

**MEETING MINUTES  
BOARD OF SELECTMEN  
January 20, 2022**

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 935 3888 3145.

At 6:30 PM Chair John Jeffries called the meeting to order with members Robyn Hunter and Robert Springett present. Also in attendance were Christopher Dwelley, Town Administrator; Katelyn O' Brien, Assistant Town Administrator, and Mona DiSciullo, Administrative Assistant.

**PARTICIPANTS:** Resident Sara Kinney; Dr. Kay Petersen, Board of Health; Land Use Director Courtney Starling; Bill Motley, Planning Board and Task Force Member; Eric Arnold, Executive Director of Hale Reservation; Craig Benson, Hale Task Force; Acting Finance Director Carl Valente; Treasurer-Collector Jerry Lane; Town Moderator Jim Repetti; Planning Board Chair Carol Lisbon

**PRESS:** None present.

**Citizens' Comments**

Sara Kinney is seeking to petition an amendment to the Dover bylaws to change and officially rename the Board of Selectmen to Selectboard. She provided history on the use of the word "Selectmen" and relayed that there is a movement in Massachusetts towns to adopt a gender-neutral name. Given that many women are part of the broad governing process, she is seeking a change to the name to reflect gender neutrality and equality, promote inclusivity, and to encourage participation in Town government.

**I.1 Board of Health Update on Covid-19 Rapid Test Kit Distribution**

At the January 6, 2022 Selectmen's meeting, Board of Health member Dr. Kay Petersen, introduced a Massachusetts program related to Covid-19 testing kits, and the Selectmen voted to approve, at the recommendation of the Board of Health, the purchase of 2,000 test kits to be distributed free of charge to the schools, child care centers, Dover residents, and Town staff. American Rescue Plan Act (ARPA) funds will be used to cover the cost of the kits. The Selectmen requested that the Board of Health devise a distribution plan and present it to the Board at the January 20, 2022 meeting. Working with Town staff, the Board of Health has decided to allocate some of the kits to specific groups including child care centers, the schools, Town staff, and the Council on Aging and several hundred will be allocated to the general Dover population. The kits

will be stored in a locked room of the Town House and will be distributed utilizing an outdoor Grab and Go Drive-Through similar to those held by the Council on Aging. Manned by Town staff and volunteers, the Grab and Go will be held at the Caryl Community Center, Transfer Station, or Highway Department, and residents will be asked to sign up through an electronic registration process. Still to be determined are the frequency and times per week the Drive Through will be held, and once the final decisions are made, the details will be communicated to residents through a variety of methods including notification on the Town's website and social media channels. The Board of Health will keep the Selectmen apprised of its plans, and the Selectmen very much appreciate the efforts of all those involved.

## **I.2 Hale Reservation Task Force Update**

Land Use Director Courtney Starling and members of the Hale Reservation Task Force provided an overview and update on the Task Force's activities. A slideshow of the following focus areas was presented and discussed in detail:

- Project Overview - Hale Education offered Dover the opportunity to purchase a Conservation Restriction on 663 acres of unprotected open space for \$10 million.
- Conservation Restriction - A legally enforceable agreement for the purpose of ensuring permanent protection of conservation land while allowing conservation-related uses to continue.
- Why Buy Conservation Rights Instead of Land
- Potential Benefits to Community, School District, and Region
- Potential partners include Hale Education, The Trustees of Reservation, MA Department of Conservation and Recreation
- Financial Projections - Annual cost to residents and ways to offset the cost
- Timeline
- Next Steps – public education, outreach, and participation; drafting of Warrant language

Planning Board and Task Force member Bill Motley spoke about the beauty and value of the land and its decades-long relationship with the Town. He explained that Hale reached out to Dover to try and develop a partnership that is mutually beneficial—Hale will receive capital to fund its programs and secure long-term financial stability and Dover will preserve the land in an economical way while eliminating any potential Hale land sale. Hale Reservation Executive Director Eric Arnold expressed Hale's enthusiasm about the project and thanked the Task Force and the Town for their receptiveness and cooperation. Dover resident Craig Benson was involved in the creation of an online presence and a media campaign to raise awareness about the Conservation Restriction and preservation and encouraged residents to visit the website at [www.SaveHale.org](http://www.SaveHale.org).

