

MEETING MINUTES
BOARD OF SELECTMEN
June 9, 2016

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

ATTENDANCE: Chief Peter McGowan, Ryan Black, Scott Maroulis, Dover Police Department; Will Gooding, Patricia Carley, Stella O'Donnell, Brian Black, Guests of Mr. Black and Mr. Maroulis; Craig Hughes, Superintendent of Streets and Fire Chief; Kathi Mirza, Massachusetts Department of Environmental Protection; Carol Lisbon, Recycling Committee and Planning Board; Matt Schmid, Wendy Muellers, Chris Poulsen, Janit Greenwood, Recycling Committee; Amy Wilcox, former Recycling Committee member; Giovanna Olson, Jonathan Mancini, Blue Wave Capital; Justine Kent-Uritam; Karen O'Sullivan; Andres Rapela; James Stuart; Mark Sarro, Planning Board

PRESS: None

Reorganization of the Board

In keeping with annual tradition following Town Meeting, Ms. Hunter explained the reorganization of the Board. The third-year member of the Board serves as Chairman, the second-year member of the Board serves as Clerk, and the first-year member serves as Member.

Ms. McCann nominated Ms. Hunter as the new Chairman, seconded by Mr. Lawrence; it was unanimously voted.

Ms. Hunter nominated Ms. McCann as Clerk, seconded by Mr. Lawrence; it was unanimously voted.

Ms. Hunter nominated Mr. Lawrence as Member, seconded by Ms. McCann; it was unanimously voted.

Appointment of Special Police Officers

Police Chief McGowan highly recommended the appointments of Ryan Black and Scott Maroulis as part-time police officers. Both gentlemen have been working part-time for the Police Department as dispatchers, and the Chief commended their dedication and commitment to becoming police officers and noted that their qualities and attitudes will assimilate nicely into the Department. The Selectmen were delighted and warmly congratulated Mr. Black and Mr. Maroulis on their appointments.

Ms. Hunter moved to accept Chief McGowan's recommendation to appoint Ryan Black and Scott Maroulis as part-time police officers, subject to the Police Department's stipulations, seconded by Ms. McCann; it was unanimously voted.

Discuss Locking of the Town Garage Gates

Justine Kent-Uritam has asked the Board of Selectmen to request a change in the policy regarding the locking of Highway Department garage gates in the evenings and on the weekends. This request was raised due to concerns about unlocked gates allowing access to the yard and the possibility of theft of materials or equipment in the yard, unauthorized access to gas pumps, and possible liability issues. Historically, these gates have not been locked, and there have not been any security or theft issues. Ms. Hunter asked that Mr. Ramsay consult with Superintendent of Streets, Craig Hughes, about this matter and report back to the Board at their June 23, 2016 meeting.

Recycling Committee – PAYT Planning Team Recommendations and Discussion of Grant Requests

The Dover Recycling Committee (DRC) requested Selectmen approval to apply for the following three grants from the Massachusetts Department of Environmental Protection:

- Drop-Off Collection Equipment - Up to \$5,500 will be reimbursed to the Town for a 30-cubic yard and a 40-cubic yard Open Top Roll-Off Container intended for Bulky Rigid Plastics and Construction/Demolition Wood. Up to \$6,000 will be reimbursed for an enclosed shed to accommodate the staging of furniture at the Swap Shop.
- Targeted Small Scale Investments - Up to \$750 will be reimbursed for purchased food scrap containers for the kitchen. The DRC plans to purchase, promote and sell small food scrap containers in an effort to encourage more Dover households to recycle food scraps.
- Recycling Dividends Program - An estimated \$1,800 will be paid to Dover for "recycling dividends" to be used for a variety of future recycling initiatives including paying for a new shed to house recycling bins that are sold at the Transfer Station.

Ms. Hunter moved to approve the request of the Dover Recycling Committee to apply for the three Massachusetts Department of Environmental Protection grants as delineated, seconded by Ms. McCann; it was unanimously voted.

The Committee presented a PowerPoint overview of the Dover Pay As You Throw (PAYT) Planning Team Recommendations. The objective of the proposed PAYT program is to reduce Dover's solid waste per household to be more in-line with other Massachusetts communities. Chris Poulsen discussed the findings of DRC's research of neighboring towns' recycling programs, touched on pricing with/without private haulers, summarized the current Transfer Station program, and outlined proposed program design and operational changes to the current program which include the required use of approved 15- or 33-gallon bags for trash which can be purchased at local stores. At the June 23, 2016 BOS meeting, the Board will discuss whether the DRC may update the existing Transfer Station regulations for Selectmen's review.

The Selectmen commended the detailed and thorough work of the Recycling Committee and noted the great success of Dover's Bulky Item Recycle Week which was held at the Transfer Station in early June.

