

TOWN OF DOVER

www.doverma.org

**Warrant Committee Report and
Recommendations
for the
ANNUAL TOWN MEETING**

Monday, May 1, 2017

7:00 PM

Dover-Sherborn Regional School
Alan Mudge Auditorium
and

TOWNELECTIONS

Monday, May 15, 2017

7:00 AM - 8:00 PM

Dover Town House



Please bring this booklet with you to the Town Meeting.

PLEASE BE AWARE – the order in which the Articles will be taken at Town Meeting has changed. After Article 5, Town Meeting will take up Articles 12 then 19 through 22, and then return to Article 6.

Contents

Excerpted from the Town Bylaws	5
Report Of The Warrant Committee	6
Tax Rate	11
Revenue Sources and Expenditures	12
Estimated Local Receipts, School Aid Receipts	13
The Cherry Sheet	14
Dover School Data Summary FY18	15
Tax History for Four Sample Properties	16
Outstanding Long-Term Debt By Purpose as of 7/1/18	17
Bonds and State House Notes	18
Tax Impact of Debt Service on a \$932,250 property in FY18	19
Projected Total Debt Service for Town of Dover	20
Town of Dover Levy Capacity	21
FY18 Appropriation by Purpose (Article 4)	22
Report of the Capital Budget Committee	23
Article 1 - Various Reports of the Various Committees	28
Article 2 - Highway Funds	28
Article 3 - Salaries for Elected Officials	29
Article 4 – Operating Budget	29
Article 5 – Capital Budget	40
Article 6 - Unemployment Compensation Fund	46
Article 7 – Accumulated Sick Leave	46
Article 8 – Revolving Funds Bylaw Change	47
Article 9 – Revolving Funds.....	47
Article 10 – Town Report	48
Article 11 – Conservation Fund	48
Article 12 – Air Conditioning Installation Chickering School	49
Article 13 – Regional Schools Capital Appropriation	50
Article 14 – Regional Schools Borrowing Authorization	51
Article 15 – Capital Needs Assessment	52
Article 16 – Planning Board Bylaw Change	52
Article 17 – Boundary Line Highland Cemetery	53
Article 18 – 46 Springdale Avenue	54

Article 19 – Rail Trail Lease 55

Article 20 – Rail Trail Lease 57

Article 21 – Wildlife Habitat Study 58

Article 22 – Pay-As-You-Throw Solid Waste Disposal 59

Article 23 – Payment in Lieu of Taxes (PILOT) 62

Article 24 – Net Metering Agreement 62

Article 25 – Landfill Access Hale Reservation 63

Article 26 – Reserve Fund 63

Article 27 – Prior Year Unpaid Bills 64

Article 28 – Supplemental Appropriations 64

Article 29 – Free Cash 64

Article 30 – Stabilization Fund 65

Article 31 – Town Election 66

Reserve Fund Transfer FY17 67

Municipal Terminology 68

Excerpted from the Town Bylaws

WARRANT COMMITTEE

4-26. There shall be a nine-member Warrant Committee appointed by the Moderator on a rotating basis with three members appointed each year for three-year terms. A vacancy resulting from the resignation of a member shall be filled by majority vote of the remaining members. No member shall serve in any Town office or committee except as a representative of the Warrant Committee.

4-27. The Warrant Committee shall consider and investigate the various articles in the warrants for all Town Meetings. It shall be the duty of the Board of Selectmen, immediately after signing any Town Meeting warrant, to transmit a copy of the same to each member of the Warrant Committee. It shall be the duty of the Town officers and the committees to furnish the Warrant Committee with all information requested by the Warrant Committee relative to the matters considered by it.

**THE REPORTS AND RECOMMENDATIONS
CONTAINED HEREIN ARE FOR YOUR
GUIDANCE AND COUNSEL.**

**PLEASE READ THE REPORT AND BE SURE TO
RETAIN THIS COPY AND BRING IT TO THE
TOWN MEETING:**

May 1, 2017.

**YOU MAY ALSO FIND IT HELPFUL TO BRING
THE 2016 ANNUAL REPORT TO THE MEETING.**

TOWN OF DOVER
REPORT OF THE WARRANT COMMITTEE
MONDAY, MAY 1, 2017

The Warrant Committee is pleased to present its recommendations to Dover’s citizens in preparation for the 2017 Annual Town Meeting. The decisions reached at Town Meeting will determine the level of funding for all Town services as well as expenditures for capital budget requests and the outcome of a variety of important special articles. The Warrant Committee, which is the Town’s finance committee, was established under M.G.L. c. 39, § 16.

In the fall of 2016, we began the budget process for fiscal year 2018 by providing budget guidelines to all Town committees and departments. The budget guidelines requested that each Town department, committee, and board prepare one version of its budget as a level service budget. The Warrant Committee asked that all exceptions to these guidelines be explicated and justified. During the review process, we evaluated these budgets with consideration given to the projected revenues and the needs of the community. Our goal is to bring to Town Meeting a budget that reflects the demands of the citizens, considers the impact of uncertain revenues, and demonstrates fiscal accountability. With the help of the Town’s commissions, departments, boards, and committees, we were able to accomplish our goal. We are truly grateful for their assistance.

FINANCIAL OVERVIEWS

After a thorough review of FY18 budget requests, the Warrant Committee is pleased to present to the Town a budget that is balanced and does not require an operating override. Overall, the operating budget was increased by \$1,875,199, which represents a 5.4% increase over the FY17 operating budget. The total budget appropriation was increased to \$38,990,260, an increase of \$2,454,554, or 6.7%, over FY17’s appropriation. Coupled with the utilization of Free Cash of a minimum of \$1,613,013 (assuming no changes to budgets after the Blue Book goes to press), this budget maintains Town services without a Proposition 2½ override.

When we considered the amount of Free Cash that could be prudently used, we excluded the Special Education “Circuit Breaker” reimbursement

from the State of \$900,000, which, net of un-anticipated SPED Out of District spending for FY17, will be returned to the Town from the local schools and closed out to Free Cash at the end of the fiscal year. It has been the Town's practice to fund the local school budget in its entirety, rather than rely on an estimate of the State's Circuit Breaker reimbursement, which has varied from 40% to 75% of the net request in recent years. This practice effectively overstates the amount of Free Cash required to fund the budget shortfall by the amount of the reimbursement, but protects the school budget from fluctuations in State reimbursements.

Free Cash was certified by the Commonwealth at \$8,139,482 as of July 1, 2016, or \$2,261,888 higher than the \$5,877,594 that had been certified as of July 1, 2015. At the May 2016 Town Meeting, \$813,413 of Free Cash was used to offset the difference between estimated revenues and budgeted expenditures. One of the decisions voters will make at Town Meeting will be the use of Free Cash in order to fund a portion of the FY18 budget. The Warrant Committee is considering using additional funds - above the amount needed to offset the difference between revenues and expenditures - to further reduce the tax rate. Our recommendations for the use of Free Cash are provided under Article 29.

It is the opinion of the Warrant Committee that the Town should use some amount of Free Cash to make up the difference between estimated revenues and budgeted expenses. However, we caution the Town that our ability to use Free Cash to satisfy this gap may not always be an option.

The Town's Operating Budget has increased 18% over the past five fiscal years, from an appropriation of \$29,690,611 for FY12 to an appropriation of \$34,988,967 for FY17. During this same period, the total budget appropriation including capital items and special articles increased 16% from \$31,176,914 for FY12 to \$36,282,175 for FY17. Meanwhile, revenues generated through property taxes grew 22%, from \$24,723,243 to \$30,193,442. Total revenue from all sources (excluding free cash) increased 20%, from \$30,169,877 to \$36,099,919 for FY12 and FY17, respectively. Over the past several years, the growth in the Operating Budget has been largely the result of increases in insurance, pensions, utilities, education costs, and the continued growth in other budget expenses. Total school budget line item operating costs for the Dover (Chickering) School, Dover's

statutory share of the Regional Schools, Minuteman Vocational and Norfolk County Agricultural School comprised 60.9% of the Town's FY17 Operating Budget.

In FY04, FY05, and FY06, the Town passed three separate general overrides totaling \$1,900,000 to balance the budget. These three overrides permanently increased the Town's tax base. Prior to the last several years, the Town had experienced a leveling in revenues generated by new growth and local receipts. More recently, new growth and local receipts have increased but are still below the rate of growth of expenditures. The cost of the operating budget, coupled with the costs of special Warrant Articles and capital budget expenditures, is exceeding the tax levy. Using a prudent amount of Free Cash has filled the gap. Accordingly, the Town's ability to manage the increase in operating expenses is imperative in balancing the fiscal budget.

OPERATING BUDGET

The Article 4 Operating Budget for the Town has grown to \$36,874,166 up 5.4% as compared with that of FY17. This increase, in conjunction with the 3.5% increase recommended at last year's Town Meeting, reflects a continuing commitment on the part of all Town departments to review carefully, and in detail, the needs of each department. During the fall of 2016 and the winter of 2016/17, the Warrant Committee met with Town departments to review each budget. In providing guidelines to Town departments, the Warrant Committee again recommended maintaining level service budgets and cautioned that any new services, which result in an increase in operating costs, must be soundly justified. The Warrant Committee also issued energy usage price guidelines to Town departments to ensure consistent energy pricing across all the budgets.

In the fall of 2016, the Warrant Committee, the Board of Selectmen, and the Personnel Board met and agreed on the cost-of-living increase of 2.5% for non-contract personnel. The amounts printed in Article 4 of this Blue Book are based upon this recommended increase.

The Warrant Committee's discretion to control budgetary growth is significantly limited in certain areas by the existence of uncontrollable costs (insurance and fuel costs, primarily), plus contractual and statutory obligations.

CAPITAL BUDGET

For FY18, the Capital Budget Committee has recommended for approval at Town Meeting capital requests totaling \$408,622 as detailed in Article 5. In addition, the Capital Budget Committee has recommended for approval the proposed expenditure of \$675,000 in Article 12 (for the purpose of installation of A/C at the Chickering School). The Warrant Committee has agreed with the recommendations of the Capital Budget Committee. The comments regarding the Warrant Committee's recommendations for each of the items submitted for approval by the Capital Budget Committee are included in Article 5 and Article 12.

SPECIAL ARTICLES

This year's Warrant contains 31 articles. In addition to the Operating Budget (Article 4) and the Capital Budget (Article 5), there are 13 articles with associated dollar costs. These include recurring articles (unemployment fund, accumulated police sick leave, and the Reserve Fund) and special articles (the funding for installation of A/C at the Chickering School and the funding of a wildlife habitat study). The Warrant Committee evaluated and voted on all these articles, and our recommendation and an explanation of our position are included for each. As of the date of this printing we anticipate 4 of the articles to be withdrawn.

RECOMMENDATION

Given the recommended increases in the Operating Budget, plus proposed capital and other necessary expenditures outlined in the table of Revenue Sources and Expenditures, the Warrant Committee is recommending the minimum use of \$1,613,013 of free cash to fund the estimated revenue/expense gap. This maintains our Free Cash position at levels recommended by the Massachusetts Association of Town Finance Committees. The Warrant Committee endorses this approach as prudent, and believes that it will allow the Town to offset deficits in future years, to continue to preserve its strong bond rating, and to preserve the financial flexibility necessary to continue to provide quality services. In addition, the proposed use of Free Cash will allow all Town committees, commissions, boards, and departments to continue providing the quality of services in which our citizens take great pride.

Finally, the Blue Book contains recommendations only. Your vote on each of the articles contained herein is critical and will help to chart the future course of the Town. We hope you will attend the Town Meeting on May 1, 2017 at 7:00 PM at the Dover-Sherborn Regional High School, Alan Mudge Auditorium to cast your vote on these measures. We also urge you to vote in the Town Elections, which are scheduled for Monday, May 15, 2017 in the Dover Town House.

Respectfully submitted,
Kate Cannie, Chair
Carol Chirico, Secretary
Erika Alders
John Cone
Brooks Gerner
Kathy Gill-Body
Fred Hammerle
Rodney Petersen
James Stuart

TAX RATE

Responsibility for setting the tax rate rests with the Board of Assessors. By updating the present valuation of the Town with predicted growth estimates, and assuming that all appropriations are approved as recommended, the Board expects that the FY 2018 tax rate will increase from the current rate of \$13.05 per thousand of assessed valuation to approximately \$13.60 – a 4.2% increase.

