

**Dover Town Report Committee  
Meeting of February 12, 2015  
MINUTES (approved)**

**Present:** Dee Douglas, Jill French, Mary Kalamaras, Hadley Reynolds, Kathy Weld

**1. Minutes:** The Committee approved the minutes of January 22, 2015, as presented.

**2. Status report:** Reports still outstanding include: Town Insurance, Appointed Officials (Selectmen, Board of Health, Capital Budget Committee, and Conservation Commission), Highway, Tree Warden, MBTA Advisory, Council on Aging, and Veterans' Services. Kathy has been nudging departments and committees. We are on schedule vis a vis our timeline.

**3. Acknowledgments:** The Committee agreed to include in its opening remarks a statement of thanks and appreciation to outgoing Town Clerk Barrie Clough for his assistance with past Town Reports.

**4. Photo selection:** The Committee reviewed the larger photo file images that Dee had organized for consideration as cover and section headers and made the following selections:

- Cover (color): Broccoli truck, cropped to 4" x 4.75", with tomato red or charcoal gray cover back and binding
- Information for Citizens: Town House concert-on-the-common, with citizen audience
- Town Government: Helicopter, if good size file; or Town House door with pillars
- School Reports: Girls' Basketball
- Health Reports: Cross-country skiing
- Land Use Reports: Tractor
- Other Town Reports: Fishing derby

Dee will organize the remaining photos by report section and create a "Dee" file in Dropbox for ones whose image files are large enough to use as space allows in the rest of the report.

Mary will send the cover and header selections to Pat—2 images of each: one original, and one with our cropping:

**5. Photo wish list:** It was suggested that the Committee keep a wish list of photos for future Town Reports and share that list with photographers who have submitted photos in the past. Some of the first suggestions were: sundial; good snow photos from this winter to use in 2015 report; the war memorial monument; the library in spring or fall; and the Caryl House.

**Adjournment:** The meeting was adjourned at 11:45 a.m.

Respectfully submitted,

Kathy Weld