level for the past four years due to sensitivity to the economy; this year they will increase.

Mr. Dawley moved to accept the proposal for Melanson Heath Company to act as the auditors for the Town of Dover for the next three years, seconded by Mrs. Lisbon; it was unanimously voted.

Other business **OTHER BUSINESS**
Special Licenses **SPECIAL LICENSES**

There were six special licenses to approve: June 22 at Elm Bank, July 11 at Elm Bank, July 14 at the Connors Center, July 20 at Elm Bank, July 21 at Elm Bank, August 18 at Elm Bank.

Mr. Dawley moved to approve all six special licenses as listed, including the June 22 retroactively, seconded by Mr. Melican; it was unanimously voted.

Reserve Fund Transfer **RESERVE FUND TRANSFER**

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Mr. Ramsay explained that this transfer was made for additional hours worked by Emergency Management during the severe weather events last fall.

Mr. Dawley moved to approve the transfer of \$85.74 for Emergency Management, seconded by Mr. Melican; it was unanimously voted.

Approve May 29, 2012 Meeting Minutes

Mr. Melican moved to accept the minutes of May 29, 2012, seconded by Mrs. Lisbon; it was unanimously voted.

**APPROVE MAY 29, 2012
MINUTES**

Mr. Melican moved to move the Board of Selectmen's meeting from December 13 to December 12; seconded by Mrs. Lisbon; it was unanimously voted.

Citizen's Comments

Mr. Ramsay stated that Mr. Carr of MWRTA had requested a letter from the Chairman of the Board of Selectmen authorizing Mr. Melican to speak on behalf of the Board of Selectmen.

CITIZENS COMMENTS

It was moved by Mrs. Lisbon that such a letter be written, seconded by Mr. Melican; it was unanimously voted.

Adjournment

Mrs. Lisbon moved to adjourn, seconded by Mr. Melican; it was unanimously voted.

ADJOURNMENT

DOVER BOARD OF SELECTMEN

Joseph M. Melican, Clerk