

**MEETING MINUTES
BOARD OF SELECTMEN
July 8, 2020**

Consistent with guidance issued by Governor Baker on March 12, 2020 suspending certain provisions of the Open Meeting Law due to Covid-19, this meeting was held remotely using Zoom technology, Meeting ID 934 6066 2837.

At 6:30 PM Chair Robert Springett called the meeting to order with members John Jeffries and Robyn Hunter present. Also in attendance were Katelyn O'Brien, Assistant Town Administrator and Mona DiSciullo, Administrative Assistant. Town Administrator Christopher Dwelley was not in attendance due to a prior commitment.

ATTENDEES: Henry Faulkner, Carol Chirico, Carol Lisbon, Mark Sarro, Planning Board; Don Vaughan, Nick LaChance and Bob Gallo, Colonial Water Company; Eric Worrall, Massachusetts Department of Environmental Protection; Attorney Jessica Wall, Anderson & Kreiger; Beth Greenblatt, Beacon Integrated Solutions; Town Accountant Kathy LaPlant; Council on Aging Director Janet Claypoole; Municipal Project Manager Dave Sullivan

PRESS: None present.

Citizens' Comments

There are no citizens' comments.

I.1 Reading of Resolution for Henry Faulkner

Dover resident Henry Faulkner has stepped down from the Planning Board after 27 years of tireless service and dedication to the Town. On behalf of the Town and its residents, the Board of Selectmen presented and read to Mr. Faulkner a proclamation publicly commending him and extending their deep gratitude for his extraordinary service and devotion to Dover. Planning Board members Carol Chirico, Carol Lisbon and Mark Sarro commented that Henry is a model of principle, and it has been a pleasure and a privilege to serve with him and learn from his experiences and knowledge. Mr. Faulkner is honored to receive the proclamation and thanked the Selectmen and the Planning Board for their generosity and kind words.

I.2 Colonial Water Update and Discussion

Colonial Water staff and Eric Worrall provided an update on the E.coli water supply contamination situation.

As a result of working with the Department of Environmental Protection (DEP) and utilizing a temporary four-log disinfection system which removes/deactivates viruses from water, the Boil Water order was lifted on July 2, 2020 enabling residents to use the water system. Colonial will be working with DEP to obtain permitting to install a permanent four-log disinfection system at the Francis Street facility. Both Mr. Worrall and Colonial assured residents that they will continue to monitor the water system, and the combination of continuous chlorination and the four-log system will eliminate and deactivate harmful bacteria or viruses before water reaches a user. Bacteria samples will be tested monthly, and if an issue arises with the well system, an alarm will notify Colonial immediately.

In response to a question about the strong taste and smell of chlorine present in the water, Mr. Gallo relayed that once the Town moves to a permanent four-log disinfection system, the chlorination will be cut in half thus reducing the taste and smell.

Residents should contact Colonial for information on the reimbursement process for bottled water purchased, and a consumption and inconvenience credit will appear on customer bills.

The Selectmen thanked Mr. Worrall and Colonial Water staff for participating in the meeting and asked them to attend the July 22, 2020 Board meeting to provide an update on the matter.

I.3 Proposed Solar Project for the Roof of the Highway Department Garage Building

In January of 2020 Solect Energy of Hopkinton, Massachusetts proposed to the Board installation of a solar rooftop on the Highway Department's garage building to reduce electricity costs and use renewable solar energy on-site. The Selectmen were in favor of exploring the installation of a solar roof and entering into a 20-year Power Purchase agreement with solar developer Solect Energy. Mr. Dwelley worked with the staff and interested parties to undertake due diligence and provide the Board with a comprehensive report and plan. Ms. Wall and Ms. Greenblatt provided an update on the status of the project and a visual presentation of what the roof would look like. One complicating factor, however, is the age and condition of the existing roof. To install the panels, it would likely be necessary to first prepare the roof with a protective coating, and if roof repairs are necessary over the 20-year period, that would require removing the solar panels, repairing the roof, and reinstalling the panels. Solect proposed two pricing options for the roof work. The first option is to include the cost in the overall price of the project for a 20-year term and the second option is to undertake the roof work independently. Discussion included an analysis of each pricing option, electricity costs and potential costs savings, a Payment in Lieu of Taxes (PILOT) agreement, and the Commonwealth's solar pricing program, known as the SMART program.

The Selectmen will take this issue under advisement and will defer their decision on whether to move forward with the project until the July 22, 2020 Board meeting.

I.4 FY 2021 Goals and Objectives Discussion

At their June 27, 2020 meeting, the Board started discussion of its goals and objectives for Fiscal Year 2021 to address key areas of concern, need, and opportunity that the Town should consider addressing over the next five years, particularly as it impacts the Town's finances and services. Tremendous progress was made on the Fiscal Year 2020 goals, and building and expanding on that framework developed, the Board's goals and objectives for Fiscal Year 2021 will include Modernization, Long-Term Financial Planning, Land Use, Community Inclusion, and Town Governance Structure. The Selectmen will be holding a planning session on July 17, 2020 to finalize and prioritize the goals and objectives and will be seeking input from the Town's staff and boards and committees.