REVENUE SOURCES AND EXPENDITURES

	Recap FY16	Recap FY17	Projected FY18	% Change FY17/FY18	\$Change FY17/FY18
Revenue Sources					
Tax Levy	\$28,895,446	\$30,193,442	\$31,495,201	4.3%	\$1,301,759
Debt Service Exclusions					
Dover	832,817	853,987	1,103,497	29.2%	\$249,510
Regional School	588,060	585,719	558,369	-4.7%	-\$27,350
New Growth	561,571	533,583	350,000	-34.4%	-\$183,583
Free Cash	2,369,547	813,413	1,613,013 (*)	98.3%	\$799,600
State Aid (Receipts)	964,718	997,940	1,027,797 (a)	3.0%	\$29,857
SBA Reimbursements	531,983 (b)	531,983 (b)	531,983 (b)	0.0%	\$0
Local Receipts	2,138,250	2,317,865	2,200,000	-5.1%	-\$117,865
Overlay Surplus	75,000	75,000	100,000	33.3%	\$25,000
Other	10,400	10,400	10,400	0.0%	\$0
Capital Exclusion Override	0	0	0	NM	\$0
Total Revenue	\$36,967,792	\$36,913,332	\$38,990,260	5.6%	\$2,076,928
Expenditures					
Article 4	\$33,818,343	\$34,998,967	\$36,874,166	5.4%	\$1,875,199
Additions to Overlay	185,671	130,042	200,000	53.8%	\$69,958
Article 5	770,121	352,775	408,622	15.8%	\$55,847
Special Articles	879,931	205,692 (c)	252,595 (c)	22.8%	\$46,903
Special Articles - Other	62,529	179	675,000 (d)	376995.0%	\$674,821
Reserve Fund	250,000	250,000	250,000	0.0%	\$0
State Charges	315,881	325,547	310,877 (a)	-4.5%	-\$14,670
Recap Appropriations	15,625	18,973	19,000	0.1%	\$27
Prior Year Snow & Ice Deficit	274,586	0	0	NM	\$0
Total Expenditures	\$36,572,687	\$36,282,175	\$38,990,260	7.5%	\$2,708,085
Excess Levy Capacity	395,105	631,157	0		

(*) The amount of Free Cash to close the gap between Revenues and Expenditures - the minimum amount being considered for this year.

(a) State Aid & Charges based on Governor's Budget.

(b) SBA - State Reimbursement for Chickering after final audit.

(c) Special Articles: RSC Capital Items (not in Article 4): \$206,676; Police Sick Leave Buyback: \$10,000; Unemployment Compensation Fund \$10,000; Prior Years' Bills \$919; Conservation Commission Fund Supplement: \$25,000 in FY18 (For FY15, FY16 was in Special Articles - Other)

(d) - Special Articles - Other: Chickering School A/C \$675,000

ESTIMATED LOCAL RECEIPTS FOR FY18

Motor Vehicle Excise	\$1,280,000
Other Excise	0
Penalties and Interest on Taxes	60,000
Other Charges for Services - Police, Fire, Ambulance	79,000
Fees	30,000
Rentals	340,000
Departmental Revenue - Library	1,000
Departmental Revenue - Cemeteries	25,000
Other Departmental Revenue	55,000
Licenses and Permits	300,000
Court Fines	2,000
Investment Income	28,000
Miscellaneous Non-Recurring	0
	\$2,200,000

SCHOOL AID RECEIPTS

	FY17 Actual	FY18 Budget	Change
Chickering School Chapter 70	728,362	762,638 *	34,276
Dover Share of Regional Chapter 70	1,046,127	1,130,469	84,342
Dover Share of Regional Transportation	170,711	234,550	63,839
Total	\$ 1,945,200	\$ 2,127,657	\$ 182,457

* Reflects the Governors House 1 Cherry Sheet Estimate

THE CHERRY SHEET, named for the color of paper once used, is issued annually by the Department of Revenue. It provides an estimate of assessments levied upon the town for its share of the costs of running various state and county agencies. The town also receives a local aid allocation of funds distributed from the state budget

It is difficult to compare Cherry Sheets year by year as the categories often change, are eliminated or consolidated. As we go to press, the final Cherry Sheet for FY 2018 has not been issued.

RECEIPTS	FY 15	FY 16	FY 17
Schools			
Chapter 70	\$690,567	\$702,567	\$728,362
Transportation Programs	0	0	0
Education - Direct Grants			
Racial Equality	0	0	0
School Lunch	2,207	0	0
Unrestricted General Government Aid *	171,170	177,332	184,957
Highway	0	0	0
Police Career Incentive	0	0	0
Exemptions - Cls. 22, 37A, 41C & 17D	13,213	13,224	12,657
State Owned Land	62,175	62,175	61,435
Library - Direct Grants	10,086	9,420	10,529
	\$949,418	\$964,718	\$997,940
 ASSESSMENTS			
County Tax	\$113,059	\$113,813	\$116,658
Mosquito Control	57,974	59,598	61,142
Air Pollution	3,397	3,447	3,533
Metro. Area Planning Council	2,861	2,868	2,940
RMV Non-Renewal Surcharge	2,500	2,500	2,500
MBTA	121,769	124,141	125,374
School Choice Sending Tuition	0	9,514	13,400
	\$301,560	\$315,881	\$325,547
 NET CHERRY SHEET AID	\$647,858	\$648,837	\$672,393

* Formerly known as Lottery Aid

DOVER SCHOOL DATA SUMMARY FY18

	Local	Region		
		Dover	Sherborn	Total
In-District Enrollment*	501	641	512	1,153
% of Enrollment	100%	55.59%	44.41%	100%
In-District Operating Budget**	\$7,095,796	N/A	N/A	\$23,079,618
Less: State Aid & Other Revenues	\$762,638	N/A	N/A	\$2,930,152
Net In-district Operating Budget, Raised by Taxation	\$6,333,158	\$11,235,560	\$8,913,906	\$20,149,466
Allocations: Health and Pensions paid by Dover, not in Local In-district Operating Budget	\$2,041,401	N/A	N/A	N/A
Fully Allocated Operating Budget, Raised by Taxation	\$8,374,559			
FY18 Net Debt Service (Included Local SBAB Reimbursement)	\$243,017	\$581,416	\$444,551	\$1,025,967
Total Costs/Assessment	\$8,617,576	\$11,816,976	\$9,358,457	\$21,175,433
Taxpayer Cost per Pupil	\$17,201	\$18,435	\$18,278	\$18,366
Out-of-District Enrollment (Pre-K-22 yrs old)	38			
Out-of-District (OOD) Placements Budget (Pre-K-22 yrs old)***	\$3,212,147			
OOD Taxpayer Cost per Pupil prior to Circuit Breaker***	\$84,530			
Less: <u>Estimated</u> Circuit Breaker Reimbursement to be received against prior year expenses	\$900,000			
Net Out-of-District Placements Budgeted Costs (Pre-K-22 yrs old) after Est. Circuit Breaker	\$2,312,147			
Net OOD Taxpayer Cost per Pupil after Estimated Circuit Breaker	\$60,846			

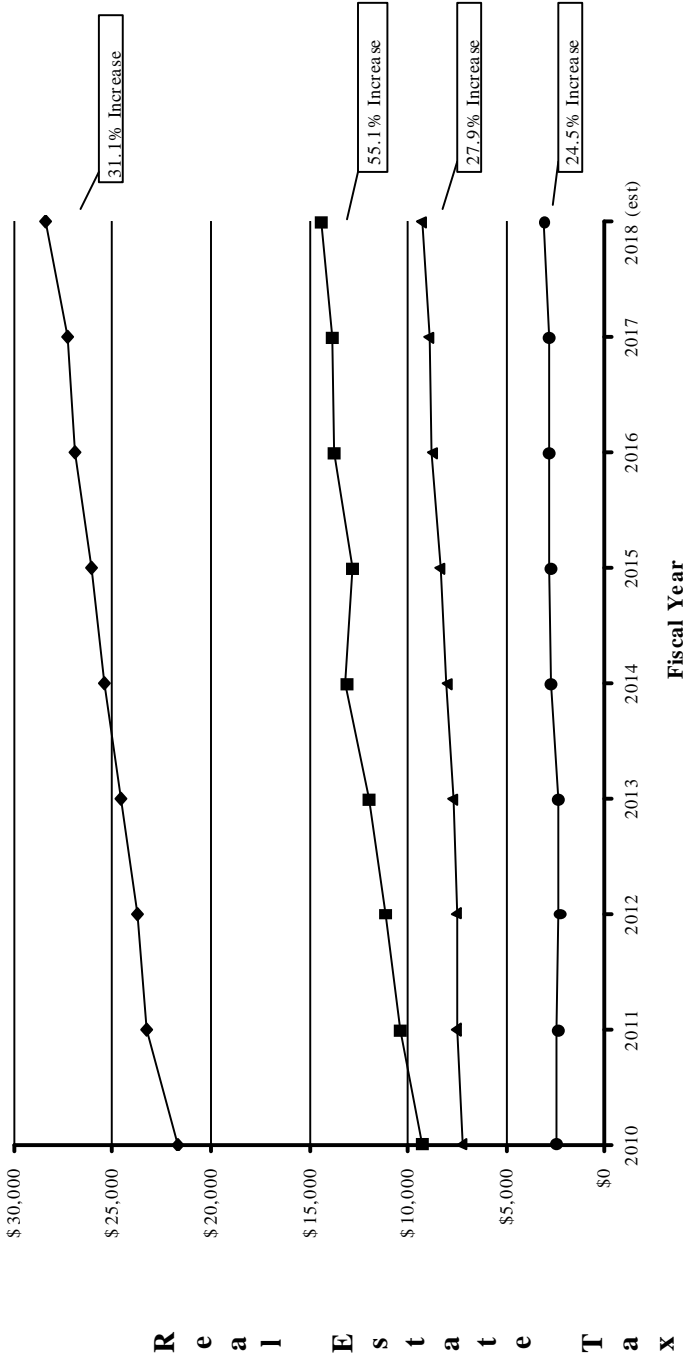
* The "Local" enrollment consist of 15 Pre-K students and 486 K-5 students

** The "Local" In-District Operating Budget excludes Out-Of-District costs (tuition and transportation), also excludes \$50,000 in FY18 for an energy efficiency initiative under the Green Communities Act Program.

*** Does not reflect state reimbursement for Circuit Breaker which is subject to legislative approval during the state's budget building process. This reimbursement has ranged from 40-75% over the past several years.

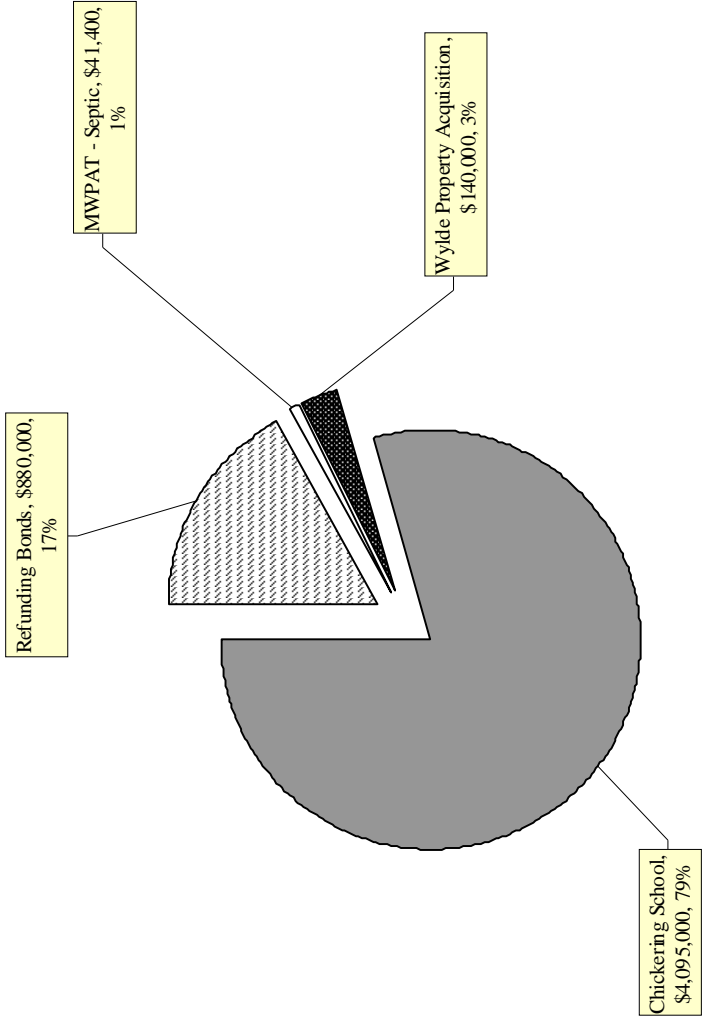
The estimated Circuit Breaker Reimbursement shown here is 70%.

