

**MEETING MINUTES
BOARD OF SELECTMEN
February 3, 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 969 5687 1870.

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

PARTICIPANTS: Fence Viewer Jim Dawley; Attorney Bill Solomon, Dover's Wireless Service Consultant; Town Moderator Jim Repetti; Jon Richardson, Fennick McCredie Architecture; Chelsea Christenson, Nitsch Engineering; Community Center Building Committee Chair, Ford Spalding; Phil Palumbo of Colliers Project Leaders, the Owner's Project Manager, and Planning Board Chair Carol Lisbon

PRESS: None present.

Citizens' Comments

There are no citizens' comments.

I.1 Fence Viewer Presentation

Fence Viewer Jim Dawley provided historical information on Fence Viewing and an update of Fence Viewer activities. One of the oldest appointments in New England, Fence Viewing began in the 1600s for the purpose of handling disputes between neighbors related to fence laws and trespassing. Over the past six to seven years, Mr. Dawley, along with former Fence Viewer Carol Lisbon, has handled two disputes, and he is of the opinion that the Fence Viewer appointment be eliminated and that the Town would be well served with fence-related issues delegated to the office of the Building Inspector.

Mr. Dawley, a former Selectman and member of the Board of Fire Engineers, has been a member of several Town boards and committees over many years, and the Selectmen thanked him for his continuous years of service to the Town.

I.2 Discussion re AT&T Lease of Space on Tower and Site at the Highway Garage Facility and Potential Vote

Attorney William Solomon, the Town's wireless service consultant, provided a summary of the renewal of the AT&T Lease between Dover and AT&T Corporation for the lease of space on the cell tower at the Highway Garage. The lease term is ten years with two additional terms of five years each, and the rent to be paid to the Town is \$60,000 for the first year of the lease with an annual 2.5 percent increase in the rental payment and an annual safety and compliance review fee of \$1,200. Attorney Solomon briefly reviewed the bid process undertaken by the Town, changes made from the original contract, and the contract's legal requirements and specifications.

The Selectmen are pleased with the beneficial outcome for both Dover and AT&T and extended their thanks to Attorney Solomon who has been working with the Town on this contract for a year and one-half.

Mr. Jeffries moved to authorize the Town Administrator to execute all documents related to the AT&T Lease Between Dover and AT&T Corp., d/b/a AT&T Mobility, seconded by Ms. Hunter; it was unanimously approved by roll call vote.

I.3 Order and Assign 2022 Annual Town Meeting Warrant Articles

Town Moderator Jim Repetti, Assistant Town Moderator Dave Haviland, and Town Clerk Felicia Hoffman addressed the plans for the 2022 Annual Town Meeting. They believe the most prudent way to proceed is to hold the meeting on the first Monday and Tuesday, if needed, in May at the Mudge Auditorium at the Dover-Sherborn High School and should adjustments need to be made due to Covid-19, the Town could declare an emergency and move the meeting out up to 30 days. Other options discussed included scheduling the meeting on a Saturday, an indoor versus outdoor meeting venue, and participation by Zoom. Also considered was the length of the meeting based on the complexity and possible controversy surrounding the Articles as well as the order of the Articles. It was determined that the 2022 Annual Town Meeting will be held on the first Monday and Tuesday of May.

Ms. Hunter moved to approve May 2 and 3, 2022 as the dates for the Annual Town Meeting to be held at the Mudge Auditorium at the Dover-Sherborn High School, seconded by Mr. Springett; it was unanimously approved by roll call vote.

I.4 Four Springdale Avenue (Community Center Building) Site Plan Recommendation Review and Potential Vote

At the January 27, 2022 Board of Selectmen meeting, the Planning Board and Fennick McCredie Architecture, the architects of the future Community Center Building, presented to the Selectmen for approval, summaries of their site plan reviews and recommendations for the new/renovated Caryl Community Center. A number of questions/concerns were raised, including traffic issues, and the Selectmen chose to defer their vote and asked the presenters to attend this meeting and clarify the items in question.

Continuing the dialogue from the January 27, 2022 meeting, Jon Richardson of Fennick McCredie Architecture relayed that his team met last week to address the questions/concerns and he provided a brief synopsis of their findings and a recap of the review. Chelsea Christenson of Nitsch Engineering, the firm that conducted the traffic study, was in attendance, as well, and to provide

insight into the thought process of the Planning Board, Chair Carol Lisbon shared some opinions and comments of Planning Board members regarding the site plan. Additional comments were made by Community Center Building Committee Chair, Ford Spalding and Phil Palumbo of Colliers Project Leaders, the Owner's Project Manager.

The Planning Board submitted to the Board of Selectmen a revised Site Plan Review dated January 25, 2022 reflecting a correction in parking spaces. Additionally, it was noted that the following reviews were conducted, by various experts, as part of the design process.

- Parking and Traffic
- Drainage and Stormwater
- Roadway Safety
- Signage
- Septic
- Utilities
- Screening
- Lighting
- Energy Efficient Rebates

The project has been well vetted throughout the Building Committee process and by its experts in various fields, and the Planning Board has determined that the Building project has met the Site Plan Review standards and is recommending that the Board of Selectmen make the same finding.

Mr. Jeffries moved to approve the site plan application review for the Community Center Building with the conditions listed in the Planning Board memo to the Board of Selectmen dated January 25, 2022, seconded by Ms. Hunter; it was unanimously approved by roll call vote.

I.5 Board of Selectmen Updates

The Selectmen reported on the following projects and initiatives.

Collective Bargaining Negotiations – Mr. Jeffries reported that the Collective Bargaining negotiating team met last week with the Town's labor union to discuss renewal of the Town's labor contract. Ongoing meetings have been scheduled, and Mr. Jeffries will keep the Board apprised of the contract status.

Hale Task Force – At its meeting on Tuesday, February 1, 2022, the Hale Task Force had a very substantive discussion and members are in agreement with the Open Space Committee about the next steps and moving forward with the project.

Water Consultant – Ms. Hunter reported that on Wednesday, February 2, 2022, the Water Resources Selection Committee interviewed the first of two firms who were selected from the submitted responses to an advertised Request for Qualifications (RFQ) for a Water Consultant. The consultant will assist Dover with assessing the current water delivery system. Ms. Hunter was impressed by the presentation that was given as it fully addressed all the requirements of the RFQ. Another firm is scheduled to be interviewed next week, and Ms. Hunter will report back to the Board on that presentation.

I.6 Town Administrator Updates

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

Covid-19 Test Kit Distribution Drive-Through – Earlier today, the Town held a Drive-Through at the Transfer Station to distribute to residents, free of charge, Covid-19 test kits which the Town purchased through a program implemented by the Commonwealth. Ms. O’Brien was pleased to report that the event was a great success and over 300 kits were distributed by staff and volunteers over a four-hour period. Plans are underway to hold another Drive-Through during the week of February 7, 2022. Recipients were very appreciative, and a hearty thanks by Ms. O’Brien and the Selectmen was extended to the organizers, volunteers, and staff who worked many hours to ensure the event’s success.

C.1 Consent Agenda

The following items are included on the Consent Agenda:

- Approve Special One-Day Liquor Licenses for February 12 and 19, 2022
- Approve December 16, 2021 Open Session Meeting Minutes

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

Adjournment

At 7:57 PM Mr. Jeffries moved to adjourn, seconded by Ms. Hunter; it was unanimously approved by roll call vote.

DOVER BOARD OF SELECTMEN

Robyn Hunter, Clerk