Overview of the Blue Wave Capital Project and Timeline

At the May, 2016 Annual Town Meeting, voters approved a solar bylaw and designated the capped landfill on Powissett Street as an overlay district which will allow for the potential installation and operation of a solar array system. Blue Wave Capital, an experienced solar developer in Massachusetts, presented a PowerPoint overview of a proposed solar array installation at Hale Reservation. The presentation highlighted the current status of the project; outlined the project schedule and the tasks to be undertaken which include site plan design, storm water analysis, and local permitting processes, etc., and noted the benefits to Dover and to Hale Reservation. Listed were key documents for the Board to consider which included purchase and credit agreements, tax rates and long term costs, and lease agreements defining responsibilities of each group. Next Steps include engineering design work, Conservation Commission hearing and site visits, and Planning Board applications. Blue Wave is currently preparing documents to be reviewed by the Selectmen and Town Counsel. Information and documents relating to this project can be found on the Town's website at Doverma.org.

Board's Summer Meeting Schedule

The summer Board meetings are scheduled for June 23, July 14 and August 11, 2016. At the June 23 meeting, the FY17 meeting schedule will be determined.

Assign MBTA Lease Negotiations Liaison

Mr. Lawrence moved to assign Ms. Hunter as the Liaison to the three-person working group (which includes Dave Ramsay and Town Counsel) who will be negotiating with the MBTA a lease which will be presented to the voters at the 2017 Annual Town meeting, seconded by Ms. McCann; it was unanimously voted.

Discuss Request to Mount Displays on Town House Walls

At their May 12, 2016 meeting, the Board discussed the Historical Commission's request for permission to mount maps and other historical documents on the first floor walls of the Town House. Keeping in mind the decision of former Selectmen who voted to keep the walls clear after Town House renovations, the Board deferred their vote until the June 9 meeting at which time it was determined that these maps and documents would be beneficial to the community and serve as a wonderful learning wall to be enjoyed by the citizens.

Ms. McCann moved to approve the request of the Historical Commission to mount, under the supervision of Building Superintendent, Karl Warnick, historical maps and documents on the first floor walls of the Town House, seconded by Mr. Lawrence; it was unanimously voted.

Discuss Historical Commission's Request re Signage

At their May 12, 2016 meeting, the Board discussed the Historical Commission's request to place, wherever a stream crosses a road, a pole with a sign on top identifying the water source. Ms. McCann displayed a mock sign using the exact shape and size and specified that the background would be white with black lettering filling the space of the sign, and blue, wavy lines indicating water would be under the name and/or around the rim. The Superintendent of Streets, Craig Hughes, has agreed to mount the signs, and the Commission will consult with him regarding the proper placement and height of those signs. Dover historically does not look favorably upon signs, and it was suggested that perhaps they could be mounted on trees. The Selectmen will take this matter under advisement and revisit it at their next meeting.

Renewal of the Caryl Community Center License Agreements

License Agreements with tenants of the Caryl Community Center and Doug's Automotive are renegotiated annually. Parent Talk, Inc. has agreed to a rent increase of five percent for FY17 with no changes in Agreement details.

Ms. Hunter moved to execute the License Agreement between the Town of Dover and Parent Talk, Inc. for FY17, seconded by Ms. McCann, it was unanimously voted.

Appointments

The Selectmen deferred Appointments to their June 23 meeting.

Reserve Fund Transfer – Building Maintenance

Ms. Hunter moved to approve a Reserve Fund Transfer to Building Maintenance in the amount of \$16,248 to cover expenses that have been paid to date and anticipated expenses through the end of the fiscal year, seconded by Ms. McCann; it was unanimously voted.

Award Highway Bid: Pavement Markings

The bids for pavement markings were opened on Thursday, April 14, 2016, and of the two submitted bids, Markings, Inc. was the lowest qualified bidder at a cost of \$38,697.50.

Ms. Hunter moved to award the bid for Pavement Markings to Markings, Inc. of Pembroke, MA, seconded by Ms. McCann; it was unanimously voted.

Special Licenses

Eleven Special Licenses were requested: May 15 (retroactive) at Hale Reservation; June 14 at Elm Bank; June 22 at Dover Library; July 2 at Elm Bank; July 9, July 15, July 16, July 19, July 20 and July 23, all at the Connors Center, and July 28 at Mass Hort.

Ms. Hunter moved to accept all licenses as delineated, seconded by Ms. McCann; it was unanimously voted.

Approve May 12, 2016 Meeting Minutes

Ms. Hunter moved to approve the minutes of the May 12, 2016 Open Session meeting, seconded by Ms. McCann; it was unanimously voted.

Citizens' Comments

James Stuart recommended that the BOS, taking into account the work and time frame involved, move relatively soon regarding a decision on the future of 46 Springdale Avenue.

Ms. Hunter invited the citizens to attend a party on June 22 from 6 to 8 PM at the Dover Library to honor outgoing Chairman, Jim Dawley, and thank him for his many years of dedicated service to the Town.

Executive Session

Ms. Hunter moved to go into Executive Session for purposes of discussing charges brought against a Town employee, not to return to Open Session. The Board members were polled individually, and by unanimous roll call vote, convened in Executive Session.

Adjournment

At 8:20 PM, Ms. Hunter moved to adjourn, seconded by Ms. McCann; it was unanimously voted.

DOVER BOARD OF SELECTMEN

Candace McCann, Clerk