

## **Dover Warrant Committee Minutes of the June 24, 2013 meeting**

**Members in attendance:** Andrew Waugh – Chairman, Bob Cocks, James Stuart, Rich Forte, John Cone, Maureen Arkle, Kathy Gill-Body, Brooks Gerner, Douglas Lawrence

**Non-Members in attendance:** none

**Location:** Zebra's, Medfield, MA

Mr. Waugh called the meeting to order at 7:09 PM.

Mr. Waugh updated the Committee on seven Reserve Fund Transfers and memos from Chief McGowan and Mr. Gerard Lane, Dover Treasurer-Collector. Attached as part of the minutes.

Discussion followed regarding the timing of the reserve fund transfers and lack of disclosure to help the Committee make a determination on the requests. It was noted that only one of the seven requests had a prior notice (the refinancing of Town debt resulting in higher principal payments).

Particularly troublesome to the Committee was the IRS assessment, estimated to be \$80,000. The Committee found it difficult to understand how the magnitude of the assessment was not known earlier and brought to the Committee earlier through a Prior Notice or other communication from the Treasurer-Collector or Selectmen. The Committee was also interested to learn more about how the Town's auditor missed the compliance violations and what actions were being taken to prevent future violations.

The Committee felt it was in the best interest of the Town to approve the Reserve Fund Transfers as presented for several reasons, including the vetting of each by the Selectmen and the availability of Reserve Fund funds to accommodate the last minute requests without putting an undue burden on the following year's Reserve Fund. It was agreed that the IRS assessments and penalties will have to be paid by the Town and it made fiscal sense to pay it now rather than deplete one third of next year's Reserve Fund.

Mr. Forté motioned to approve the Reserve Fund Transfer request from the Building & Maintenance Department for \$9,000 to cover unexpected expenditures and additional wiring at the Caryl Community Center. Second by Mr. Stuart. Approved 8-0-0

Mr. Forté motioned to approve a Reserve Fund Transfer request from the Water Department for \$2,000 to cover an outstanding invoice and regular remaining expenses through the end of the fiscal year. Second by Ms. Arkle. Approved 9-0-0

Mr. Forté motioned to approve the Reserve Fund Transfer request from the Police Department for \$20,560 to replace the department's firearms. Second by Mr. Cone. Approved 9-0-0

Mr. Forté motioned to approve the Reserve Fund Transfer request from Treasurer-Collector for \$80,000 to cover the assessments, penalties and fees associated with the IRS audit for tax years 2010, 2011 and 2012. Second by Ms. Arkle. Approved 9-0-0

Mr. Forté motioned to approve the Reserve Fund Transfer request from the Conservation Commission for \$5,400 to cover wetlands consultant fees for projects that required consultant review. Second by Ms. Gill-Body. Approved 9-0-0

Mr. Forté motioned to approve the Reserve Fund Transfer request for \$24,999 to cover the increased debt principal payments, resulting from the refinancing of certain Town debt which will lead to long-term savings. Second by Mr. Cone. Approved 9-0-0

Mr. Forté motioned to approve the Reserve Fund Transfer request from Town Clerk for \$80 to cover a longevity payment miscalculation. Second by Ms. Arkle. Approved 9-0-0

Being no other business, Mr. Forte made a motion to adjourn, second by Mr. Waugh. Meeting adjourned at 7:51 PM.

Respectfully submitted,  
W. Richard Forte, Jr.