

Dover Town Report Committee
Meeting of February 11, 2016 ~ 9:00 a.m.
MINUTES

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

Approval of minutes: The minutes of January 21, 2016 were approved as presented.

Report status and editing matters:

- Highway, Tree Warden, Financial & Energy Assistance Coordinator, and COA reports have not yet been received; Kathy will follow up with these departments. All of the financial reports and several of the appointments files are still being edited and fact-checked. Most of the other reports have been sent to Pat Dacey, graphic designer.
- Mary will acknowledge the excellent service of our former printer, Courier Westford, in the Committee's acknowledgement section of the Town Report.
- In Memoriam: Jill asked whether we should include someone's 40 years serving as a firefighter on his list of service to the Town even though it is not specifically a town government role, which is the current basis for our listings. She noted past practice in town reports from 1960's to late 1990's of featuring—with photo and short bio—a person who had served the Town over many years, in different ways, not all necessarily on Town boards or committees. She wondered whether the DTRC might consider resuming this tradition in the Town Report as a special way of preserving an important part of Dover's history, or perhaps consider creating a separate booklet of such eminent Dover persons. Committee consensus favored the latter option, perhaps working in conjunction with the Dover Historical Society. No action was taken.
- Committee lists in Appointments section should include "position open" wherever applicable.

Photos: The Committee continued its review of photos, including a large number of new submissions. The main focus was on finding the best cover photo.

Next meeting: An additional meeting to finish photo selection was scheduled for Thursday, February 18, 2016 at 9:00 a.m. at Dee's house.

The meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Kathy Weld