

## **Dover Warrant Committee**

### **Minutes of the January 30, 2013 meeting**

**Members in attendance:** Andrew Waugh, James Stuart, Robert Cocks, Rich Forte, Kathy Gill-Body, Douglas Lawrence

**Non-members in attendance:**

Mr. Jim Dawley (Selectmen)  
Mr. Mark Sarro (Chair, Planning Board)  
Mr. Henry Faulkner (Planning Board)  
Mr. David MacTavish (Director, Parks & Recreation)  
Mr. Mark Ghiloni (Assistant Director, Parks & Recreation)  
Mr. Rich Oasis (Chair, Parks & Recreation)  
Ms. Nancy Simms (Parks & Recreation)  
Mr. Scott Seidman (Parks & Recreation)

**Location:** Dover Town House

Mr. Waugh called the meeting to order at 7:00 PM.

Mr. Oasis presented the Parks & Recreation budget. The Committee continues to adjust its budget to reflect the true costs of running the Parks & recreation Department rather than funding items from the Revolving Fund. A part-time programming assistant was hired mid-year a year ago and was funded from the Revolving Fund. The funding is now part of the budget at \$14,880.

The Committee wanted to determine the cost to maintain the parks and fields as grass (not playing fields). The committee feels that is a cost to the Town and should be part of the budget with the cost to maintain the fields at playing conditions for sports activities to be funded from activity fees. The costs to maintain the "grass" is estimated to be \$60,000. The estimate is based on an estimate from Strawberry Hill. The Committee has increased it's grounds maintenance budget by \$5,000 to \$30,000 as it steps it's way to the \$60,000 actual cost to maintain the parks and fields.

The Committee is in the later stages of evaluating a new field at Caryl Park with field usage and traffic studies and site plans.

Mr. Sarro presented a level service budget, reflecting a 1.9% increase due to salaries which are up due to contract.

Mr. Sarro explained the proposed warrant article to create an associate member position on the Board. The need for the associate member is to help with the special permitting process (See accompanying proposed Warrant Article and memorandum explaining the request).

**Liaison Reports:**

Mr. Stuart reviewed the preliminary Capital Budget with the Committee. Early numbers show a total of Capital Budget requests of \$708K compared with last year's budget of \$417K. Mr. Aceti had a scheduling conflict and was not able to attend. The Capital Budget will be presented at the February 13 meeting.

Mr. Waugh introduced a Prior Notice from Park & Recreation dated January 30, 2013 for \$2,375 to replace two doors that have rotted at the Park & Recreation storage facility (Grounds & Maintenance expense).

Next meeting is scheduled for February 6, 2013 with expected presentations from Minuteman Vocational, Chickering and Board of Selectmen.

Being no other business, Mr. Forte made a motion to adjourn, second by Mr. Cocks. Meeting adjourned at 8:50 PM.

Respectfully submitted,  
Richard Forte