

# ***TOWN OF DOVER***

*www.doverma.gov*

## **Warrant Committee Report and Recommendations**

for the

## **ANNUAL TOWN MEETING**

**Monday, May 6, 2024**

**7:00 PM**

*Please arrive early to allow the meeting to  
start on time*

Dover-Sherborn Regional School  
Alan Mudge Auditorium  
and

## **TOWN ELECTIONS**

**Monday, May 20, 2024**

**7:00 AM - 8:00 PM**

Dover Town House



Please bring this booklet with you to the Town Meeting.

## Contents

<b>Moderator's Note .....</b>	<b>4</b>
<b>Excerpted from the Town Bylaws .....</b>	<b>7</b>
<b>Report of The Warrant Committee .....</b>	<b>8</b>
<b>Revenue Sources and Expenditures .....</b>	<b>12</b>
<b>Estimated Local Receipts, School Aid Receipts .....</b>	<b>13</b>
<b>The Cherry Sheet .....</b>	<b>14</b>
<b>Dover School Data Summary .....</b>	<b>15</b>
<b>Outstanding Long-Term Debt By Purpose .....</b>	<b>16</b>
<b>Bonds and State House Notes .....</b>	<b>17</b>
<b>Tax Impact of Debt Service on a Median Property .....</b>	<b>18</b>
<b>Projected Total Debt Service for Town of Dover .....</b>	<b>19</b>
<b>Town of Dover Levy Capacity .....</b>	<b>20</b>
<b>Appropriation by Purpose .....</b>	<b>21</b>
<b>Report of the Capital Budget Committee .....</b>	<b>22</b>
<b>Article 1 - Hear/Act on Committee Reports .....</b>	<b>28</b>
<b>Article 2 - Establish Salaries for Elected Officials for FY2024 .....</b>	<b>29</b>
<b>Article 3 - Authorize Amounts for Revolving Funds .....</b>	<b>30</b>
<b>Article 4 - Appropriate the FY2025 Operating Budget .....</b>	<b>30</b>
<b>Article 5 - Appropriate the FY2025 Capital Budget .....</b>	<b>40</b>
<b>Article 6 - Appropriate ffor Unemployment Compensation Fund .....</b>	<b>47</b>
<b>Article 7 - Appropriate for Sick Leave for Retiring Police Officers .....</b>	<b>47</b>
<b>Article 8 - Appropriate for Road Construction &amp; Improvements .....</b>	<b>47</b>
<b>Article 9 - Appropriate for Conservation Fund .....</b>	<b>48</b>
<b>Article 10 - Appropriate for General Stabilization Fund .....</b>	<b>48</b>
<b>Article 11 - Appropriate for Regional Schools OPEB Fund .....</b>	<b>49</b>
<b>Article 12 - Appropriate for Unpaid Bills of Prior Years .....</b>	<b>49</b>
<b>Article 13 - Supplemental Appropriations .....</b>	<b>50</b>

<b>Article 14 - Establish and Authorize Revolving Fund for DPW .....</b>	<b>50</b>
<b>Article 15 - Establish and Authorize Revolving Fund for Community Center .....</b>	<b>51</b>
<b>Article 16 - Rescind Borrowing Authorizations .....</b>	<b>53</b>
<b>Article 17 - Appropriate ffor One-Time Projects (Housing Study) .....</b>	<b>53</b>
<b>Article 18 - Construction Hours Bylaw .....</b>	<b>54</b>
<b>Article 19 - Small and Medium Solar Array Bylaw .....</b>	<b>55</b>
<b>Article 20 - Amend Bylaws (Stormwater) .....</b>	<b>56</b>
<b>Article 21 - Authorize Assessors Re Contracts Exceeding Three Years .....</b>	<b>58</b>
<b>Article 22 - Transfer Town Owned Land to Conservation Commission .....</b>	<b>59</b>
<b>Article 23 - Accept MGL Ch 164 §134 (Electric Load Aggregation) .....</b>	<b>60</b>
<b>Article 24 - Install Sidewalk on Cross Street .....</b>	<b>60</b>
<b>Article 25 - Dog Leash Bylaw .....</b>	<b>61</b>
<b>Article 26 - Transfer from Free Cash to Stabilize the Tax Rate .....</b>	<b>62</b>
<b>Article 27 - ..Town Election .....</b>	<b>63</b>
<b>Municipal Terminology .....</b>	<b>67</b>