Tax History for Four Sample Residential Properties



This graph shows the annual tax bill history for four selected sample residential properties

OUTSTANDING LONG TERM DEBT BY PURPOSE AS OF 07/01/17



BONDS AND STATE HOUSE NOTES
SCHEDULE OF PAYMENTS - OUTSTANDING PRINCIPAL

Long-term Debt				
Fiscal Year	Principal	Interest	TOTALS	Outstanding Principal *
Balance 06/30/06				\$18,098,399
Refunding Bonds Issued 05/29/07			\$2,275,000	\$20,373,399
2007	\$3,327,998	\$732,098	\$4,060,096	\$17,045,401
2008	\$1,180,400	\$661,368	\$1,841,769	\$15,865,001
2016	\$1,140,400	\$234,800	\$1,375,200	\$6,281,800
2017	\$1,125,400	\$198,300	\$1,323,700	\$5,156,397
2018	\$1,115,400	\$162,250	\$1,277,650	\$4,040,997
2019	\$1,030,400	\$126,550	\$1,156,950	\$3,010,597
2020	\$850,400	\$92,700	\$943,100	\$2,160,196
2021	\$840,196	\$66,000	\$906,196	\$1,320,000
2022	\$665,000	\$39,600	\$704,600	\$655,000
2023	\$655,000	\$19,650	\$674,650	\$0

Authorized & unissued debt as of 06-30-16

Elderly Housing	<u>\$250,000</u>
 Total	 <u>\$250,000</u>

**LONG TERM OUTSTANDING DEBT
BY PURPOSE AS OF 06/30/17**

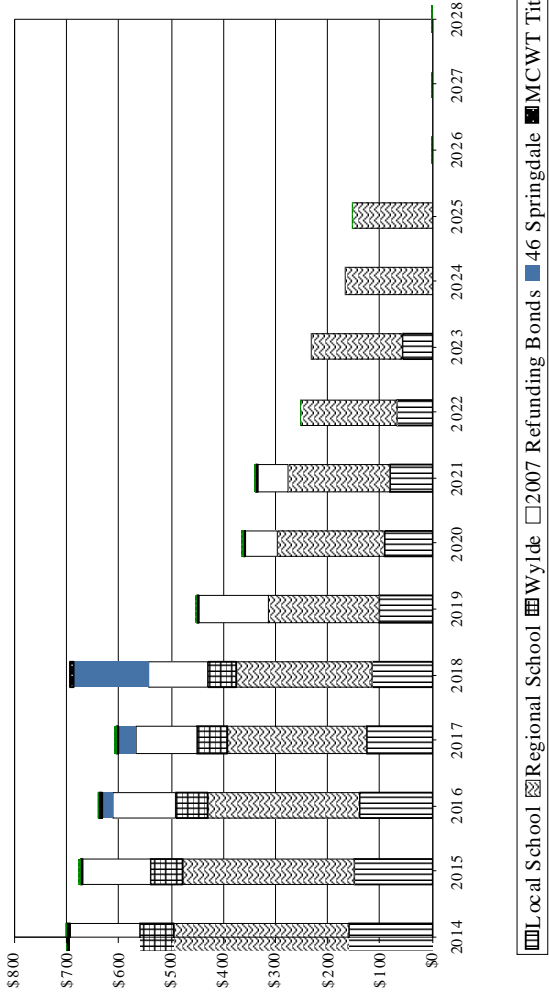
	Maturity	Amount	% of total
Chickering School - 2012 Refunding	2023	\$4,095,000	79.42%
M W PAT - Septic	2018	\$41,400	0.80%
W y l d e Property Acquisition - 2012 Refunding	2021	\$140,000	2.72%
Refunding Bonds of 2007	2021	\$880,000	17.07%
Total		\$5,156,400	100.00%

* Included in Refunding Bonds of 2007

**SHORT TERM OUTSTANDING DEBT
BY PURPOSE AS OF 06/30/16**

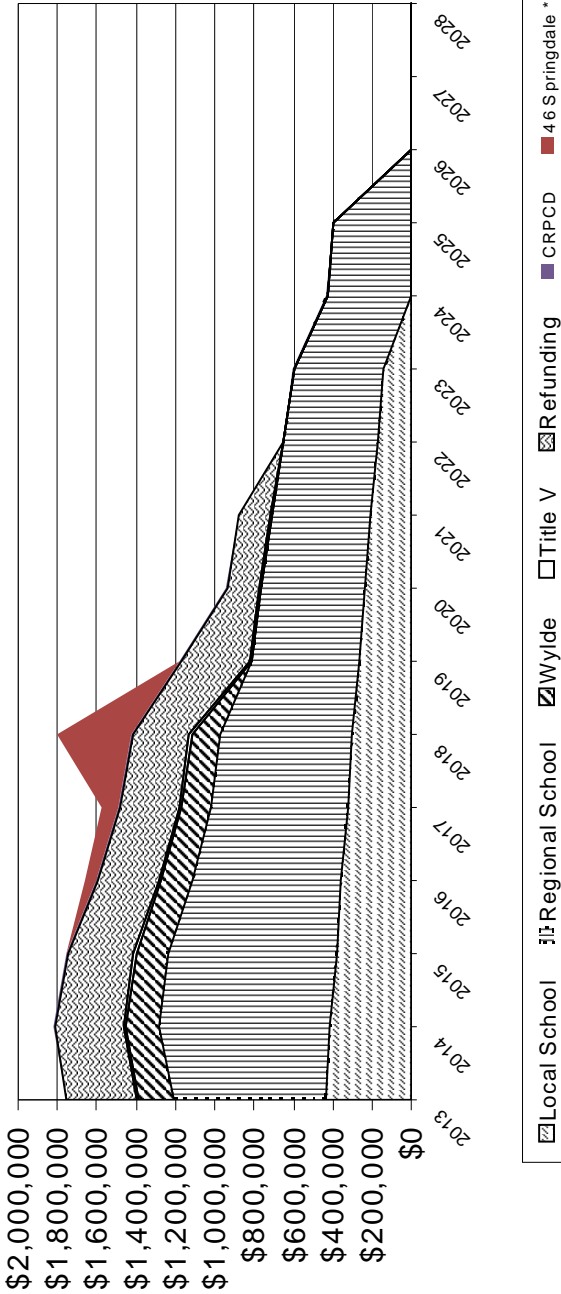
	Maturity	Amount	% of total
46 Springdale Ave. Property Acquisition	2017	\$5,550,000	100.00%
Total		\$5,550,000	100.00%

Tax Impact of Debt Service on a \$932,250 Property in FY18

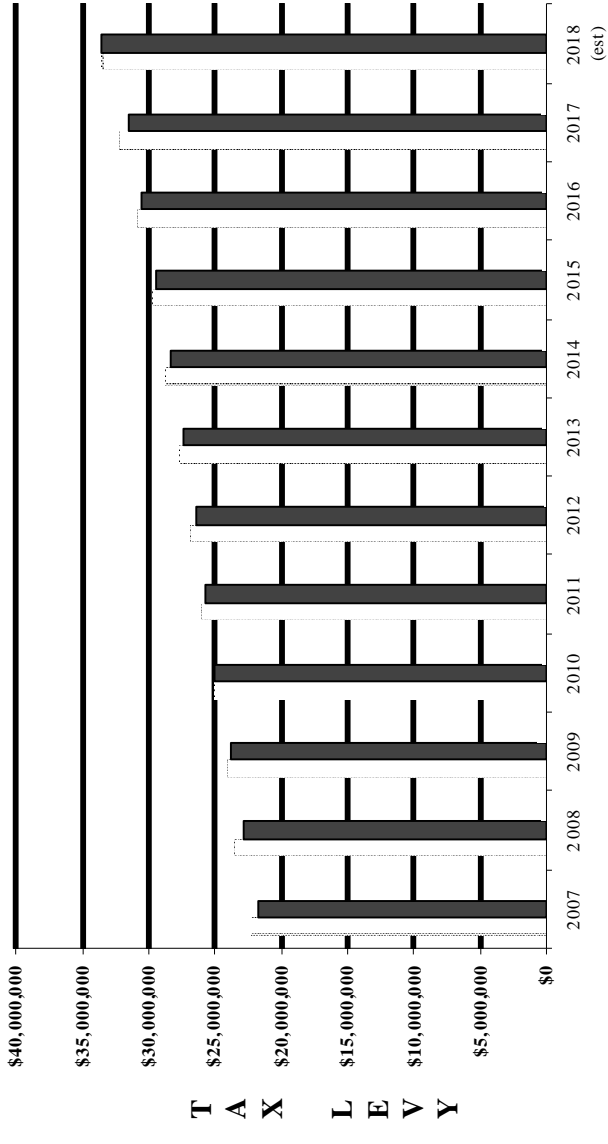


Projected Total Debt Service for Town of Dover FY18

*(includes interest only and 1 year required amortization for the \$5.55 million of Short-Term Debt due in FY18 for 46 Springdale)

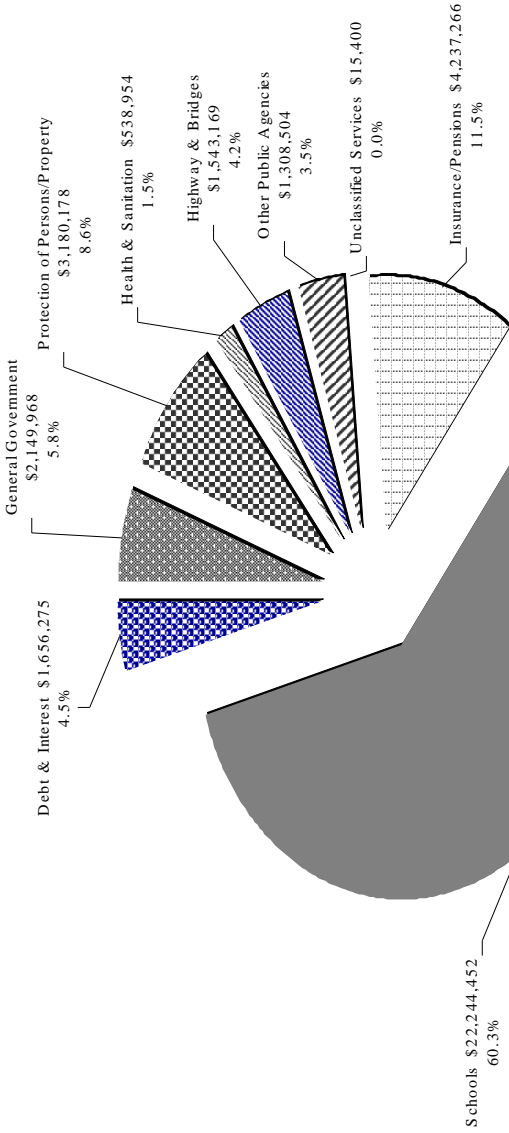


Town of Dover Levy Capacity



FISCAL YEAR
 This chart shows the historical Levy Limit, Tax Levy and Excess Levy Capacity

**FY18 REQUESTED APPROPRIATION BY PURPOSE
(Article 4)**



CAPITAL BUDGET COMMITTEE

The Capital Budget Committee's annual responsibility is to "prepare a capital budget program for use by the Warrant Committee, the voters, and other Town boards and officials." It performs this responsibility by reviewing and vetting capital budget requests from Town boards and departments and makes recommendations regarding their disposition to the Warrant Committee and the voters.

The Capital Budget Committee prepared its FY18 capital budget recommendation during the fall of 2016 and winter of 2016/17. Individual requests by Town departments and committees were reviewed and meetings held to clarify issues and consider alternative options. In addition, the Capital Budget Committee requested from each department a five-year capital budget outlook.

In March 2017, the Committee recommended FY18 expenditures for Article 5 of \$408,622 and \$206,676 for Article 13, Dover's allocation of the regional school's capital requests. For FY17, comparable expenditures totaled \$442,775 for Article 5 and \$160,692 for Dover's allocation of regional school capital requests. FY18's total capital expenditures are \$615,298, an increase of \$11,831 (2%) from FY17 expenditures excluding the \$650,000 approved at Town Meeting to renovate the Caryl Community Center bathroom facilities. In addition, the Dover School Committee has requested \$675,000 (Article 12) to install a variable refrigerant flow mini-split air conditioning system to address and eliminate the chronic high temperature and humidity conditions being experienced in all Chickering classrooms.

Article 5 and Article 13 major expenditures reflect cyclical replacement of equipment by the Cemetery Commission and the Police Department as well as facilities maintenance by the Dover School Committee, the Regional School Committee, and the Board of Selectmen. The Board of Selectmen's request to update lighting in Town buildings with more energy efficient alternatives is a Massachusetts State initiative under the Green Communities Act with Town costs reduced through a Green Communities Grant. Capital budget expenditures for FY18 (Article 5 and Article 13) are less than 2% of the operating budget, approximately the same percentage as last year.

Looking ahead, the Capital Budget Committee began an initiative in early 2017 to review the Caryl Community Center's FY19 proposed renovation projects. There are three proposed projects totaling to approximately \$2.5 million. Working with representatives from the Board of Selectmen, the Warrant Committee, and the Caryl Management Advisory Committee, the goal for the Capital Budget Committee is to gather the information necessary to prepare a factual presentation on Caryl's use and details on projected remaining renovation and maintenance costs and ongoing building operating financials. The Capital Budget Committee will present this information on the Caryl Community Center next year to provide voters with a strong basis to evaluate proposed funding requests.

The Dover School Committee and the Dover-Sherborn Regional School Committee have continued to use their capital needs assessment reports, originally obtained several years ago, to prepare their FY18 requests for ongoing capital and operating maintenance items for their existing facilities, which has simplified the planning and review process. We are working with the Town to obtain similar reports for all Town buildings given the value realized by the schools.

Finally, this year the Capital Budget Committee's request to increase the minimum dollar threshold for items for inclusion in the capital budget from \$4,000 to \$10,000 was approved by the Selectmen. The new minimum was used in the development of the FY18 Capital Budget. Also during this budget cycle the Committee continued its initiative to revise the Town's equipment and fleet inventory process. The objective is to ensure that replacement guidelines are similar to those used by the private sector and are applied flexibly yet with consistency across Town departments. The Capital Budget Committee will continue to review its policies and practices to ensure that they are efficient and provide the voters with the important information they need to make informed decisions.

