

**MEETING MINUTES
BOARD OF SELECTMEN
February 4, 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: Doug Lawrence, Kate Cannie, James Stuart, Warrant Committee; Bob Ritchie, Special Counsel; Ford Spalding, Dover's Representative to the Minuteman Regional School

PRESS: Maureen Sullivan, Dover-Sherborn Press

Discuss the February 8, 2016 Special Town Meeting

Discussion centered on the upcoming Special Town Meeting being held on Monday, February 8. Residents will be voting on three Warrant Articles:

- Article 1 - Whether to support an amended Regional Agreement for the Minuteman Regional School District,
- Article 2 - Whether to withdraw from the Minuteman Regional School District, and
- Article 3 - Whether to negotiate a new intergovernmental agreement with Minuteman or any other regional school district

The Selectmen gave a brief recap of each of the Articles and presented their recommendations, as follow:

Ms. McCann moved that Dover vote to pass Article 1 and approve the amended Regional Agreement for the Minuteman Regional School District, seconded by Mrs. Hunter; it was unanimously voted.

Mrs. Hunter moved that Dover vote “No” on Article 2; a “No” vote enables Dover to stay in the Minuteman Regional School District, seconded by Ms. McCann; it was unanimously voted.

Mr. Dawley moved that if, on Article 3, Dover votes “Yes” to withdraw from the Minuteman Regional School District, the Board advises the School Committee to negotiate a new intergovernmental agreement with Minuteman or any other regional school district, seconded by Mrs. Hunter; it was unanimously voted.

Mr. Dawley strongly urged Dover’s citizens to attend the Town Meeting on February 8 and vote.

Order and Assign the 2016 Annual Town Meeting Warrant Articles

There are a total of 27 Articles of which 13 are special and 14 are standard, occurring annually. It was determined that no changes need to be made to the ordering or assigning of the Articles.

Mr. Dawley moved to order and assign the Warrant articles as presented, seconded by Mrs. Hunter; it was unanimously voted.

Execute March 1, 2016 Presidential Primary Warrant

The Presidential Primary will be held on Tuesday, March 1, 2016. The Town House will be open for voting from 7 AM to 8 PM.

Mr. Dawley moved to execute the Presidential Primary Warrant, seconded by Mrs. Hunter; it was unanimously voted.

Approve Board of Fire Engineers Request to Exempt Craig Hughes’ Interest in the Part-time Fire Chief Position and to Authorize Craig Hughes to Serve as Fire Chief

In April of 2016, Chief Jay Hughes will be taking mandatory retirement from the Fire Department. Chief Hughes has served Dover in various capacities over the past 50 years, and the Selectmen sincerely thanked him for his dedication and outstanding service to the Town.

At their February 2, 2016 meeting, the Board of Fire Engineers appointed Craig Hughes to serve as the Fire Chief of the Dover Fire Department effective April 1, 2016. Mr. Hughes has served the Fire Department as a firefighter and a lieutenant and is currently the Deputy Fire Chief. The Board warmly congratulated Mr. Hughes on his appointment noting that he has served the Town very well.

Mr. Dawley moved to approve, pursuant to G.L. c. 268A, s. 20(f), the request of the Board of Fire Engineers to exempt Craig Hughes’ interest in the part-time Fire Chief position from the prohibition of G.L. c. 268A, s. 20, and to authorize Craig Hughes to serve as Fire Chief under the direction of the Board of Fire Engineers; provided that the Board of Fire Engineers first certifies to the Town Clerk that the

services to be provided by Craig Hughes as Fire Chief cannot be performed by a current Fire Department employee as part of his/her regular duties, seconded by Ms. McCann; it was unanimously voted.

Approve Selectmen's FY17 Operating Budget No. 602 - Minuteman Vocational School

Mr. Dawley moved to approve Budget No. **602 Minuteman Vocational School** in the amount of \$91,149, seconded by Mrs. Hunter; it was unanimously voted.

Approve Revised Selectmen's FY17 Operating Budget No. 911 - Norfolk County Retirement

The preliminary budget of \$1,126,384 was based on a forecast assessment of 10 percent; the actual assessment is 10.28 percent which is reflected in the revised budget of \$1,129,266.

Mr. Dawley moved to approve revised Budget No. **911 Norfolk County Retirement** in the amount of \$1,129,266, seconded by Ms. McCann; it was unanimously voted.

Approve Revised Selectmen's FY17 Operating Budget No. 751 - Maturing Debt Interest

The preliminary budget of \$253,800 has been increased to \$281,550 which reflects the actual Bond Anticipation Note sale.

Mr. Dawley moved to approve revised Budget No. **751 Maturing Debt Interest** in the amount of \$281,550, seconded by Mrs. Hunter; it was unanimously voted.

Appoint Council on Aging Van Driver/Disclosure of Special Interest by a Special Municipal Employee

Due to the resignation of Tom Dunlay, an advertisement was placed for the Council on Aging Van Driver position. The single applicant was Michael Mitchell who is currently a Transfer Station employee. After the interview and background check, it was recommended that Mr. Mitchell be hired to drive the van on Tuesdays and Thursdays. Since he will be holding two Town positions, the state requires that Mr. Mitchell be designated as a Special Municipal Employee.

Mrs. Hunter moved to approve, pursuant to G.L. c.268A, s.20(b), the exemption of Michael Mitchell's interest in providing van driver services for the Highway Department from the prohibition of G.L. c.268A, s.20, and to authorize Michael Mitchell to provide van driver services under the direction of the Highway Department; provided that the Superintendent of Streets first post a public notice of the opportunity; and thereafter, also certifies to the Town Clerk that the services to be provided by Michael Mitchell as a van driver cannot be performed by a current Highway Department employee as part of his/her regular duties, seconded by Ms. McCann; it was unanimously voted.

Appointment

Mr. Dawley moved to reappoint Carol Wideman as the Town Accountant for a three-year term effective July 1, 2015 and expiring on June 30, 2018, seconded by Mrs. Hunter; it was unanimously voted.

Police Detail Write-Offs

The Board received a memorandum from Police Chief Peter McGowan explaining why an accompanying list of outstanding police detail bills from FY12 are uncollectible and requesting that they be written off by the Board.

Mr. Dawley moved to write-off \$2,218.72 in outstanding police detail bills that remain unpaid, seconded by Mrs. Hunter; it was unanimously voted.

Approve January 21, 2016 Open Session Meeting Minutes

Mr. Dawley moved to approve the minutes of the January 21, 2016 meeting, seconded by Ms. McCann; it was unanimously voted.

Citizens' Comments

Mr. Dawley thanked everyone for attending and again urged the citizens to please go out and vote at the Special Town Meeting on Monday, February 8 at 7 PM at the Mudge Auditorium. He made it clear that if a quorum is not present, the Meeting will continuously be rescheduled until a quorum is met and a vote taken. The inclement weather date is Monday, February 22.

Adjournment

At 7:40 PM, Mr. Dawley moved to adjourn, seconded by Ms. McCann; it was unanimously voted.

DOVER BOARD OF SELECTMEN

Robyn Hunter, Clerk