## **A Note from the Moderator, James Repetti, and Assistant Moderator Kathryn Cannie, 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. We encourage citizens who think that they may want to amend a motion to contact the Town Clerk as far ahead of Town Meeting as possible so that we can consult with Town Counsel about the appropriate language that should be used in 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 6, 2024.**

**YOU MAY ALSO FIND IT HELPFUL TO BRING THE 2023  
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 6, 2024**

The Warrant Committee is pleased to present its recommendations to Dover's citizens in preparation for the 2024 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 2023, we began the budget process for fiscal year 2025 (FY25) 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 3% 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 FY25 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 increases

by \$2,918,227 which represents a 6.8% increase from the FY24 operating budget.

As of the time the Blue Book went to press, the Commonwealth had not yet certified the Town's Free Cash balance as of July 1, 2023. It is estimated to be approximately \$10,500,000. At the May 2023 Town Meeting, \$1,760,400 of Free Cash was voted toward funding the operating and capital budgets, \$1,375,995 for other recurring articles, \$170,300 for the General Stabilization Fund, \$125,000 for one-time projects, and an additional \$1,200,000 to reduce the tax rate.

The Town's Operating Budget has increased 12.6% over the past five fiscal years, from an appropriation of \$38,043,457 for FY20 to an appropriation of \$42,834,554 for FY24. During this same period, the total budget appropriation including capital items and special articles increased 11.3% from \$40,954,253 for FY20 to \$45,580,595 for FY24. Meanwhile, revenues generated through property taxes grew 10.3%, from \$34,454,414 to \$38,003,391. Total revenue from all sources (excluding Free Cash) increased 8.0% from \$39,549,821 to \$42,701,529 from FY20 to FY24, 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 debt service. 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 Other Vocational Schools comprised 54.4% of the Town's FY24 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 FY25 Article 4 Operating Budget for the Town is \$45,743,065; up 6.8% as compared with that of FY24. This increase is a result of salaries

for new positions at Town House, insurance and pension costs, and debt service. Significant effort went into winnowing requests and obtaining outside funding to limit this increase.

## **CAPITAL BUDGET**

For FY25, the Capital Budget Committee has recommended for approval at Town Meeting capital requests totaling \$1,981,536 as detailed in Article 5. 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 funds, 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 17.

## **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 \$197,000 be appropriated for the General Stabilization Fund and \$743,000 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 1 to cast your vote on these measures.

Respectfully submitted,  
Cameron Hudson, Chair  
J. Woodrow Weiss, Vice Chair  
Peter Smith, Secretary  
Xiujuan Chen  
Melissa Herman  
Martin Howard  
Sara Cadena Kinney  
Janet McCormick  
Stephen Migausky

