

TOWN OF DOVER

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

Monday, May 2, 2022

7:00 PM

Dover-Sherborn Regional School
Alan Mudge Auditorium
and

TOWNELECTIONS

Monday, May 16, 2022

7:00 AM - 8:00 PM

Dover Town House



Please bring this booklet with you to the Town Meeting.

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A Note from the Moderator, James Repetti, and Assistant Town Moderator, David Haviland, about Town Meeting Procedure:

We conduct our Meeting according to a tradition unique to the New England Town Meeting that has evolved through a combination of custom, statute and judicial interpretation. The guide that we use is “Town Meeting Time,” a book compiled and updated by a committee of the Massachusetts Moderators Association. Copies are available in the Dover Town Library. Although somewhat similar to Robert’s Rules, this volume varies from that strict guide for parliamentary bodies. Moreover, while our tradition includes numerous “thou shalls” and “thou shall nots,” much is left to local custom and to our discretion.

Here is a brief explanation of some common Town Meeting terms and bylaws:

1. Main Motion

The Warrant Articles that you receive before Town Meeting are intended to give notice of what will be considered at the Meeting. At Town Meeting, we do not actually vote on the Warrant Article, itself, but rather on a motion, referred to as the “Main Motion.” The Main Motion states the specific action to be taken with respect to the Warrant Article and is read aloud by the Warrant Committee, the Selectmen, or a citizen at the beginning of the consideration of the Warrant Article. The subject matter of the Main Motion must always be within the scope of the subject matter described in the Warrant Article. Most Main Motions require a majority vote to pass, but some will need a two thirds or four fifths vote depending on the subject matter of the Motion. We will let you know before the vote is taken what percentage is required.

2. Amendment to the Main Motion

If a voter desires to amend a Motion, he or she must be recognized and deliver a written copy of the amendment to the podium at the time he or she proposes the amendment. A motion to amend the Main Motion, like the Main Motion itself, must be within the scope of the subject matter discussed in the Warrant Article. An amendment to the Main Motion must be seconded by another voter and is required to be discussed and voted on before we may return to the Main Motion. The motion to amend requires a majority

vote to be adopted. Any amendment that will cause additional funds to be appropriated must identify the source and amount of these funds.

3. Move the Question

After a period of discussion, sometimes a Town Meeting attendee will wish to terminate discussion and move the question to a vote. Anyone wishing to move the question to a vote must be recognized before making the motion. After a motion to move the question has been proposed and seconded, no further debate is permitted with respect to the Main Motion or the motion to move the question. We will vote immediately on the motion to move the question. If the motion to move the question is approved by the requisite two thirds vote, the meeting must then move directly to the vote on the Main Motion without any further debate. If the motion to Move the Question is defeated, more debate on the main motion will be allowed.

4. Motion to Reconsider

Even after an issue has been voted on and decided by the Meeting, it is possible to re-open the issue for further discussion and voting. This is done by a Motion to Reconsider. Dover's bylaws state that if a motion to reconsider a Town Meeting vote is made within 30 minutes of such vote, only a simple majority is required to pass the motion to reconsider. A motion to reconsider not made within 30 minutes, requires a two thirds vote to pass. A lesson learned from past Town Meetings: DO NOT LEAVE THE TOWN MEETING UNTIL IT HAS ADJOURNED. YOUR FAVORITE ARTICLE IS ALWAYS AT RISK FOR RECONSIDERATION.

5. Motion to Dissolve

A motion to dissolve takes privilege over all other motions, is not debatable, and requires a majority vote. This motion ends Town Meeting.

6. Voting Procedure

We use electronic voting. All registered Town voters will receive "clickers" as you check in. Pressing "1" on your clicker registers a "yes" vote. Pressing "2" on your clicker registers a "no" vote. If you change your mind about your vote while the vote is being electronically collected, the last item you click will be the vote that is counted.

7. Speaking at Town Meeting

A person sponsoring a Warrant Article is allowed up to **eight minutes** to explain the Main Motion after the Main Motion has been seconded. If there is a group of Town voters opposed to an article, and this group has contacted the Moderator in advance of Town Meeting, the Moderator may grant such group up to **eight minutes** for a rebuttal.

All registered Town voters then have the right to comment or ask a question about the Main Motion. Each registered Town Voter should wait to be recognized by the Moderator. After being recognized, such speaker should first state her or his name and address. The speaker should avoid repeating what has previously been said by prior speakers. Instead, such speaker should focus on new perspectives or questions. In order to provide time for all persons wishing to speak, we ask that your comments or questions not exceed **two minutes**.

Consistent with the character of our great Town, all speakers should be courteous. One of the finest attributes of our Town is our ability to disagree without being disagreeable.

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 2, 2022.

**YOU MAY ALSO FIND IT HELPFUL TO BRING THE 2021
ANNUAL TOWN REPORT OR DOWNLOAD TO A MOBILE
DEVICE FOR YOUR REFERENCE PRIOR TO THE
MEETING.**

TOWN OF DOVER
REPORT OF THE WARRANT COMMITTEE
MONDAY, MAY 2, 2022

The Warrant Committee is pleased to present its recommendations to Dover's citizens in preparation for the 2022 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 2021, we began the budget process for fiscal year 2023 (FY23) 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. The Warrant Committee, the Board of Selectmen, and the Personnel Board agreed on the cost-of-living increase of 2.0% for non-contract personnel. The amounts printed in Article 4 of this Blue Book are based upon this recommended increase. During the review process, we evaluated these budgets with consideration given to the projected revenues and the needs of the community. 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 health obligations. 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 FY23 budget requests, the Warrant Committee is pleased to present to the Town a budget that is balanced and does not require a Proposition 2½ override. Overall, the operating budget increased

by \$2,361,817 which represents a 6.0% increase from the FY22 operating budget.

The Commonwealth certified the amount of Free Cash as of July 1, 2021 as \$11,889,935. This amount was \$34,156 less than the \$11,924,091 that had been certified as of July 1, 2020. At the May 2021, Town Meeting, \$801,591 of Free Cash was voted toward funding the operating and capital budgets, \$600,000 to create a Capital Stabilization Fund, and an additional \$1,900,000 to reduce the tax rate.

The Town's Operating Budget has increased 7.2% over the past five fiscal years, from an appropriation of \$36,874,166 for FY18 to an appropriation of \$39,076,793 for FY22. During this same period, the total budget appropriation including capital items and special articles increased 6.2% from \$38,460,382 for FY18 to \$40,854,976 for FY22. Meanwhile, revenues generated through property taxes grew 20%, from \$30,412,201 to \$36,562,240. Total revenue from all sources (excluding Free Cash) increased 13% from \$38,555,255 to \$43,505,219 from FY18 to FY22, respectively. Over the past several years, the growth in the Operating Budget has been largely the result of increases in health 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 Technical School, and Norfolk County Agricultural School comprised 58% of the Town's FY22 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 also raised the floor from which the Proposition 2½ limit is calculated. While the Town has experienced an increase in new growth and local receipts, it is still below the rate of growth of expenditures. 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 FY23 Article 4 Operating Budget for the Town is \$41,438,611; up 6.0% as compared with that of FY22. This increase is primarily driven by increased debt service costs, and is in spite of a commitment on the part of

all Town departments to review carefully, and in detail, the needs of each department.

CAPITAL BUDGET

For FY23, the Capital Budget Committee has recommended for approval at Town Meeting capital requests totaling \$2,234,758 as detailed in Article 5 and for the Regional Schools. 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.



SPECIAL ARTICLES

In addition to the Operating and Capital Budgets, this Town Meeting will address six recurring articles necessary for continuing Town operations: salaries of elected officials, revolving fund, road financing, reserve fund, unpaid bills from prior years, and Free Cash to stabilize the tax rate. We will also vote on one-time projects in Article 15.

RECOMMENDATION

Given the recommended changes 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 use of Free Cash to fund a portion of capital projects, recurring expenditures, one-time projects, and unpaid bills. Further, we recommend \$149,553 be appropriated for the General Stabilization Fund and \$700,000 for the Regional Schools OPEB fund, as savings for future needs. The Warrant Committee endorses this approach as prudent, and believes that it will allow the Town to minimize oscillations in the tax rate, to continue to preserve its strong bond rating, and to preserve the financial flexibility necessary to continue to provide quality services.

Finally, this Blue Book and the handout at Town Meeting contain 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 2 to cast your vote on these measures.

Respectfully submitted,
Robert Andrews, Chair
Andy Ursitti, Vice Chair
Peter Smith, Secretary
Melissa Herman
Cam Hudson
Gordon Kinder
Sara Cadena Kinney
Janet McCormick
Steve Migausky



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 2023 tax rate will increase from the current rate of \$12.44 per thousand of assessed valuation to approximately \$12.98 – a 4.3% increase.

REVENUE SOURCES AND EXPENDITURES

	FY21 Actual	FY22 Estimated	FY23 Projected	\$ Change FY23/22	% Change FY23/22
Revenue Sources					
Tax Levy Limit <i>(For information purposes only. Equals levy limit plus net Excluded Debt Service)</i>	\$36,651,904	\$37,808,329	\$39,989,664	\$2,181,335	5.8%
Property Tax Levy	35,548,527	36,675,391	37,717,276	1,041,885	2.8%
Excluded Debt Service					
Dover	1,116,225	947,850	2,341,753	1,393,903	147.1%
Regional School	519,135	487,071	462,617	(24,454)	-5.0%
Less: MSBA Reimbursements <i>(a)</i>	531,983	531,983	531,982	(1)	0.0%
Subtotal: Excluded Debt Service Net of MSBA Reimbursement	1,103,377	902,938	2,272,388	1,369,450	151.7%
Total: Tax Levy with net debt exclusion	36,651,904	37,578,329	39,989,664	2,411,335	6.4%
State Aid (Receipts) <i>(b)</i>	1,170,950	1,195,242	1,252,708	57,466	4.8%
Local Receipts	2,525,980	2,084,388	2,207,222	122,834	5.9%
Free Cash for Budget Items	204,288	1,401,591	3,218,787	1,817,195	129.7%
Free Cash to Reduce the Tax Rate	1,500,000	1,900,000	1,600,000	(300,000)	-15.8%
Other Available Funds <i>(c)</i>	642,383	631,983	763,084	131,101	20.7%
Total Revenue	\$42,695,505	\$44,791,534	\$49,031,464	\$4,239,931	9.5%
Expenditures					
Article 4-Operating Budget	\$38,744,269	\$39,076,793	\$41,438,611	\$2,361,817	6.0%
Article 5-Capital Budget	568,500	1,031,591	2,234,758	\$1,203,167	116.6%
Special Articles-Recurring	4,288	46,591	35,927	(\$10,665)	-22.9%
Special Articles-Other	200,000	700,000	849,553	\$149,553	21.4%
Debt Service not Appropriated	0	230,000	0	(\$230,000)	-100.0%
Subtotal-Amount to be Appropriated	39,517,057	41,084,976	44,558,848	3,473,873	8.5%
Other Expenditures					
Additions to Overlay	297,576	300,000	200,000	(100,000)	-33.3%
State Assessments and Offsets	342,155	339,654	338,222	(1,432)	-0.4%
Recap Charges & Other	6,690	0	0	0	
Prior Year Snow and Ice Deficit	0	0	0	0	
Subtotal-Other Expenditures	646,421	639,654	538,222	(101,432)	-15.9%
Total Expenditures	\$40,163,478	\$41,724,630	\$45,097,070	\$3,372,441	8.1%
Excess Tax Levy Capacity	2,532,027	3,066,904	3,934,394	867,490	28.3%

(a) Massachusetts School Building Authority for Chickering

(b) State aid and charges based on Governor's Budget

(c) Overlay Surplus, Title V Receipts, Bond Proceeds, & MSBA Reimbursements

ESTIMATED LOCAL RECEIPTS FOR FY22

Motor Vehicle Excise Tax	\$1,234,732
Other Excise	214
Penalties & Interest on Taxes	99,419
Payments in Lieu of Taxes	216
Other Charges for Services - Police, Fire, Ambulance	95,564
Fees	70,514
Rentals	232,589
Departmental Revenue - Library	162
Departmental Revenue - Cemeteries	28,078
Other Departmental Revenue	59,127
Licenses & Permits	240,000
Court Fines	2,645
Investment Income	141,853
Miscellaneous Non-Recurring	2,109
	2,207,222

SCHOOL AID RECEIPTS

	FY22	FY23	Change
	Actual	Budget*	
Chickering School Chapter 70	886,342	941,020	54,678
Dover Share of Regional Chapter 70	1,310,392	1,366,105	55,713
Dover Share of Regional Transportation	334,941	313,265	(21,676)
Total	\$ 2,531,675	\$ 2,620,390	\$ 88,715

** 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 2022 has not been issued; the estimates below are based on the best available data.