The following table lists the requests received from Town boards and departments. Only the Capital Budget Committee's recommendations for FY18 are shown, with a description and dollar amount for each request. The projected capital budget items for FY19 through FY22 also appear. Article 5 contains, by Town department, the list of the capital request with the item, the amount, a description and rationale, along with the recommendations of the Capital Budget Committee and the Warrant Committee.

The Capital Budget Committee wishes to thank all the Town boards and departments for their cooperation in submitting timely budget requests, supplying additional information as requested, meeting with committee members at review sessions, and revising their requests when necessary.

Respectfully submitted,

Bob Springett, Chair

Gordon Kinder, Member-at-large

Andrew Phelan, Member-at-large

Robyn Hunter, Board of Selectmen

Mark Sarro, Long Range Planning Committee

Kate Cannie, Warrant Committee

Fred Hammerle, Warrant Committee

CAPITAL BUDGET COMMITTEE

#	Commission/Department	FY 2018 Cap Budget Summary	Planned Request			Notes	
			FY 2019	FY 2020	FY 2021		FY 2022
1	Cemetery Commission	\$ 22,000	\$ -	\$ 20,000	\$ -	\$ 22,000	FY 20 tractor; FY 22 tractor
1	Fire Department/Ambulance	\$ 25,000	\$ 42,000	\$ 80,000	\$ 3,700,000	\$ -	FY 21 ambulance replacement & squad 1
1	Highway	\$ -	\$ 315,000	\$ 175,000	\$ 110,000	\$ 165,000	FY 19 dump truck & roll-off truck, FY 20 dump truck & pickup truck, FY 21 utility truck, pickup truck, FY 22 front end loader
0	Library	\$ -	\$ -	\$ -	\$ -	\$ -	
0	Park & Recreation	\$ -	\$ 28,000	\$ 50,000	\$ 44,000	\$ -	FY 19 garden tractor, FY 20 dump truck FY 21 tractor
3	Police Department	\$ 69,800	\$ 85,000	\$ 73,000	\$ 36,500	\$ 300,000	FY 22 total radio replacement
	School (Chickering)						
1	Facilities	\$20,500	\$ 81,824	\$ 75,416	\$ 115,013	\$ 214,441	FY 19 EMS software upgrade; FY 22 roof
1	Technology	\$13,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	top AC units
7	Selectmen*	\$ 258,322	\$ 2,500,000	\$ 258,400	\$ 15,000	\$ 940,000	FY 22 Town House roof
15	Article 5 Total	\$ 408,622	\$ 3,076,824	\$ 756,816	\$ 715,513	\$ 1,666,441	
10	Regional School (Dover's Allocation) Article 12	\$ 206,675	\$ 218,123	\$ 819,771	\$ 134,949	\$ -	FY 20 DSHS roof
25	Total Capital Requests	\$ 615,297	\$ 3,294,947	\$ 1,576,587	\$ 850,462	\$ 1,666,441	

Commission/Department	FY 2018 Cap Budget Summary	Planned Request				Notes
		FY 2019	FY 2020	FY 2021	FY 2022	
Caryl Community Center Projects (Included in Selectmen above)*						
1	Replace Boilers	\$ 450,000				
2	Replace Heating Controls	\$ 1,300,000				
3	Handicapped access	\$ 750,000				
4	BlueRoom AC		\$ 20,000			
5	Expansion & Paving of Parking Lot	\$ 25,000	\$ 25,000			
6	Basketball Hoop and Supports		\$ 40,000			
7	Lighting upgrade/ Electrical					
Total		\$ 45,000	\$ 2,500,000	\$ 85,000	\$ -	\$ -

Article 1. (Selectmen) To hear and act on the various reports of the various committees:

- (a) As contained in the printed 2016 Annual Report; and
- (b) Any other reports submitted to the voters by the Town committees.

THE WARRANT COMMITTEE RECOMMENDS THAT THE VARIOUS REPORTS BE CALLED OVER BY THE CLERK SO THAT ANY VOTER WHO DESIRES TO OBJECT TO ANYOF THE REPORTS MAY SO SIGNIFY.

THE WARRANT COMMITTEE FURTHER RECOMMENDS THAT IF THERE ARE NO OBJECTIONS, THE REPORTS AS PRINTED IN THE TOWN REPORT AND IN THIS BLUEBOOK BE ACCEPTED AND PLACED ON FILE.

Article 2. (Selectmen) To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, borrow, or provide by any combination of these methods, a sum of money for the purpose of highway construction, reconstruction and other improvements under the authority of the Massachusetts General Laws as funded by various state budgets; and to authorize the Selectmen to enter into contracts, apply for, accept, expend and borrow in anticipation of state aid for such projects; or take any other action relative thereto.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 3. (Selectmen) To see if the Town will set the salaries for its elected officials for the ensuing fiscal year; or take any other action relative thereto.

Elected Position	FY15	FY16	FY17	FY18 (R)
1. Board of Selectmen				
a. Chairman	\$200	\$200	\$200	\$200
b. Clerk	150	150	150	150
c. Other Member	100	100	100	100
2. Assessors				
a. Chairman	400	400	400	400
b. Other Members (each)	350	350	350	350
3. Town Clerk	49,376	52,049	54,450	57,368
4. Planning Board				
a. Chairman	100	100	100	100
b. Other Members (each)	50	50	50	50
5. Constables (3) (each)	150	150	150	150
6. Board of Health				
a. Chairman	150	150	150	150
b. Other Members (each)	100	100	100	100

(R) = Recommended

THE WARRANT COMMITTEE RECOMMENDS THAT THE SALARIES SHOWN AS FY18 BE APPROVED.

Article 4. (Selectmen) To see what sum the Town will raise and appropriate for salaries and expenditures by departments, officers, boards, and committees of the Town for the ensuing fiscal year; to determine whether the money shall be included in the tax levy, transferred from available funds, or provided by any combination of these methods; or take any other action relative thereto.

ARTICLE 4

DEPARTMENT	FY 2014 EXPENDED	FY 2015 EXPENDED	FY 2016 EXPENDED	FY 2017 APPROVED	FY 2018 REQUESTED	% CHANGE	FY18/FY17 \$ Variance
GENERAL GOVERNMENT							
301 MODERATOR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NM	\$0.00
131 WARRANT COMMITTEE	5,176.00	5,261.00	5,676.20	7,680.00	7,680.00	0.0%	0.00
122 SELECTMEN							
SALARIES	267,637.75	280,642.99	298,180.35	309,057.00	322,101.00	4.2%	13,044.00
EXPENSES	96,636.94	208,029.12	56,811.80	53,120.00	53,120.00	0.0%	0.00
TOTAL	364,274.69	488,672.11	354,992.15	362,177.00	3,75,221.00	3.6%	13,044.00
192 TOWN HOUSE EXPENSES	54,486.20	43,556.80	33,415.51	59,856.00	68,856.00	15.0%	9,000.00
191 WHITING ROAD	3,282.30	2,299.14	1,609.55	4,734.00	4,734.00	0.0%	0.00
193 CARYL COMMUNITY CENTER	91,817.08	68,352.11	51,881.01	105,384.00	105,384.00	0.0%	0.00
199 BUILDING MAINTENANCE							
SALARIES	189,981.31	198,894.18	187,357.55	206,290.00	201,296.00	(2.4%)	-4,994.00
EXPENSES	177,052.55	168,952.84	199,572.64	120,700.00	117,300.00	(2.8%)	-3,400.00
TOTAL	367,033.86	367,847.02	386,930.19	326,990.00	3,18,596.00	(2.6%)	-8,394.00
129 COPY/POSTAGE	27,815.00	24,041.05	28,992.17	30,400.00	30,600.00	0.7%	200.00
151 LAW	180,683.06	194,821.20	143,878.32	200,000.00	200,000.00	0.0%	0.00

DEPARTMENT	FY2014 EXPENDED	FY2015 EXPENDED	FY2016 EXPENDED	FY 2017 APPROVED	FY 2018 REQUESTED	% CHANGE	FY18/FY17 \$ Variance
135 TOWN ACCOUNTANT							
SALARIES	146,600.22	152,712.67	152,689.75	164,960.00	182,723.00	10.8%	17,763.00
EXPENSES	29,188.61	28,040.89	32,851.24	34,200.00	36,700.00	7.3%	2,500.00
TOTAL	175,788.83	180,753.56	185,540.99	199,160.00	219,423.00	10.2%	20,263.00
141 ASSESSOR							
SALARIES	126,736.14	130,319.09	134,455.27	139,603.00	144,147.00	3.3%	4,544.00
EXPENSES	28,609.62	22,216.32	26,739.56	28,575.00	28,875.00	1.0%	300.00
TOTAL	155,345.76	152,535.41	161,194.83	168,178.00	173,022.00	2.9%	4,844.00
145 TREASURER/COLLECTOR							
SALARIES	168,291.18	175,946.15	172,746.10	182,609.00	190,448.00	4.3%	7,839.00
EXPENSES	20,263.86	15,589.81	22,617.62	30,835.00	30,835.00	0.0%	0.00
TOTAL	188,555.04	191,535.96	195,363.72	213,444.00	221,283.00	3.7%	7,839.00
155 DATA PROCESSING							
SALARIES	51,803.07	53,698.00	54,779.95	57,064.00	58,290.00	2.1%	1,226.00
EXPENSES	56,316.28	44,760.38	60,247.20	79,439.00	83,043.00	4.5%	3,604.00
TOTAL	108,119.35	98,458.38	115,027.15	136,503.00	141,333.00	3.5%	4,830.00
161 TOWN CLERK							
SALARIES	60,586.24	49,375.98	52,049.00	54,650.00	57,368.00	5.0%	2,718.00
EXPENSES	8,967.39	7,041.31	5,354.16	10,985.00	10,985.00	0.0%	0.00
TOTAL	69,553.63	56,417.29	57,403.16	65,635.00	68,353.00	4.1%	2,718.00

DEPARTMENT	FY2014 EXPENDED	FY2015 EXPENDED	FY2016 EXPENDED	FY 2017 APPROVED	FY 2018 REQUESTED	% CHANGE	FY18/FY17 \$ Variance
162 ELECTION/REGISTRATION							
SALARIES	23,071.90	22,530.74	23,028.34	43,352.00	38,020.00	(12.3%)	-5,332.00
EXPENSES	5,904.37	7,614.24	7,637.80	14,020.00	10,211.00	(27.2%)	-3,809.00
TOTAL	28,976.27	30,144.98	30,666.14	57,372.00	48,231.00	(15.9%)	-9,141.00
175 PLANNING BOARD							
SALARIES	30,898.80	31,755.23	32,654.07	33,220.00	33,846.00	1.9%	626.00
EXPENSES	23,495.40	22,365.43	27,269.02	30,519.00	31,188.00	2.2%	669.00
TOTAL	54,394.20	54,120.66	59,923.09	63,739.00	65,034.00	2.0%	1,295.00
411 ENGINEERING							
SALARIES	14,320.10	14,531.40	15,860.64	36,536.00	37,448.00	2.5%	912.00
EXPENSES - SELECTMEN	16,094.24	4,307.28	3,434.49	38,750.00	61,700.00	59.2%	22,950.00
EXPENSES - PLANNING BOARD	0.00	0.00	0.00	3,070.00	3,070.00	0.0%	0.00
TOTAL	30,414.34	18,838.68	19,295.13	78,356.00	102,218.00	30.5%	23,862.00
GENERAL GOVERNMENT TOTAL	\$1,905,715.61	\$1,977,655.35	\$1,831,789.31	\$2,079,608.00	\$2,149,968.00	3.4%	\$70,360.00
PROTECTION OF PERSONS / PROP.							
201 POLICE							
SALARIES	1,618,440.23	1,667,991.37	1,741,050.24	1,851,020.00	1,883,590.00	1.8%	32,570.00
EXPENSES	90,914.14	78,394.61	85,020.35	114,200.00	116,450.00	2.0%	2,250.00
OUT OF STATE TRAVEL	2,589.94	2,516.96	1,798.12	3,000.00	3,000.00	0.0%	0.00
TOTAL	1,711,944.31	1,748,902.94	1,827,868.71	1,968,220.00	2,003,040.00	1.8%	34,820.00

DEPARTMENT	FY2014 EXPENDED	FY2015 EXPENDED	FY2016 EXPENDED	FY 2017 APPROVED	FY 2018 REQUESTED	% CHANGE	FY18/FY17 \$ Variance
299 PROTECTIVE AGENCY BLDG.	75,810.60	68,961.44	56,318.64	88,675.00	96,175.00	8.5%	7,500.00
292 ANIMAL CONTROL							
SALARIES	21,518.36	22,134.96	22,569.92	23,206.00	23,122.00	(0.4%)	-84.00
EXPENSES	5,417.07	5,359.16	5,227.85	6,460.00	6,460.00	0.0%	0.00
TOTAL	26,935.43	27,494.12	27,797.77	29,666.00	29,582.00	(0.3%)	-84.00
220 FIRE							
SALARIES	349,095.84	373,524.71	398,305.80	415,631.00	450,155.00	8.3%	34,524.00
EXPENSES	75,291.98	65,859.35	101,083.79	70,450.00	80,450.00	14.2%	10,000.00
TOTAL	424,387.82	439,384.06	499,389.59	486,081.00	530,605.00	9.2%	44,524.00
231 AMBULANCE							
SALARIES	115,936.34	142,709.09	137,501.66	133,961.00	152,104.00	13.5%	18,143.00
EXPENSES	34,013.02	33,182.03	70,907.74	43,857.00	53,857.00	22.8%	10,000.00
TOTAL	149,949.36	175,891.12	208,409.40	177,818.00	205,961.00	15.8%	28,143.00
241 BUILDING INSPECTOR							
SALARIES	43,775.72	66,409.92	81,411.33	103,269.00	108,845.00	5.4%	5,576.00
EXPENSES	1,811.60	3,456.15	2,754.97	4,920.00	5,420.00	10.2%	500.00
TOTAL	45,587.32	69,866.07	84,166.30	108,189.00	114,265.00	5.6%	6,076.00