## REVENUE SOURCES AND EXPENDITURES

	FY23 Actual	FY24 Recap	FY25 Projected	\$ Change FY25/24	% Change FY25/24
<b>Revenue Sources</b>					
Tax Levy Limit ( <i>For information purposes only. Equals levy limit plus</i>	\$40,181,136	\$41,343,610	\$43,054,826	\$1,711,216	4.1%
Property Tax Levy	37,909,519	39,284,729	41,080,936	1,796,207	4.6%
Excluded Debt Service					
Dover	2,341,753	1,633,000	1,579,563	(53,438)	-3.3%
Regional School	462,617	425,881	394,327	(31,554)	-7.4%
Less: MSBA Reimbursements (a)	531,982	0	0	0	0
Subtotal: Excluded Debt Service Net of MSBA Reimbursement	2,272,388	2,058,881	1,973,890	(84,992)	-4.1%
Total: Tax Levy with net debt exclusion	40,181,907	41,343,610	43,054,826	1,711,216	4.1%
State Aid (Receipts) (b)	1,281,038	1,385,694	1,416,277	30,583	2.2%
Local Receipts	3,751,982	2,657,425	2,700,377	42,952	1.6%
Free Cash for Budget Items	2,800,570	2,784,295	2,713,000	(71,295)	-2.6%
Free Cash to Reduce the Tax Rate	1,600,000	1,200,000	800,000	(400,000)	-33.3%
Other Available Funds (c)	763,084	100,000	285,000	185,000	185.0%
<b>Total Revenue</b>	<b>\$50,378,581</b>	<b>\$49,471,024</b>	<b>\$50,969,479</b>	<b>\$1,498,455</b>	<b>3.0%</b>
<b>Expenditures</b>					
Article 4-Operating Budget	\$38,675,571	\$42,824,838	\$45,743,065	\$2,918,227	6.8%
Article 5-Capital Budget	1,362,365	1,592,091	1,981,536	389,445	24.5%
Special Articles-Recurring	36,315	52,595	70,000	17,405	33.1%
Special Articles-Other	1,303,341	1,016,300	1,040,000	23,700	2.3%
Debt Service not Appropriated	0	0	0	0	0
Subtotal-Amount to be Appropriated	41,377,592	45,485,824	48,834,601	3,348,777	7.4%
Other Expenditures					
Additions to Overlay	452,071	301,391	200,000	(101,391)	-33.6%
State Assessments and Offsets	305,991	343,590	356,400	12,810	3.7%
Recap Charges & Other	0	0	0	0	0
Prior Year Snow and Ice Deficit	0	0	0	0	0
Subtotal-Other Expenditures	758,062	644,981	556,400	(88,581)	-13.7%
<b>Total Expenditures</b>	<b>\$42,135,654</b>	<b>\$46,130,805</b>	<b>\$49,391,001</b>	<b>\$3,260,196</b>	<b>7.1%</b>
Excess Tax Levy Capacity	8,242,927	3,340,219	1,578,478	(1,761,741)	-52.7%

(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 FY25

Motor Vehicle Excise Tax	\$1,422,915
Other Excise	500
Penalties & Interest on Taxes	132,252
Payments in Lieu of Taxes	184
Other Charges for Services - Police, Fire, Ambulance	116,922
Fees	5,000
Rentals	191,721
Departmental Revenue - Library	0
Departmental Revenue - Cemeteries	30,664
Other Departmental Revenue	90,047
Licenses & Permits (Building Permits only)	400,000
Other Licenses and Permits	35,000
Court Fines	1,000
Investment Income	274,173
Miscellaneous Non-Recurring	0
	2,700,378

## SCHOOLAID RECEIPTS

	<b>FY23</b> Actual	<b>FY24</b> Budget*	<b>Change</b>
Chickering School Chapter 70	1,032,747	1,047,477	14,730
Dover Share of Regional Chapter 70	1,413,674	1,417,835	4,161
Dover Share of Regional Transportation	371,813	369,243	(2,570)
 <b>Total</b>	 \$ 2,818,234	 \$ 2,834,555	 \$ 16,321

\* 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 2025 has not been issued; the estimates below are based on the best available data.

<b>RECEIPTS</b>	H1 (Governor's Proposed)			
	FY22	FY23	FY24	FY25
Schools Chapter 70	886,342	941,020	1,032,747	1,058,566
Unrestricted General Government Aid	211,415	222,831	229,962	235,711
Exemptions: VBS & Elderly	12,792	12,436	11,023	11,000
State Owned Land	73,175	93,924	97,043	97,000
Public Libraries (Offset)	11,518	10,827	14,919	14,000
<b>TOTAL RECEIPTS</b>	<b>1,195,242</b>	<b>1,281,038</b>	<b>1,385,694</b>	<b>1,416,277</b>
<b>ASSESSMENTS</b>				
County Tax	112,080	114,804	108,154	112,000
Mosquito Control	68,215	58,290	67,642	70,000
Air Pollution	3,567	3,000	3,441	3,600
Metro Area Planning Council	3,375	2,760	3,415	3,500
RMV Non-Renewal Surcharge	2,140	2,320	3,120	3,300
MBTA and Regional Transit	138,759	113,990	142,899	150,000
<b>TOTAL ASSESSMENTS</b>	<b>328,136</b>	<b>295,164</b>	<b>328,671</b>	<b>342,400</b>
<b>NET CHERRY SHEET AID</b>	<b>867,106</b>	<b>985,874</b>	<b>1,057,023</b>	<b>1,073,877</b>

