

**MEETING MINUTES
BOARD OF SELECTMEN
July 23, 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, and Greer Pugatch, Assistant Town Administrator.

ATTENDANCE:

PRESS: Maureen Sullivan, Dover-Sherborn Press

Vote to Execute One-Year Contract Extension Between the Town of Dover and the Metrowest Regional Transit Authority

In April of 2014 Dover entered into an Agreement with the Metrowest Regional Transit Authority (MWRTA) for elderly and disabled transportation services. The Council on Aging (COA) offers to all seniors a van for free curb to curb transportation services to medical appointments and grocery/pharmacy trips three days a week. The contract extension is effective through June 30, 2016 with terms and conditions the same as the original Agreement. The Board strongly encouraged COA members to take advantage of this convenient, beneficial service.

Mrs. Hunter moved to execute the One-Year Contract Extension by and between the Town of Dover and the MWRTA through June 30, 2016, seconded by Ms. McCann; it was unanimously voted.

Massachusetts Department of Transportation Title VI/Nondiscrimination Assurance Requirement

As a recipient of Federal financial assistance from the U.S. Department of Transportation through the Federal Highway Administration, the Town of Dover has received a request from the Massachusetts Department of Transportation to execute a Title VI/Nondiscrimination Assurance Requirement. This document is a guarantee that the town will comply with Federal discrimination laws. Noncompliance can result in delayed or compromised funding to the Town.

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Mr. Dawley moved to execute the Massachusetts Department of Transportation Title VI/Nondiscrimination Assurance Requirement, seconded by Mrs. Hunter; it was unanimously voted.

Execute Annual License Agreement between the Town of Dover and Parent Talk, Inc.

Annual license agreements with tenants of the Caryl Community Center are renegotiated each year in June. Parent Talk, an indoor play facility for young children, has been a tenant for several years and has agreed to a rent increase of five percent for FY16.

Mr. Dawley moved to execute the License Agreement between the Town of Dover and Parent Talk, Inc. for FY16, seconded by Mrs. Hunter; it was unanimously voted.

Winter Recovery Assistance Program Reimbursement Request (WRAP)

In addition to Chapter 90 funds Dover received from the Massachusetts Department of Transportation, additional monies were made available to municipalities due to the harsh winter. In April of 2015, the Board approved a request to resurface Dover Road, and the WRAP paperwork is authorization to request the release of funds.

Mrs. Hunter moved to execute the Winter Recovery Assistance Program Reimbursement Request in the amount of \$42,168.54 to resurface Dover Road, seconded by Ms. McCann; it was unanimously voted.

Appointments

Mrs. Hunter moved to appoint Alan Fryer and Mike Donovan as Associate Members to the Board of Appeals, each for a one-year term, seconded by Ms. McCann; it was unanimously voted.

Mr. Dawley moved to appoint Carol Lisbon as a Fence Viewer for a three-year term, seconded by Ms. McCann; it was unanimously voted.

Mr. Dawley moved to appoint Robyn Hunter as the Selectmen's appointee to the Capital Budget Committee for a one-year term, seconded by Ms. McCann; it was unanimously voted.

Mr. Dawley moved to appoint Robyn Hunter as the Selectmen's appointee to the Finance Committee on Roads for a one-year term, seconded by Ms. McCann; it was unanimously voted.

Mr. Dawley moved to appoint Robyn Hunter as the Selectmen's appointee to the Long Range Planning Committee for a one-year term, seconded by Ms. McCann; it was unanimously voted.

Mr. Dawley moved to appoint Robyn Hunter as the Selectmen's appointee to the MBTA for a one-year term, seconded by Ms. McCann; it was unanimously voted.

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Ms. McCann has agreed to serve as the Selectmen Liaison to the Open Space Committee and Historical Commission for FY16.

Mr. Dawley has agreed to continue in his role as the Selectmen Liaison to the Caryl Management Advisory Committee, the Council on Aging and the Parks and Recreation Commission for FY16.

Mrs. Hunter has agreed to continue in her role as the Selectmen Liaison to the Personnel Board for FY16.

Vote to Accept Gifts from the Friends of the Council on Aging

Mr. Dawley moved to accept from the Friends of the Council on Aging two plaques to be installed in an area outside the COA offices and a locked freezer for use in the COA kitchen, seconded by Ms. McCann; it was unanimously voted.

Board of Selectmen's Fall/Winter/Spring Meeting Schedule

The Board set the following dates for upcoming meetings, subject to change or revision: 2015 -August 13, September 10, September 22, October 8, October 22, November 5, November 19, December 3, December 17; 2016 - January 7, January 21, February 4, February 25, March 3, March 16, April 14, April 28, May 2 and May 12.

Other Business:

Special Licenses

Sixteen Special Licenses were requested. The following are at the Connors Center: July 11 (voted retroactively), 18 (voted retroactively), 25, 26, 30, 31; August 1, 7, and 8; July 18 at Elm Bank (voted retroactively), July 23 at Mass Hort, August 8 at Mass Hort, August 15 at Elm Bank, August 16 at Elm Bank, September 12 at Hale Reservation, and August 29 at Elm Bank.

Ms. McCann moved to approve the 16 Special Licenses as delineated, seconded by Mrs. Hunter; it was unanimously voted.

Prior Notice – Building Maintenance

Mrs. Hunter moved to approve a Prior Notice in the amount of \$44,000 to Building Maintenance for the purpose of funding the contingency allowance for the Police Dispatch Area Renovation project, seconded by Ms. McCann; it was unanimously voted.

Reserve Fund Transfer – Animal Control

Mr. Dawley moved to approve a Reserve Fund Transfer in the amount of \$159 to Animal Control to cover the cost of a clothing allowance which was paid out of expenses but, due to IRS compliance, should have been paid out of salaries, seconded by Ms. McCann; it was unanimously voted.

**Annual Cystic Fibrosis Cycle for Life Bicycle Tour
Nora Searle Memorial Fun Run**

The Cycle for Life Bicycle Tour requested permission to again travel through Dover on Saturday, October 3 to raise funds to benefit the Cystic Fibrosis Foundation. The Searle Family has requested permission to hold the Second Annual Nora Searle Memorial Fun Run on Sunday, October 4 to raise funds for the Dana-Farber Cancer Institute and the Jimmy Fund. Police Chief McGowan was satisfied with the plans and details as presented by the organizers and had no reservations.

Mr. Dawley moved to approve both the Annual Cystic Fibrosis Cycle for Life Bicycle Tour and the Nora Searle Memorial Fun Run, seconded by Ms. McCann; it was unanimously voted.

Approve June 25, 2015 Meeting Minutes

Mr. Dawley moved to accept the minutes of the June 25 meeting, seconded by Mrs. Hunter; it was unanimously voted.

Adjournment

At 7:24 PM Mr. Dawley moved to adjourn, seconded by Mrs. Hunter; it was unanimously voted.

DOVER BOARD OF SELECTMEN

Robyn Hunter, Clerk