DEPARTMENT	FY 2014 EXPENDED	FY 2015 EXPENDED	FY 2016 EXPENDED	FY 2017 APPROVED	FY 2018 REQUESTED	% CHANGE	FY18/FY17 \$ VARIANCE
291 EMERGENCY MANAGEMENT							
SALARIES	783.56	776.20	593.76	2,390.00	1,003.00	(58.0%)	-1,387.00
EXPENSES	0.00	106.04	0.00	1,070.00	920.00	(14.0%)	-150.00
TOTAL	783.56	882.24	593.76	3,460.00	1,923.00	(44.4%)	-1,537.00
171 CONSERVATION COMMISSION							
SALARIES	28,025.25	29,379.12	31,289.24	32,707.00	34,301.00	4.9%	1,594.00
EXPENSES	36,845.93	38,627.22	26,985.57	45,695.00	45,695.00	0.0%	0.00
TOTAL	64,871.18	68,006.34	58,274.81	78,402.00	79,996.00	2.0%	1,594.00
176 BOARD OF APPEALS							
SALARIES	133.57	98.685	2,434.96	2,543.00	2,607.00	2.5%	64.00
EXPENSES	840.32	1,076.25	529.40	1,450.00	1,450.00	0.0%	0.00
TOTAL	973.89	2,063.10	2,964.36	3,993.00	4,057.00	1.6%	64.00
294 CARE OF TREES							
SALARIES	8,637.72	8,810.48	9,004.32	9,203.00	9,434.00	2.5%	231.00
EXPENSES	111,018.55	88,300.31	102,187.32	88,548.00	102,640.00	15.9%	14,092.00
TOTAL	119,656.27	97,110.79	111,191.64	97,751.00	112,074.00	14.7%	14,323.00
295 TREE COMMITTEE	2,375.00	2,408.00	2,480.00	2,500.00	2,500.00	0.0%	0.00
PROTECTION OF PERSONS AND PROPERTY TOTAL	\$2,623,274.74	\$2,700,970.22	\$2,879,454.98	\$3,044,755.00	\$3,180,178.00	4.4%	\$135,423.00

DEPARTMENT	FY2014 EXPENDED	FY2015 EXPENDED	FY2016 EXPENDED	FY 2017 APPROVED	FY 2018 REQUESTED	FY18/FY17 % CHANGE	\$ Variance
HEALTH AND SANITATION							
433 GARBAGE DISPOSAL	18,700.00	18,700.00	18,900.00	18,800.00	19,364.00	3.0%	564.00
439 SOLID WASTE							
SALARIES	65,018.64	62,912.18	64,195.76	67,267.00	70,373.00	4.6%	3,106.00
EXPENSES	329,293.12	307,725.82	299,926.45	312,335.00	333,421.00	6.8%	21,086.00
TOTAL	394,311.76	370,638.00	364,122.21	379,602.00	403,794.00	6.4%	24,192.00
450 TOWN WATER							
SALARIES	6,608.75	6,725.88	6,857.40	6,992.00	7,148.00	2.2%	156.00
EXPENSES	16,626.40	24,829.46	21,386.71	21,000.00	21,500.00	2.4%	500.00
TOTAL	23,235.15	31,555.34	28,244.11	27,992.00	28,648.00	2.3%	656.00
519 BOARD OF HEALTH							
SALARIES	26,084.01	35,750.48	42,926.16	43,746.00	44,600.00	2.0%	854.00
EXPENSES	24,053.50	21,103.86	23,911.84	35,048.00	42,548.00	21.4%	7,500.00
TOTAL	50,137.51	56,854.34	66,838.00	78,794.00	87,148.00	10.6%	8,354.00
HEALTH AND SANITATION TOTAL	\$486,384.42	\$477,747.68	\$478,104.32	\$505,188.00	\$538,954.00	6.7%	\$33,766.00
HIGHWAY AND BRIDGES							
422 MAINTENANCE							
SALARIES	402,255.58	461,221.41	471,284.44	486,597.00	486,117.00	(0.1%)	-480.00
EXPENSES	221,246.93	243,091.40	244,575.10	262,648.00	267,148.00	1.7%	4,500.00
TOTAL	623,502.51	704,312.81	715,859.54	749,245.00	753,265.00	0.5%	4,020.00

DEPARTMENT	FY2014 EXPENDED	FY2015 EXPENDED	FY2016 EXPENDED	FY 2017 APPROVED	FY 2018 REQUESTED	FY18/FY17 % CHANGE	\$ Variance
423 SNOW ANDICE							
SALARIES	95,789.36	142,263.60	55,363.85	100,700.00	105,700.00	5.0%	5,000.00
EXPENSES	371,698.93	476,322.08	289,161.83	299,300.00	314,300.00	5.0%	15,000.00
TOTAL	467,488.29	618,585.68	344,525.68	400,000.00	420,000.00	5.0%	20,000.00
424 STREET LIGHTING	9,495.96	9,614.55	9,467.93	12,489.00	12,489.00	0.0%	0.00
425 TOWN GARAGE	84,008.73	67,387.70	65,690.67	82,415.00	82,415.00	0.0%	0.00
428 TARVIA/PATCHING	249,982.99	250,000.00	249,654.02	261,900.00	275,000.00	5.0%	13,100.00
HIGHWAY AND BRIDGES TOTAL	\$1,434,478.48	\$1,649,900.74	\$1,385,197.84	\$1,506,049.00	\$1,543,169.00	2.5%	\$37,120.00
OTHER PUBLIC AGENCIES							
194 ENERGY COORDINATOR	0.00	0.00	0.00	0.00	0.00	NM	0.00
491 CEMETERY							
SALARIES	79,539.98	77,963.59	79,482.47	85,188.00	87,048.00	2.2%	1,860.00
EXPENSES	22,210.65	22,673.29	22,625.90	27,885.00	25,430.00	(8.8%)	-2,455.00
TOTAL	101,750.63	100,636.88	102,108.37	113,073.00	112,478.00	(0.5%)	-595.00
541 COUNCIL ON AGING							
SALARIES	95,439.97	93,223.41	92,853.21	105,449.00	108,055.00	2.5%	2,606.00
EXPENSES	29,300.00	23,946.26	35,664.47	32,650.00	36,450.00	11.6%	3,800.00
TOTAL	124,739.97	117,169.67	128,517.68	138,099.00	144,505.00	4.6%	6,406.00

DEPARTMENT	FY2014 EXPENDED	FY2015 EXPENDED	FY2016 EXPENDED	FY 2017 APPROVED	FY 2018 REQUESTED	% CHANGE	FY18/FY17 \$ Variance
610 LIBRARY							
SALARIES	382,927.75	391,171.69	405,823.51	425,596.00	447,628.00	5.2%	22,032.00
EXPENSES	155,557.78	161,367.74	165,195.00	176,311.00	174,238.00	(1.2%)	-2,073.00
TOTAL	538,485.53	552,539.43	571,018.51	601,907.00	621,866.00	3.3%	19,959.00
650 PARKS AND RECREATION							
SALARIES	308,631.11	317,618.69	321,487.45	332,986.00	345,361.00	3.7%	12,375.00
EXPENSES	71,789.12	80,119.80	69,759.06	83,044.00	84,294.00	1.5%	1,250.00
TOTAL	380,420.23	397,738.49	391,246.51	416,030.00	429,655.00	3.3%	13,625.00
OTHER PUBLIC AGENCIES TOTAL	\$1,145,396.36	\$1,168,084.47	\$1,192,891.07	\$1,269,109.00	\$1,308,504.00	3.1%	\$3,395.00
UNCLASSIFIED SERVICES							
152 PERSONNEL COMMITTEE	0.00	0.00	0.00	0.00	0.00	NM	0.00
178 DOVER HOUSING PARTNERSHIP	0.00	0.00	0.00	0.00	0.00	NM	0.00
195 TOWN REPORT	9,513.04	7,458.34	11,509.00	11,509.00	9,150.00	(20.5%)	-2,359.00
543 VETERANS							
SALARIES	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	0.0%	0.00
EXPENSES	0.00	0.00	2,848.29	5,000.00	1,000.00	(80.0%)	-4,000.00
TOTAL	1,000.00	1,000.00	3,848.29	6,000.00	2,000.00	(66.7%)	-4,000.00
691 HISTORICAL COMMISSION	705.00	15.00	316.08	1,250.00	1,250.00	0.0%	0.00
692 MEMORIAL DAY	2,390.19	2,658.09	2,614.79	3,000.00	3,000.00	0.0%	0.00
UNCLASSIFIED SERVICES TOTAL	\$13,608.23	\$11,131.43	\$18,288.16	\$21,759.00	\$15,400.00	(29.2%)	-\$6,359.00

DEPARTMENT	FY 2014 EXPENDED	FY 2015 EXPENDED	FY 2016 EXPENDED	FY 2017 APPROVED	FY 2018 REQUESTED	% CHANGE	FY18/FY17 \$ VARIANCE
INSURANCE							
912 WORKERS COMPENSATION	38,435.02	41,106.23	65,846.26	77,532.00	95,877.00	23.7%	18,345.00
914 GROUP INSURANCE	1,530,053.44	1,655,370.48	1,852,401.49	2,284,408.00	2,572,170.00	12.6%	287,762.00
916 MEDICARE/FICA	142,647.25	138,484.61	139,104.86	169,505.00	177,981.00	5.0%	8,476.00
950 OTHER INSURANCE	142,856.64	156,688.90	149,483.88	179,067.00	180,780.00	1.0%	1,713.00
INSURANCE-SUB-TOTAL	\$1,853,992.35	\$1,991,650.22	\$2,206,836.49	\$2,710,512.00	\$3,026,808.00	11.7%	\$316,296.00
PENSIONS							
911 NORFOLK COUNTY RETIREM.	857,028.00	929,040.00	1,023,985.00	1,129,266.00	1,210,458.00	7.2%	81,192.00
INSURANCE/PENSIONS TOTAL	\$2,711,020.35	\$2,920,690.22	\$3,230,821.49	\$3,839,778.00	\$4,237,266.00	10.4%	\$397,488.00
SCHOOLS							
600 DOVER SCHOOL OPERATING	8,680,604.47	8,797,083.84	9,147,416.00	9,915,962.00	10,357,943.00	4.5%	441,981.00
601 DOVER'S SHARE REGIONAL-- OPERATING ASSESSMENT	9,233,970.00	9,609,199.00	9,656,211.00	10,610,529.00	11,235,560.00	5.9%	625,031.00
DEBT ASSESSMENT	870,873.00	858,297.00	754,629.00	714,264.00	581,416.00	(18.6%)	-132,848.00
TOTAL	10,104,843.00	10,467,496.00	10,410,840.00	11,324,793.00	11,816,976.00	4.3%	492,183.00

DEPARTMENT	FY2014 EXPENDED	FY2015 EXPENDED	FY2016 EXPENDED	FY 2017 APPROVED	FY 2018 REQUESTED	% CHANGE	FY18/FY17 \$ VARIANCE
602 MINUTEMAN VOCATIONAL	67,532.00	37,800.00	91,149.00	75,016.00	63,533.00	(15.3%)	-11,483.00
604 NORFOLK COUNTY AGRICULTURAL HIGH SCHOOL	4,000.00	3,736.00	3,736.00	6,000.00	6,000.00	0.0%	0.00
SCHOOLS TOTAL	\$18,856,979.47	\$19,306,115.84	\$19,653,141.00	\$21,321,771.00	\$22,244,452.00	4.3%	\$922,681.00
MATURING DEBT AND INTEREST							
710 MATURING DEBT PRINCIPAL	1,180,400.00	1,160,400.00	1,140,400.00	1,125,400.00	1,392,900.00	23.8%	267,500.00
751 MATURING DEBT INTEREST	292,000.00	263,200.00	290,300.00	281,550.00	259,375.00	(7.9%)	-22,175.00
759 BANK CHARGES	2,690.37	20,192.87	16,524.19	4,000.00	4,000.00	0.0%	0.00
DEBT & INTEREST TOTAL	\$1,475,090.37	\$1,443,792.87	\$1,447,224.19	\$1,410,950.00	\$1,656,275.00	17.4%	\$245,325.00
TOWN BUDGET GRAND TOTAL	\$30,651,948.03	\$31,656,088.82	\$32,116,912.36	\$34,998,967.00	\$36,874,166.00	5.4%	\$1,875,199.00

Article 5. (Selectmen) To see what sums the Town will raise and appropriate for the various capital purposes listed below; to determine whether the money shall be included in the tax levy, transferred from available funds, borrowed, or provided by any combination of these methods; or take any other action relative thereto:

1. Cemetery Commission

(a) John Deere X738 \$22,000

This request is to replace a similar tractor, which will be nine years old at replacement. The tractor is used for landscaping as well as other necessary work, including plowing, throughout the cemetery and town center. It is shared with both Highway and Parks & Recreation. The old tractor would be traded-in for its then-current value, which is unknown at present.