## DOVER SCHOOL DATA SUMMARY FY25

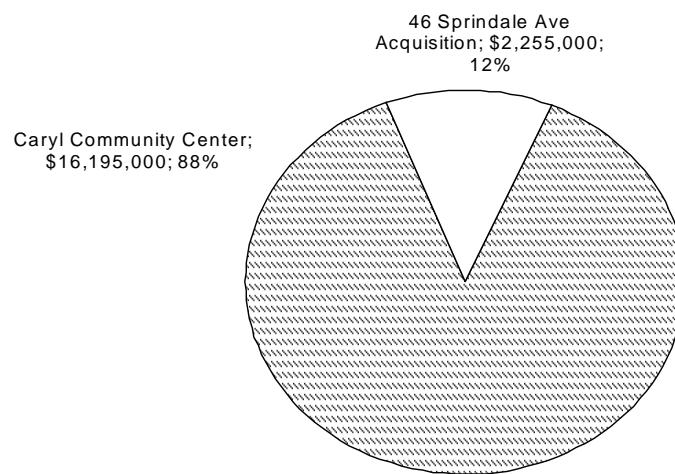
	Local	Region		
		Dover	Sherborn	Total
In-District Enrollment*	474	577	508	1,085
% of Enrollment	100%	53.18%	46.82%	100%
In-District Operating Budget**	\$8,602,838	N/A	N/A	\$28,877,195
Less: State Aid & Other Revenues	\$1,047,477	N/A	N/A	\$3,995,108
Net In-district Operating Budget, Raised by Taxation	\$7,555,361	\$12,877,926	\$11,279,961	\$24,157,887
Allocations: Health and Pensions paid by Dover, not in Local In-district Operating	\$2,216,793	N/A	N/A	N/A
Fully Allocated Operating Budget, Raised by Taxation	\$9,772,154			
FY24 Net Debt Service (Included Local SBAB Reimbursement)	\$172,617	\$390,199	\$334,001	\$724,200
Total Costs/Assessment	\$9,944,771	\$13,268,125	\$11,613,962	\$24,882,087
Taxpayer Cost per Pupil	\$20,981	\$22,995	\$22,862	\$22,933
Out-of-District Enrollment (Pre-K-22 yrs old)	19			
Out-of-District (OOD) Placements Budget (Pre-K-22 yrs old)***	\$2,700,000			
OOD Taxpayer Cost per Pupil prior to Circuit Breaker***	\$142,105			
Less: <u>Estimated</u> Circuit Breaker Reimbursement to be received against	\$1,300,000			
Net Out-of-District Placements Budgeted Costs (Pre-K-22 yrs old) after Est. Circuit	\$1,400,000			
Net OOD Taxpayer Cost per Pupil after Estimated Circuit Breaker	\$73,684			

