

**MEETING MINUTES  
BOARD OF SELECTMEN  
August 11, 2016**

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

ATTENDANCE: Chief Peter McGowan, Police Department; Maureen Dilg, Council on Aging; Robert Springett, Capital Budget Committee; Pope Hoffman, Carol Jackman and Helena Wylde Swiny, Cemetery Commissioners; Gerald Clarke, Board of Health

PRESS: Maureen Sullivan, Dover-Sherborn Press

**Chief Peter McGowan re Appointment of Police Officer**

Police Chief McGowan highly recommended the appointment of Officer Joseph Woollard to a full-time officer. Officer Woollard is currently a full-time Sergeant with the Framingham State University Police Department and has been working as a part-time officer for the Dover Police Department since June of 2014. Chief McGowan noted that Officer Woollard is an excellent addition to the team and that his integration into the Department has been seamless and well received. The Board warmly congratulated Officer Woollard on his appointment and thanked Chief McGowan for his recommendation.

Ms. Hunter moved to accept Chief McGowan's recommendation to appoint Officer Joseph Woollard to a full-time officer, subject to the Police Department's stipulations, seconded by Ms. McCann; it was unanimously voted.

**Vote to Expend Council on Aging Gifts Funds**

Due to large water stains in the carpeting in Room 108 of the Caryl Community Center, the Council on Aging (COA) is requesting approval of the Selectmen to expend existing COA Gift Funds for carpet replacement.

Ms. Hunter moved to expend up to \$6,500 from the Council on Aging Gift Funds to be used to replace the carpeting in Room 108 of the Caryl Community Center, seconded by Mr. Lawrence; it was unanimously voted.

**Vote to Accept Gift From the Friends of the Council on Aging**

The Council on Aging is requesting approval of the Selectmen to accept from the Friends of the Dover Council on Aging a gift of a hearing aid loop system installation in Room 108 of the Caryl Community Center. This system enables those with hearing loss to utilize their hearing aids as amplifiers thus allowing individuals to easily hear staff and speakers at COA programs. The Selectmen thanked the Friends for their generous and welcomed gift.

Ms. Hunter moved to accept from the friends of the Dover Council on Aging a gift of a hearing aid loop system installation in Room 108 of the Caryl Community System, seconded by Mr. Lawrence; it was unanimously voted.

**Robert Springett re Capital Budgets**

Bob Springett, Chairman of the Capital Budget Committee (CBC), is requesting approval of the Board to raise the minimum asset threshold for capital budget requests to \$10,000 from the current \$4,000 effective FY18. Based on discussions between the Capital Budget Committee and the Warrant Committee and research done on the policies of surrounding towns, the Selectmen determined that raising the threshold would help to clarify what constitutes a capital item as opposed to a routine replacement item. This would also allow the CBC more time to focus on large capital items.

Ms. Hunter moved to approve raising the minimum asset threshold for capital budget requests to \$10,000 from the current \$4,000 effective FY18, seconded by Ms. McCann; it was unanimously voted.

**Cemetery Commissioners re Landscape Maintenance**

The Cemetery Commissioners are asking the approval of the Board to expend funds from the Chickering Trusts for maintenance of trees in Highland Cemetery, for removal of the stockade fence, and for building of a stone wall to replace the fence. A number of concerns were raised including tree maintenance needs, encroachment issues, potential costs, and the specific uses of the Chickering Funds.

Because there are many unanswered questions, the Board is not in a position to make a decision regarding those funds at this time and suggested that the Commissioners present, at a future Selectmen's meeting, a comprehensive plan outlining and prioritizing both short- and long-term needs, cost proposals and bids for the work to be undertaken, and the source of funds.

**Update on Status of 46 Springdale Avenue**

Based on the consensus of the chairs of the Warrant Committee, the Conservation Commission, the Open Space Committee, the Planning Board, the Board of Health,

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and the voices of the citizens who voted at Town Meeting to purchase the property at 46 Springdale to keep as open space, it was the sense of the Selectmen to put a conservation restriction on the rear open acreage and carve out the front property. With that in mind, the Board is seeking the input of the listed boards and committees and has asked the Town Planner and the Planning Board to present, at a future Selectmen's meeting, their options and recommendations for the front property and driveway.

**Execute September State Primary Election Warrant**

Ms. Hunter moved to execute the September 8, 2016 Warrant for the State Primary Election, seconded by Mr. Lawrence; it was unanimously voted.

**Appointments**

Ms. Hunter moved to appoint Michele Keleher to the Board of Registrars for a three-year term effective July 1, 2016 and expiring June 30, 2019, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to appoint William Lahey of Anderson & Kreiger as the Town Counsel for a one-year term effective July 1, 2016 and expiring June 30, 2017, seconded by Mr. Lawrence; it was unanimously voted.

Ms. Hunter moved to appoint Mike Angieri as the Town Engineer for a one-year term effective July 1, 2016 and expiring June 30, 2017, seconded by Ms. McCann; it was unanimously voted.

Ms. Hunter moved to appoint Lynn Collins, Linda Holiner, and Kristin Brophy to the Dover Cultural Council, each for a three-year term effective July 1, 2016 and expiring June 30, 2019, seconded by Mr. Lawrence; it was unanimously voted.

**Other Business:**

**Award Catch Basin Cleaning Bid**

The bids for Catch Basin Cleaning were opened on Thursday, August 4, 2016, and of the two submitted bids, R.J. Gabriel Construction of Bridgewater, MA was the lowest qualified bidder at a cost of \$29.50 per basin.

Ms. Hunter moved to award the Catch Basin Cleaning Bid to R.J. Gabriel Construction of Bridgewater, MA, seconded by Ms. McCann; it was unanimously voted.

**Special Licenses**

Sixteen Special Licenses were requested: August 13, 18, 20 and September 3 at Elm Bank; September 15 and 17 at Connors Center; September 18 at Elm Bank; September 24 at Hale Reservation; September 24, 25 and October 1 at Connors Center; October 1 at Hale Reservation; October 1 at Springdale Field; October 8 and 9 at Connors Center, and November 3 at Elm Bank.

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

**Approve July 14, 2016 Open Session Meeting Minutes**

Ms. Hunter moved to approve the minutes of the July 14, 2016 Open Session Meeting Minutes, seconded by Ms. McCann; it was unanimously voted.

**Minuteman Update**

In May of 2016, Dover, as part of the 16-member Minuteman district, voted to approve borrowing for a new Minuteman school building. Because this vote was not unanimously approved by all 16 towns as required, a district-wide election must be held, and the decision to authorize the borrowing will be determined by the majority of votes cast. This Special Town Election will be held on Tuesday, September 20, 2016 in the Great Hall of the Town House from 12 PM to 8 PM. The Selectmen urged all citizens to attend and vote on this issue.

**Citizens' Comments**

Ms. McCann reminded Dover's citizens to please be mindful of their water use as water restrictions in surrounding communities and drought conditions in Massachusetts are of increasing concern.

**Adjournment**

At 7:42 PM, Ms. Hunter moved to adjourn, seconded by Mr. Lawrence; it was unanimously voted.

DOVER BOARD OF SELECTMEN

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Candace McCann, Clerk