

**MEETING MINUTES  
BOARD OF SELECTMEN  
February 25, 2016**

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: Karen Jennings-Flynn, Esq.; William J. Milbury, Milbury and Company; Doug Lawrence, Warrant Committee

PRESS: Maureen Sullivan, Dover-Sherborn Press

**Execute 2016 Annual Town Meeting Warrant**

Mr. Dawley gave a brief summary of the Articles contained in the Warrant. There are a total of 27 Articles of which 13 are special and 14 are standard, occurring annually. In preparation for the May Town Meeting, the Warrant will be mailed to every residence.

Mr. Ramsay and the Selectmen expressed their appreciation to Mrs. Pugatch for her outstanding work preparing the Warrant Articles for both the Special Town Meeting and the Annual Town Meeting.

Mr. Dawley moved to execute the 2016 Annual Town Meeting Warrant, seconded by Mrs. Hunter; it was unanimously voted.

**Review Proposed Layout Plan of The Meadows**

There is a Citizens' Petition on the Warrant by the residents of The Meadows requesting that Dover accept and maintain their roads, which are currently private ways. As previously presented and described for The Meadows Homeowners' Association, there is a statutory process required for acceptance. As part of that process, a layout plan of The Meadows, prepared by a professional engineer, must be presented to the Board of Selectmen who then refers the plans to the Planning Board for their review and comment. Mr. Ramsay recommends that, because the Zoning Board of Appeals originally approved The Meadows, the Board of Selectmen solicit their comments and those of the Town's professional staff, as

well. Mr. Ramsay also noted that this process does not bind the Selectmen, and at the end of the statutory 45-day period, the Board will review the solicited opinions and comments and decide whether or not to recommend the proposed layout to Town Meeting.

Mr. Dawley moved that the Selectmen refer the proposed layout of Hawthorne Lane and Clover Circle as public ways to the Planning Board pursuant to General Laws Chapter 41, Sections 81G and 81I, seconded by Ms. McCann; it was unanimously voted.

**Approve Compensation for Additional Services Provided by Beals + Thomas**

Beals + Thomas has submitted a request, under contract, for compensation for additional work done on the Feasibility Study for the proposed recreational trail path. After review by project Chairman Walter Avallone and the Working Group, it was determined that due to the additional work done above and beyond the basic services, compensation in the amount of \$1,725 be approved. This study was funded through donated, private contributions of \$39,400, and there is sufficient money remaining to cover the cost of the additional services.

Mr. Dawley moved to approve the Beals + Thomas request for compensation in the amount of \$1,725, seconded by Mrs. Hunter; it was unanimously voted.

**Vote to Execute Notice of Nonexercise for 47-49 Farm Street**

On December 30, 2015, the Board of Selectmen received a notice regarding the intent to sell a parcel of land at 47-49 Farm Street that is classified as M.G.L., C.61 Forestry Use. This notice triggers a Right of First Refusal to purchase this property by the Town. After requesting due diligence reports from the Planning Board, Open Space Committee, Board of Health, Conservation Commission, and Dover Land Conservation Trust, it was determined that there was no special reason for the Town to acquire the parcel.

Mr. Dawley moved to execute the Notice of Nonexercise for 47-49 Farm Street, seconded by Mrs. Hunter; it was unanimously voted.

**Review Ambulance Rates and Accounts Receivables Write-Offs**

The Treasurer/Collector's recommendation is to leave the ambulance rates at the current levels for 2016, as they are at or above the recommended 110% of the Medicare rate.

Mr. Dawley moved to keep the 2016 ambulance rates the same as last year, seconded by Mrs. Hunter; it was unanimously voted.

Mr. Dawley moved to write-off \$5,439.22 as uncollectible ambulance receivables, seconded by Mrs. Hunter; it was unanimously voted.

**Execute Representation Letters to Town Auditors**

The Representation Letter from the Town to Melanson Heath is provided in connection with the audit of the basic financial statements of Dover. The Town Accountant and the Town Treasurer/Collector have both read and recommended the execution of this document.

Mr. Dawley moved to execute the Representation Letter, seconded by Mrs. Hunter; it was unanimously voted.

**Appointments**

Ms. McCann moved to reappoint Larry Clawson to the Conservation Commission as an Associate Member for a term expiring on June 30, 2016, seconded by Mr. Dawley; it was unanimously voted.

Ms. McCann moved to appoint James McLaughlin to the Conservation Commission as an Associate Member for a term expiring on June 30, 2016, seconded by Mr. Dawley; it was unanimously voted.

Ms. McCann moved to appoint Janet Bowser to the Conservation Commission, to fill the vacancy created by the resignation of John Sheehan, for a term expiring on June 30, 2016, seconded by Mr. Dawley; it was unanimously voted.

Mr. Dawley moved to appoint Mike Angieri as the Town Engineer for a term expiring on June 30, 2016, seconded by Mrs. Hunter; it was unanimously voted.

**Norfolk Hunt Club Annual Gatherings**

The Norfolk Hunt Club will be holding their annual gatherings on Sunday, June 5 and Tuesday, October 18 commencing at 8 AM and has requested permission to use the 46 Springdale Avenue property to park 8-12 horse trailers during the course of the traditional hunt. Police Chief McGowan was satisfied with the plans and details as presented by the group and had no objection.

Mr. Dawley moved to grant permission to the Norfolk Hunt Club to use 46 Springdale Avenue on Sunday, June 5 and Tuesday, October 18 for the purpose of parking, contingent upon satisfactory access to the grounds if voted at the May 2, 2016 Town Meeting, seconded by Mrs. Hunter; it was unanimously voted.

**Fifth Annual Ride For Food**

The Ride For Food requested permission to again travel through Dover on September 25, 2016 as part of their bicycle ride to raise awareness and funds to combat hunger in New England communities. Police Chief McGowan was satisfied with the plans and details as presented by the group and had no objection.

Mrs. Hunter moved to grant permission to the Ride for Food to travel through Dover on September 25, 2016, seconded by Ms. McCann; it was unanimously voted.

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**Special Licenses**

Two Special Licenses were requested: February 29, 2016 at the Connors Center and April 2, 2016 at the Chickering School.

Mr. Dawley moved to approve the two Special Licenses as delineated, seconded by Mrs. Hunter; it was unanimously approved.

**Approve February 4, 2016 Open Session Meeting Minutes**

Mr. Dawley moved to approve the minutes of the February 4, 2016 meeting, seconded by Ms. McCann; it was unanimously voted.

**Citizens' Comments**

Douglass Lawrence announced his intention to run for the open position on the Board of Selectmen as Mr. Dawley will not be seeking reelection. Mr. Lawrence is very excited about the prospect of serving on the Board and would greatly appreciate citizens' votes. Mr. Dawley took this opportunity to encourage others to serve Dover, and the Selectmen wished Mr. Lawrence much luck.

**Adjournment**

At 7:05 PM, Mr. Dawley moved to adjourn, seconded by Mrs. Hunter; it was unanimously voted.

DOVER BOARD OF SELECTMEN

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Robyn Hunter, Clerk