

MEETING MINUTES
BOARD OF SELECTMEN
January 21, 2021

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 949 5482 5162.

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

ATTENDEES: Andrew Beasley, Resident; Justine Kent-Uritam, Resident; Town Moderator Jim Repetti; Assistant Town Moderator Dave Haviland; Town Clerk Felicia Hoffman; Warrant Committee Chair Gordon Kinder

PRESS: None present.

Citizens' Comments

Dover resident Justine Kent-Uritam expressed her ongoing concerns about Colonial Water exceeding their mandated permit withdrawal limits from the aquifer, especially during the summer months due largely, in part, to resident demand for water for lawn irrigation systems. She cautioned that the water table may drop if residents keeps drawing from the wells and urged citizens to practice water conservation measures despite there not being any incentives in place. Ms. Kent-Uritam suggested that the Town keep these issues in mind when negotiating a new contract with Colonial and urged the Board to continue to work with Senator Rush and Representative Garlic about actions the State is taking to ensure that the Department of Environmental Protection pressures Colonial Water to pump within its permitted withdrawal limits.

Andrew Beasley of 15 Knollwood Drive brought to the attention of the Selectmen an ongoing issue on his property and is requesting guidance from the Town on the next steps. Mr. Beasley lives adjacent to the old train tracks, and there is a blocked culvert in the land next to his property which causes the stream that funnels under the tracks to overflow into his yard. His concern is that the water will cause significant damage in the late winter or early spring when the snow melts and water levels are their highest. Interim Superintendent of Streets Bob Tosi has been very helpful and is working to resolve this issue, but progress is slow and Mr. Beasley would like to

move forward. Mr. Dwelley recently visited the site and explained that Mr. Tosi and Town Engineer Mike Angieri have been to the location multiple times over the past few months to assess the situation. The culvert is underneath the old rail bed and is state property, and in response to the Town's request to clear the culvert, the State has confirmed that its clearing is on their list of projects but they cannot provide the Town with a timeframe to begin the work. Mr. Dwelley suggested that Mr. Beasley contact State Senator Mike Rush and Representative Denise Garlick for their help in expediting the clean-up process, and if no action is taken in the next few months, the Town will follow-up.

I.1 Review of 2021 Town Meeting Warrant Articles

The Annual Town Meeting Warrant closed on January 15, 2021, and there are 30 Articles on the Warrant for consideration and vote at Town Meeting. Due to the safety protocols and guidelines imposed by Covid-19, the Articles voted on at the 2020 Town Meeting were only those necessary to keep Town operations running, and almost all the other Articles submitted in 2020 were carried over to the 2021 Town Meeting per request. Five new Articles, listed below, were submitted by the Selectmen.

- Appropriate for Dover Sherborn Regional Schools Capital Expenses
- Reaccept Massachusetts General Law Chapter 32B Section 20 - OPEB Trust Fund
- Authorize Massachusetts General Law Chapter 203C – Prudent Investor Rule
- Designate Treasurer/Collector OPEB Trust Fund Trustee
- Amend General Bylaws Chapter 83 – Animals

Assistant Town Moderator Dave Haviland expressed his concerns about not having enough time to consider and vote on 30 Articles if Town Meeting has to again abide by the Covid-19 protocols. Mr. Springett noted that some of the Articles are routine and that the Town will be prepared to educate and inform citizens about the more controversial articles which will decrease discussion time at the Meeting. Town Moderator Jim Repetti added that there is some flexibility; a truncated meeting could be held without seeking approval from the Department of Revenue and, if necessary, another meeting could be held in the fall.

I.2 Wilson's Way Neighborhood Association Deed Acceptance and Vote

The Wilson's Way Neighborhood Association, Inc. is donating Lot 7, Wilsondale Way, to the Town to be under the care, custody and control of the Dover Conservation Commission pursuant to the provisions of Massachusetts General Laws Chapter 40, Section 8C for conservation purposes.

On behalf of the Town, the Selectmen extended their appreciation and thanks to the Wilson's Way Neighborhood Association for their generous contribution of land to Dover.

Mr. Springett moved to approve a deed to the property from the Wilson's Way Neighborhood Association, Inc. to the Town of Dover acting by and through its Conservation Commission, substantially in the form presented to the Board of Selectmen at its January 21, 2021 meeting, with final changes to be made by the Chair of the Conservation Commission in his reasonable discretion in consultation with Town Counsel, seconded by Mr. Jeffries; it was unanimously approved by roll call vote.

Mr. Springett moved to authorize the Chair of the Conservation Commission to take all actions on behalf of the Board of Selectmen that are reasonably necessary, in the judgment of the Chair, to complete the acquisition of the Property, including without limitation, signing deed acceptances, closing forms, affidavits, documents and settlement statements, seconded by Mr. Jeffries; it was unanimously approved by roll call vote.

I.3 Families First Coronavirus Response Act (FFCRA) Extension and Potential Vote

Assistant Town Administrator Kate O'Brien discussed the extension of The Families First Coronavirus Response Act (FFCRA) which was signed into law on March 18, 2020. The Act requires certain employers to provide their employees with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19. The Act expired on December 31, 2020, but two main provisions of the FFCRA--the Emergency Paid Sick Leave (EPSL) and the Emergency Family and Medical Leave Expansion Act (EFMLEA)--have been extended until March 31, 2021, retroactive from January 1, 2021. This extension does not provide additional benefits, rather it allows for an extension of the existing coverages described below.