RECEIPTS	HI (Governor's Proposed)			
	FY20	FY21	FY22	FY23
Schools Chapter 70	853,856	872,062	886,342	941,020
Unrestricted General Government Aid	204,266	204,266	211,415	217,123
Exemptions: VBS & Elderly	13,128	14,428	12,792	12,436
State Owned Land	65,615	67,323	64,812	73,132
Public Libraries (Offset)	10,877	12,871	12,871	8,997
TOTAL RECEIPTS	1,147,742	1,170,950	1,188,232	1,252,708
 ASSESSMENTS				
County Tax	112,546	115,360	112,080	114,882
Mosquito Control	65,873	68,238	68,219	69,924
Air Pollution	3,528	3,624	3,567	3,597
Metro Area Planning Council	3,192	3,275	3,375	3,308
RMV Non-Renewal Surcharge	2,720	2,140	2,140	740
MBTA	139,701	136,647	138,759	136,774
TOTAL ASSESSMENTS	327,560	329,284	328,140	329,225
 NET CHERRY SHEET AID				
	820,182	841,666	860,092	923,483

DOVER SCHOOL DATA SUMMARY FY23

	Local	Region		
		Dover	Sherborn	Total
In-District Enrollment*	485	628	518	1,156
% of Enrollment	100%	54.80%	45.20%	100%
In-District Operating Budget**	\$7,857,291	N/A	N/A	\$25,502,691
Less: State Aid & Other Revenues	\$941,020	N/A	N/A	\$3,480,988
Net In-district Operating Budget, Raised by Taxation	\$6,916,271	\$12,496,779	\$10,121,290	\$22,618,069
Allocations: Health and Pensions paid by Dover, not in Local In-district Operating Budget	\$2,216,793	N/A	N/A	N/A
Fully Allocated Operating Budget, Raised by Taxation	\$9,133,064			
FY21 Net Debt Service (Included Local SBAB Reimbursement)	\$172,617	\$462,617	\$372,583	\$835,200
Total Costs/Assessment	\$9,305,681	\$12,959,396	\$10,493,873	\$23,453,269
Taxpayer Cost per Pupil	\$19,187	\$20,636	\$20,258	\$20,288
Out-of-District Enrollment (Pre-K-22 yrs old)	21			
Out-of-District (OOD) Placements Budget (Pre-K-22 yrs old)***	\$2,512,500			
OOD Taxpayer Cost per Pupil prior to Circuit Breaker****	\$119,643			
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	\$1,612,500			
Net OOD Taxpayer Cost per Pupil after Estimated Circuit Breaker	\$76,786			

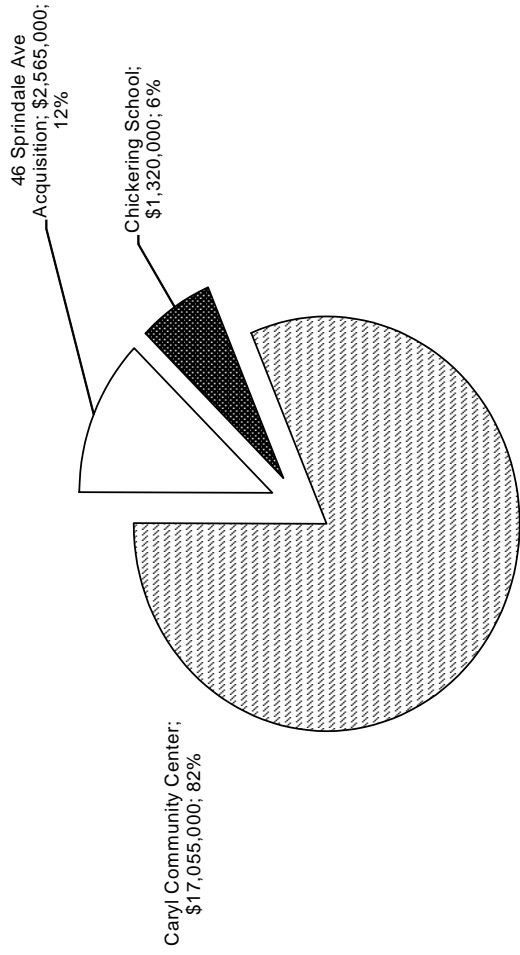
* The "Local" enrollment consist of 9 Pre-K students and 482 K-5 students

** The "Local" In-District Operating Budget excludes Out-Of-District costs (tuition and transportation).

*** 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 65-75% over the past several years.

The estimated Circuit Breaker Reimbursement shown here is 70%.

OUTSTANDING LONG TERM DEBT BY PURPOSE AS OF 07/01/21



BONDS AND STATE HOUSE NOTES
SCHEDULE OF PAYMENTS - OUTSTANDING PRINCIPAL

Long-term Debt Fiscal Year	Principal	Interest	TOTALS	Outstanding Principal
2022	\$1,064,000	\$88,479	\$1,152,479	\$20,940,000
2023	\$1,680,000	\$652,102	\$2,332,102	\$18,607,898
2024	\$1,010,000	\$623,000	\$1,633,000	\$16,974,898
2025	\$1,005,000	\$574,563	\$1,579,563	\$15,395,335
2026	\$1,005,000	\$524,313	\$1,529,313	\$13,866,023
2027	\$1,005,000	\$474,063	\$1,479,063	\$12,386,960
2028	\$1,005,000	\$423,813	\$1,428,813	\$10,958,148

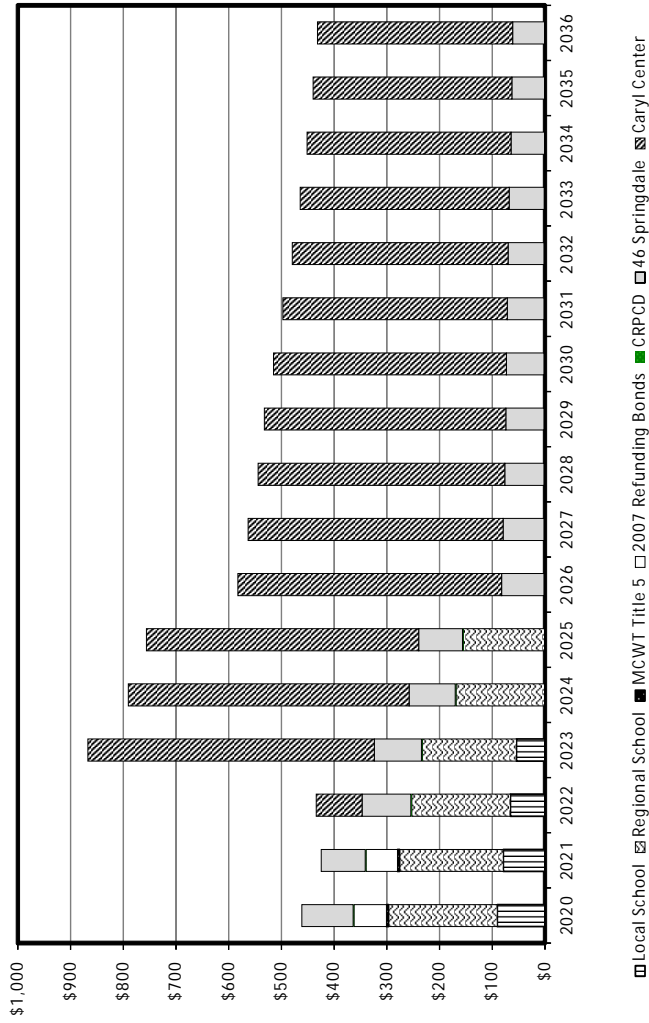
Authorized & unissued debt as of 06/30/21

Elderly Housing	\$250,000
Total	\$250,000

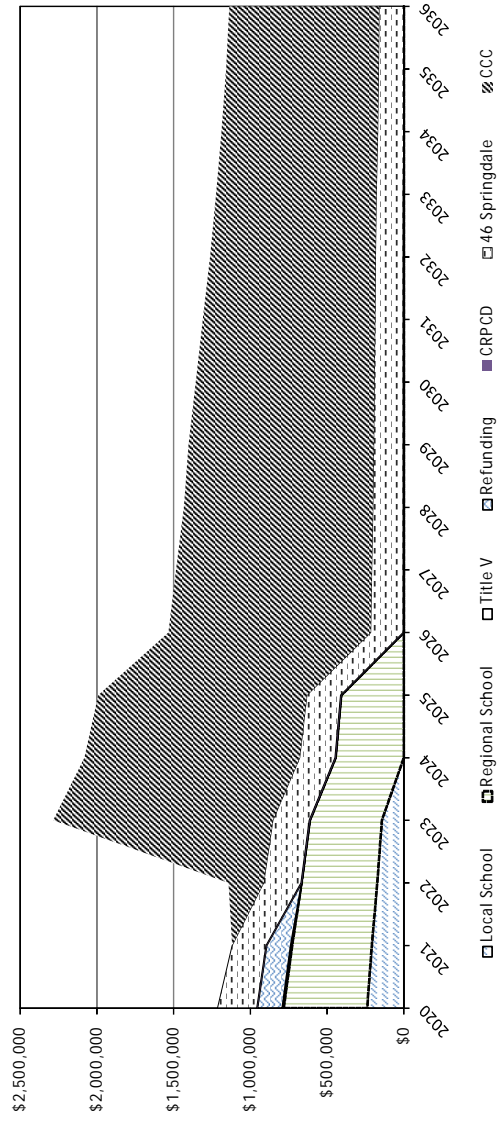
LONG TERM OUTSTANDING DEBT

BY PURPOSE AS OF 06/30/21	Maturity	Amount	% of total
Chickering School - 2012 Refunding	2023	\$1,320,000	6%
46 Sprindale Ave Acquisition GO Bond	2038	\$2,565,000	12%
Caryl Community Center	2042	\$17,055,000	81%
Total		\$20,940,000	100.00%

