

**DOVER WARRANT COMMITTEE**  
**Minutes of the March 20, 2023 Meeting**

**Members in attendance:** Jerry Chen, Melissa Herman, Cam Hudson, Gordon Kinder, Sara Cadena Kinney, Steve Migausky, Peter Smith, Woody Weiss

**Members absent:** Janet McCormick

**Others in attendance:** Bob Springett, Selectman, Barry Goldman, Capital Budget Committee

**Location:** on-line, via Zoom

*Ms. Herman called the meeting to order at 7:00 pm.*

**Reserve Fund Transfer Requests**

Two requests from the Fire Department have been submitted:

- RFT 23-5 Vehicle Maintenance \$20,000 (account balance negative \$3,320.16)
- RFT 23-6 Equipment Maintenance \$20,000 (account balance negative \$9,024.91)

The requests did not explain why the amount requested was so much higher than the account deficit, being so late in the fiscal year. Mr. Smith will ask for details.

**Selectmen's Articles**

Article 26 seeks to raise the demand fee for delinquent tax payments. Mr. Springett explained that the current fee of \$5 was set in the distant past by Town Meeting, as required by State law. Since this does not cover the cost of issuing a demand letter the Selectmen are proposing to raise it to \$15, which is the norm among similar towns.

Article 14 requests \$125,000 for one-time projects, which were described at Open Hearing as a communications strategy plan and updates to the Town website. Mr. Springett said that the goal was to refocus the Town's social media and website to inform and engage the citizens. He also stressed that the Town still relies far too much on paper forms and records, and we need to move to digital document handling, filing, and management. It was clarified that this effort would not try to produce a grand design study. Instead, the goal would be a prioritized set of incremental improvements.

**Capital Budget Update**

Mr. Goldman explained the current state of the capital budget. His committee has received a detailed engineering study for repairs to Claybrook Rd, building a pile wall and filling in behind it. The cost estimate has grown to \$1,500,000. Grants are being investigated. Replacing the 10-wheel dump truck at Highway has been pulled from the budget, although if Chapter 90 funds become available replacement will be considered. The 10-wheel roll-on/roll-off truck for the transfer station has frame cracks and is being evaluated for safety and repairability; outsourcing rather than replacement is being considered. For the High School HVAC units, we are moving to completing a design in FY24 and replacement in FY25. The Fire Department's request to replace all the Self-Contained Breathing Apparatus has been scaled back to only replace the units that are exceeding their 10-year lifespan in FY24; most of the rest will be replaced over the following two years.

**Capital Budget Items**

Mr. Smith moved that \$250,000 be appropriated for the replacement of a 10-wheel roll-on/roll-off truck for the Transfer Station, subject to final approval by the Capital Budget Committee, seconded by Mr. Hudson. The motion passed 7-1-0.

Mr. Smith moved that \$1,500,000 be appropriated for Claybrook Rd stabilization, seconded by Mr. Hudson. The motion passed 8-0-0.

Mr. Smith moved that \$127,772 be appropriated for self-contained breathing apparatus for the Fire Department, seconded by Mr. Hudson. The motion passed 8-0-0.

Mr. Smith moved that \$23,000 be appropriated for turnout gear for the Fire Department, seconded by Mr. Hudson. The motion passed 8-0-0.

Mr. Smith moved that \$990,000 be appropriated for replacement of Engine-1 rescue pumper for the Fire Department, seconded by Mr. Hudson. The motion passed 8-0-0.

Mr. Smith moved that \$27,760 be appropriated for automated chest compression device for Ambulance, seconded by Mr. Hudson. The motion passed 8-0-0.

Mr. Smith moved that \$65,000 be appropriated for replacement of police patrol vehicles, seconded by Mr. Hudson. The motion passed 8-0-0.

Mr. Smith moved that \$45,000 be appropriated for to replace the fire control panel at the Chickering School, seconded by Mr. Hudson. The motion passed 8-0-0.

Mr. Smith moved that \$130,000 be appropriated for flooring replacement at the Chickering School, seconded by Mr. Hudson. The motion passed 8-0-0.

Mr. Smith moved that \$10,000 be appropriated for an air compressor at the Highway Department, seconded by Mr. Hudson. The motion passed 8-0-0.

Mr. Smith moved that \$95,000 be appropriated for the replacement of the flat roof at the Library, seconded by Mr. Hudson. The motion passed 8-0-0.

Mr. Smith moved that \$55,000 be appropriated for replacement air conditioning units at Town House, seconded by Mr. Hudson. The motion passed 8-0-0.

Mr. Smith moved that \$50,000 be appropriated for unit ventilators with heat pumps at the Library, seconded by Mr. Hudson. The motion passed 7-1-0.

Mr. Smith moved that \$34,159 be appropriated for a small tractor with mower deck and snow attachments for Parks and Recreation, seconded by Mr. Hudson. The motion passed 8-0-0.

Mr. Smith moved that \$32,000 be appropriated for a Gator Utility Vehicle for the Cemetery, seconded by Mr. Hudson. The motion passed 8-0-0.

### **Other Articles**

Article 14 (One-Time Projects): Mr. Smith moved that \$125,000 be appropriated for the purpose of this article, seconded by Mr. Hudson. The motion passed 5-3-0. Write up assigned to Mr. Hudson and Mr. Kinder.

Article 19 (Accessory Dwelling Units): Mr. Smith moved that this article be approved, seconded by Mr. Hudson. The motion passed 8-0-0.

Article 25 (Capital Budget Committee membership): Mr. Hudson will follow-up to ensure that the misleading language is fixed in the motion at Town Meeting.

### **Other Business**

After some minor edits, Mr. Kinder moved that the minutes of the March 13 meeting be approved, seconded by Ms. Cadena Kinney, the motion passed 8-0-0.

After some minor edits, Mr. Kinder moved that the minutes of the March 15 meeting be approved, seconded by Mr. Smith, the motion passed 8-0-0.

Ms. Herman said that the Selectmen have asked for a meeting with representatives of the Warrant Committee in April to go over our recommendations.

*There being no further business a motion was made to adjourn, seconded by unanimous proclamation. The meeting adjourned at 9:55 pm.*

Respectfully submitted,  
Peter Smith, Secretary