

DOVER WARRANT COMMITTEE
Minutes of the February 1, 2023 Meeting

Members in attendance: Melissa Herman, Cam Hudson, Gordon Kinder, Janet McCormick, Steve Migausky, Peter Smith

Members absent: Sara Cadena Kinney, Andy Ursitti

Others in attendance: R. Paul Luttazi, Fire Chief; Jim Dawley and Kate Cannie, Board of Fire Engineers; Kevin McCabe, Director of Public Works

Location: on-line, via Zoom

Ms. Herman called the meeting to order at 7:02 pm.

Fire and Ambulance Budgets

Chief Luttazi said that his operating budgets are level-service except for the weekday on-call stipend, which is being increased from one hour's pay for a four-hour shift to eight hours pay for a twelve-hour shift. The added cost will be \$72,500. He believes this will enable Dover to meet State staffing requirements, allow for rapid response, and avoid reliance on mutual aid from surrounding towns. Mr. Dawley voiced his Board support for this request. Asked about coverage failures, the Chief said that about 25% of the shifts were not fully staffed last year and we had to rely on mutual aid twelve times.

The Fire Department is requesting replacement of Engine-1 (1989 rescue pumper). This engine is one of the more frequently used, and being 34 years old parts are hard to come by. Moreover, it is out of compliance with current standards, for both function and safety.

Public Works Budgets

Mr. McCabe summarized the various DPW operating budgets. Salaries will increase as per contracts, and 2.5% for non-contract employees. For the last ten years the Town has been outsourcing most vehicle repairs. Mr. McCabe is asking to hire a Master Mechanic (an existing position long left vacant) which will save money in the long run and reduce the time vehicles are out of service. The current part-time Director of Office Administration will be retiring soon and Mr. McCabe is asking to hire a full-time Business Manager to replace her. He believes that there is quite enough work overseeing contracts, bid requests, and grant applications to justify a full-time position. The increase in Solid Waste / Professional Services reflects the increase in tipping fees Dover pays.

On the capital budget, Mr. McCabe is replacing H-15 (1979 plow truck) which is 43 years old (but not our oldest) and at end-of-life.

Asked about the progress of interdepartmental consolidation, Mr. McCabe said that it is a work in progress. Resources are already shared via informal agreements. He does not expect any additional costs from the transition.

Other Business

After some edits Mr. Kinder moved that the minutes of January 25 be approved, seconded by Mr. Hudson. The motion passed 6-0-0.

Potential candidates to fill our vacant position were discussed, but a decision was deferred to the next meeting.

Ms. Herman noted that there will be 30 articles on the Annual Town Meeting warrant, including a request for another sidewalk.

Mr. Migausky said that he has spoken to Carl Valente and there are five 19-hour/week Town employees in addition to the six at the Library.

Mr. Hudson said that the most recent meeting of the Town Meeting Working Group has made progress in streamlining the May Annual Town Meeting so that it can be completed in a single night.

There being no further business a motion was made to adjourn, seconded by unanimous proclamation. The meeting adjourned at 8:24 pm.

Respectfully submitted,
Peter Smith, Secretary