The Selectmen are enthusiastic about the unique opportunity the project presents and would like to move forward with a recommendation to acquire the property but cautioned that the Town and the Task Force should take the amount of time that is sufficient and necessary to thoroughly educate residents about the project. It was suggested that instead of presenting a Warrant Article for the acquisition of the Hale land for vote at the May, 2022 Annual Town Meeting, a Special Town Meeting for that purpose be held in the fall allowing more time for public education and outreach. It was also suggested that a timeline with tasks be created so that there is an understanding of the work which needs to be done before presentation at a Town Meeting. Ms.

Starling will create the timeline and overview of the next steps and present it to the Selectmen at their meeting on January 27, 2022.

### **I.3 Discussion of AT&T Lease for Wireless Services and Potential Vote**

This agenda item will not be taken up at this meeting and will be on a future agenda for discussion and potential vote.

### **I.4 Vote to Issue Bonds for the Community Center Building Project**

Acting Finance Director Carl Valente and Treasurer-Collector Jerry Lane discussed the details of the bonding for the Community Center Building Project. The entire Town Meeting authorization for the two Community Center Articles totaling \$18,850,000 has now been issued for the project. The interest rate over the 20-year bond is just under 1.8 percent, and the bonds were rated Aaa by Moody's Investors Services, the highest rating that can be received for municipal bonds. The bond issue was a collaborative effort, and thanks were extended to Hilltop Securities, the Town's financial advisor; Bond Counsel Locke Lord; Owner's Project Manager Colliers Project Leaders; Town Clerk Felicia Hoffman; Town Assessor Amy Gow; Town Accountant Kathy LaPlant, and Town Administrator Chris Dwelley.

Mr. Jeffries moved each of the Caryl Community Center bond award votes, as provided by Bond Counsel, with the full printed wording of each vote to appear in the Board's official minutes, seconded by Ms. Hunter; it was unanimously approved by roll call vote (see attached Vote of the Board of Selectmen).

### **I.5 Review and Approve 2021 Draft Selectmen's Town Report**

For inclusion in the Town Report, the Annual Report of the Board of Selectmen has been drafted by Ms. O'Brien, and comments provided by the Selectmen have been incorporated. The Report is a summary reflecting the demanding work, challenges, and tremendous successes and accomplishments of the Selectmen and the Town in 2021. The Board thanked Ms. O'Brien for her efforts and encouraged citizens to read the Town Report which provides an overview of the work undertaken by the Town's boards/committees/commissions and staff.

Mr. Jeffries moved to approve the 2021 Annual Report of the Board of Selectmen as presented, seconded by Ms. Hunter; it was unanimously approved by roll call vote.

### **I.6 Final Review/Approval of 2022 Annual Town Meeting Warrant Articles**

Mr. Dwelley presented the Board with the final 2022 Annual Town Meeting Warrant. The Articles and placeholders were reviewed at the December 16, 2021 and January 6, 2022 Board meetings, and no changes were made since that time. There has been some discussion about removing the Hale Land acquisition Article from the Warrant and holding a fall Special Town Meeting to vote on the land purchase, but the Selectmen agreed to keep it on the Warrant noting that the Article can be withdrawn, if necessary.

Town Moderator Jim Repetti raised questions about the logistics of the meeting and the length of the Articles and any possible related controversy. There was a brief discussion about holding the meeting on a Saturday, the process involved in changing the date, the venue, and reordering of the Articles. The Selectmen will order the Articles and discuss them further at an upcoming Board meeting.

Mr. Jeffries moved to approve the 2022 Annual Town Meeting Warrant Articles, as presented, seconded by Ms. Hunter; it was unanimously approved by roll call vote.

### **I.7 Board of Selectmen Updates**

The Selectmen reported on the following projects and initiatives.

Water Discoloration Issue – Mr. Jeffries raised the question of whether Aquarion Water Company would reimburse customers for funds expended for fixing/replacing plumbing equipment damaged due to the water discoloration issue. This issue will be discussed at a future Board meeting.

School Superintendent – On behalf of the Board, Mr. Jeffries congratulated Dover Public Schools Assistant Superintendent Elizabeth McCoy on her recent appointment as Superintendent of the schools. The Board is looking forward to working with her.