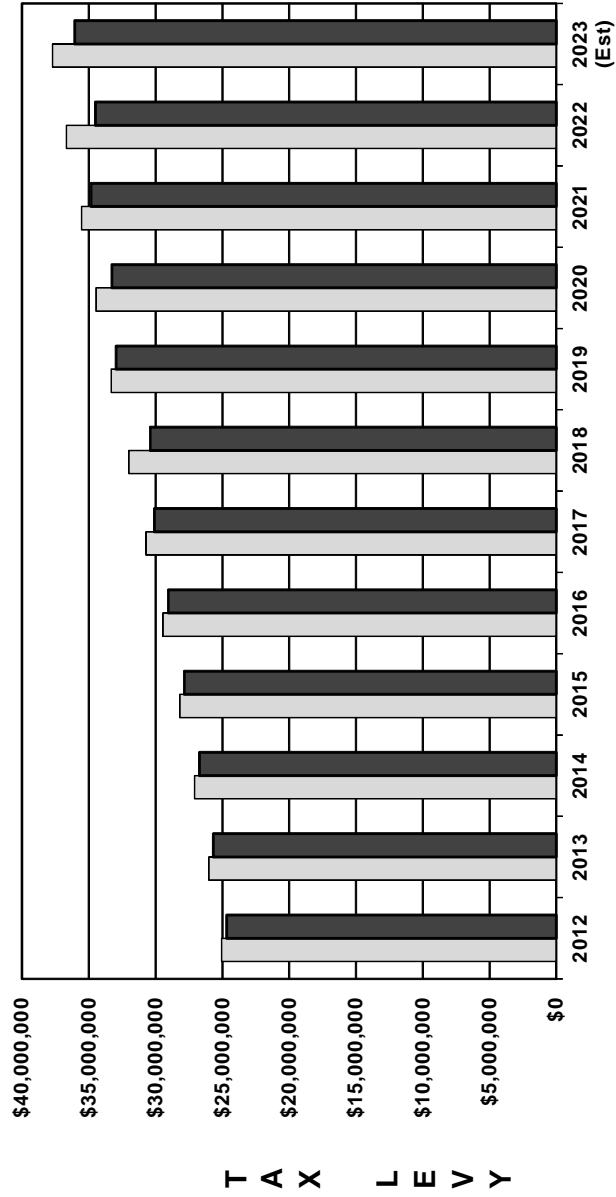
Tax Impact of Debt Service on a \$1,054,900 Property in FY23



Projected Total Debt Service for Town of Dover FY23



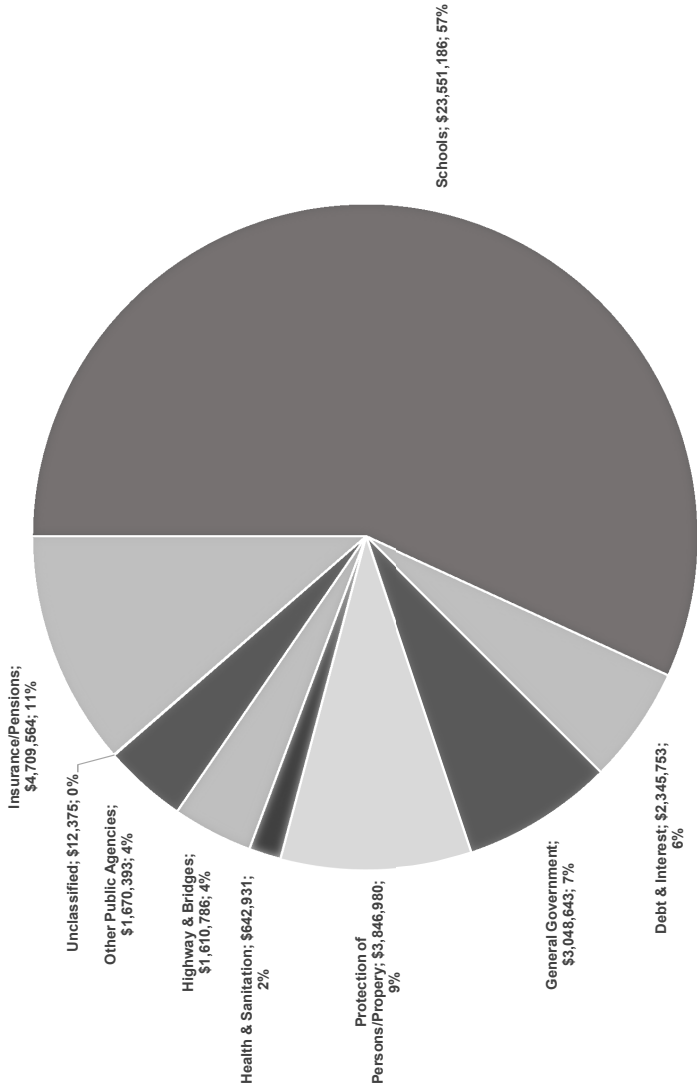
Town of Dover Levy Capacity



LEVY LIMIT
 TAX LEVY

FISCAL YEAR his chart shows the historical Levy Limit, Tax Levy and Excess Levy Capacity Net of Debt Exclusion

FY23 APPROPRIATION BY PURPOSE



CAPITAL BUDGET COMMITTEE

March 27, 2022

The Capital Budget Committee’s 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 performing due diligence on capital budget requests from Town boards and departments and makes recommendations regarding their disposition to the Warrant Committee and the voters.

The Committee prepared its FY23 capital budget recommendations during the fall of 2021 and winter of 2022. Individual requests by Town Departments and Committees were reviewed and meetings were held to clarify issues, establish replacement and new purchase parameters, and consider alternative options. In addition, the Committee requested a five-year capital budget outlook from each department. This longer-range view allows the Committee and the Town to properly plan for the Town’s year-to-year financial needs and to create a Financial Policy that considers the most appropriate sources and uses of funds to meet those requirements.

For FY22 the Committee recommended expenditures for Article 5 in the amount of \$2,234,758, an increase of \$1,203,167 from FY22 expenditures, primarily as a result of required building improvements and the beginning of major roof replacements for the Dover-Sherborn Regional School.

Warrant Article	FY 22	FY 23	Change
Article 5	\$1,031,591	\$1,362,365	\$330,774
Regional Schools	0	\$872,393	\$872,393
Total	\$1,031,591	\$2,234,758	\$1,203,167
Special Articles			
None	0	0	0
Total Capital Requests	\$1,031,591	\$2,234,758	\$1,203,167

*Capital Requests were Funded Directly from Dover Sherborn Regional School Budget for FY22 -not Included in Dover Budget



**Dover Share of Regional School Budget is Included in Article 5 for FY23

FY23 Article 5 has fifteen separate capital expenditures, reflecting the replacement and purchase of equipment and infrastructure by the Fire Department, Police Department, Dover School Committee, Dover-Sherborn Regional School, Highway Department, Parks and Recreation, and Board of Selectmen.

The Dover-Sherborn Regional School Committee (DSRS) had capital requests for FY22 funded from its own budget. For FY23 the DSRS request for roof repairs has been included in FY23 Article 5. Its other capital requirements are funded directly from its own budget. The Dover School Committee's request included funding for three items at Chickering School. Both the Regional School Committee and the Dover School Committee continue to use their capital needs assessment reports from On-Site Insight to prepare their requests for capital replacement and maintenance of their existing facilities. These reports, updated on a 5-year cycle, are now well embedded in their facilities management procedures and have simplified the planning and review process.

Since the Capital Budget Committee reviews the replacement and purchase of new capital assets, it is charged with the responsibility of identifying which initiatives are eligible for Green Community Grants. This gives the Town the opportunity to replace older, less efficient assets with new higher efficiency ones that offer substantial grants of up to \$250,000 by the Commonwealth. By determining the payback of the investment, this process not only increases energy efficiency but also realizes considerable savings year after year, which decreases or exceeds the Town's original cost.

Over the last three fiscal years the Committee, together with the Town Officials, the Highway Department, and the Superintendent of Buildings worked on several initiatives to apply for grants and complete the projects under the Green Communities Act. Applications have been filed and grants made by the Commonwealth for the Protective Services Building (insulation and HVAC replacement) Town Hall (insulation), Library (insulation), and Highway Department (LED street lights) In each case the goal has been to improve energy efficiency with projected cost savings greater than the



cost of improvements (net savings to the Town), a decrease of the use of fossil fuels, meet the Town's goal of 20% per year energy efficiency improvement, and upgrade the Town building codes and construction practices. These projects were completed so the Town is now eligible to file new applications for FY23.

For FY23, the Committee reviewed with Town Departments and Commissions to coordinate the identification of potential energy-saving projects and to ensure all projects eligible for Green Community Grants meet grant application guidelines. The five new projects that have been identified are ones for Chickering School, the Dover-Sherborn Regional Schools, and the Town Library for a potential Green Communities Grant request of \$322,398.

An additional energy savings project has been requested for FY23 for the replacement in Town House of all 71 original 1923 windows with new high efficiency double glazed insulated windows. This is projected to result in up to 40% savings in heating and air conditioning costs, resulting in a full payback over the life of the windows, 20-25 years.

The new Caryl Community Center has been designed using the highest energy efficiency measures:

- All-electric building with no fossil fuels
- LEED certification or certifiable
- Exceed the standards of the American Society of Heating, Refrigerating and Air Conditioning Engineers
- Solar-ready roof
- Long-term goal of net-zero energy use

Potential Green Community Grant opportunities are undergoing due diligence with preparations for grant request submission.

The Committee has 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 similar towns and are applied with consistency across Town Departments. In consultation with equipment manufacturers, neighboring towns, and industry experts, the Committee has developed replacement guidelines based on critical need,

usage, maintenance, and repair history. These guidelines enable more concrete, objective criteria for the replacement decision. Further, the 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 Committee also continued to work with the Board of Selectmen, the Town Administrator, the Town's Finance Department, and other members of the Financial Policy Task Force to study and initiate a Capital Stabilization Fund as a reserve program to fund projected capital expenditures. This planning procedure will enable the Town to level the corresponding future tax rate increases. The Committee approval process remains the same including the review and recommendation of capital expenditures for which the Warrant Committee and Town Meeting would vote. The Committee unanimously voted to recommend a Financial Policy that would establish a Capital Stabilization Fund based upon a formula designed to set aside funds for projected capital expenditures and other general policies to minimize year-to-year tax rate impact.

The following table lists the requests received from Town boards and departments. The Capital Budget Committee's recommendations for FY23 are shown, as well as projected capital budget items for FY23 through FY27. Article 5 contains the itemized list of the capital requests by Town departments including the amount, description, results of due diligence, and the recommendations of the Capital Budget Committee and the Warrant Committee.

The Capital Budget Committee wishes to thank all the Town boards, departments, officials, and employees for their cooperation in submitting timely budget requests, supplying due diligence information, and meeting with the Committee to develop and establish standards and procedures for the continued evaluation, replacement, and upgrade of the Town's capital assets.

Respectfully submitted,
Barry Goldman, Chair
Cindy Devall, Member-at-large
John Quackenbush, Member-at-large
Robyn Hunter, Board of Selectmen
Cam Hudson, Warrant Committee
Andy Ursitti, Warrant Committee

CAPITAL BUDGET COMMITTEE

FY23 Items	Commission/Department	Recommended			Requested					
		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027				
	IT			\$		25,000	\$	25,000	\$	25,000
2	Police	\$ 76,500	\$ 102,000	\$ 102,000	\$ 102,000	\$ 102,000	\$ 53,000	\$ 53,000	\$ 102,000	
1	Fire	\$ 115,365	\$ 305,156	\$ 675,000						
1	Highway/DPW	\$ 63,000	\$ 220,000	\$ 200,000	\$ 200,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 240,000	
1	Parks & Recreation	\$ 65,000	\$ 74,000	\$ 79,000						
6	Selectmen	\$ 856,000	\$ 95,000	\$ 50,000	\$ 50,000	\$ 61,000	\$ 61,000	\$ 61,000	\$ 130,000	
3	Dover School Committee	\$ 186,500	\$ 850,000	\$ 167,000	\$ 167,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 346,000	
	Cemetery		\$ 19,000	\$	\$	\$ 22,000	\$ 22,000	\$ 22,000	\$ 15,000	
14	Article 5 Total	\$ 1,362,365	\$ 1,665,156	\$ 1,298,000	\$ 1,298,000	\$ 241,000	\$ 241,000	\$ 241,000	\$ 858,000	
1	Regional Schools (Dover's Allocation)	\$ 872,393	\$ 1,201,132	\$ 863,309	\$ 863,309	\$ 106,349	\$ 106,349	\$ 106,349	\$ 69,238	
15	Total Capital Items	\$ 2,234,758	\$ 2,866,288	\$ 2,161,309	\$ 2,161,309	\$ 347,349	\$ 347,349	\$ 347,349	\$ 927,238	

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

- (a) As contained in the printed 2021 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 ANY OF 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 BLUE BOOK BE ACCEPTED AND PLACED ON FILE.

