

**MEETING MINUTES
BOARD OF SELECTMEN
September 30, 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: Douglass Lawrence, Warrant Committee

PRESS: Maureen Sullivan, Dover-Sherborn Press

Review Draft of Dover's Policy and Procedures for Health Insurance Under the Federal Affordable Care Act

Under the Federal Patient Protection and Affordable Care Act, Dover is obligated to adopt certain policies and procedures regarding employee health insurance eligibility. This Policy and Procedures memorandum was prepared by the Town's Labor Counsel and outlines employee eligibility using look-back measurement methods, employee classifications and categories of service. Copies of the memorandum can be obtained by calling the Board of Selectmen's Office at 508-785-0032, x221.

Mr. Dawley moved to approve the Draft of Dover's Policy and Procedures for Health Insurance Under the Federal Affordable Care Act, seconded by Mrs. Hunter; it was unanimously approved.

Review FY17 Selectmen's, Police, and Highway Capital Budget Requests

Mr. Ramsay highlighted the capital items in the Selectmen's, Police, and Highway Capital Budget requests for FY17.

Selectmen – The projected total for the renovation of the kitchen and the first floor bathroom at the Protective Agencies Building is \$12,000; painting of the apparatus ceiling in the fire bays is \$6,500, and the cost to repair/replace the stairway outside of the cafeteria at the Caryl Community Center is \$30,000. All costs are subject to confirmation. Replacing the meter mail machine at the Town House has been

moved up to FY17 from FY20 as the current machine will no longer be supported by Pitney Bowes after 2017. The cost of a new machine is to be determined.

Police – Chief McGowan is requesting \$36,500, less an estimated \$6,000 trade-in value, to replace one patrol vehicle, returning to the 1/2/1 replacement rotation, and \$33,500 for the replacement of the radio antenna at Grossman Camp.

Highway – A Slide-in Sander with a cost of \$23,975 is being requested to replace a 2001 steel sander. This will be the fifth and final replacement of steel sanders with stainless steel sanders for at least the next 20 years.

The Board deferred approving these budgets until their October 8, 2015 meeting.

Approve Fiscal Year Calendar

Mr. Dawley moved to approve the FY16 calendar, as submitted, seconded by Ms. McCann; it was unanimously voted.

Appoint Assistant Town Treasurer

With the departure of David Donaghey to a higher level position in Walpole, an ad was placed for the Assistant Treasurer/Collector position. Nine applications were received, and after a thorough interview and vetting process, it was recommended to the Board that Gavin Fiske, because of his skill set and experience, be hired as the Assistant Treasurer/Collector.

Mr. Dawley moved to approve the hiring of Gavin Fiske as the Assistant Treasurer/Collector, seconded by Mrs. Hunter; it was unanimously approved.

Appoint Transfer Station Operator

Due to the promotion of Michael Petrangelo to the Park and Recreation Department, an ad was placed for the Transfer Station Operator position. Four resumes were received, and based on his interview and strong references, Michael Andrew Mitchell was recommended for the position.

Mr. Dawley moved to approve the hiring of Michael Andrew Mitchell as the Transfer Station Operator, seconded by Mrs. Hunter; it was unanimously approved.

Discuss Increasing Minimum Asset Threshold for Capital Budget Requests

There has been some discussion between the Capital Budget Committee and the Warrant Committee regarding increasing the minimum asset threshold for capital budget requests. Currently, the Capital Budget Committee considers items only in excess of \$4,000. The question being raised is whether or not it is the right time to increase that threshold to \$10,000. Mrs. Hunter has been in conversations with the Capital Budget Committee and has researched the policies of surrounding towns. It has been determined that more discussion and research is necessary and that the process should be decided by the Capital Budget Committee.

Appointments

Ms. McCann moved to appoint Dr. Stephen Kruskall to the Historical Commission for a three-year term expiring June 30, 2018, seconded by Mr. Dawley; it was unanimously voted.

Mrs. Hunter moved to appoint Scott Mayfield to the Finance Committee on Roads for a three-year term expiring at June 30, 2018, seconded by Mr. Dawley; it was unanimously voted.

Mr. Dawley moved to appoint Peter A. McGowan as the Chief of Communications for a one-year term expiring at June 30, 2016, seconded by Mrs. Hunter; it was unanimously voted.

