

MEETING MINUTES  
BOARD OF SELECTMEN  
JUNE 12, 2013

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

ATTENDANCE: John Cone, Warrant Committee; Robyn Hunter, and Paul Campanis

PRESS: Sarah Freedman and Maureen Sullivan, Dover-Sherborn Press

**Appointments**

Mrs. Lisbon moved to appoint Candace McCann to a three-year term on the Conservation Commission, as well as John Sheehan and David Stapleton, who had been associate members before filling unexpired terms, to full three-year terms effective July 1, 2013; seconded by Mr. Dawley; it was unanimously voted.

Mr. Dawley moved to appoint Peter Smith to the Board of Fire Engineers for a three-year term effective July 1, 2013, seconded by Mrs. Lisbon; it was unanimously voted.

**Discuss Chapter 61A Rights of First Refusal**

The 287 Dedham Street and 36 Pegan Lane Chapter 61A parcels are the properties under discussion. The Open Space Committee, Conservation Commission, Board of Assessors, and the Planning Board have all received copies of the paperwork for review/recommendations related to the Town's right of first refusal to purchase these agricultural-zoned properties.

Mrs. Lisbon noted that Pegan Lane discussions are further along at this point. The Conservation Commission and Open Space Committee expressed interest in the Dedham Street property. There is a period of 120 days for the Town to execute its right of first refusal. This discussion will be continued to the next Selectmen's meeting pending responses of these groups.

**Discuss Gifts & Grants Acceptance Policy**

A draft policy regarding acceptance and expenditures of gift and grant monies was reviewed by the Selectmen. This is an internal policy for the Board of Selectmen's office related to MGL Ch.44, Sec 53. After the final draft is done, it was suggested that it be distributed to affected boards and departments for their review/comments. The draft will be taken under advisement.

**Senate Budget Amendment 59 re: Increase in MSBA Reimbursement for Technical High School Building Projects**

Under current state law, capital expenditures on school building projects can only be funded by the member towns. Dover is one of the members of the Minuteman Regional Technical High School, which needs to undergo a major renovation. There are many non-member towns which send pupils to Minuteman that do not contribute to the capital costs for projects such as this one. It has been requested that the Board of Selectmen send a letter supporting this amendment, which would increase the MSBA reimbursement to lower the member communities' costs, to our State Representative, Mike Rush.

Mrs. Lisbon moved that a letter of support be sent to Senator Rush in support of the proposed amendment, seconded by Mr. Dawley; it was unanimously approved.

**Execute Caryl Community Center License Agreement**

Mr. Dawley moved to enter into a license agreement between the Town of Dover and Erin's School of Dance for the lease of space at the Caryl Community Center for FY14, seconded by Mrs. Lisbon; it was unanimously voted.

**Regional School Athletic Fields Site Plan Review**

The Planning Board sent a letter stating that they had reviewed the site plans for the proposed athletic fields at the regional school. Mr. Dawley stated the Board would take this under advisement pending additional detail, and would revisit it at the July meeting.

**Board's Summer Meeting Schedule**

After some discussion, it was determined that the July meeting would be held on July 11, and the August meeting would occur on August 22.

**Other Business:**

**Special Licenses**

The Special Licenses were: June 16 at Elm Bank, June 19 at Elm Bank, June 22 at Connors Center, July 6 at Connors Center, July 7 at Connors Center, July 10 at Connors Center, July 11 at Connors Center, July 13 at Connors Center, July 20 at Connors Center, July 26 at Connors Center, July 29 at Connors Center, July 30 at Connors Center, August 11 at Elm Bank.

It was moved by Mr. Dawley to approve the Special Licenses as delineated above, seconded by Mrs. Lisbon; it was unanimously voted.

**Reserve Fund Transfer - IRS**

There is an ongoing Internal Revenue Service audit for the Fiscal years 2010, 2011 and 2012, which began in September 2012. The Town Treasurer has estimated that a sum not to exceed \$80,000 will be needed to satisfy the results of the IRS examination, a result of identified non-compliance and employee and/or contractor classification issues. There were five departments cited, in addition to miscellaneous items such as uniform reimbursement payments. It is noted that the IRS examination is not final and until it is, no further details are available.

Mr. Dawley requested that Mr. Lane, Town Treasurer, provide a summary of the scope and items that are being examined for the benefit of the Warrant Committee to assist in their review of this Reserve Fund Transfer.

Mrs. Lisbon moved to approve a Reserve Fund Transfer for the sum of \$80,000 for back taxes and fees as a result of the IRS audit, seconded by Mr. Dawley; it was unanimously voted.

**Reserve Fund Transfer Police**

The Board received a request from the Police Chief for a Reserve Fund Transfer for the police officers' sidearms. There have been a series of malfunctions in the current armory of firearms in the last two months. There are 22 guns in the armory to be replaced. Due to the timing of the malfunction issue, this request is occurring outside of the FY13 Capital Budget process. This was in the Capital Budget for FY17; however, because of the seriousness of this safety issue, Chief McGowan has requested the replacement of the firearms now through the Reserve Fund. While recognizing the safety issues involved, the Board expressed concern that this request was not handled through the capital budgeting process and emphasized that this approach must be the rare exception to the process.

Mr. Dawley moved to request a Transfer from the Reserve Fund in the amount of \$20,560 to replace 22 handguns, ammunition and accessories, seconded by Mrs. Lisbon; it was unanimously voted.

**Catch the Wave Bicycle Tour**

A request has been received from the event coordinator to pass through the Town on June 23. This group raises awareness of domestic violence. This is a fundraiser, not a race, and was approved by Chief McGowan.

Mr. Dawley moved to approve the Cycle the Wave tour contingent on Library approval of use of its parking lot as a rest station and removal of signs after the ride by the event coordinators, seconded by Mrs. Lisbon; it was unanimously voted.

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**Cycle for Life Bicycle Tour**

This ride is to benefit Cystic Fibrosis. It is an October 5, charity bicycle ride. This ride has passed through the Town on other occasions, and has been approved by Chief McGowan.

Mr. Dawley moved to approve the 2013 Cycle for Life Bicycle Tour to occur on October 13, seconded by Mrs. Lisbon; it was unanimously voted.

**Approve May 21, 2013 Meeting Minutes**

Mr. Dawley moved to approve the amended May 21, 2013 meeting minutes, seconded by Mrs. Lisbon; it was unanimously voted.

**Citizens' Comments**

The Board remembered 3 exceptional gentlemen who passed away recently: Henry Stone, Arthur Adams and Carl Akins. They made a great impact through their involvement in the Town over the years. The Board's thoughts go out to their families.

**Adjournment**

At 7:27 p.m., Mrs. Lisbon moved to adjourn, seconded by Mr. Dawley; it was unanimously voted.

DOVER BOARD OF SELECTMEN

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Carol Lisbon, Clerk