Article 2. (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	FY20	FY21	FY22	FY23 (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	74,044	78,033	81,764	85,644
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 THIS ARTICLE BE APPROVED.

Article 3. (Selectmen) To see if the Town will vote pursuant to Section 5-16 (Finances) of the General Bylaws of the Town of Dover to authorize the use of revolving fund accounts for the following boards or departments, and that unless otherwise amended by the Board of Selectmen and Warrant Committee, such accounts shall not exceed the following amounts for Fiscal Year 2023:

1. Building Department
 - (a) Gas Inspector \$12,350
 - (b) Plumbing Inspector \$22,050
 - (c) Wiring Inspector \$34,500

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 \$35,000

5. Recycling Committee
 - (a) Materials sales proceeds \$4,000;

or take any other action relative thereto.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE 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 2018 EXPENDED	FY 2019 EXPENDED	FY 2020 EXPENDED	FY 2021 EXPENDED	FY 2022 APPROVED	FY 2023 REQUESTED	FY23/FY22 % CHANGE	\$ Variance
GENERAL GOVERNMENT								
301 MODERATOR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00
131 WARRANT COMMITTEE	6,130.00	7,680.00	6,450.00	7,680.00	7,680.00	7,680.00	0.0%	0.00
132 RESERVE FUND	0.00	0.00	0.00	250,000.00	250,000.00	250,000.00	-	0.00
122 SELECTMEN								
SALARIES	319,303.42	331,239.00	275,250.00	412,813.24	423,306.00	473,453.00	11.8%	50,147.00
EXPENSES	133,855.00	53,820.00	61,597.00	97,220.00	141,955.00	151,955.00	7.0%	10,000.00
TOTAL	453,158.42	385,059.00	336,847.00	510,033.24	565,261.00	625,408.00	10.6%	60,147.00
192 TOWN HOUSE EXPENSES	49,237.36	56,256.00	45,131.00	56,056.00	56,056.00	56,056.00	0.0%	0.00
191 WHITING ROAD	2,473.51	4,734.00	2,042.00	4,000.00	4,000.00	7,000.00	75.0%	3,000.00
193 CARYL COMMUNITY CENTER	71,541.49	90,584.00	62,481.00	86,484.00	86,484.00	86,484.00	0.0%	0.00
199 BUILDING MAINTENANCE								
SALARIES	200,640.00	207,284.00	205,922.00	217,823.00	221,979.00	224,120.00	1.0%	2,141.00
EXPENSES	122,917.40	116,800.00	121,075.00	125,300.00	125,300.00	110,301.00	-12.0%	-14,999.00
TOTAL	323,557.40	324,084.00	326,997.00	343,123.00	347,279.00	334,421.00	-3.7%	-12,858.00
129 COPY/POSTAGE	26,400.85	30,140.00	18,846.00	28,840.00	26,840.00	26,900.00	0.2%	60.00
151 LAW	126,867.05	143,199.70	118,452.00	200,000.00	200,000.00	200,000.00	0.0%	0.00

DEPARTMENT	FY 2018 EXPENDED	FY 2019 EXPENDED	FY 2020 EXPENDED	FY 2021 EXPENDED	FY 2022 APPROVED	FY 2023 REQUESTED	FY23/FY22 % CHANGE	\$ Variance
135 TOWN ACCOUNTANT								
SALARIES	162,903.06	188,818.00	177,448.00	192,587.00	209,775.00	215,651.00	2.8%	5,876.00
EXPENSES	31,403.66	37,200.00	29,042.00	49,360.00	32,300.00	48,300.00	49.5%	16,000.00
TOTAL	194,306.72	226,018.00	206,490.00	241,947.00	242,075.00	263,951.00	9.0%	21,876.00
141 ASSESSOR								
SALARIES	142,971.45	153,210.00	134,131.00	145,895.00	155,436.00	158,304.00	1.8%	2,868.00
EXPENSES	10,041.68	29,000.00	18,818.00	35,965.00	39,345.00	55,110.00	40.1%	15,765.00
TOTAL	153,013.13	182,210.00	152,949.00	181,860.00	194,781.00	213,414.00	9.6%	18,633.00
145 TREASURER/COLLECTOR								
SALARIES	183,354.00	191,681.00	208,082.00	217,626.00	226,160.00	237,394.00	5.0%	11,234.00
EXPENSES	20,167.76	29,975.00	30,654.00	44,775.00	52,365.00	52,375.00	0.0%	10.00
TOTAL	203,521.76	221,656.00	238,736.00	262,401.00	278,525.00	289,769.00	4.0%	11,244.00
155 DATA PROCESSING								
SALARIES	57,917.12	59,785.00	49,251.00	51,815.00	51,831.00	55,196.00	6.5%	3,365.00
EXPENSES	61,892.62	110,010.00	65,601.00	159,213.00	168,772.00	215,392.00	27.6%	46,620.00
TOTAL	119,809.74	169,795.00	114,852.00	211,028.00	220,603.00	270,588.00	22.7%	49,985.00
161 TOWN CLERK								
SALARIES	58,368.00	61,434.00	74,064.00	78,034.00	81,764.00	85,644.00	4.7%	3,880.00
EXPENSES	3,956.99	10,985.00	2,591.00	10,960.00	11,125.00	11,125.00	0.0%	0.00
TOTAL	62,324.99	72,419.00	76,655.00	88,994.00	92,889.00	96,769.00	4.2%	3,880.00

DEPARTMENT	FY 2018 EXPENDED	FY 2019 EXPENDED	FY 2020 EXPENDED	FY 2021 EXPENDED	FY 2022 APPROVED	FY 2023 REQUESTED	FY23/FY22 % CHANGE	\$ Variance
162 ELECTION/REGISTRATION								
SALARIES	24,554.19	40,478.00	28,169.00	36,865.00	36,738.00	37,390.00	1.8%	652.00
EXPENSES	10,096.36	15,335.00	17,018.00	25,873.00	24,270.00	27,897.00	14.9%	3,627.00
TOTAL	34,650.55	55,813.00	45,187.00	62,738.00	61,008.00	65,287.00	7.0%	4,279.00
175 PLANNING BOARD								
SALARIES	33,845.48	34,711.00	36,044.00	37,088.00	126,171.00	128,606.00	1.9%	2,435.00
EXPENSES	29,045.27	31,872.00	21,506.00	71,082.00	9,160.00	29,010.00	216.7%	19,850.00
TOTAL	62,890.75	66,583.00	57,550.00	108,170.00	135,331.00	157,616.00	16.5%	22,285.00
411 ENGINEERING								
SALARIES	11,858.47	38,384.00	15,613.00	23,384.00	27,690.00	27,960.00	1.0%	270.00
EXPENSES - SELECTMEN	23,084.01	74,170.00	0.00	65,670.00	65,670.00	69,340.00	5.6%	3,670.00
EXPENSES - PLANNING BOARD	0.00	3,070.00	40,289.00	0.00	0.00	0.00	0.0%	0.00
TOTAL	34,892.48	115,624.00	55,902.00	89,054.00	93,360.00	97,300.00	4.2%	3,940.00
GENERAL GOVERNMENT TOTAL	\$1,924,776.20	\$2,151,854.70	\$1,865,567.00	\$2,732,408.24	\$2,862,172.00	\$3,048,643.00	6.5%	\$186,471.00
PROTECTION OF PERSONS / PROP.								
201 POLICE								
SALARIES	1,788,691.54	1,929,163.00	1,860,725.00	1,959,229.00	2,002,839.00	2,268,684.00	13.3%	265,845.00
EXPENSES	94,262.98	124,450.00	100,500.00	117,850.00	130,655.00	129,656.00	-0.8%	-999.00
OUT OF STATE TRAVEL	3,000.00	3,000.00	1,962.00	3,000.00	3,000.00	3,000.00	0.0%	0.00
TOTAL	1,885,954.52	2,056,613.00	1,963,187.00	2,080,079.00	2,136,494.00	2,401,340.00	12.4%	264,846.00

DEPARTMENT	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022		FY 2023		FY23/FY22	
	EXPENDED	EXPENDED	EXPENDED	EXPENDED	EXPENDED	EXPENDED	EXPENDED	EXPENDED	APPROVED	APPROVED	REQUESTED	% CHANGE	\$ VARIANCE	
299 PROTECTIVE AGENCY BLDG.	70,352.72	79,523.00	52,881.00	79,023.00	79,523.00						79,023.00	-0.6%	-500.00	
292 ANIMAL CONTROL														
SALARIES	18,634.82	23,694.00	11,604.00	18,148.00	18,422.00						18,422.00	0.0%	0.00	
EXPENSES	5,266.44	6,460.00	5,637.00	6,500.00	7,250.00						7,250.00	0.0%	0.00	
TOTAL	23,901.26	30,154.00	17,241.00	24,648.00	25,672.00						25,672.00	0.0%	0.00	
220 FIRE														
SALARIES	415,301.74	485,751.00	425,104.00	515,502.00	525,458.00						536,176.00	2.0%	10,718.00	
EXPENSES	144,556.19	92,250.00	132,704.00	94,250.00	94,250.00						94,250.00	0.0%	0.00	
TOTAL	559,857.93	578,001.00	557,808.00	609,752.00	619,708.00						630,426.00	1.7%	10,718.00	
231 AMBULANCE														
SALARIES	154,444.10	155,913.00	166,501.00	165,367.00	168,701.00						208,584.00	23.6%	39,883.00	
EXPENSES	55,611.66	47,807.00	100,883.00	66,307.00	66,307.00						66,307.00	0.0%	0.00	
TOTAL	210,055.76	203,720.00	267,384.00	231,674.00	235,008.00						274,891.00	17.0%	39,883.00	
241 BUILDING INSPECTOR														
SALARIES	99,293.21	114,263.00	107,048.00	139,005.00	157,224.00						159,086.00	1.2%	1,862.00	
EXPENSES	2,767.33	5,500.00	3,227.00	4,650.00	5,550.00						5,600.00	0.9%	50.00	
TOTAL	102,060.54	119,763.00	110,275.00	143,655.00	162,774.00						164,686.00	1.2%	1,912.00	