- **Emergency Paid Sick Leave**

Two weeks (up to 80 hours) of paid sick leave at employee's regular rate when the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of health care provider) and/or experiencing Covid-19 symptoms and seeking medical diagnosis; or

Two weeks (up to 80 hours) of paid sick leave at two-thirds the employee's regular rate of pay because the employee is unable to work because of a bonafide need to care for an individual subject to quarantine or to care for a child whose school or child care provider is closed or unavailable for reasons related to Covid-19.

- **Emergency Family and Medical Leave Expansion Act**

Employees that need to care for a son or daughter because their school, child care provider, and/or place of care is closed as a result of COVID-19 are eligible employees to receive up to 12 weeks of paid leave. The first 10 days of this kind of leave are unpaid, however, the remaining 10 weeks are paid at 2/3 of the employee's regular rate. Employees also have the option of using EPSL to cover the first 10 days of EFMLEA leave, which would otherwise be unpaid.

Staff members have benefited from the leave, and approximately half of the communities surveyed, as well as the Dover Sherborn Regional School District, have extended the leave. It is the Town's recommendation that the Board extend the end date of the leave provisions to March 31, 2021.

Mr. Springett moved to approve the extension of the Families First Coronavirus Response Act leave provisions, as presented, to March 31, 2021, seconded by Mr. Jeffries; it was unanimously approved by roll call vote.

I.4 2021 Caucus Update

Town Clerk Felicia Hoffman provided an update on the 2021 Town Caucus. The Caucus is held yearly for the purpose of nominating candidates for the Annual Town Election. This year's Caucus was scheduled to be held on March 8, 2021, but due to Covid-19 it was determined by the Town Clerk, Town Administrator, Moderator, and Assistant Moderator that it would not be prudent to hold the Caucus in person. In place of that, the Town Clerk will be preparing nomination papers for candidates, and Dover's registered voters who wish to sign the papers required to place a candidate's name on the ballot are asked to call the Town Clerk's office at 508-785-0032 x 226 for details on the process and to make a signing appointment. Electronic signatures are not legally acceptable. The last day to turn in signed nomination papers for certification is Monday, March 29, 2021, and the last day to withdraw from the Town ballot is April 14, 2021. The information and details regarding the Caucus will be shared on Dover's social media sites. Mr. Repetti and the Board thanked Mr. Dwelley, Ms. Hoffman and Mr. Haviland for creating an alternate plan and providing Dover's voters with a safe and effective way to hold Town Caucus.

I.5 Board of Selectmen Updates

The Selectmen reported on the following ongoing projects and initiatives.

Water Resources Study Committee (WRSC) – Ms. Hunter reported that she attended the recent WRSC meeting at which time the Committee members presented the work they have done with respect to communications to the citizens regarding decreasing water consumption and water conservation efforts as well as their ambitious priority list of tasks. The Committee will be attending an upcoming Selectmen's meeting to provide an overview of their work including a discussion on the water operations of neighboring towns.

Ms. Hunter clarified that the main focus of the Water Resources Study Committee (WSC) created in 2015 was to establish baseline data on the quantity and quality of the Town's water supply, and that the Water Resources Task Force (WRTF) created in October, 2020 will build on the impressive work that has been done by the WRSC to strategically look at the Town's water needs, protect the water supply and identify potential sources of water. The idea was introduced that perhaps the two committees combine their expertise and work together on technical, strategic, and educational water issues.

Dover and Sherborn Boards of Health – Mr. Jeffries reported that he attended recently the joint meeting of the Dover and Sherborn Boards of Health and the discussion centered on the availability of the Covid-19 vaccine and the distribution process for both towns as well as ensuring that the Towns' buildings are protected and kept safe for their staffs.

Warrant Article Public Forums – In preparation for the 2021 Annual Town Meeting, the Selectmen are requesting that those Boards and Committees planning to submit Warrant Articles for presentation at Town Meeting be prepared to vet the Article(s) at scheduled public forums and Town Meeting Information Sessions in order to inform and communicate with residents about the Articles and to obtain community feedback. It was suggested that the Town Administrator and members of the Warrant Committee and Capital Budget Committee participate in a forum to provide a high-level overview of the Capital and Operating budgets. Additionally, the importance of familiarizing, educating and engaging residents about the Articles was reiterated, and also

discussed were strategies to notify the citizens of the public forums and information sessions utilizing social media, email, signs and banners around Town, mailings, and the local newspapers.

Community Center Building Committee – Mr. Springett reported that the architects for the Community Center Building Project are refining the layout options for a new building which include a single floor design and a two-story design and two options for a renovated building which include modest additions within the framework of the older sections of the existing building.

I.6 Town Administrator Updates

The Town Administrator reported on the following ongoing projects and initiatives.

Report to the Community – Dover’s State Representative Denise Garlick will be presenting a “Virtual Report to the Community” on Tuesday, January 26, 2021 at 7 PM via Zoom to discuss issues and concerns important to the residents of Dover as well as policy and budgets that impact the community. Interested residents are encouraged to attend and can register through Dover’s website at doverma.org.

C.1 Consent Agenda

The following items are included in the Consent Agenda.

- Approve Open Session meeting minutes for September 24, October 8, October 22, November 5, November 19, December 3 and December 17, 2020

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

Adjournment

At 8:02 PM Mr. Springett moved to adjourn, seconded by Ms. Hunter; it was unanimously approved by roll call vote.

DOVER BOARD OF SELECTMEN

John D. Jeffries, Clerk