

**MEETING MINUTES
BOARD OF SELECTMEN
November 5, 2015**

At 6:30 PM, Chairman James P. Dawley, Jr. called the meeting to order with members Robyn Hunter and Candace McCann present. Also present were David W. Ramsay, Town Administrator; Greer Pugatch, Assistant Town Administrator; and Mona DiSciullo, Administrative Assistant.

ATTENDANCE: Catherine White, Nancy Kostakos, Matthew Schmid and Eric Aborjaily, Springdale Study Committee; Amey Moot, Conservation Commission; Judith Schultz, Board of Library Trustees

PRESS: Maureen Sullivan, Dover-Sherborn Press

Springdale Study Committee Update

Members of the Springdale Study Committee gave a PowerPoint presentation outlining their recommendations for the future use of 46 Springdale Avenue. The presentation recapped the due diligence process undertaken by the Committee which included studying all potential uses of the property, meeting with experts and town officials, and conducting a town survey which yielded over 500 responses with results clearly favoring preservation of open space. However, the Committee also expressed a major concern regarding the lack of affordable housing in Town, which increases the likelihood of 40B development of future large land parcels. Accordingly, the Committee's recommendation is to retain town ownership of the entire property, rent the existing facilities to pay for maintenance of property and to reduce outstanding debt, create access to open space for passive recreational use, and to revive the Dover Housing Partnership Committee to develop a housing plan and conduct a comprehensive town-wide education campaign. Mr. Dawley relayed that the Board will take the Committee's recommendations under advisement, while keeping the overwhelming results of the survey in mind, and will, at their next meeting, begin to draft a warrant article. The Board thanked the Committee for their conscientious and substantive work over many months.

Discuss Proposed Donation of Gould Land Parcels

Over a year ago a landowner approached the Conservation Commission and offered to donate three parcels of land to the Town. These parcels, measuring approximately 2 acres each, are located at 11 Grand Hill Drive, 18 Donnelly Drive and 20 Donnelly Drive. Members of the Commission; George Giunta, the Commission's Agent; and Paul McManus, the Commission's consultant and wetlands specialist, toured the properties and determined that the parcels have significant resource value. Subsequently, the Conservation Commission voted that the Town accept the donation of the three parcels. Additionally, a licensed site professional is lined up to do an environmental study. It was anticipated that the landowner would donate the land by year's end; however, it now appears that he is considering donating the parcels on a staggered basis, and it is not clear if all three would be donated by the end of December. The Selectmen will take this matter under advisement until the landowner makes a decision.

Review FY17 Selectmen's (revised) and Highway (revised) Capital Budget Requests

Mr. Ramsay highlighted two major changes in the revised Selectmen's Capital Budget Requests.

Selectmen - Based on a meeting with the Library Trustees, it was determined that installing the outside handrail of the Library's exterior door at a cost of \$15,000 be moved to 2017 from 2021.

The cost to repair/replace the stairway outside of the cafeteria at the Caryl Community Center has increased to \$90,000 from \$30,000. The Selectmen's budgets are projected out five years, and \$30,000 was originally budgeted. The major reasons for the increase are that the scope of the project has become more thoughtful and includes more components than originally anticipated and because there is a bid selection process required, additional costs will include fees associated with an architect and a general contractor.

Mr. Dawley moved to accept the revised Selectmen's and Highway Capital Budget Requests for FY17, as submitted, in the amount of \$147,500, seconded by Ms. McCann; it was unanimously voted.

Highway - In order to smooth out and equalize total spending amounts for capital items from year to year, Craig Hughes has agreed to move Item #3 from 2018 to 2020 and to move Item #5 from 2020 to 2021. This shift does not affect FY17 numbers.

Town Report

The annual letter from the Board of Selectmen to all Town Departments, Boards, and Committees regarding the Town Report will be sent out on November 6, 2015. Additionally, a letter will be sent out from the Town Report Committee with templates and formatting guidelines attached.

Mr. Dawley thanked the Town Report Committee for the hard work they do to produce a wonderful Town Report year after year.