DEPARTMENT	FY 2018 EXPENDED	FY 2019 EXPENDED	FY 2020 EXPENDED	FY 2021 EXPENDED	FY 2022 APPROVED	FY 2023 REQUESTED	FY 23/FY22 % CHANGE	\$ Variance
291 EMERGENCY MANAGEMENT								
SALARIES	199,52	196,00	195,00	202,00	202,00	202,00	0.0%	0.00
EXPENSES	0.00	920,00	0.00	400,00	400,00	400,00	0.0%	0.00
TOTAL	199,52	1,116,00	195,00	602,00	602,00	602,00	0.0%	0.00
171 CONSERVATION COMMISSION								
SALARIES	34,301.00	36,148.00	38,631.00	39,452.00	48,438.00	49,433.00	2.1%	995.00
EXPENSES	39,396.53	65,695.00	58,327.00	65,695.00	80,695.00	100,695.00	24.8%	20,000.00
TOTAL	73,697.53	101,843.00	96,958.00	105,147.00	129,133.00	150,128.00	16.3%	20,995.00
176 BOARD OF APPEALS								
SALARIES	527.93	2,672.00	585.00	2,834.00	2,891.00	2,949.00	2.0%	58.00
EXPENSES	585.88	1,450.00	438.00	1,450.00	1,450.00	1,450.00	0.0%	0.00
TOTAL	1,113.81	4,122.00	1,023.00	4,284.00	4,341.00	4,399.00	1.3%	58.00
294 CARE OF TREES								
SALARIES	9,433.08	9,669.00	9,959.00	10,258.00	10,463.00	10,673.00	2.0%	210.00
EXPENSES	102,638.71	102,640.00	102,097.00	102,640.00	102,640.00	102,640.00	0.0%	0.00
TOTAL	112,071.79	112,309.00	112,056.00	112,898.00	113,103.00	113,313.00	0.2%	210.00
295 TREE COMMITTEE								
	2,474.37	2,500.00	2,495.00	2,500.00	2,500.00	2,500.00	0.0%	0.00
PROTECTION OF PERSONS AND PROPERTY TOTAL	\$3,041,739.75	\$3,289,664.00	\$3,181,503.00	\$3,394,262.00	\$3,508,858.00	\$3,846,980.00	9.6%	\$338,122.00

DEPARTMENT	FY 2018 EXPENDED	FY 2019 EXPENDED	FY 2020 EXPENDED	FY 2021 EXPENDED	FY 2022 APPROVED	FY 2023 REQUESTED	FY23/FY22 % CHANGE	\$ Variance
HEALTH AND SANITATION								
433 GARBAGE DISPOSAL	19,364.00	19,848.00	1,071.00	0.00	0.00		#DIV/0!	0.00
439 SOLID WASTE								
SALARIES	70,309.87	71,350.00	79,142.00	95,179.00	96,904.00	90,915.00	-6.2%	-5,989.00
EXPENSES	302,505.53	301,755.00	272,271.00	276,051.00	271,451.00	276,951.00	-0.2%	-500.00
TOTAL	372,815.40	373,105.00	351,413.00	371,230.00	374,355.00	367,866.00	-1.7%	-6,489.00
450 TOWN WATER								
SALARIES	7,147.00	7,308.00	7,129.00	7,708.00	7,846.00	8,003.00	2.0%	157.00
EXPENSES	17,150.66	21,500.00	47,320.00	21,500.00	22,000.00	22,000.00	0.0%	0.00
TOTAL	24,297.66	28,808.00	54,449.00	29,208.00	29,846.00	30,003.00	0.5%	157.00
519 BOARD OF HEALTH								
SALARIES	44,599.28	45,644.00	47,172.00	57,609.00	85,116.00	87,213.00	2.5%	2,097.00
EXPENSES	32,464.27	42,948.00	39,074.00	48,527.00	57,849.00	157,849.00	172.9%	100,000.00
TOTAL	77,063.55	88,592.00	86,246.00	106,136.00	142,965.00	245,062.00	71.4%	102,097.00
HEALTH AND SANITATION TOTAL	\$493,540.61	\$510,353.00	\$493,179.00	\$506,574.00	\$547,166.00	\$642,931.00	17.5%	\$95,765.00
HIGHWAY AND BRIDGES								
422 MAINTENANCE								
SALARIES	475,807.00	490,360.00	504,095.00	537,139.00	541,547.00	558,512.00	3.1%	16,965.00
EXPENSES	265,030.00	278,367.00	273,572.00	287,067.00	277,067.00	277,067.00	0.0%	0.00
TOTAL	740,837.00	768,727.00	777,667.00	824,206.00	818,614.00	835,579.00	2.1%	16,965.00

DEPARTMENT	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022		FY 2023		FY 23/FY22	
	EXPENDED	EXPENDED	EXPENDED	EXPENDED	EXPENDED	EXPENDED	EXPENDED	EXPENDED	APPROVED	APPROVED	REQUESTED	% CHANGE	\$ Variance	
423 SNOW AND ICE														
SALARIES	90,651.08	105,700.00	37,433.00	105,700.00	105,700.00	105,700.00	105,700.00	105,700.00	105,700.00	105,700.00	0.0%	0.00	0.00	
EXPENSES	440,995.64	314,300.00	281,711.00	314,300.00	314,300.00	314,300.00	314,300.00	314,300.00	314,300.00	314,300.00	0.0%	0.00	0.00	
TOTAL	531,646.72	420,000.00	319,144.00	420,000.00	420,000.00	420,000.00	420,000.00	420,000.00	420,000.00	420,000.00	0.0%	0.00	0.00	
424 STREET LIGHTING														
SALARIES	9,101.67	12,489.00	6,793.00	8,889.00	8,889.00	8,889.00	8,889.00	8,889.00	8,889.00	8,889.00	0.0%	0.00	0.00	
425 TOWN GARAGE														
SALARIES	57,120.16	71,102.00	92,874.00	71,308.00	71,308.00	71,308.00	71,308.00	71,308.00	71,308.00	71,308.00	0.0%	0.00	0.00	
428 TAR VIA PATCHING														
SALARIES	274,239.56	275,000.00	274,828.00	275,000.00	275,000.00	275,000.00	275,000.00	275,000.00	275,000.00	275,000.00	0.0%	0.00	0.00	
HIGHWAY AND BRIDGES TOTAL	\$1,612,945.11	\$1,547,318.00	\$1,471,306.00	\$1,599,403.00	\$1,593,821.00	\$1,610,786.00	\$1,610,786.00	\$1,610,786.00	\$1,610,786.00	\$1,610,786.00	1.1%	\$16,965.00		
OTHER PUBLIC AGENCIES														
194 ENERGY COORDINATOR														
SALARIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	0.00	0.00	
491 CEMETERY														
SALARIES	84,492.69	89,230.00	93,253.00	94,624.00	94,624.00	94,624.00	94,624.00	94,624.00	94,624.00	94,624.00	2.0%	1,938.00	1,938.00	
EXPENSES	16,769.30	28,485.00	22,302.00	30,735.00	30,735.00	30,735.00	30,735.00	30,735.00	30,735.00	30,735.00	0.0%	0.00	0.00	
TOTAL	101,261.99	117,715.00	115,555.00	125,359.00	125,359.00	125,359.00	125,359.00	125,359.00	125,359.00	125,359.00	1.5%	1,938.00	1,938.00	
541 COUNCIL ON AGING														
SALARIES	98,262.71	110,557.00	133,287.00	160,566.00	160,566.00	160,566.00	160,566.00	160,566.00	160,566.00	160,566.00	8.3%	13,998.00	13,998.00	
EXPENSES	35,174.17	37,650.00	34,765.00	47,340.00	47,340.00	47,340.00	47,340.00	47,340.00	47,340.00	47,340.00	-1.0%	-500.00	-500.00	
TOTAL	133,436.88	148,207.00	168,052.00	207,906.00	207,906.00	207,906.00	207,906.00	207,906.00	207,906.00	207,906.00	6.2%	13,498.00	13,498.00	

DEPARTMENT	FY 2018 EXPENDED	FY 2019 EXPENDED	FY 2020 EXPENDED	FY 2021 EXPENDED	FY 2022 APPROVED	FY 2023 REQUESTED	FY23/FY22 % CHANGE	\$ Variance
610 LIBRARY								
SALARIES	431,672.18	460,137.00	463,877.00	534,574.00	598,519.00	623,260.00	4.1%	24,741.00
EXPENSES	176,541.17	196,067.00	169,150.00	206,407.00	206,311.00	221,240.00	7.8%	15,929.00
TOTAL	608,213.35	656,204.00	633,027.00	740,981.00	803,830.00	844,500.00	5.1%	40,670.00
650 PARKS AND RECREATION								
SALARIES	296,891.20	328,752.00	267,773.00	357,162.00	369,574.00	380,717.00	3.0%	11,143.00
EXPENSES	94,337.85	83,264.00	100,882.00	84,800.00	84,800.00	86,000.00	1.4%	1,200.00
TOTAL	391,229.05	412,016.00	368,655.00	441,962.00	454,374.00	466,717.00	2.7%	12,343.00
OTHER PUBLIC AGENCIES TOTAL	\$1,234,141.27	\$1,334,142.00	\$1,285,289.00	\$1,516,208.00	\$1,601,944.00	\$1,670,393.00	4.3%	\$68,449.00
UNCLASSIFIED SERVICES								
152 PERSONNEL COMMITTEE	0.00	0.00	0.00	0.00	0.00	0.00	-	0.00
178 DOVER HOUSING PARTNERSHIP	0.00	0.00	0.00	0.00	0.00	0.00	-	0.00
195 TOWN REPORT	5,422.90	6,000.00	2,018.00	6,000.00	6,125.00	6,125.00	0.0%	0.00
543 VETERANS								
SALARIES	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	0.0%	0.00
EXPENSES	0.00	1,000.00	0.00	1,000.00	1,000.00	1,000.00	0.0%	0.00
TOTAL	1,000.00	2,000.00	1,000.00	2,000.00	2,000.00	2,000.00	0.0%	0.00
691 HISTORICAL COMMISSION	608.10	1,250.00	1,200.00	1,250.00	1,250.00	1,250.00	0.0%	0.00
692 MEMORIAL DAY	2,978.94	3,000.00	2,967.00	3,000.00	3,000.00	3,000.00	0.0%	0.00
UNCLASSIFIED SERVICES TOTAL	\$10,009.94	\$12,250.00	\$7,185.00	\$12,250.00	\$12,375.00	\$12,375.00	0.0%	\$0.00

DEPARTMENT	FY 2018 EXPENDED	FY 2019 EXPENDED	FY 2020 EXPENDED	FY 2021 EXPENDED	FY 2022 APPROVED	FY 2023 REQUESTED	FY23/FY22 % CHANGE	\$ Variance
INSURANCE								
912 WORKERS COMPENSATION	76,916.00	93,880.00	79,493.00	112,898.00	118,542.90	118,543.00	0.0%	0.10
914 GROUP INSURANCE	2,078,679.75	2,564,683.00	1,895,815.93	2,602,971.00	2,733,119.55	2,594,465.00	-5.1%	-138,654.55
916 MEDICARE/FICA	152,015.96	186,881.00	166,458.00	196,225.00	190,000.00	190,000.00	0.0%	0.00
950 OTHER INSURANCE	145,546.00	188,245.00	185,493.00	195,307.57	205,072.95	221,478.78	8.0%	16,405.84
INSURANCE SUB-TOTAL	\$2,453,157.71	\$3,033,689.00	\$2,327,259.93	\$3,107,401.57	\$3,246,735.40	\$3,124,486.78	-3.8%	-\$122,248.61
PENSIONS								
911 NORFOLK COUNTY RETIREM.	1,210,458.00	1,325,669.00	1,421,027.00	1,522,061.00	1,476,817.00	1,585,077.00	7.3%	108,260.00
INSURANCE/PENSIONS TOTAL	\$3,663,615.71	\$4,359,358.00	\$3,748,286.93	\$4,629,462.57	\$4,723,552.40	\$4,709,563.78	-0.3%	-\$13,988.61
SCHOOLS								
600 DOVER SCHOOL OPERATING	8,942,536.11	9,088,625.00	9,093,510.00	10,372,691.00	10,369,665.00	10,369,791.00	0.0%	126.00
601 DOVER'S SHARE REGIONAL - OPERATING ASSESSMENT	11,098,808.00	12,042,917.00	11,955,169.00	12,188,034.00	12,206,021.00	12,496,779.00	2.4%	290,758.00
DEBT ASSESSMENT	581,416.00	568,138.00	552,534.00	519,135.00	487,071.00	462,617.00	-5.0%	-24,454.00
TOTAL	11,680,224.00	12,611,053.00	12,507,703.00	12,707,169.00	12,693,092.00	12,959,396.00	2.1%	266,304.00

