

**MEETING MINUTES
BOARD OF SELECTMEN
April 22, 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 993 0462 9834.

At 6:00 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: Gordon Kinder, Rob Andrews, Cam Hudson, Sara Kinney, Steve Migausky, Janet McCormack, Warrant Committee; Town Moderator Jim Repetti; Assistant Town Moderator Dave Haviland; Town Counsel Nina Pickering-Cook; Town Clerk Felicia Hoffman; Gerry Clarke, Board of Health; Chris Boland, Park and Recreation Commission; Council on Aging Director Janet Claypoole; Parks and Recreation Director Mark Ghiloni; Town Accountant Kathy LaPlant

PRESS: None present.

Citizens' Comments

Board of Health Chair Gerry Clarke publicized the Department of Environmental Protection's National Take Back The Medication Day which will be held on Saturday, April 24, 2021 at the Dover Police Department, Three Walpole Street. To help reduce the misuse and abuse of prescription and nonprescription drugs, either human or veterinary, all unnecessary, unused or outdated medications can be deposited into a designated receptacle at the Police Department. In addition to Saturday, the receptacle is available for public use 24 hours a day, 7 days a week.

I.I Moderator's Meeting

The May 1, 2021 Annual Town Meeting will take place at 10 AM on the Nora Searle Field at the Dover-Sherborn Regional School. It is the practice of the Town to hold a Moderator's Meeting before Town Meeting for the purpose of reviewing each Warrant Article and its related Motion, reviewing rules for conducting a meeting, designating speakers, assigning individuals to whom questions will be directed, and discussing the logistics, flow and timing

of the Meeting to ensure that it is conducted efficiently and effectively while observing, this year, safety protocols necessitated by the Covid-19 pandemic.

I.2 Approve and Execute June 12, 2021 Special Town Meeting Warrant

The Special Town Meeting Warrant summarizes the Articles to be voted on at the June 12, 2021 Special Town Meeting. Included in the Warrant are the following options to be considered by Dover's registered voters:

- Article 1 - Approval of the renovation of the existing Caryl Community Center
- Article 2 - Approval for a new Community Center
- Article 3 - A funding Article for the design and construction of a renovated or new building
- Article 4 - An Article from the Park and Recreation Commission requesting a designated space of at least 3,500 square feet for recreational-related activity in the plans of either a renovated or new building
- Article 5 - A Citizens' Petition Article requesting dedicated space of approximately 3,800 square feet of indoor space for a preschool and approximately 5,000 square feet outside for preschool activities in either a renovated or new building

The Warrant will be mailed to Dover residents on Friday, April 30, 2021, and Special Town Meeting information and documents, including the Warrant and presentations, are on the Special Town Meeting page on Dover's website at www.doverma.gov.

Mr. Springett moved to approve the June 12, 2021 Special Town Meeting Warrant, as presented, seconded by Mr. Jeffries; it was unanimously approved by roll call vote.

I.3 Board of Selectmen Updates

The Selectmen reported on the following ongoing projects and initiatives.

Community Center Building Committee – The Committee is requesting approval of the Selectmen to place on the lawn area of the Caryl Community Center facing Springdale Avenue, poster board signs showing renderings of the renovated or new Community Center options to be presented at the June 12, 2021 Special Town Meeting. The Selectmen are in agreement with the Committee that the signage will enhance the visibility and public awareness of the project and provide an opportunity for residents to view the options and speak with Committee members who will be manning the signs about the building plans.

Mr. Springett moved to approve the temporary placement of poster board signs showing renderings of the renovated or new Community Center, seconded by Mr. Jeffries; it was unanimously approved by roll call vote.

June 12, 2021 Special Town Meeting - As another means of communicating information to residents about the building project, Mr. Springett is drafting an Executive Summary or an informational document which will provide project background information and options moving forward. The document will be disseminated before the Special Town Meeting (STM).

The Meeting will be held outside, and because of the difficulty seeing information projected on a screen in the daylight, and for easier viewing, it was suggested that before attending the STM, attendees download to their personal electronic devices information from the Town's website related to the Meeting such as the Blue Book or informational documents.

Whiting Road – Over the past several months, there have been conversations about potentially using Town-owned Five Whiting Road as a storage facility for Town use. Mr. Dwelley relayed that he has been in discussions with Fennick McCredie Architecture, the firm who is designing plan options for the Community Center, regarding undertaking a feasibility analysis of 5 Whiting Road, and once the Town receives a rider proposal from Fennick architects, it will go to the Board for discussion and approval.

Free Cash - Dover's Free Cash was recently certified by the state and the amount is close to \$12 million, which is more than was anticipated. The Board was not expecting that amount, and Mr. Dwelley shared that the Finance Team is working on a one-page document which will break down the amounts and explain how the balance was derived. Going forward, it is the intent of the Finance Team to provide that updated document to policymakers, staff, and various boards and committees in the fall at the beginning of the budget season which will facilitate the budget and decision-making processes.

I.4 Town Administrator Updates

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

Pre-Annual Town Meeting Information Session – Mr. Dwelley reported that there will be a Pre-Annual Town Meeting Information Session on April 28, 2021 at 6:30 PM via Zoom. The purpose of the Information Session is to facilitate awareness and understanding of the Warrant Articles and the Board encouraged residents to attend this beneficial Session to learn about the Articles before the Meeting. Mr. Dwelley will be presenting a slideshow containing the Warrant Articles and will provide background and details on each one followed by a question and answer session. The details of the Session as well as other Annual Town Meeting documents and presentations, are on the Town's website at www.Doverma.gov.

Norfolk County Managers – The Norfolk County Managers have been meeting with Norfolk County representatives to determine and understand how the latest Federal monies for Covid-19 expenses will be dispersed in Norfolk County. It is anticipated that Dover will receive between \$700,000 to \$2,000,000, and once the number is finalized, the Board and Town staff will begin the dialogue about the best use of those funds to support the community.

Water Resources – Mr. Dwelley recently received Colonial Water Company's Annual Report, and he will forward a copy to the Board for review. Ms. O'Brien is creating a dedicated water resources center page on the Town's website which will host a myriad of water-related documents which have been researched and produced over the last several years, including Colonial's Annual Reports, as well as a listing of anticipated work in future years.

Board of Selectmen Open Session Meeting Minutes
April 22, 2021

C.1 Consent Agenda

The following items are included in the Consent Agenda.

- Approve May 8, 2021 Special Liquor License

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

Adjournment

At 8:06 PM Mr. Jeffries moved to adjourn, seconded by Ms. Hunter; it was unanimously approved by roll call vote.

DOVER BOARD OF SELECTMEN

John D. Jeffries, Clerk