The Capital Budget Committee recommends approval of \$22,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$22,000 BE RAISED AND APPROPRIATED FOR THE PURCHASE OF A JOHN DEERE X738 TRACTOR.

2. Fire and Ambulance

(a) RTV – Off Road Rescue Vehicle \$ 25,000

This request is to purchase and place in service a new vehicle to provide first responders with a more effective means to reach, treat and remove an injured person from heavily wooded locations. Dover Firefighters and EMT’s have seen an increase in calls as the number of hikers and off-trail bikers has increased. At present, first responders must “walk in” to the injured carrying all the necessary equipment which can take considerable time. The proposed vehicle can carry up to three responders plus the patient on a bed specifically designed for an adjacent attending responder, medical sup-

plies and a gurney. The vehicle would be purchased under State Contract procedures.

The Capital Budget Committee recommends approval of \$25,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$25,000 BE RAISED AND APPROPRIATED FOR THE PURCHASE OF AN OFF-ROAD RESCUE VEHICLE.

3. Police Department

(a) Patrol Vehicle \$36,500

This request is to replace one of the Department's four SUV Ford Interceptor patrol vehicles (C340/9023) placed in service February 2014. The SUV being replaced had 75,962 miles in November 2016 and is projected to have approximately 90,000 miles at trade-in. This year's request for one vehicle is a departure from the practice of replacing patrol vehicles on a 1 – 2 – 1 – 2 alternating schedule for flexible fleet management.

The Capital Budget Committee recommends approval of \$36,500 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$36,500 BE RAISED AND APPROPRIATED FOR THE PURCHASE OF ONE PATROL VEHICLE.

(a) Upgrade to Department Servers \$14,000

This request is to fund the replacement of the Department's servers, which are on a 5-year replacement cycle.

The Capital Budget Committee recommends approval of \$14,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$14,000 BE RAISED AND APPROPRIATED FOR THE PURCHASE OF DEPARTMENT SERVERS.

- (b) Replace Defibrillators \$19,300

This request is to replace the Department’s defibrillators that have reached their expected life cycle end. The funds will provide for five commercial grade units, one for each marked cruiser, and one for installation in the new lobby area of the station, where walk-ins in medical distress have occurred. The price quoted also includes necessary accessories, additional supplies and a service contract that covers all repairs, maintenance, updates, downloads, and batteries.

The Capital Budget Committee recommends approval of \$19,300 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$19,300 BE RAISED AND APPROPRIATED FOR THE PURCHASE OF DEFIBRILLATORS.

4. Dover School Committee

- (a) Cafeteria Audio/Visual System \$0

This request is to replace the cafeteria audio/visual system and will provide for a projector, wireless microphones, speakers and wireless systems linking these audio/visual presentation elements together. The current system is original to the building and outdated. These systems are used regularly for school assemblies and music performances and also support community and other meetings and presentations held in the cafeteria.

This request has been withdrawn.

- (b) Cafeteria Floors \$20,500

This request is to replace the cafeteria floor tiles that are original to the building and are showing signs of significant wear.

The Capital Budget Committee recommends approval of \$20,500 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$20,500 BE RAISED AND APPROPRIATED FOR THE REPLACEMENT OF CAFETERIA FLOOR TILES.

(c) Technology Hardware \$13,000

This request is to replace 50 Chromebooks with comparable devices. This is consistent with the school’s hardware replacement cycle and technology plan.

The Capital Budget Committee recommends approval of \$13,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$13,000 BE RAISED AND APPROPRIATED FOR THE PURCHASE OF 50 CHROMEBOOKS.

5. Board of Selectmen

(a) Energy Audit Lighting Update \$95,322

This request is to fund the implementation of energy savings measures recommended by an energy lighting audit of Town buildings in August 2016 (one requirement to obtain Green Community Certification for Dover). Town buildings included in the audit were the Protective Agencies Building, Town House, Library, and Town Garage. (The Caryl Community Center lighting upgrade is part of the feasibility work still to be done on that building).When implemented, the energy savings measures are expected to reduce annual energy costs by approximately \$31,000. The money requested provides flexibility to pay the project costs while

awaiting reimbursement from the Department of Energy Resources. Dover, recently designated a Green Community, has been allocated the sum of \$137,125 to fund energy conservation measures. This grant will be used to fully reimburse the cost of this project.

The Capital Budget Committee recommends approval of \$95,322 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$95,322 BE RAISED AND APPROPRIATED FOR THE ENERGY AUDIT LIGHTING UPDATE.

(b) Protective Agencies Building – Exterior Painting \$18,000

This request is to fund the routine maintenance painting of the exterior of the Protective Agencies Building, which is on an 8 – 10 year cycle.

The Capital Budget Committee recommends approval of \$18,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$18,000 BE RAISED AND APPROPRIATED FOR THE EXTERIOR PAINTING OF THE PROTECTIVE AGENCIES BUILDING.

(c) Fire Station: Overhead Door Openers \$35,000

This request is to replace the eight existing overhead door openers, which are obsolete, not to current code, and can no longer be serviced. The replacement openers have additional safety features such as automatic reversing should a descending door detect or make contact with a person or other obstacle.

The Capital Budget Committee recommends approval of \$35,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$35,000 BE RAISED AND APPROPRIATED FOR THE REPLACEMENT OF OVERHEAD DOOR OPENERS.

- (d) Caryl Community Center: A/C for Blue Room \$20,000

This request is to fund the acquisition and installation of two wall mounted A/C units for Room 108 (the Blue Room) at the Caryl Community Center, where many senior activities are held. The room does not have existing ductwork.

The Capital Budget Committee recommends approval of \$20,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$20,000 BE RAISED AND APPROPRIATED FOR THE PURCHASE OF WALL MOUNTED A/C UNITS.

- (e) Town House – Replace wheelchair lift \$50,000

This request is to replace the chairlift at the Town House. The unit is obsolete and can no longer be supported with parts or service.

The Capital Budget Committee recommends approval of \$50,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$50,000 BE RAISED AND APPROPRIATED FOR THE PURCHASE OF A WHEELCHAIR LIFT.

- (f) Caryl Community Center:
Expansion and paving of parking lot \$25,000

This request is to pave the Caryl Community Center parking lot. Paving will make it easier to maintain and improve usage during the winter. This work will be performed by the Highway Department.

The Capital Budget Committee recommends approval of \$25,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$25,000 BE RAISED AND APPROPRIATED FOR THE EXPANSION AND PAVING OF THE PARKING LOT.

(g) Whiting Road: Painting of Exterior \$15,000

This request is to fund the routine maintenance painting of the exterior of Five Whiting Road, which is on an 8 – 10 year cycle.

The Capital Budget Committee recommends approval of \$15,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$15,000 BE RAISED AND APPROPRIATED FOR THE PAINTING OF THE EXTERIOR OF FIVE WHITING ROAD.

Article 6. (Selectmen) To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or provide by any combination of these methods, a sum of money for the purpose of funding an unemployment compensation fund as authorized by Chapter 40, Section 5E, of the Massachusetts General Laws; or take any other action relative thereto.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$10,000 BE RAISED AND APPROPRIATED FOR THE PURPOSE OF THIS ARTICLE.

Article 7. (Selectmen) To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or provide by any combination of these methods, a sum of money to provide for the payment of accumulated sick leave to retired police officers as authorized by Chapter 375 of the Acts of 1984; or take any other action relative thereto.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$10,000 BE RAISED AND APPROPRIATED FOR THE PURPOSE OF THIS ARTICLE.

Article 8. (Selectmen) To see if the Town will vote to adopt a General Bylaw, entitled “Revolving Funds” for the purpose of establishing revolving funds for use in Town pursuant to Chapter 44, Section 53E ½ of the Massachusetts General Laws, as shown in the document on file in the Office of the Town Clerk; or take any other action relative thereto, and further that nonsubstantive changes the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Dover Town Code.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 9. (Selectmen) To see if the Town will vote pursuant to Chapter 44, Section 53E ½, of the Massachusetts General Laws to authorize the use of revolving fund accounts for the following boards or departments, and that unless otherwise amended by Town Meeting, such accounts shall not exceed the following amounts for Fiscal Year 2018:

1. Building Department
 - a. Gas Inspector \$7,200
 - b. Plumbing Inspector \$17,500
 - c. Wiring Inspector \$29,500

2. Board of Health
 - a. Perk and deep hole inspection and permitting \$40,000
 - b. Septic inspection and permitting \$50,000
 - c. Well inspection and permitting \$20,000
 - d. Swimming pool inspection and permitting \$10,000

3. Library
 - a. Materials replacement \$5,000

4. Council on Aging
 - a. Senior activities and transportation \$28,000

and further, that the fees received in connection with these programs be credited to the respective accounts and that the respective board or department be authorized to make expenditures from these accounts in accordance with Chapter 44, Section 53E ½, of the Massachusetts General Laws; or take any other action relative thereto.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED

Article 10. (Selectmen) To see if the Town will vote to amend Section 1 in Chapter 3 of the General Bylaws to allow for the change in method of distributing the Annual Town Report, as follows:

In §3-1, insert the phrase “by any means approved by the Board of Selectmen” after “distributed among the voters of the Town” in the first sentence; or take any other action relative thereto.

This article explicitly provides for the annual Town Report to be distributed by methods, at the discretion of the Board of Selectmen, alternative to the traditional hard copy and mailing. It is anticipated that, at least initially, the Town Report will be distributed both electronically, by means of email and the Town website, and by hardcopy. The rationale for this is two-fold: first, adopting ways information is now most effectively and efficiently disseminated in this early part of the 21st century; and second, saving money – electronic distribution of a portion of the Reports will lower the overall costs.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 11. (Conservation Commission) To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or any combination of these methods, a sum of money for the Conservation Fund to be used by the Conservation Commission for any purpose authorized by Chapter 40, Section 8C of the Massachusetts General Laws; or take any other action relative thereto.

The Town of Dover approved adding money to the Conservation Fund last year at Town Meeting for FY17 and also in each year from 1994 through 2001 (\$25,000 from 1994 to 1999, \$35,000 in 2000, and \$30,000 in 2001, and again \$25,000 in 2014 and 2015). The Conservation Commission has approved using funds from the Conservation Fund for a variety of purposes as authorized by Massachusetts General Law, most recently to facilitate the Town of Dover’s purchase in 2013 of property on Dedham Street, which had exhausted the Conservation Fund. The Conservation Commission is asking the Town for \$25,000 in FY18 to continue replenishing the Conservation Fund.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$25,000 BE RAISED AND APPROPRIATED FOR THE PURPOSE OF THIS ARTICLE.

Article 12. (Dover School Committee) To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, borrow, or any combination of these methods, a sum of money as authorized by the Dover School Committee for the purpose of paying costs of adding air-conditioning to the Chickering School, including the payment of all costs incidental and related thereto; or take any other action relative thereto.

This warrant article requests funding to install air conditioning in 31 classrooms at Chickering School. The actual number of condenser and evaporator units will be determined when the design study is completed. Chickering remains the only school used by Dover’s students and teachers without A/C.

Since the school was first occupied in 2001, the teaching staff and students have consistently and repeatedly reported high classroom temperature and humidity levels. These conditions occur most frequently in May, June, August, and September, but also sporadically at other times of the year. Over the past ten years, the School Committee and School Administration have commissioned numerous studies to investigate and develop remedies for this chronic problem.

A number of initiatives were implemented in attempts to minimize or eliminate this impediment to learning*, but none were successful. More recently, detailed temperature monitoring data collected at the school showed a large number of high temperature classroom days. The School Committee has engaged and consulted with five independent HV/AC engineering firms and charged each with studying and subsequently recommending the most cost-effective, energy-efficient, maintenance-free solution. These firms considered different A/C technologies and architectures, with all ultimately supporting the design and installation of a variable refrigerant flow mini-split air conditioning system to address and eliminate the high temperature/humidity conditions being experienced in all Chickering classrooms. The firms independently and unanimously concluded that a variable refrigerant flow system to be the most suitable, efficient, and flexible approach to resolve the problem.

***The School Committee has also researched empirical scientific studies and found quantitative data that suggests high heat and humidity (in classrooms) negatively affect students' ability to concentrate and learn, as well as teachers' ability to teach effectively. These data are available for review and will shown during the presentation of this Article at Town Meeting.**

The Capital Budget Committee recommends approval of \$675,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$675,000 BE RAISED AND APPROPRIATED FOR THE PURPOSE OF THIS ARTICLE.

Article 13. (Dover-Sherborn Regional School Committee) To see if the Town will vote to appropriate by transfer from Free Cash in the Treasury a sum of money for the purpose of paying the costs of various items of capital equipment and/or improvements, including the payment of all costs incidental and related thereto, pursuant to an intergovernmental agreement

with the Dover-Sherborn Regional School District and the Town of Sherborn to provide funding for such items; or take any other action relative thereto.