DEPARTMENT	FY 2018		FY 2019		FY 2020		FY 2021		FY 2022		FY 2023		FY 23/FY22	
	EXPENDED		EXPENDED		EXPENDED		EXPENDED		APPROVED		REQUESTED		% CHANGE	\$ Variance
602 MINUTEMAN VOCATIONAL	63,533.00		96,218.00		73,811.00		137,416.00		206,298.00		197,427.00		-4.3%	-8,871.00
604 NORFOLK COUNTY AGRICULTURAL HIGH SCHOOL	0.00		0.00		0.00		6,000.00		6,000.00		24,572.00		309.5%	18,572.00
SCHOOLS TOTAL	\$20,686,293.11		\$21,795,898.00		\$21,675,024.00		\$23,223,276.00		\$23,275,055.00		\$23,551,186.00		1.2%	\$276,131.00
MATURING DBT AND INTEREST														
710 MATURING DEBT PRINCIPAL	1,115,400.00		1,186,400.00		1,005,400.00		995,200.00		820,000.00		1,670,000.00		103.7%	850,000.00
751 MATURING DEBT INTEREST	259,375.00		240,596.00		193,350.00		131,225.00		127,850.00		671,753.00		425.4%	543,903.00
759 BANK CHARGES	55,392.18		4,000.00		1,466.00		4,000.00		4,000.00		4,000.00		0.0%	0.00
DEBT & INTEREST TOTAL	\$1,430,167.18		\$1,430,996.00		\$1,200,216.00		\$1,130,425.00		\$951,850.00		\$2,345,753.00		146.4%	1,393,903.00
TOWN BUDGET GRAND TOTAL	\$34,097,228.88		\$36,431,833.70		\$34,927,555.93		\$38,744,268.81		\$39,076,793.40		\$41,438,610.78		6.0%	\$2,361,817.39

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. Dover School Department Chickering School Total \$186,500
 - (a) Flooring, classrooms \$120,000

This request is to replace the original flooring in classrooms, which is more than 20 years old, deteriorated, and at the end of its useful life. The new flooring will be a superior type of no-wax tile, requiring much lower maintenance.

The Capital Budget Committee recommends approval of \$120,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$120,000 BE RAISED AND APPROPRIATED FOR THE PURCHASE AND REPLACEMENT OF FLOORING.

- (b) Energy Management System \$49,500

This request is to replace the originally installed heating control and energy management system (EMS), which requires upgrading. A new EMS with upgraded software controls should provide significant energy savings. The potential savings may qualify this for a grant from the Green Communities Program to offset a significant portion of the cost.

The Capital Budget Committee recommends approval of \$49,500 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$49,500 BE RAISED AND APPROPRIATED FOR

THE PURCHASE AND REPLACEMENT OF AN ENERGY MANAGEMENT SYSTEM.

- (c) Cold Water Booster System \$17,000

This request is for the purchase and installation of a new Cold Water Booster System with a new variable frequency drive motor which uses much lower electric power levels. The existing booster has reached the end of its useful life and requires extensive repairs. Since repair was not feasible this amount will be in addition to the \$15,500 approved in FY22. The potential savings may qualify this for a grant from the Green Communities Program to offset a significant portion of the cost.

The Capital Budget Committee recommends approval of \$17,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$17,000 BE RAISED AND APPROPRIATED FOR THE PURCHASE AND REPLACEMENT OF COLD-WATER BOOSTER EQUIPMENT.

2. Highway Department

- (a) 3.5 Metric Ton Mini Excavator \$63,000

This request is to purchase a new 3.5 metric ton mini-excavator, to eliminate the need to rent this same equipment at high weekly rates. This will be extensively used by the Highway Department for catch basins, drainage, and sidewalks. In addition, it will be utilized by the Cemetery Commission for use in the excavation and transport of heavy materials.

The Capital Budget Committee recommends approval of \$63,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$63,000 BE RAISED AND APPROPRIATED FOR THE PURCHASE OF A 3.5 METRIC TON MINI EXCAVATOR.

3. Fire Department

- (a) Repeater and Radio Equipment \$115,365

This request is to purchase and replace obsolete repeater and radio equipment necessary for Fire Department communication. The present equipment has reached the end of its useful life, and cannot be further repaired. The new equipment will provide improved communications for the Fire Department.

The Capital Budget Committee recommends approval of \$115,365 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$115,365 BE RAISED AND APPROPRIATED FOR THE PURCHASE AND REPLACEMENT OF NEW REPEATER AND RADIO EQUIPMENT.

4. Parks & Recreation Department

- (a) Ford F450 Dump Truck \$65,000

This request is to replace the existing Ford F350 dump truck with a new Ford F450, a heavier duty model with more capacity. This will allow common fleet maintenance with the Highway Department's other Ford F450s. This vehicle will also be used by the Highway Department for plowing. The existing truck, more than 10 years old, has repair issues and the age, time of use, condition, and increased maintenance costs have met the guidance levels established by the Capital Budget Committee for replacement.

The Capital Budget Committee recommends approval of \$65,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$65,000 BE RAISED AND APPROPRIATED FOR THE PURCHASE OF A NEW FORD F450 DUMP TRUCK.

- 5. Police Department Total \$76,500
- (a) Patrol Vehicle \$53,000

This request is to replace an existing 2017 patrol vehicle which will have approximately 100,000 miles use and met its estimated 5-year life expectancy at the time of replacement. The age, time of use, condition, and increased maintenance costs have met the guidance levels established by the Capital Budget Committee for replacement. The new vehicle will have a longer useful life and warranty. The specific model will depend on supply chain availability.

The Capital Budget Committee recommends approval of \$53,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$53,000 BE RAISED AND APPROPRIATED FOR THE PURCHASE OF A NEW PATROL VEHICLE.

- (b) Firearms \$23,500

This request is to replace the existing 10-year-old firearms which will have reached the end of their estimated useful lives in FY23, based on their current age, mechanical condition, and limited functionality. The new firearms will be up-to-date, with improved performance and functionality.

The Capital Budget Committee recommends approval of \$23,500 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$23,500 BE RAISED AND APPROPRIATED FOR THE PURCHASE OF NEW FIREARMS.

6. Board of Selectmen Total \$856,000
- (a) Town House Replace Fire Alarm \$56,000

This request is to replace the existing 20-year-old Town House Fire Alarm System. The normal life of this system is 10 years and has needed significant repairs. The system is technically obsolete and needs all new heat and smoke detectors.

The Capital Budget Committee recommends approval of \$56,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$56,000 BE RAISED AND APPROPRIATED FOR PURCHASING AND REPLACING THE FIRE ALARM SYSTEM.

- (b) Town House Additional Funds for Windows \$250,000

This request is for funds to be added to the FY21 \$290,000 approval for the replacement of 71 windows and the FY21 \$10,000 approval for the repair of lintels in the Town House. This increased cost is the result of inflation, an increase in labor costs, and supply chain issues occurring in 2020 and 2021.

The original single glazed windows, installed in 1923, are at the end of their useful life. A number of windows, including 30-year-old storm windows, have deteriorated and suffered damage. The Town House windows last painted in 1998 are in need of immediate re-glazing and painting. Replacement windows will be double glazed, insulated glass, all wood with vinyl exterior, 10-year warranty, low maintenance, and custom made to match the design of the existing windows. The heating and cooling savings resulting from these highly insulated windows is estimated to be in excess of \$25,000 per year and will avoid the immediate cost of necessary repairs

of \$71,000. The total savings are in excess of \$500,000 over a 20-year period.

The Capital Budget Committee recommends approval of \$250,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$250,000 BE RAISED AND APPROPRIATED FOR PURCHASING AND REPLACING TOWN HOUSE WINDOWS.

(c) Town House Office Renovation \$400,000

This request is for the renovation and reconfiguration of a significant portion of the working facilities of the Town House. The Town House was originally built in 1923 and has received limited updates to its mechanical, electrical, and plumbing systems. According to a study undertaken by an architecture firm, the Town House has disconnected space, underutilized space, and outdated, worn interiors. Upgrades will be made to the finishes, furniture, fixtures, and equipment. The new plan will provide for efficient utilization of the current floor space and preserve the historical character, increase office space for staff, improve customer service, and create common areas for meetings.

The Capital Budget Committee recommends approval of \$400,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$400,000 BE RAISED AND APPROPRIATED FOR RENOVATION, RECONFIGURATION, AND IMPROVEMENT TOWN HOUSE SPACE.

(d) Protective Services Building Sally Port \$25,000

This request is to refurbish the floor of the 2-bay garage, which is used as a Sally Port for the transport of prisoners. The floor will be a non-skid epoxy, similar to the Fire

Department floor, with a 20+ year life. The present floor is concrete and represents a safety issue when wet.

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 TO REFURBISH THE SALLY PORT FLOOR.

- (e) Protective Services Building: Renovate Bathrooms \$35,000

This request is for renovations to the lower bathroom in the locker room and the upper bathroom, both original to the 1976 building. Both bathrooms are outdated and in need of immediate repair and renovation.

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 RENOVATION OF 2 BATHROOMS.

- (f) Library Main HVAC System \$90,000

This request is to repair, replace, and upgrade the Library HVAC main unit that provides all upstairs heat and air conditioning, covering approximately 10,000 square feet of the Library. The lower level has a separate system which will be reviewed for potential replacement by heat pumps and the possible elimination of the oil-fired boiler. Since this project represents a reduction of the use of fossil fuels and substantial energy efficiency with cost reduction, an application will be filed to qualify for a Green Communities Grant, which may offset a significant portion or all of the cost of this project.

The Capital Budget Committee recommends approval of \$90,000 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$90,000 BE RAISED AND APPROPRIATED FOR THE REPAIR, REPLACEMENT, AND UPGRADE OF THE LIBRARY HVAC SYSTEM.

7. Dover-Sherborn Regional School (Dover's share)

- (a) Roof Restoration – Middle School, Gym & Lindquist Commons
\$872,393

This request is for the installation of a new fluid-applied roof restoration system over the existing built-up modified bitumen roof, including the removal and replacement of wet insulation. The roof is the original building roof, and upon examination, an industry consultant advised the Dover-Sherborn School Committee that it was in poor and deteriorating condition. The consultant recommended that it was prudent to restore the existing roof with a fully reinforced fluid applied system, which extends the life of the roof by up to 25 years with a 20-year warranty. This restoration system forms a new monolithic (no seams) fluid-applied membrane that is stronger and more puncture resistant than the current membrane at approximately 1/2 the cost of a full replacement.

The Capital Budget Committee recommends approval of \$872,393 for this request.

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$872,393 BE RAISED AND APPROPRIATED FOR THE ROOF RESTORATION PROJECT FOR THE MIDDLE SCHOOL BUILDING/GYM AND LINDQUIST COMMONS

Article 6. (Selectmen) To see if the Town will vote to raise and appropriate 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; 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.

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 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; 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.

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

Article 8. (Selectmen) To see if the Town will vote to raise and appropriate 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; 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; 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 9. (Conservation Commission) To see if the Town will vote to raise and appropriate 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; 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.