I.5 Annual Bid for Replacement of Roofing at the Protective Agencies Building

In May of 2020, the Town advertised an Invitation to Bid for replacement of the roof at the Protective Agencies Building. On June 18, 2020, the bids were opened, and out of the 11 bids received, Oneway Painting & Roofing was the lowest responsible bidder with a cost of \$108,000. Superintendent of Buildings Karl Warnick and Assistant Town Administrator Kate O'Brien completed background and reference checks, and it is their recommendation that the Board award the bid to Oneway Painting & Roofing, Inc.

Mr. Springett moved to award the bid for the replacement of roofing at the Protective Agencies Building to Oneway Painting & Roofing of Lynn, MA, seconded by Mr. Jeffries; it was unanimously approved by roll call vote.

I.6 Approve FY20 Year-End Budget Appropriation Transfers

Town Accountant Kathy LaPlant explained that throughout May to July 15, 2020, the Board of Selectmen can, under Massachusetts General Law, vote to transfer funds appropriated at last year's Town Meeting for a department's specific use to another use by the same department. There are two requests for Appropriation Transfers. Parks and Recreation is requesting approval to transfer \$30,000 from the salary account to the grounds maintenance account to cover costs incurred by a vendor hired to perform grounds maintenance due to a shortage of staff. The Council on Aging is requesting approval to transfer \$8,600 from the COA operating fund to the full-time director salary fund. The funds are available as a result of cancellation of programs and services due to Covid-19 and will be put towards the COA Director's salary which was reclassified with a new rate effective July, 2019 after the budget was set, thus leaving a budget deficit.

Mr. Springett moved to approve Parks and Recreation's request to transfer \$30,000 from the salary account to the ground's maintenance account, seconded by Mr. Jeffries; it was unanimously approved by roll call vote.

Mr. Springett moved to approve the Council on Aging's request to transfer \$8,600 from the operating funds to the full-time director salary fund, seconded by Mr. Jeffries; it was unanimously approved by roll call vote.

I.7 Appointments

Mr. Springett moved to reappoint Wendy Muellers to the Recycling Committee for a three-year term, effective July 1, 2020 - June 30, 2023, seconded by Mr. Jeffries; it was unanimously approved by roll call vote.

Mr. Springett moved to appoint James Murphy as the Second Alternate Wiring Inspector for a one-year term effective July 1, 2020 – June 30, 2021, seconded by Mr. Jeffries; it was unanimously approved by roll call vote.

I.8 Board of Selectmen Updates

On behalf of the Town and the Selectmen, both Mr. Springett and Ms. O'Brien expressed their heartfelt thanks and gratitude to Town Clerk Felicia Hoffman and those individuals whose tremendous efforts resulted in a successful Town Meeting in spite of the limitations and restrictions imposed by Covid-19.

Mr. Springett reported that the Community Center Building Committee has received 15 applications from architectural firms for designer services for the Community Center and is in the process of reviewing and ranking the applicants.

The Covid-19 Taskforce has changed their weekly meeting schedule to every two weeks, and participants continue to send updates as they happen to the Selectmen's office for posting on the Town's website at doverma.com.

The Technology Advisory Board will be resuming a regular meeting schedule starting the week of July 13, 2020.

The Selectmen have received positive feedback from residents regarding Colonial's rate of improvement and change in handling the E.coli water issue.

I.9 Town Administrator Updates

Mr. Dwelley was not in attendance.

Municipal Project Manager Dave Sullivan is working on storage and retrieval of the Town's filed documents which are stored in the Town House attic. Keeping in mind the Commonwealth's document retention requirements, Mr. Sullivan has created an actual document inventory which will facilitate decisions regarding storage bins, off-site storage, and shredding. Additionally, he has been working with Town staff to create fillable PDF forms, rather than paper documents, which are specific to each department and available on Dover's website.

Council on Aging Director Janet Claypoole reported that using grant funds from Beth Israel Hospital as well as a matching grant from the Trustees of Reservations, the COA is accessing wholesale produce from Powisset Farm, and on every other Thursday from July through October, COA will be holding a drive-through pick-up for seniors who will be able to chose produce from

a display of vegetables. Staff and volunteers will package and place the goods in the vehicles. Also available at no charge will be bread from Blue Moon Bakery.

Adjournment

At 8:04 PM, Mr. Jeffries moved to adjourn, seconded by Ms. Hunter; it was unanimously approved by roll call vote.

DOVER BOARD OF SELECTMEN

John D. Jeffries, Clerk