This warrant article is for Dover to fund its share of the Dover-Sherborn Regional School District assessments for the Towns of Dover and Sherborn a total of \$364,700 for FY 18 capital projects. The Dover share is \$206,676 (56.67%) and the Sherborn share is \$158,025 (43.33%). Each town's share is calculated from a formula based on enrollment at the regional schools and the associated school-age population. Continuing to rely on the 2012 comprehensive capital needs assessment report, the Regional School Committee has identified the following as high priority items to address in FY18:

For the High School: Replace Boys locker room lavatory water line, \$16,000. For the Middle School: Replace IT Head end AC units, at end of useful life, \$25,000; Variable Frequency Drive Upgrade Syncroflo system, \$12,000. Replace science lab hoods and purchase replacement parts for exhaust/ventilation system, \$23,500. For both schools: Additional funds to complete the Lindquist door project, \$63,500; Upgrade Energy Management System software and replace controllers, \$135,000; Floor Tile (VCT) replacement (including Lindquist Commons), \$48,000. For the grounds/campus: Repair tennis courts, \$13,000; various concrete repairs, \$18,000; Replace the Anoxic Tank Mixers (Waste Water Treatment Facility), \$10,700.

The Capital Budget Committee recommends approval of Dover's allocation of \$206,676 for the projects listed above.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$206,676 BE RAISED AND APPROPRIATED FOR THE PURPOSE OF THIS ARTICLE.

Article 14. (Dover-Sherborn Regional School Committee) To see if the Town will vote to approve the borrowing authorized by the Dover-Sherborn Regional School District for the purpose of paying the costs of

various items of capital equipment and/or improvements, including the payment of all costs incidental and related thereto; or take any other action relative thereto.

AS OF THE DATE OF PRINTING OF THE BLUE BOOK THE WARRANT COMMITTEE ANTICIPATES THAT THIS ARTICLE WILL BE WITHDRAWN.

Article 15. (Capital Budget Committee) To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or provide any combination of these methods, a sum of money for the purpose of hiring consultants to conduct a capital needs assessment of Town buildings, and all costs incidental and related thereto; or take any other action relative thereto.

THIS ARTICLE HAS BEEN WITHDRAWN.

Article 16. (Planning Board) To see if the Town will vote to amend the Zoning Bylaw by deleting Section 185-35 entitled “Signs” and replacing it with a new Section 185-35 entitled “Signs,” the complete text of which is on file in the Offices of the Town Clerk and Planning Board; or take any other action relative thereto.

This warrant article proposes changes to the sign bylaw to bring it into compliance with a recent U.S. Supreme Court decision, and to address other issues within the sign bylaw. The Supreme Court’s decision in *Reed v. Gilbert, Arizona* (2015) affirmed that content-based restrictions on signs (absent a compelling government interest) violate free speech rights under the First Amendment to the Constitution. Sign requirements must be content-neutral. Dover’s current sign bylaw is not content-neutral and specifies different requirements for different types of signs. The proposed bylaw revises sign requirements to be content-neutral, specifies that commercial signs must be of professional quality, prohibits signs on or above roofs, prohibits day-glow or luminescent colors, limits the percentage of a glass surface that signs placed inside a building may occupy to 20% of a window and 10% of a glass

door, and clarifies that only one permanent sign is allowed on a lot in residential districts. The proposed bylaw also establishes a uniform maximum size for temporary signs in residential districts of nine square feet rather than different types of signs. These changes are advised in order to bring the bylaw into compliance with law, address ambiguities in the current bylaw, and prohibit signs that would not be in harmony with the rural character of Dover.

THIS WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 17. (Selectmen) To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase or donation and/or to take by eminent domain any fees, easements or other interests in a parcel of land abutting Highland Cemetery as shown on a plan entitled “Plan of Land in Dover, Mass. prepared by the Norfolk County Engineering Department, dated February 21, 2017”, which is on file in the Office of the Town Clerk and dispose of any fees, easements or other interests in parcel of land shown on that same plan, for the purpose of clarifying record title to certain land controlled by the Cemetery Commission as part of Highland Cemetery; and further, to raise and appropriate, appropriate by transfer from available funds, borrow, or any combination of these methods, a sum of money for the purpose of such acquisitions or takings; or take any other action relative thereto.

This article provides authority to the Town to acquire a parcel of land abutting the south side of Highland Cemetery as shown on a plan entitled “Plan of Land in Dover, Mass. prepared by the Norfolk County Engineering Department, dated February 21, 2017” to correct an error of the registered boundary line. The article provides proper authority to the Town to confirm the proper conveyance of the property line and correct the error on the current plan.

THIS WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 18. (Selectmen) To see if the Town will vote to authorize the Board of Selectmen to take the following actions with respect to the land located at 46 Springdale Avenue in Dover, which land is shown as Board of Assessors Map 11, Block 49, Parcel 0:

- a. Divide the property into two parcels – one primarily in the rear of the property (the “Conservation Lot”) and one containing the residence and outbuildings (the “House Lot”) – as shown on the plan on file in the Office of the Town Clerk;
- b. Transfer the Conservation Lot, which is currently designated for general municipal use, from the Board of Selectmen to the Conservation Commission for conservation purposes;
- c. Transfer the House Lot from general municipal use to the Board of Selectmen for purposes of disposition;
- d. Sell, convey, release or otherwise dispose of the House Lot pursuant to Chapter 30B of the Massachusetts General Laws, and further, that such disposition be on such other terms and conditions as the Board of Selectmen deem appropriate, which may include the reservation of easements and restrictions over, along or through the House Lot;

And, further to see if the Town will raise and appropriate, appropriate by transfer from available funds, or borrow, or provide by any combination of these methods, a sum of money for the purpose of installing a new septic system for the house located at 46 Springdale Avenue in furtherance of the Town’s disposition of the House Lot; of take any other action relative thereto.

At the Special Town Meeting on September 15, 2014, the Town voted in favor of purchasing the property at 46 Springdale Avenue for \$5.55 million, in order to prevent a proposed 40B development at that location. The Board of Selectmen (BoS) appointed and charged the Springdale Study Committee (SSC) to explore options for the ultimate use of the property. The SSC surveyed residents, explored numerous options and presented their findings to the BoS in November 2015, with a final report later in 2016 prior to

last year's 2016 Annual Town Meeting (ATM). The BoS Warrant Article to subdivide the property and sell the front house lot and retain the back lot for 'municipal use' was not supported and was not passed by the Town at the May 2016 ATM.

Subsequent to the 2016 ATM, the BoS formed the Springdale Working Group composed of representatives from the Town's Conservation, Open Space, Warrant Committees and the Boards of Assessors, Health, Planning, and Selectmen in consultation with real estate brokerage/advisory, LandVest, and others, to address the concerns expressed at the 2016 ATM, that the 'municipal use' for the retained side/back parcel was too vague, the use of Conservation Restrictions (CR) could be considered, and alternative sale configurations should be evaluated.

The Springdale Working Group has recommended selling the front House Lot of, approximately, 4.52 acres with a prohibition on further subdivision and retaining for the Town the balance side/back portion of the lot with a permanent Conservation Restriction on that parcel. No funds would be needed by the Town for the purpose of installing a new septic system (as mentioned in the article) as it is expected the House Lot will be sold 'as is'.

THE WARRANT COMMITTEE BY A VOTE OF EIGHT IN FAVOR AND ONE OPPOSED RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 19. (Selectmen) To see if the Town will vote to (a) authorize the Board of Selectmen to enter into a Lease Agreement with the Massachusetts Bay Transportation Authority ("MBTA"), substantially in the form on file in the Office of the Town Clerk and with such other or further terms and conditions as the Selectmen may determine, in, on, over, across, under and along all or any portion of the land known as Bay Colony railroad line or right of way within the Town of Dover, for the purposes of laying out, establishing, constructing, operating and maintaining a multi-use path for non-motorized transportation, open space and recreation purposes and for

all other purposes for which rail trails are now or hereafter may be used in the Commonwealth; and (b) raise and appropriate, transfer from available funds, borrow, accept gifts or grants, or provide by any combination of these methods a sum of money for these purposes; or take any other action relative thereto.

This warrant article, sponsored by the Board of Selectmen, is a follow-up to Article 18 of Annual Town Meeting 2016 wherein a Citizen’s Petition was approved to negotiate the terms of a lease with the MBTA for the abandoned Bay Colony Rail corridor for the purpose of constructing a multi-use recreational path (the “rail trail”). Last year the Board of Selectmen pledged, should Article 18 be approved at the 2016 Annual Town Meeting, that a warrant would be presented in 2017 to see if the Town will vote to authorize the Selectmen to enter into the negotiated lease with the MBTA. The terms and conditions of the lease, as negotiated to date, are on file in the Town Clerk’s office and have been discussed at open hearings.

It should be noted that approval of the article does not mandate the Selectmen to enter into the lease with the MBTA on behalf of the Town of Dover. Rather it *authorizes* the Selectmen to enter into the lease subject to the satisfactory negotiation of the terms of the lease with the MBTA and the establishment of fully funded escrow accounts, as detailed in a Memorandum of Understanding (“MoU”) with the Friends of the Dover Greenway, for the construction, future repair and maintenance, and environmental liability insurance costs for the rail trail. The amounts to be deposited in each escrow account shall be determined solely by the Selectmen. It is the understanding of the Selectmen, and the Warrant Committee, that citizens of Dover do not want the rail trail to be a financial burden to the Town and the MoU ensures that the rail trail is fully funded by private funds. It is anticipated that neither the final version of the lease nor the MoU will be ready by 2017 Annual Town Meeting.

Further, the Board of Selectmen has indicated that if Article 19 is not approved that they will cease all negotiations regarding the leases and the Town will not enter into a lease to establish a rail trail. This leaves open the possibility that the MBTA will lease the abandoned rail line to an outside party for construction of a rail trail or for another purpose. If the MBTA chooses to lease the rail line to an outside party, the citizens of Dover will have no input as to the means and methods of construction of the rail trail or mitigation for abutters.

THE WARRANT COMMITTEE BY A VOTE OF EIGHT IN FAVOR AND ONE OPPOSED RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 20. (Citizens' Petition) To see if the Town will vote to authorize the Board of Selectmen to acquire an easement, leasehold, license or other real property interests in, on, over, across, under and along all or any portion of the land known as Bay Colony railroad line or right of way within the Town of Dover for the purposes of establishing, constructing, operating and maintaining a multi-use path for non-motorized transportation, open space and recreation purposes and for all other purposes for which rail trails are now or hereafter may be used in the Commonwealth ("Rail Trail"); and to see if the Town will raise, appropriate, transfer from available funds, borrow, accept gifts, or provide by any combination of these methods a sum of money for the Town to acquire an easement, leasehold, license or other real property interests in, on, over, across, under and along the Rail Trail, or take any other action relative thereto.

This warrant article, sponsored as a Citizen's Petition on behalf of the Friends of the Dover Greenway, is the same as the warrant article that the Town approved in 2016 to authorize the Selectmen to enter into a lease for the rail trail. The Friends of the Dover Greenway seek to repurpose the railway corridor into a 2.7 mile, flat, ADA-compliant path with a stone-dust surface for walking, biking, jogging, and cross-country skiing. The trail would provide accessible recreation for all citizens of Dover and create safer in-town connections to popular Town locations. Representatives of

the Friends of the Dover Greenway have indicated that if Article 19 is presented and voted on at Annual Town Meeting 2017, then Article 20 will be withdrawn. Some members of the Warrant Committee voted to abstain on this article as it has already been considered and voted on at a previous Annual Town Meeting.

THE WARRANT COMMITTEE BY A VOTE OF THREE IN FAVOR AND SIX ABSTAINING RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 21. (Citizens' Petition) To see if the Town will vote to authorize the Board of Selectmen to hire an accredited, independent professional organization to conduct a wildlife habitat and biodiversity study as recommended by the Dover Master Plan of 2012, such study to focus on the effects of the potential development of the land known as the Bay Colony railroad line or right of way within the Town of Dover on the land and habitat abutting and surrounding said railroad line or right of way; said study to be completed prior to execution of any easement, leasehold, license or real property interest related to the aforementioned potential development; to see if the Town will raise and appropriate, transfer from available funds, accept gifts or provide by any combination of these methods a sum of money for this purpose; or take any other action relative thereto.

This article sponsored as a Citizens Petition, seeks \$15,700 to fund a wildlife habitat and biodiversity study along the proposed rail trail. The Warrant Committee voted to not recommend this article for approval because the cost of this study should be borne by the project proponent, not the Town. As part of the due diligence and permitting process for the rail trail, the Friends of the Dover Greenway will be required to submit an Environmental Notification Form to the Massachusetts Executive Office of Energy and Environmental Affairs. This form requires that the project proponent identify rare species and habitat, as well as any impact the project may have on those resources.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE NOT BE APPROVED.

Article 22. (Recycling Committee) To see if the Town will vote to authorize the Board of Selectmen to enact a program to encourage recycling of solid waste, known as ‘pay as you throw (PAYT)’ or “save money and reduce trash (SMART)” programs; or take any other action relative thereto.