Due to the Covid restriction, the Annual Town Meeting in 2020 was minimized in content and the Town of Dover did not appropriate for the Conservation Fund for FY21. The Town of Dover approved adding money to the Conservation Fund at Annual Town Meeting in each year for FY17 through FY20 for the amount of \$25,000. The Conservation Commission has approved using funds from the Conservation Fund for a variety of purposes as authorized by Massachusetts General Law. The Conservation Commission is asking the Town for \$25,000 in FY23 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 10. (Selectmen) To see if the Town will vote to raise and appropriate a sum of money to the General Stabilization Fund in accordance with Section 5B of Chapter 40 of the Massachusetts General Laws; determine whether the money shall be included in the tax levy, by transfer from available funds; or any combination of these methods; or take any other action relative thereto.

The Town plans over the next few years to balance the uncommitted reserves so that half is held in Free Cash and half in the General Stabilization Fund. The full reserves policy as presented at the Open Hearing on the Warrant is posted on the Town website.

THE WARRANT COMMITTEE RECOMMENDS THAT \$149,553 BE RAISED AND APPROPRIATED FOR THE PURPOSE OF THIS ARTICLE.

Article 11. (Selectmen) To see if the Town will vote to raise and appropriate a sum of money to the Capital Stabilization Fund in accordance with Section 5B of Chapter 40 of the Massachusetts General Laws; determine whether the money shall be included in the tax levy, by transfer from available funds;

or any combination of these methods; or take any other action relative thereto.

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

Article 12. (Selectmen) To see if the Town will vote to raise and appropriate a sum of money to the Dover-Sherborn Regional Schools Stabilization Fund in accordance with Section 5B of Chapter 40 of the Massachusetts General Laws; determine whether the money shall be included in the tax levy, by transfer from available funds; or any combination of these methods; or take any other action relative thereto.

The Dover-Sherborn Regional School District has an unfunded Other Post-Employment Benefit (OPEB) liability of \$28,000,000. At the May 2019 Annual Town Meeting Dover voted to establish an OPEB Stabilization fund to set aside funds that will be used to address the Town of Dover's share of the liability. The Dover-Sherborn Regional School District adopted Section 20 of Chapter 32 of the Massachusetts General Laws and will proceed with the establishment of an OPEB Trust to address the District's retiree healthcare liability. Funds placed in the Town of Dover's OPEB Stabilization Fund will be used to fund the District's requests for OPEB funding in the future.

THE WARRANT COMMITTEE RECOMMENDS THAT \$700,000 BE RAISED AND APPROPRIATED FOR THE PURPOSE OF THIS ARTICLE.

Article 13. (Regional Schools Committee) To see if the Town will vote to raise and appropriate a sum of money to the Dover-Sherborn Regional Schools Stabilization Fund in accordance with Section 5B of Chapter 40 of the Massachusetts General Laws; determine whether the money shall be included in the tax levy, by transfer from available funds; or any combination of these methods; or take any other action relative thereto.

The Town anticipates borrowing for its share of the roofing projects at the Regional Schools. This appropriation is being made to cover the debt service costs.

THE WARRANT COMMITTEE RECOMMENDS THAT \$196,288 BE RAISED AND APPROPRIATED FOR THE PURPOSE OF THIS ARTICLE.

Article 14. (Regional Schools 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 the various items of capital equipment and improvements, including the payment of all costs incidental and related thereto and to provide that, in accordance with Massachusetts General Laws Chapter 44, Section 20, the premium received by the Town upon the sale of any bonds or notes hereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied; or take any other action relative thereto.

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

Article 15. (Selectmen) To see if the Town will vote to raise and appropriate a sum of money for the purpose of funding specific projects not expected to reoccur as specified in the motion and a list of which are available at the Town Clerk's office, and any incidental costs related thereto; and 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.

The Town faces two critical areas in need of substantial work: the Centre Street Bridge and Claybrook Road. We are pursuing all grant avenues at the State and Federal level in order to pay for these projects and plan to submit a grant application to the State's recently opened Municipal Vulnerability Preparedness Action Grant program. This program requires a 25% match in order to receive funding

and having the match already appropriated will make our application more competitive.

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

Article 16. (Warrant Committee) To see if the Town will vote to raise and appropriate a sum of money to pay any unpaid bills rendered to the Town for prior years; and to determine whether the money shall be included in the tax levy, by transfer from available funds, or any combination of these methods; 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 \$926.67. These bills were for payments to Auto Plus for services rendered to the Cemetery, and to J. Brady, Deputy Tax Collector.

THE WARRANT COMMITTEE RECOMMENDS THAT \$926.67 BE RAISED AND APPROPRIATED FOR THE PURPOSE OF THIS ARTICLE.

Article 17. (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 2021 Annual Town Meeting, to be expended during the current fiscal year, or make any other adjustments to the Fiscal Year 2022 budget that may be necessary; and to determine whether the money shall be provided by transfer from available funds; or take any other action relative thereto.

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

Article 18. (Planning Board) To see if the Town will vote to amend Zoning Bylaw Chapter 185 by (1) adding to Section 185-5 definitions for “Accessory Apartment”, “Finished Area”, “Gross Floor Area” and “Short-Term Rental”; and (2) amending Section 185-43 entitled “Accessory Apartments”, as set

forth in the complete text on file in the Offices of the Town Clerk and the Planning Board; or to take any other action relative thereto.

This article proposes changes to the existing 1986 Accessory Apartment Bylaw to streamline permitting to simplify permitting of accessory apartments up to 900 square feet, and provide a path for approval of larger accessory apartments that require Planning Board approval. The proposed changes also include standards and processes for site plans and architectural reviews, while removing legal ambiguities in the existing law.

THE WARRANT COMMITTEE RECOMMENDS BY A VOTE OF 8-1 THAT THIS ARTICLE BE APPROVED.

Article 19. (Planning Board) To see if the Town will vote to amend the Zoning Bylaw Chapter 185 by updating the Zoning Map reference to the Floodplain District, and amending Section 185-44 “Floodplain District” as set forth in the complete text on file in the Offices of the Town Clerk; or take any other action relative thereto.

On January 19, 2021, The Department of Homeland Security’s Federal Emergency Management Agency (FEMA) issued Preliminary copies of the revised Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report for Norfolk County, Massachusetts (All Jurisdiction).

These proposed flood hazard determination will become the basis for the floodplain management measures requiring the community of Dover to either adopt or show evidence of being already in effect in order to qualify or remain qualified for participation in the National Flood Insurance Program (NFIP). Section 110 of the Flood Disaster Protection Act of 1973 (Public Law 93-234) serves as a measure intended to ensure an equitable balancing of all interests involved in the setting of flood hazard determination.

These flood hazard determination include the addition and modification of base flood elevations, base flood depth,

special flood hazard area boundaries, zone designations, and regulatory floodway as they pertain to the new FIRM and FIS study prepared by FEMA. Mapping requirement adoption under local zoning and updating of the text of Section 185044 inclusive of remaining in compliance with the requirements FEMA's flood insurance program, new definitions and clarifications on work limitations within flood zones as a measure to continue participation in the National Flood Insurance Program.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 20. (Planning Board / Open Space Committee) To see if the Town will vote to accept as gifts the following easements:

A. a 30' drain easement and 10' bridle path easement along Tubwreck Brook being shown on a plan entitled "Brook Run Estates Definitive Subdivision Plan of Land in Dover, Ma" dated February, 5 1988, Plan Number 725 of 1988 Sheets B, C, and D, recorded at the Norfolk Registry of Deeds, and as described more fully in a Grant of Bridle Path Easement to the Inhabitants of the Town of Dover recorded at the Norfolk Registry of Deeds at Book 8028, Page 96;

B. a 10' wide bridle path easement being shown as a "proposed 10' wide bridle path easement" on a plan entitled "Lot Layout Key Plan Bar-K Estates Definitive Subdivision Plan of Land in Dover & Westwood" dated October 22, 1991, Plan Number 306 of 1992 sheets, A, B, D, E, and F, recorded at the Norfolk Registry of Deeds, and as described more fully in a Bridle Path Easement to the Inhabitants of the Town of Dover, recorded at the Norfolk Registry of Deeds at Book 9329 Page 596;

C. a 10' bridle path easement, being shown as a "10' bridle path" on a plan entitled "Woodland Estates Definitive Subdivision Plan of Land, In Dover, Mass." dated February 5, 1988, Plan Book 370 Page 726 Sheet C, recorded at the Norfolk Registry of Deeds, and as described more fully in a Grant of Bridle Path Easement to the

Inhabitants of the Town of Dover, recorded at the Norfolk Registry of Deeds at Book 8028 Page 111;

D. a 12' wide bridle path and being shown as a "12' wide bridle path" on a plan entitled "Dover Pine Estates in Dover, Mass" dated October 3, 1994, recorded at the Norfolk Registry of Deeds at Plan Book 430 Page 277 Sheet D, and as described more fully in a Grant of Recreational Trail Easement to the Inhabitants of the Town of Dover acting by and through its Conservation Commission, recorded at the Norfolk Registry of Deeds at Book 10887 Page 68;

E. a trail easement being shown on a plan entitled "Definitive Plan of Land, in Dover, Mass located at 137 Centre Street" dated June 30, 1999 Plan, recorded at the Norfolk Registry of Deeds Plan Book 473 Page 201, and as described more fully in a Trail Easement Agreement to the Inhabitants of the Town of Dover's Conservation Commission, Book 473 Page 201 Book 14130, Page 157

F. three 10' wide horse trail easements and a 20' wide drain easement, shown on a plan entitled, "Definitive subdivision Plans Springdale Farms Dover, Mass." dated October 16, 1985, recorded at the Norfolk Registry of Deeds Plan Book 1684 of 1985, Sheet A, and as described more fully in a Grant of Easement to the public at Large, recorded at the Norfolk Registry of Deeds at Book 6886 Page 326 and a Covenant to the Planning Board of the Town of Dover, recorded at the Norfolk Registry of Deeds at Book 6886 Page 308;

G. a 10' wide bridle path easement and being shown on a plan entitled "Key Plan of Warwick Acres Dover, Mass" dated September 27, 1985, recorded at the Norfolk Registry of Deeds at Plan Book 346, Page 1753, and as described more fully in a Grant of Bridle Path Easement to the Town of Dover, recorded at the Norfolk Registry of Deeds at Book 7350, Page 334;

H. a 15' wide trail easement and a 20" wide access easement being shown on a plan entitled "Definitive Subdivision plan of Land in Dover, Massachusetts" dated May 7, 1997, recorded at the

Norfolk Registry of Deeds at Plan Book 450, Page 584 sheets C, L, and M, and as the trail easement is more fully described in a Grant of Trail Easement to the Inhabitants of the Town of Dover, recorded at the Norfolk Registry of Deeds at Book 12357, Page 400, and as the Access Easement is more fully described in a Grant of Access Easement inhabitants of the Town of Dover, recorded at the Norfolk Registry of Deeds at Book 12357, Page 389;

or take any other action relative thereto.

These easements, already recorded the relevant properties deeds, must by law be formally accepted at Town Meeting.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 21. (Planning Board) To see if the Town will vote to amend the Zoning Bylaw Chapter 185 by amending Section 185-9 “Table of Uses” as set forth in the complete text on file in the Offices of the Town Clerk; or take any other action relative thereto.

If adopted by the Town, this Article would update the Town’s Table of Uses to modernize and clarify certain existing uses, better regulate commercial uses via special permit requirements, and include new uses not previously contemplated (e.g., short-term rentals). Additionally, this Article would authorize the Planning Board as a Special Prmit Granting Authority for Accessory Apartments.

