

## **Dover Warrant Committee Minutes of the March 25, 2015 meeting**

**Members in attendance:** James Stuart (Chair), Brooks Gerner, Geoffrey Merrill, Rich Forte, Kate Cannie, Rodney Petersen, Douglass Lawrence, John Cone, Kathy Gill-Body

**Non-Members in attendance:** Mr. James Dawley (Selectmen), Dr. Barbara Roth-Schechter (Board of Health)

**Location:** Dover Town House

Mr. Stuart called the meeting to order at 7:04 PM.

Mr. Stuart opened the floor to discussion on the request to increase the number of hours for the part-time administrative assistant from the current 24 hours to 30 hours. There was discussion for the increase in need and duties to be performed with the additional hours. A proposal to increase the hours to 28 with a review to see if additional hours are needed in the future was acceptable.

Mr. Forte made a motion to fund the administrative salary level in department 519 to 28 hours. Second by Mr. Peterson. Approved 9-0-0.

Mr. Forte made a motion to approve the Clerk salary in Article 3 at \$52,049. Second by Mr. Peterson. Approved 9-0-0.

There was discussion on the Conservation Commission request to increase the maintenance budget by \$5,000 to help with trail rehabilitation and maintenance.

Mr. Cone made a motion to approve the trail maintenance budget in Article 4, department 171 of \$45,695. Second by Mr. Merrill. Approved 9-0-0.

Mr. Forte made a motion to approve Article 20 in the amount of \$1,528.88 to pay prior year bills. Second by Mr. Peterson. Approved 9-0-0.

Mr. Stuart introduced for discussion the Caryl Community Center bathroom renovation project. There was much discussion regarding options to finance, long-term plan for the building renovation and upgrades. This is the first phase of a 3-phase project which will include replacement of the building's boilers and the controls for the HVAC. Total cost of the three phases could be \$3 million over the next 2-5 years.

Mr. Cone made a motion to approve Article 11 in the amount of \$550,000 to renovate the bathrooms at the Caryl Community Center. Second by Ms. Gill-Body. Approved 7-1-1.

Mr. Stuart presented three Reserve Fund Transfer Requests:

- Building Department for snow and ice removal from roof of Town building in the amount of \$14,497.50. Motion to approve request made by Mr. Cone, second by Mr. Lawrence. Approved 9-0-0.
- Caryl Community Center request to repair heating pipes, paint and repair room 105 in the amount of \$13,394. Mr. Merrill made a motion to approve the request, second by Ms. Gill-Body. Approved 9-0-0.
- Water Department request for \$5,000 for charges and repairs to the water leak on Center Street. Mr. Lawrence made a motion to approve the request, second by Mr. Peterson. Approved 9-0-0.

Ms. Cannie and Mr. Stuart updated the Committee on the Business Manager Search at the Region. The candidates have been narrowed to two finalists.

The next meeting is scheduled for April 15, 2015 at 7:00 PM.

The Moderator Meeting is scheduled for April 30, 2015.

Being no other business, Mr. Forte made a motion to adjourn, second by Mr. Stuart. Meeting adjourned at 8:29 PM.

Respectfully submitted,  
W. Richard Forte Jr.