

**MEETING MINUTES  
BOARD OF SELECTMEN  
February 4, 2015**

Due to a cold, Chair Carol Lisbon had difficulty speaking and asked Mr. Dawley to chair the meeting. At 6:45 PM, Clerk James P. Dawley, Jr. called the meeting to order with Chair Carol Lisbon and member Robyn Hunter. Also present were David W. Ramsay, Town Administrator and Mona DiSciullo, Administrative Assistant.

ATTENDANCE: James Stewart, Warrant Committee

PRESS: None

**Review Draft 2015 Annual Town Meeting Warrant  
Order/Assign Annual Town Meeting Warrant Articles**

Mr. Dawley gave a brief summary of the Articles contained in the Warrant. Mr. Ramsay relayed that the Conservation Commission requested removal of the Article placeholder for Acceptance of Donation of Real Property. The Commission has expressed interest in accepting the property, and under their statute and with the approval of the Selectmen, they can do so without Town Meeting action. Subsequently, there are a total of 24 articles, of which 9 are non-recurring, and 15 are annually recurring.

Mr. Dawley moved to remove from the Warrant the Article placeholder for Acceptance of Donation of Real Property, seconded by Mrs. Hunter; it was unanimously voted.

At the recommendation of Mr. Dawley, Article 17 - Caryl Community Center Facilities Upgrade, was moved to Article 11, to logically follow Article 10 concerning the Council on Aging which is housed at the Center. As a result, the Articles were reordered.

Mr. Dawley moved to order Article 17, Caryl Community Center Facilities Upgrade, to Article 11, seconded by Mrs. Hunter; it was unanimously voted.

On February 26 the Board of Selectmen will execute the Warrant.

**Request of David and Mary Powers to Purchase ½ Acre at 46 Springdale Avenue**

On January 21, 2015, the Board of Selectmen received a letter from the attorney for David and Mary Powers, who reside at 50 Springdale Avenue, informing them of the Powers' interest in purchasing approximately ½ acre of the 46 Springdale Avenue property. Mr. Dawley noted that the Springdale Study Committee was formed to explore any and all uses of the property, and until the Board is clear what the Committee recommendations will be, they chose to take this matter under advisement and address it at a later date. Should the BOS recommend selling the ½ acre, Town Meeting will need to authorize the sale. If the value of the ½ acre exceeds \$25,000, the sale will be done through an open bid process per statute.

**Approve Selectmen's 2014 Town Report.**

Mr. Dawley thanked Mr. Ramsay and Mrs. Pugatch for their preparation of the comprehensive Selectmen's 2014 Town Report which reflects the demanding work, challenges and tremendous successes and accomplishments of 2014.

Mr. Dawley moved to accept the Town Report, seconded by Mrs. Hunter; it was unanimously voted.

**Appointment**

Mr. Dawley moved to appoint Joanne Connolly to a three-year term on the Council on Aging; seconded by Mrs. Hunter; it was unanimously voted.

**Review Ambulance Rates and Accounts Receivable Write-Offs**

The Treasurer/Collector's recommendation is to leave the ambulance rates at the current levels for 2015, as they are at or above the recommended 110% of the Medicare rate.

Mr. Dawley moved to keep the 2015 ambulance rates the same as last year, seconded by Robyn Hunter; it was unanimously voted.

Mr. Dawley moved to write off \$12,568.62 as uncollectible ambulance receivables, seconded by Robyn Hunter; it was unanimously voted.

**Review Revised Administrative Assistant to the Police Chief Job Description**

At the recommendation of the Personnel Consultant, Mrs. Pugatch revised the Administrative Assistant to the Police Chief Job Description to include the minimum educational requirements of an Associates Degree, thus keeping it consistent with the requirements and rankings of other similar Town positions.

Mr. Dawley moved to approve the revised Administrative Assistant to the Police Chief Job Description, seconded by Mrs. Hunter; it was unanimously voted.

**Other Business:**

**Prior Notice – Water Department**

Mr. Dawley moved to approve a Prior Notice in the amount of \$8,500 for the Water Department to cover water charges and repairs to a water leak on Centre Street, seconded by Mrs. Hunter; it was unanimously voted.

**Snow and Ice Budget Authorization**

Due to the harsh winter, the Snow and Ice budget is close to depletion, and the Superintendent of Streets is asking for an additional \$75,000 to cover the remaining season.

Mr. Dawley moved to approve an additional \$75,000 for the Snow and Ice budget, seconded by Mrs. Hunter; it was unanimously voted.

**Police Department Vehicles Request**

In October of 2014, Chief McGowan submitted a FY16 Capital Budget request for three vehicles, describing them as two administrative vehicles and one patrol vehicle in a single line item. At the request of the Board, the budget was resubmitted, listing the Chief's vehicle as a single line item separate from the other two vehicles. The Budget was approved; however, upon review and to be consistent with past practices, the Board has asked Chief McGowan to resubmit the request for the three vehicles as a single line item describing them individually per their use which is how they have been characterized historically.

Mr. Dawley moved to approve the request of the Board that the Chief of Police resubmit a FY16 Capital Budget request for three patrol vehicles as a single line item, seconded by Mrs. Hunter; it was unanimously approved.

**Approve January 21, 2015 Meeting Minutes**

Mrs. Hunter moved to accept the minutes of the January 21, 2015 meeting, seconded by Mrs. Lisbon; it was unanimously voted.

**Citizens Comments**

Mr. Dawley spoke about the Caryl Community Center (CCC) and the facilities upgrade project. It has been determined that the Center is in need of an upgrade, and the first phase of the project will be to add storage space and replace the original facilities in the four restrooms at a cost of \$550,000. This upgrade will be a Warrant Article at the May Town Meeting. The Caryl Management Advisory Committee (CMAC), who makes recommendations to the Board of Selectmen on the operation and maintenance of the Center, is spearheading the project and is holding an Open House on Saturday, March 7 at 11 AM. The CCC houses the Town's Council on Aging and Park & Recreation Department as well as three other tenants. Mr. Dawley urged the residents to visit the building to learn about the educational, recreational and community programs offered and to hear more about the upgrade project and voice their questions and concerns. The Selectmen consider the Center a vital asset and necessary part of the community and town

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government and are committed to upgrading and maintaining the building and grounds.

Elizabeth Rich of Meeting House Hill Road came before the Board to request that the Warrant, which closed on January 16<sup>th</sup>, be reopened to include an Article on the proposed reimbursement of Meeting House Hill Road residents who were directly economically impacted by the Exxon Mobil Gas Station spill in 1989. Discussion centered on the events of the spill and steps undertaken in the aftermath. Mr. Ramsay did not think that the Warrant could be reopened on the strength of citizen petition but will check into the matter further. The Board chose to take this matter under advisement and address it after a legal opinion is received on the re-opening of the Warrant.

**Adjournment**

At 7:15 PM, Mr. Dawley moved to adjourn, seconded by Mrs. Hunter; it was unanimously voted.

DOVER BOARD OF SELECTMEN

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James P. Dawley, Jr., Clerk