Note that this Article relies on certain definition contained in Article 22.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 22. (Planning Board) To see if the Town will amend Zoning Bylaw Section 185-5, “Definitions,” to include terms not defined in the bylaws, to clarify measurements for dimensional requirements, and to define specific

commercial uses as set forth in the complete text on file in the Offices of the Town Clerk; or take any other action relative thereto.

The Town’s Zoning Bylaws rely on definitions of certain terms used for activities within their scope. There are currently terms for which no clear definition exists at all and others for which the definition is inconsistent or non-standard. For example, the Zoning Bylaws do not define basic components of land use (lot, street, driveway, subdivision, etc.) how certain dimensional requirements are determined (building height, setbacks, lot coverage), or how certain uses are determined. If adopted by the Town, this Article would update the definitions to address these issues.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 23. (Planning Board) To see if the Town will vote to amend the Zoning Bylaw Chapter 185 by amending Section 185-35 “Signs” as set forth in the complete text on file in the Offices of the Town Clerk; 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 24. (Conservation Commission) To see if the Town will vote to amend Dover General Bylaws Chapter 181, Dover Wetlands Protection, the complete text of which is on file in the Offices of the Town Clerk and the Conservation Commission; or take any other action relative thereto.

This article seeks to expand the buffer zone that surrounds the wetlands from 100 feet to 150 feet. Increasing the buffer zone does not prohibit work in this area, but requires the work be permitted and approved. Protecting wetlands from overuse benefits all by enhancing resilience from climate change. Specifically, wetlands play an important role in helping to clean and recharge our groundwater making the expanding buffer zone a benefit to the entire community.

In addition, requiring applicants to pay “reasonable” fees associated with consulting services rather than imposing a limit of \$5,500, puts this bylaw in line with other town regulations. Furthermore, the town will no longer have to absorb any additional costs from development projects that exceed the \$5,500 consulting limit now imposed on applicants.

THE WARRANT COMMITTEE BY A VOTE OF 7-2 RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 25. (Selectmen) To see if the Town will vote to adopt a General Bylaw entitled “Water Use Restriction”, the complete text of which is on file in the Office of the Town Clerk; or take any other action relative thereto, and further, that non-substantive changes in the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Dover Town Code.

The members of the Warrant Committee majority recommend approval of this Article for adoption of the “Water Use Restriction” General Bylaw. This Bylaw defines and establishes restrictions on water use when a “State of Water Supply Conservation”, State of Drought” or “State of Water Supply Emergency” is declared by the Board of Selectmen or the State. Given environmental changes and water supply instability in recent years, the members of the majority feel that the long-term sustainability and quality of the water supply is an area of concern for Town residents. Per the Kleinfelder Town of Dover Hydrology study in 2020, about two-thirds of the residential dwellings in Dover are served by private wells, with almost 30% served by a public water supplier(s) operating supply wells, and a limited number served by the Town of Natick and Walpole. The results of this study included a recommendation for the Town of Dover to adopt a water use regulation in response to high residential per capita use and summer use.

The members of the minority appreciate the purpose of the proposed Article and need to protect and preserve our water supply. However, the minority does not recommend approval of the Article over concerns about potential uneven enforcement of the proposed bylaw (e.g., public facing properties being more susceptible to enforcement than secluded properties), the potential to create conflicting obligations on town residents (e.g., households on Natick town water are required to comply with Natick regulations) and the potential negative impact on neighborly relations, which seems likely to be common mechanism for reporting violations.

THE WARRANT COMMITTEE BY A VOTE OF 6-3 RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 26. (Selectmen) To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, donation or to take by eminent domain any fee interest, easements, conservation restrictions or other interests in a parcel of land, approximately 663.04 acres, located at 294 Powissett Street in Dover, a portion of the property known as the Hale Reservation, which land is shown as Board of Assessors Map 19, Blocks 1, 2, 3, 4, 5, and 7, and Map 24, Blocks 68 and 69, for general municipal and conservation purposes, as shown on a plan on file with the Town Clerk; and further to raise and appropriate, appropriate by transfer from available funds or borrow, or any combination of these methods, a sum of money for the purpose set forth above; 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 27. (Citizens' Petition) To see if the Town will vote to recommend to the Dover Board of Selectmen to declare a Climate and Ecological Emergency, the complete text of which is on file in the Offices of the Town Clerk and, once declared, recommend that the Board of Selectmen consider taking further action to achieve net-zero greenhouse gas emissions as soon as is fiscally and technologically possible; or take any other action relative thereto.

This article seeks to acknowledge that there is climate change affecting the Town of Dover. Although the article offers recommendations for how the town can address climate change, it only offers them as considerations, not as requirements. By passing this article the town would be acknowledging the impact of climate change and encourage the BOS to take action.

THE WARRANT COMMITTEE WAS UNABLE TO REACH A CONSENSUS ON THIS ARTICLE.

Article 28. (Citizens' Petition) To see if the Town will vote to authorize and instruct the Board of Selectmen (BOS) to establish a committee to conduct a study to explore aspects, including but not limited to pro's, con's, risks, issues to consider, potential timetable, and a pathway to implementation, of the Town's adopting a five (5) member BOS structure; or take any other action relative thereto.

The members of the Warrant Committee majority recommend approval of this Article to authorize and instruct the Board of Selectmen (BOS) to establish a committee to conduct a study to explore the Town's adoption of a five (5) member BOS structure. The members of the majority feel that a study reporting on opportunities for more transparent and effective governance of the Town, and the structures of comparable towns, will be beneficial to adopting any recommended changes without delay. The members of the majority recommend the Town raise and appropriate the requested \$7,500 for this Article.

The members of the minority agree that a discussion on the merits of increasing the size of the Town's Board of Selectmen is a worthwhile endeavor. However, the Article proposed does not accomplish this goal, but rather only proposes another town committee to conduct a study to evaluate this issue. The minority does not recommend approval of the Article as it does not feel that the proposed committee and study is productive use of town resources or is likely to uncover any new facts that would help inform the

town's residents of the benefits or detriments to a potential change in the size of the Board of Selectmen.

THE WARRANT COMMITTEE BY A VOTE OF 7-2 RECOMMENDS THAT \$7,500 BE RAISED AND APPROPRIATED FOR THE PURPOSE OF THIS ARTICLE.

Article 29. (Citizens' Petition) To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to construct a sidewalk on Main Street from the intersection of Main Street and Claybrook Road to the intersection of Main Street and Dover Road; and a sidewalk on Dover Road from the intersection of Main Street and Dover Road to the Town of Natick Line; or take any other action relative thereto.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE NOT BE APPROVED.

Article 30. (Selectmen) To see if the Town will vote to transfer from Free Cash in the Treasury an amount to stabilize the tax rate for the ensuing fiscal year and authorize the Board of Assessors to use the same to stabilize the tax rate; or take any other action relative thereto.

The Town follows a conservative budgeting process that does not rely on expected but uncertain sources of funds to support the level of expenditures approved at Town Meeting each year. As actual amounts become known, revenues (e.g., special education aid from the Commonwealth that is budgeted at \$0 annually) typically exceed amounts budgeted by the Town, while budgeted expenditures (e.g., the Reserve Fund) frequently are not fully expended. The Town's budgeting process thus generates excess cash on an annual basis by design. The purpose of this Article is to return this excess cash to the taxpayers.

THE WARRANT COMMITTEE RECOMMENDS THAT \$1,600,000 OF FREE CASH BE USED FOR THE PURPOSES OF THIS ARTICLE.

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 16th of May, 2022 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 Selectmenthree years
- One member of the Board of Assessorsthree years
- Two member of the Dover School Committeethree years
- One member of the Dover-Sherborn Regional
School Committeethree years
- Two members of the Board of Library Trusteesthree years
- One member of the Cemetery Commissionthree years
- One member of the Planning Boardfive years
- One associate member of the Planning Boardtwo years
- Two members of the Park & Recreation
Commissionthree years
- Three Constables 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 FY21**

DEPARTMENT	Request Date	DESCRIPTION	Town Meeting Appropriation	Prior Notice	Transfer Date	Amount of Transfer	Actual Balance
RESERVE FUND	07/01/20	FY21 APPROPRIATION - ATM ARTICLE 15	250,000.00				250,000.00
Board of Assessors	10/02/20	Staff coverage		6,000.00			250,000.00
Fire Department	11/02/20	Replace bag lifting system		8,103.00			250,000.00
Ambulance Department	12/02/20	Purchase of COVID-19 PPE - WITHDRAWN					250,000.00
Election/Registration	06/28/21	Additional costs due to town meeting(s)			06/30/21	12,197.73	237,802.27
Treasurer/Collector	06/28/21	Additional costs due to illness coverage			06/30/21	10,810.00	226,992.27
TOTAL			250,000.00	14,103.00		23,007.73	226,992.27

Summary of Revolving Fund Balances FY2021 Actual (and first half of FY2022)

This chart shows beginning and ending balances for municipal Revolving Funds for FY2021 and the first half of FY2022. Beginning balances (as of July 1, 2020) are shown in the first column, followed by all revenues received for the year and expenditures made. Rules for the establishment, use and reporting of Revolving Funds are set forth in MGL Chapter 44, Section 53E½.

	7/1/2020 Beginning Balance	FY2021 Revenue	FY2021 Expenditures	6/30/2021 Ending Balance	July-Dec 2021 Revenue	July-Dec 2021 Expenditures	12/31/2021 Ending Balance
School Custodial	\$12,714	\$10,000	\$1,306	\$21,408	\$1,667	\$218	\$22,857
Preschool at Chickering	85,901	28,965	7,446	107,420	4,828	1,241	111,007
Lost Books - Chickering	847	235	828	253	39	138	154
Parks & Recreation	473,206	217,220	128,475	561,951	36,203	21,412	576,742
Perc/Deep Hole	450	16,400	16,850	0	2,733	2,808	-75
Septic Inspection	0	30,875	38,075	-7,200	5,146	6,346	-8,400
Swimming Pool Inspection	0	4,950	4,625	325	825	771	379
Well Inspection	0	16,000	16,000	0	2,667	2,667	0
COA Activities/Transportation	14,954	7,076	2,147	19,882	1,179	358	20,704
Gas Inspection	1,614	9,115	9,115	1,614	1,519	1,519	1,614
Plumbing Inspection	2,454	13,975	14,015	2,414	2,329	2,336	2,407
Material Sales	2,633	4,672	6,436	869	779	1,073	575
Wiring Inspection	4,575	28,796	28,796	4,575	4,799	4,799	4,575
Library Material Replacement	3,685	0	0	3,685	0	0	3,685
Police Off Duty Details	-76,937	366,554	321,437	-31,820	61,092	53,573	-24,300

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.

7/1/21	\$11,889,935
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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.

6/30/21	\$861,615.25
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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.

Voted	\$100,000
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STABILIZATION FUNDS provide a reserve for any lawful municipal purpose. Appropriations from a **STABILIZATION FUND** may be made at Annual or Special Town Meetings by a two-thirds vote.

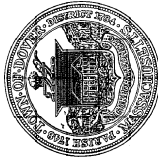
6/30/21	Dover Stabilization Fund	\$949,364.47
6/30/21	Regional Schools OPEB Stabilization Fund	\$1,777,379

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:

6/30/21	\$76,557
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TOWN OF DOVER



MASSACHUSETTS

PRSRRT STD
U.S. POSTAGE
PAID
DOVER, MA
PERMIT NO. 3
CARRIER
PRESORT

POSTAL PATRON

DOVER, MA 02030

**IMPORTANT
TOWN BUSINESS**