

**MEETING MINUTES
BOARD OF SELECTMEN
December 1, 2016**

At 6:30 PM, Chairman Robyn Hunter called the meeting to order with members Candace McCann and John D. Jeffries present. Also present were David W. Ramsay, Town Administrator; Greer Pugatch, Assistant Town Administrator; and Mona DiSciullo, Administrative Assistant.

ATTENDANCE: Caroline White, Bonnie Akins, Charles Long, Board of Assessors; Karen MacTavish, Town Assessor; Gerry Clarke, Board of Health; Kate Cannie, Warrant Committee

PRESS: Scott Calzolaio, Dover-Sherborn Press

Tax Classification Hearing - Assessors

The Board of Assessors recommended continuing with a single tax rate for Dover with no exemptions, except those already in existence, as the most fair and equitable choice.

Ms. Hunter moved to accept the recommendation of the Board of Assessors for a single tax classification rate, with no exemptions, except those already existing, pending final certification subject to the Commonwealth of Massachusetts Department of Revenue approving values, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to authorize Town Administrator David Ramsay to execute any documents necessary in connection with the tax rate, seconded by Ms. McCann; it was unanimously voted.

Approve Selectmen's FY18 Operating Budgets: #122, 129, 135, 145, 151, 155, 171, 176, 191, 192, 193, 201, 241, 291, 292, 294, 295, 299, 411, 422, 423, 424, 425, 428, 439, 450, 543, 604, 691, 692, 710, 759, 912, 914, 916, and 950

Ms. Hunter moved to approve Budget No. **122 Selectmen** in the amount of \$375,221, seconded by Ms. McCann; it was unanimously voted.

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Ms. Hunter moved to approve Budget No. **129 Copying and Postage** in the amount of \$30,600 seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **135 Accountant** in the amount of \$219,423, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **145 Treasurer/Collector** in the amount of \$221,283, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **151 Law** in the amount of \$200,000, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **155 Data Processing** in the amount of \$141,333, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **171 Conservation Commission** in the amount of \$79,996, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **176 Board of Appeals** in the amount of \$4,057, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **191 Whiting Road** in the amount of \$4,734, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **192 Town House** in the amount of \$68,856, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **193 Caryl Community Center** in the amount of \$105,384, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **201 Police** in the amount of \$2,003,040, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **241 Building Inspector** in the amount of \$114,265, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **291 Emergency Management** in the amount of \$1,923 seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **292 Animal Control** in the amount of \$29,582, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **294 Care of Trees** in the amount of \$112,074, seconded by Ms. McCann; it was unanimously voted.

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Ms. Hunter moved to approve Budget No. **295 Tree Committee** in the amount of \$2,500, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **299 Protective Agencies** in the amount of \$96,175, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **411 Engineering** in the amount of \$102,218, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **422 Highway** in the amount of \$753,265, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **423 Snow and Ice** in the amount of \$420,000, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **424 Street Lighting** in the amount of \$12,489, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **425 Town Garage** in the amount of \$82,415, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **428 Tarvia** in the amount of \$275,000, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **439 Solid Waste** in the amount of \$403,794, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **450 Water Department** in the amount of \$28,648, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **543 Veterans** in the amount of \$2,000, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **604 Norfolk County Agricultural High School** in the amount of \$6,000, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **691 Historical Commission** in the amount of \$1,250, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **692 Memorial Committee** in the amount of \$3,000, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **710 Maturing Debt Principal** in the amount of \$1,392,900 seconded by Mr. Jeffries; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **759 Bank Charges** in the amount of \$4,000, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **912 Workers Compensation Insurance** in the amount of \$95,877, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **914 Group Insurance** in the amount of \$2,572,170, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **916 FICA** in the amount of \$177,981, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to approve Budget No. **950 Other Insurance** in the amount of \$180,780 seconded by Ms. McCann; it was unanimously voted.

Approve Wiring Permit Fees

Kevin Malloy, Dover's part-time Wiring Inspector, is requesting approval of the Board of Selectmen to modestly increase the existing fee schedules for wiring permits; the last increase was in January of 2006. Mr. Malloy provided a comparison of electrical fees for homes in nearby towns that are similar to the size and value of homes being built in Dover. The proposed fee increases will streamline the permitting process, address changes in the complexity and technological advances that are being installed in Dover residences and businesses such as solar installations and modern wiring, and compensate the wiring inspectors for their service, administrative work and use of a vehicle. In addition, Mr. Malloy and Deputy Inspector James Naughton provide same-day outstanding customer service thus ensuring that work progress in a timely manner.

The Selectmen thanked the Wiring Inspectors for their exceptional work and responsiveness to Dover's citizens.

Ms. Hunter moved to approve an increase in the existing fee schedules for wiring permits as submitted; seconded by Ms. McCann; it was unanimously voted.

Water Study Charge

At their March 10, 2015 meeting, the Board of Selectmen approved a Water Study Committee Charge to research issues critical to Dover's water supply including quantity and quality of water sources, the distribution system, hydrology, aquifers, the impact of growth on supply and quality, and ecosystem impacts. Building on that charge and in response to recent concerns about drought and decreasing water levels, the Selectmen have proposed that the Board of Health spearhead the Committee, establish a working baseline, and research and assemble data. It was suggested that the Board of Health update the Selectmen on a monthly basis thus giving them the opportunity to evaluate the data and determine the next steps to move forward.

Declare Surplus Items

Karl Warnick, Superintendent of Building Maintenance, is requesting approval of the Board to dispose of approximately 70 water meters that have been taken out of service and replaced with new meters. In order to dispose of Town-owned property, items must be declared surplus by the Board of Selectmen.

Ms. Hunter moved to deem the 70 water meters as surplus items, seconded by Ms. McCann; it was unanimously voted.

Other Business:

Special License(s)

One Special License was requested: December 10, 2016 at Hale Reservation.

Ms. Hunter moved to approve the Special License as presented, seconded by Ms. McCann; it was unanimously voted.

Citizens' Comments

There were no citizens' comments.

Adjournment

At 7:35 PM, Ms. Hunter moved to adjourn, seconded by Ms. McCann; it was unanimously voted.

DOVER BOARD OF SELECTMEN

Candace McCann, Clerk