This article proposes the adoption of a “pay as you throw” (PAYT) program at the Dover Transfer Station. The PAYT program would require residents to use approved bags when depositing trash at the Transfer Station; these bags would be available for purchase at local retail and grocery stores. The Recycling Committee is suggesting that these bags be sold at an initial price of \$0.50 for a 15 gallon bag and \$1.00 for a 30 gallon bag. PAYT programs have been adopted in 42% of Massachusetts’ communities as a means to reduce solid waste and increase efforts at recycling, reusing and composting.

The Warrant Committee commends the Recycling Committee for its hard works in an effort to encourage recycling, waste reduction, and lower tipping fees for the Town. We also recognize that the dedicated staff of the Transfer Station runs a clean, easy-to-use and efficient operation.

A 6-3 vote *against* recommending passage results from the Warrant Committee’s majority opinion that even though financial incentives can have merit, we questioned PAYT being the best *initial* step to foster increased recycling and conservation for Dover. As a town, we can certainly do better than we have been. However, jumping into PAYT for reasons, some of which are outlined below, seems premature and hasty; let’s try redoubled efforts at recycling and composting education and strengthened supervision at the transfer station before we consider a change to PAYT.

Imposing PAYT is a blanket policy that penalizes all for the non-compliance of a few. It is not apparent that the added inconvenience and financial burden associated with PAYT is warranted given that we believe recycling compliance could

be addressed more effectively through other more *direct* initiatives. There is a surprising lack of data about attitudes toward, and compliance with, recycling *in Dover* – the total solid waste per household is cited but it's not evident as to the proportion of that solid waste that could be reasonably recycled. The data we are given is for *other towns*. Comprehensive surveys and other data would be useful in helping to inform policy decisions.

The projections put forward for the costs and benefits to Dover's budget from PAYT are dependent on the effectiveness of reducing *solid waste*. It is not clear that the projected substantial declines in solid waste and the costs of its transport and disposal will, in fact, be realized. The data from other towns that implemented PAYT is not directly comparable as it appears they may have started from relatively low recycling rates or for other reasons.

We question whether the special bag cost per household of \$42 to \$70 per annum (total costs to households of between \$56,000 and \$93,000) will *by itself* significantly change recycling behavior. Rather, we suggest a concerted Education and Encouragement program, in conjunction with periodic (no fee) resident sticker changes in appearance to discourage former resident and nonresident Transfer Station use, will decrease solid waste volume. Further, we suggest Volunteers in conjunction with Transfer Station Staff be charged with reminding residents of proper recycling practice *at the time of disposal*. It would seem that such an initiative encompassing outreach, coaching, and guidance directly *at the transfer station* may well yield a better and more immediate improvement to our overall recycling.

Additionally, commercial waste haulers picking up from Dover households have been prohibited from tipping at the transfer station as of January 1, 2017. Initial data has indicated that solid waste amounts are already down significantly over these past few months. We believe it would be prudent to further assess this decrease in tonnage and

tipping fees associated with the new regulations before considering a PAYT program.

***Directly* changing residents' habits through education and encouragement would seem to be a more logical first step rather than trying to affect them indirectly by charging, initially, \$1.00 or \$0.50 per special bag (the price of which may have considerable influence on recycling for some while perhaps, less or no influence on others).**

We should see if we can now come together as a community to make renewed and invigorated efforts at recycling and thereby see what Dover can do without implementing PAYT as a first step.

Warrant Committee members who voted to support this article understand that the Dover Recycling Committee (in consultation with the Superintendents of Streets, Town Administrator, Board of Health, and the Board of Selectmen) has been studying options to reduce solid waste since 2014. These efforts have included a study of options to reduce solid waste disposal, such as single stream recycling, and site visits to similar towns that instituted PAYT such as Duxbury, Needham, and Sandwich. The Recycling Committee reported that 42% of Massachusetts' towns have instituted PAYT and the results have been very positive. Towns with PAYT have had solid waste reductions ranging from 20-50%, and a reported 90% citizen satisfaction rate.

From a fiscal perspective, PAYT will require no additional town services or personnel. Considering that the Dover Transfer Station does not charge for stickers or for bulk disposal (unlike other similar communities) PAYT does not appear to create an undue financial burden on Dover citizens, with an annual cost estimate between \$36-56 per household. Because PAYT provides a financial incentive to recycle and cut back on solid waste, it should serve as a motivator to those who do not regularly recycle to improve how they

manage trash. The Recycling Committee anticipates that Dover's solid waste can be reduced by 20%.

Warrant Committee members voting in favor of this article believe that PAYT is a reasonable option to try in Dover due to the positive results experienced by other Massachusetts communities and the relatively minor impact on residents. The experience of other similar communities, and the data provided by the Recycling Committee gave us confidence that Dover could successfully enact this program. Town-wide initiatives to reduce solid waste and encourage recycle/reuse/reduce/compost are worth pursuing.

THE WARRANT COMMITTEE BY A VOTE OF THREE IN FAVOR AND SIX OPPOSED RECOMMENDS THAT THIS ARTICLE NOT BE APPROVED.

Article 23. (Selectmen) To see if the Town will vote, pursuant to the provisions of Chapter 59, Section 38H of the Massachusetts General Laws, to authorize the Board of Selectmen and the Board of Assessors to negotiate and enter into a payment in lieu of tax (PILOT) agreement with the operator of the solar photovoltaic energy generating facility to be developed on a parcel of land located at 211 Powissett Street, and shown as lots 002 and 004 on Assessor's Map 19m upon such terms and conditions as the Board of Selectmen and the Board of Assessors shall deem to be in the best interest of the Town; or take any other action relative thereto.

This article provides for the Town to enter into a Payment in Lieu of Taxes for Real and Personal Property (PILOT) agreement with the BWC Buckmaster Pond, LLC a wholly owned subsidiary of BlueWave Capital, LLC at 211 Powissett Street. The negotiated amount for the PILOT is an annual payment of approximately \$25,000 for twenty years.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 24. (Selectmen) To see if the Town will vote to authorize the Board of Selectmen to enter into power purchase, net metering credit, or

renewable energy agreements for terms up to 20 years and upon such other terms and conditions as they deem to be in the best interest of the Town; or take any other action relative thereto.

This article authorizes the Town to enter into future net metering agreements, power purchases, and renewable energy agreements for the purpose of reducing or capping utility costs. These agreements typically are long-term and extend into such contracts without Town meeting approval. This authorization is only for energy contracts.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 25 (Selectmen) To see if the Town will vote to authorize the Board of Selectmen to accept any easement or other interest, upon such terms and conditions as the Board of Selectmen deem to be in the best interest of the Town, for purposes of maintaining the Town's closed and capped landfill on portions of a parcel of land containing approximately 10.7 acres, more or less, located at 211 Powissett Street, and shown as lots 002 and 004 on Assessor's Map 19; or take any other action relative thereto.

This article provides the Town of Dover with legal access to the landfill for the purpose of maintaining the Town's closed and capped landfill, under the solar array.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 26. (Warrant Committee) To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or provide by any combination of these methods pursuant to Chapter 40, Section 6 of the Massachusetts General Laws a sum not to exceed 5% of the tax levy of Fiscal Year 2017 to be a Reserve Fund, from which transfers are voted by the Warrant Committee from time to time and transferred as provided by statute, and determine whether the money shall be provided by the tax levy, by transfer from available funds including the Reserve Fund Overlay Surplus, or by any combination of these methods; or take any other action relative thereto.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$250,000 BE RAISED AND APPROPRIATED FOR THE PURPOSE OF THIS ARTICLE.

Article 27. (Warrant Committee) To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or provide by any combination of these methods, a sum of money to pay any unpaid bills rendered to the Town for prior years; or take any other action relative thereto.

At the time this Blue Book went to press, the Town is aware of unpaid bills from prior years that total \$919. This bill is for the repair of external rain gutters (downspouts) at the Protective Agencies Building.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$919 BE RAISED AND APPROPRIATED FOR THE PURPOSE OF THIS ARTICLE.

Article 28. (Warrant Committee) To see if the Town will make supplemental appropriations to be used in conjunction with money appropriated under Article 4 of the Warrant for the 2016 Annual Town Meeting, to be expended during the current fiscal year, or make any other adjustments to the Fiscal Year 2018 budget that may be necessary, and determine whether the money shall be provided by transfer from available funds; or take any other action relative thereto.

At the time this Blue Book went to press, no supplemental appropriations were necessary.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE WITHDRAWN.

Article 29. (Warrant Committee) To see if the Town will vote to transfer from Free Cash in the Treasury an amount to meet the appropriations for the ensuing fiscal year and will authorize the Board of Assessors to use the same to reduce the tax rate; or take any other action relative thereto.

THE WARRANT COMMITTEE RECOMMENDS THE USE OF FREE CASH FOR THE PURPOSES OF THIS ARTICLE. THE EXACT AMOUNT WILL BE PROVIDED AT TOWN MEETING.

Article 30. (Selectmen) To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or provide by any combination of these methods, a sum of money for the purpose of supplementing the Town of Dover Stabilization Fund in accordance with Chapter 40, Section 5B, of the Massachusetts General Laws; or take any other action relative thereto.

At the time this Blue Book went to press, no supplemental appropriations to the Stabilization Fund were necessary.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE WITHDRAWN.

And in the name of the Commonwealth of Massachusetts you are hereby further required to notify and warn the inhabitants of the Town of Dover, qualified as aforesaid, to assemble at the Town House on said Monday, the 15th of May, 2017 at seven o'clock in the forenoon, then and there to act on the following article, to wit:

Article 31 To choose by ballot the following Town Offices:

Moderator	one year
One member of the Board of Selectmen	three years
One member of the Board of Assessors	three years
One member of the Dover School Committee	three years
One member of the Dover-Sherborn Regional School Committee	three years
One member of the Dover-Sherborn Regional School Committee (to fill an unexpired term)	one year
Two members of the Board of Library Trustees	three years
One member of the Cemetery Commissioners	three years
One member of the Cemetery Commissioners	one year (to fill an unexpired term)
One member of the Planning Board	five years
One member of the Planning Board	two years (to fill an unexpired term)
One associate member of the Planning Board	two years
One member of the Board of Health	three years
One member of the Park & Recreation Commissioners	three years

For these purposes the polls will be open at seven o'clock in the forenoon and will close at eight o'clock in the evening.

TOWN OF DOVER

RESERVE FUND TRANSFERS FOR FY17

DEPARTMENT	Request Date	DESCRIPTION	Town Meeting Appropriation	Prior Notice	Transfer Date	Amount of Transfer	Actual Balance	Account Transferred To
Reserve Fund	7/1/16	FY17 Appropriation - ATM Art 22	250,000.00					
Town Accountant	9/20/16	Pur of Service - Professional Services - SSA Audit		14,000.00	10/5/16	3,500.00		0001.0135.5200.0504.2000
Building Maintenance	9/29/16	Bldg. Maint.-Caryl Community Ctr-Repair Boiler #2		15,000.00	3/29/17	15,000.00		0001.0199.5200.0409.2000
Fire Department	2/7/17	Expenses - New Equipment and vehicle maintenance		4,000.00				0001.0220.5200.0404.2000
Park & Recreation	2/28/17	Pur of Serv -Large tree removed/unforseen expense		15,000.00				0001.0650.5200.0504.2000
Fire Department	3/16/17	Personnel - Unforseen events depleted the account		17,000.00				0001.0220.5100.0112.1000
Ambulance	3/16/17	Personnel - increase in calls & administrative hours		7,000.00				0001.0231.5100.0112.1000
Selectmen	3/10/17	Professional Services - LandVest/46 Springdale Ave.						0001.0122.5200.0504.2000
TOTAL			250,000.00	72,000.00		18,500.00	231,500.00	0001.0131.5700.0723.5123

MUNICIPAL TERMINOLOGY

The following terms are frequently used in the Annual Town Report and at Town Meeting. Appropriate figures are noted.

RESERVE FUND is established by the voters at an Annual Town Meeting only. It may be composed of an appropriation not exceeding 5% of the tax levy of the preceding year, or money transferred from the Overlay Surplus or both. Transfers from the Reserve Fund are within the exclusive control of the Warrant Committee for “extraordinary or unforeseen expenditures.”

SURPLUS REVENUE is the amount by which the cash, accounts receivable, and other assets exceed liabilities and reserves.

FREE CASH is an amount calculated annually by the Accountant and certified by the State Bureau of Accounts. The amount is determined by subtracting uncollected taxes and certain deficits from **SURPLUS REVENUE**. The Warrant Committee at Town Meeting recommends the use of Free Cash.

7/1/16 \$8,139,482

OVERLAY RESERVE is the amount raised and appropriated by the Assessors in excess of appropriations and other charges for the purpose of creating a fund to cover abatements and exemptions to be granted.

6/30/16 \$895,595

OVERLAY SURPLUS is the amount accumulated for Overlay for various years not used or required to be held in the Overlay Reserve account for a specific year.

Estimate \$75,000

STABILIZATION FUND is to provide a reserve for any lawful municipal purpose. Appropriations from the **STABILIZATION FUND** may be made at Annual or Special Town Meetings by a two-thirds vote.

6/30/16 \$886,721

CONSERVATION FUND was established in 1962 and has been added to from time to time by the voters at Town Meeting. The Fund may be expended by the Conservation Commission for any conservation purpose, other than taking by eminent domain. Total conservation funds available from all sources:

6/30/16 \$50,693