

Dover Warrant Committee

Minutes of the January 9, 2013 meeting

Members in attendance: Andrew Waugh, James Stuart, John Cone, Brooks Gerner, Robert Cocks, Rich Forte, Kathy Gill-Body, Douglas Lawrence

Non-members in attendance:

Mr. Jim Dawley (Selectmen)

Ms. Grier Pugatch, Assistant Town Administrator and Mr. David Ramsay, Town Administrator

Mr. Craig Hughes, Superintendent of Street, Highway Department

Location: Dover Town House

Mr. Waugh called the meeting to order at 7:01 PM.

Mr. Cocks made a motion to approve the minutes of November 14, 2012 second by Ms. Gill-Body. Approved 7-0-0.

Chief Peter McGowan, Police Department, was not able to attend due to illness to present the Protective Services Budget. Mr. David Ramsey presented the budget to the committee. The budget provides for the same staffing levels as the prior year. There is an increase in salaries due to the contract. The department plans to swap over the phone system to VoIP which will be funded half by a grant and half from the operating budget. Additionally, the department has to upgrade its email archiving system as per state mandate. Total budget is up 4.15% to \$1,932,255.

Ms. Grier Pugatch, Assistant Town Administrator and Mr. David Ramsay, Town Administrator presented the Selectmen's budget. Funding for the GASB 45 liability is part of the group health line item. As with the Police Department, the other Town offices also have to upgrade data processing and auto-archiving. As part of the compliance with state law, the Town will be upgrading to a new server and there will be some additional hours required to prepare and install the new server. There is an addition of \$2,500 for the purchase of "My Senior Center" software to track COA statistics.

There were questions regarding fuel costs for the various buildings. Fuel costs are difficult to estimate due to the variance of weather and fuels costs.

Mr. Craig Hughes presented the Highway department budget. This a contract year for the union employees so the salary expense line could change, but history shows the union employees to be a very cooperative group. The snow & ice budget is based on history. At the Transfer Station, costs are kept in place due to a reduction in tonnage. Care of Trees budget is increased to get back on track for the regular maintenance of tree trimming and care after the depletion of the budget due to Tropical Storm Irene and the Halloween storm.

The committee thanked Ms. Pugatch, Mr. Ramsey and Mr. Hughes for their presentations.

Liaison Reports:

Ms. Gill-Body has information regarding the Regional capital budget and will discuss it at next week's meeting.

Mr. Waugh asked folks to be prepared to discuss the unexpended appropriations balances for FY 2012. Expected departments to present next week are Fire, Planning Board and Minuteman.

Next meeting is scheduled for January 16, 2013 with expected presentations from Fire, Planning Board and Minuteman.

Being no other business, Mr. Cocks made a motion to adjourn, second by Mr. Cone. Meeting adjourned at 8:55 PM.

Respectfully submitted,
Richard Forte