Award Bid for the Carpeting at the Dover Town Library

The carpeting project at the Dover Town Library went out to bid in October of 2015, and the lowest responsive and responsible bidder out of the seven received was Atkinson Carpet of Haverhill, MA with a bid of \$43,840. The company has been vetted, and the reference check results are positive. The anticipated start date of the project is January, 2016.

Mrs. Hunter moved to award the contract for carpeting the Dover Town Library to Atkinson Carpet, seconded by Ms. McCann; it was unanimously voted.

Award Bid for the Painting at the Dover Town Library

The painting project at the Dover Town Library went out to bid in October of 2015, and the lowest responsive and responsible bidder out of the ten received was Drizos Contracting of Burlington, MA with a bid of \$24,400. The company has been vetted, and the reference check results are positive. The anticipated start date of the project is December, 2015.

Mrs. Hunter moved to award the contract for painting the Dover Town Library to Drizos Contracting, seconded by Ms. McCann; it was unanimously voted.

Mr. Dawley voted to authorize the Town Administrator to execute all contracts related to the carpeting and painting of the Dover Town Library, seconded by Mrs. Hunter; it was unanimously voted.

Ms. McCann thanked the many vendors who expended a great deal of time and effort preparing their bid proposals to the Town.

Discuss Early Closing of the Town House on Fridays

Based on conversations with department heads and in keeping with the practices of the majority of nearby towns, the Selectmen have authorized, on a trial basis, the closing of the Town House at 1 PM on Fridays commencing January 2, 2016. Employees who are affected by this change will be required to make up the hours.

Mr. Dawley moved to authorize, on a trial basis, the closing of the Town House at 1 PM on Fridays commencing January 2, 2016, seconded by Mrs. Hunter; it was unanimously voted.

Appointments

Mr. Dawley moved to appoint William Lahey as the Town's Counsel for a one-year term effective July 1, 2015 and expiring June 30, 2016, seconded by Mrs. Hunter; it was unanimously voted.

Mr. Dawley moved to appoint Gilbert Thisse to the Council on Aging for a three-year term effective July 1, 2015 and expiring June 30, 2018, seconded by Mrs. Hunter; it was unanimously voted.

Massachusetts Municipal Association Annual Meeting and Trade Show

The 37th Annual Meeting will be held in Boston on January 22 and 23, 2016. The three Selectmen will attend along with Mr. Ramsay, Mrs. Pugatch, and Chief McGowan.

Other Business:

Norfolk County Commissioners Engineering Request

Dover's Cemetery Commissioners have asked the Selectmen to approve a request to the Norfolk County Engineering Department for a Perimeter Survey of the Highland Cemetery Property for the purpose of confirming cemetery boundaries.

Mrs. Hunter moved to approve the Cemetery Commissioners request to the Norfolk County Engineering Department for a Perimeter Survey of the Highland Cemetery Property, seconded by Ms. McCann; it was unanimously voted.

Reserve Fund Transfer - Accounting

Mr. Dawley moved to approve a Reserve Fund Transfer to the Accounting Department in an amount not to exceed \$3,500 for the purpose of performing additional audit services in connection with a state mandated review of the Student Activity Fund at Chickering School, seconded by Mrs. Hunter; it was unanimously voted.

Special Licenses

Three Special Licenses were requested: November 5 (voted retroactively) at Elm Bank, November 7 at Elm Bank, and November 20 at The Dover Church.

Mr. Dawley moved to accept all licenses as delineated, seconded by Mrs. Hunter; it was unanimously voted

Approve October 23rd Meeting Minutes

Mr. Dawley moved to approve the minutes of the October 23 meeting, seconded by Ms. McCann; it was unanimously voted.

Citizens' Comments

Mr. Dawley informed the residents that due to an automobile accident, the Centre Street Bridge will be closed for repairs beginning on Monday, November 9 for approximately ten days. Traffic will be impacted and motorists should seek alternate routes.

Board of Selectmen Open Session Meeting Minutes
November 5, 2015

Adjournment

At 7:40 PM, Mr. Dawley moved to adjourn, seconded by Ms. McCann; it was unanimously voted.

DOVER BOARD OF SELECTMEN

Robyn Hunter, Clerk