Community Center Building Committee – Mr. Springett reported that the Building Committee recently met, reviewed each line item, and went through the cost estimating process. The total cost was slightly over budget but contingency funds, design changes, and quote alternatives allow changes to be made while staying within the budget parameters. No changes were made to the design.

Water Resources Committee – Ms. Hunter reported that at a recent meeting of the Water Resources Committee, members were very complimentary of the decision by the Selectmen to utilize Town staff to move the work forward and of the work that has been completed by the staff. The collaborative group is looking forward to the process of selecting a consultant to work with the Town on addressing its water issues.

### **I.8 Town Administrator Updates**

The Town Administrator reported on the following projects and initiatives.

Aquarion Water Company – Mr. Dwelley reported that he will be meeting with staff from Aquarion to discuss the resurgence of water discoloration issues and the potential immediate relief opportunities for residents experiencing discoloration. Aquarion will be providing a community update at the January 27, 2022 Board meeting.

Department of Public Works Director – Mr. Dwelley announced that a Public Works Director has been selected and that a memo outlining the details of the appointment has been sent to the Board for its review. It is anticipated that the Director will be on board in late February or early March.

### **C.1 Consent Agenda**

The Board was presented, for approval, a contract between the Town and Acting Finance Director Carl Valente which reflected a rate increase from \$75 per hour to \$85 per hour. Mr. Springett raised the possibility of increasing that rate to \$90 per hour and, after discussion, it was agreed that the rate be raised. While Ms. Hunter agrees with Mr. Springett and Mr. Jeffries that Mr. Valente brings much value to the Town, she is not in favor of the process by which the decision was made.

Mr. Jeffries moved to approve removal of the contract between Mr. Valente and the Town from the Consent Agenda, seconded by Mr. Springett; it was unanimously approved by roll call vote.

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Mr. Jeffries moved to approve the Contract Between Carl Valente and the Town of Dover, as amended to \$90 an hour, seconded by Mr. Springett; it was approved by a vote of 2 to 1 with Mr. Jeffries and Mr. Springett voting in favor and Ms. Hunter voting against.

The following items are included on the Consent Agenda:

- Approve Updated Buy Recycled Policy
- Approve FY22 Firefighter Safety Equipment Grant

Mr. Jeffries moved to approve the Consent Agenda, as presented, seconded by Ms. Hunter; it was unanimously approved by roll call vote.

**Adjournment**

At 8:45 PM Mr. Jeffries moved to adjourn, seconded by Ms. Hunter; it was unanimously approved by roll call vote.

DOVER BOARD OF SELECTMEN

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Robyn Hunter, Clerk

VOTE OF THE BOARD OF SELECTMEN

I, the Clerk of the Board of Selectmen of the Town of Dover, Massachusetts (the “Town”), certify that at a meeting of the board held January 20, 2022, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: that the sale of the \$17,055,000 General Obligation Municipal Purpose Loan of 2022 Bonds of the Town dated January 27, 2022 (the “Bonds”), to Morgan Stanley & Co., LLC at the price of \$18,723,429.20 and accrued interest, if any, is hereby approved a

nd confirmed. The Bonds shall be payable on January 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2023	\$860,000	5.00%	2033	\$855,000	3.00%
2024	855,000	5.00	2034	855,000	3.00
2025	855,000	5.00	2035	855,000	2.00
2026	855,000	5.00	2036	855,000	2.00
2027	855,000	5.00	2037	855,000	2.00
2028	855,000	3.00	2038	845,000	2.00
2029	855,000	5.00	2039	845,000	2.00
2030	855,000	5.00	2040	845,000	2.00
2031	855,000	5.00	2041	845,000	2.125
2032	855,000	4.00	2042	845,000	2.125

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated January 12, 2022, and a final Official Statement dated January 19, 2022 (the “Official Statement”), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are

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currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and to comply with relevant securities laws.

Further Voted: that any certificates or documents relating to the Bonds (collectively, the “Documents”), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a “.pdf” file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds were taken in executive session, all in accordance with G.L. c.30A, §§18-25, as amended.

Dated: January 20, 2022

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Clerk of the Board of Selectmen