Mr. Dawley moved to appoint Walter Avallone as the Inspector of Buildings and Zoning Enforcement Officer for a one-year term expiring June 30, 2016, seconded by Ms. McCann; it was unanimously voted.

Mr. Dawley moved to appoint Kevin Malloy as the Inspector of Wiring for a one-year term expiring June 30, 2016, seconded by Ms. McCann; it was unanimously voted.

Mr. Dawley moved to appoint James Naughton as the Deputy Inspector of Wiring for a one-year term expiring June 30, 2016, seconded by Ms. McCann; it was unanimously voted.

Mr. Dawley moved to appoint David W. Ramsay and Greer Pugatch as Personnel Rules Ombudsmen each for a one-year term expiring June 30, 2016, seconded by Ms. McCann; it was unanimously voted.

Mr. Dawley moved to appoint Craig Hughes as the Right to Know Coordinator and Superintendent of Streets for a one-year term expiring June 30, 2016, seconded by Mrs. Hunter; it was unanimously voted.

Mr. Dawley moved to appoint Gerard Lane as the Treasurer/Collector for a one-year term expiring June 30, 2016, seconded by Ms. McCann; it was unanimously voted.

Mr. Dawley moved to appoint Paul Carew as the Director of Veterans' Services for a one-year term expiring June 30, 2016, seconded by Mrs. Hunter; it was unanimously voted.

Mr. Dawley moved to reappoint all current Police Officers for a one-year term expiring June 30, 2016, seconded by Mrs. Hunter; it was unanimously voted.

Other Business:

Chapter 90 Request-Road Resurfacing

In April of 2015, a Chapter 90 request to the Massachusetts Highway Department in the amount of \$517,760 was approved by the Board for the purpose of resurfacing Hartford Street, Haven Street, Pine Street, and Powissett Street. More resurfacing asphalt was used than estimated, and the Highway Department is requesting an additional \$24,000 to cover the cost.

Mr. Dawley moved to approve a Massachusetts Highway Department reimbursement to the Town in the amount of \$24,000 to cover the cost of asphalt used to resurface Hartford Street, Haven Street, Pine Street, and Powissett Street, seconded by Mrs. Hunter; it was unanimously approved.

Prior Notices (2) – Building Maintenance

Mr. Dawley moved to approve a Prior Notice in the amount of \$2,467.02 to Building Maintenance-Town House for the replacement of an AC compressor for the East Wing of the Town House due to existing equipment failure, seconded by Mrs. Hunter; it was unanimously approved.

Mr. Dawley moved to approve a Prior Notice in the amount of \$10,345.31 to Building Maintenance-Library for the replacement of an AC compressor for the Library's main floor, repair of heating coils, and boiler repairs, seconded by Ms. McCann; it was unanimously approved.

Special Licenses

Eight Special Licenses were requested: September 11 at Charles River School (voted retroactively); October 3 at Connors Center; October 9 at Connors Center; October 10 at Hale Reservation; October 10 at Connors Center; October 11 at Connors Center; October 17 at Elm Bank; October 23 at Elm Bank.

Mr. Dawley moved to approve the eight Special Licenses as delineated, seconded by Ms. McCann; it was unanimously approved.

Approve September 10, 2015 Executive Session Meeting Minutes

Mr. Dawley moved to accept the minutes of the September 10, 2015 Executive Session meeting, seconded by Mrs. Hunter; it was unanimously approved.

Citizens' Comments

Ms. McCann thanked Superintendent of Streets, Craig Hughes, for the outstanding work that was done modifying the Church Street and Springdale Avenue intersection to allow easier accessibility for larger vehicles while, at the same time, slowing traffic. The Selectmen noted that the intersection was esthetically pleasing.

Mr. Dawley informed the residents that the Dover Land Conservation Trust festival has been postponed to October 17 from 3 to 8 PM at Springdale Field.

Board of Selectmen Open Session Meeting Minutes
September 30, 2015

Dover-Sherborn Regional School was recently highlighted on New England Cable News for being ranked as Number 16 on Newsweek's List of America's Top High Schools. Mr. Dawley congratulated the administration, staff and students and thanked Headmaster John Smith and the three students who appeared in the piece for representing Dover so well.

Adjournment

At 7:23 PM, Mr. Dawley moved to adjourn, seconded by Ms. McCann; it was unanimously approved.

DOVER BOARD OF SELECTMEN

Robyn Hunter, Clerk