\* 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 06/30/23**

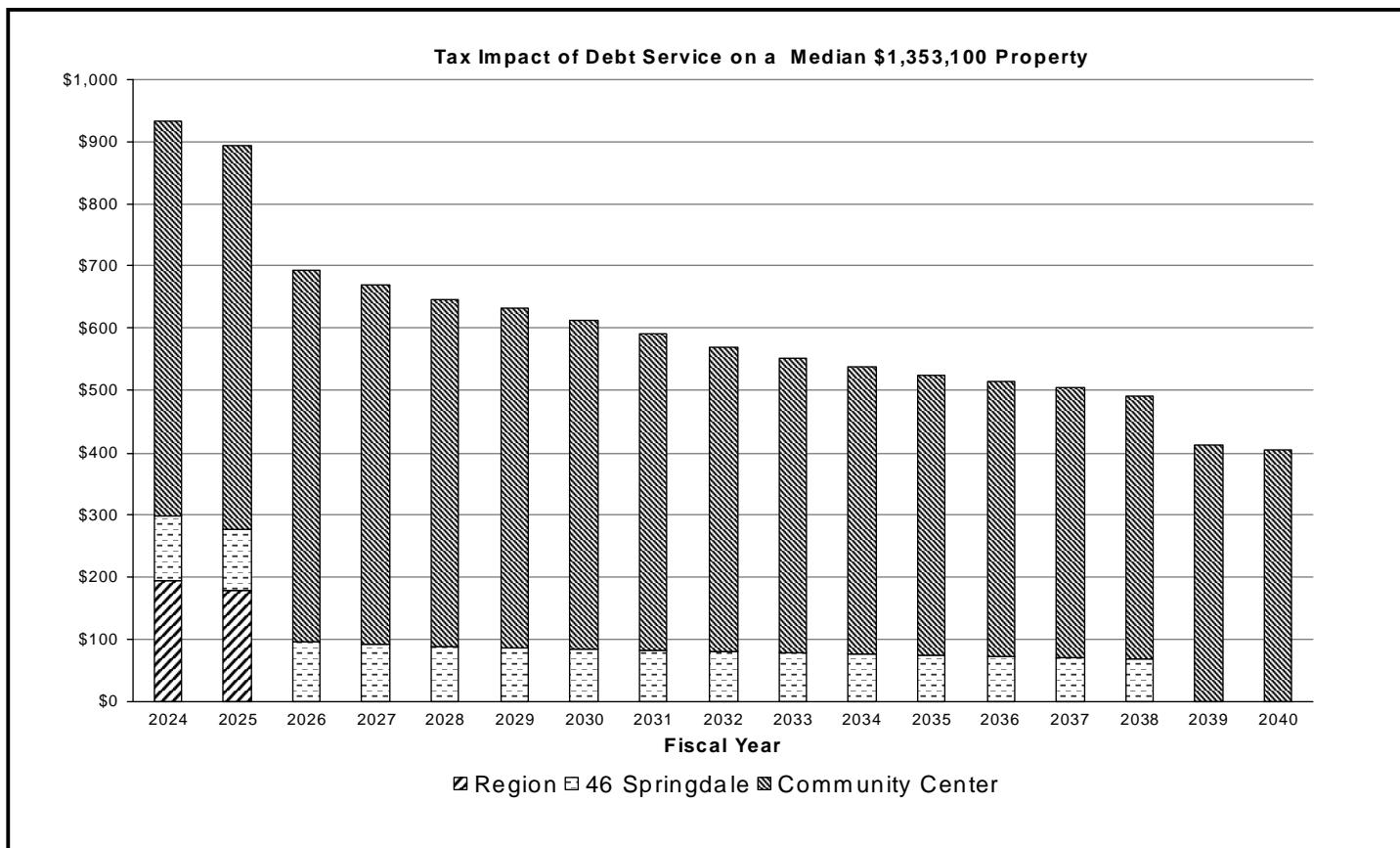
**BONDS AND STATE HOUSE NOTES**  
***SCHEDULE OF PAYMENTS - OUTSTANDING PRINCIPAL***

<b>Long-term Debt</b>				<b>Outstanding</b>
<b>Fiscal Year Ending</b>	<b>Principal</b>	<b>Interest</b>	<b>TOTALS</b>	<b>Principal</b>
6/30/2024	\$1,010,000	\$623,000	\$1,633,000	\$18,450,000
6/30/2025	\$1,005,000	\$574,563	\$1,579,563	\$17,290,000
6/30/2026	\$1,005,000	\$524,313	\$1,529,313	\$16,285,000
6/30/2027	\$1,005,000	\$474,063	\$1,479,063	\$15,280,000
6/30/2028	\$1,005,000	\$423,813	\$1,428,813	\$14,275,000
6/30/2029	\$1,005,000	\$392,725	\$1,397,725	\$13,270,000
6/30/2030	\$1,005,000	\$346,413	\$1,351,413	\$12,265,000

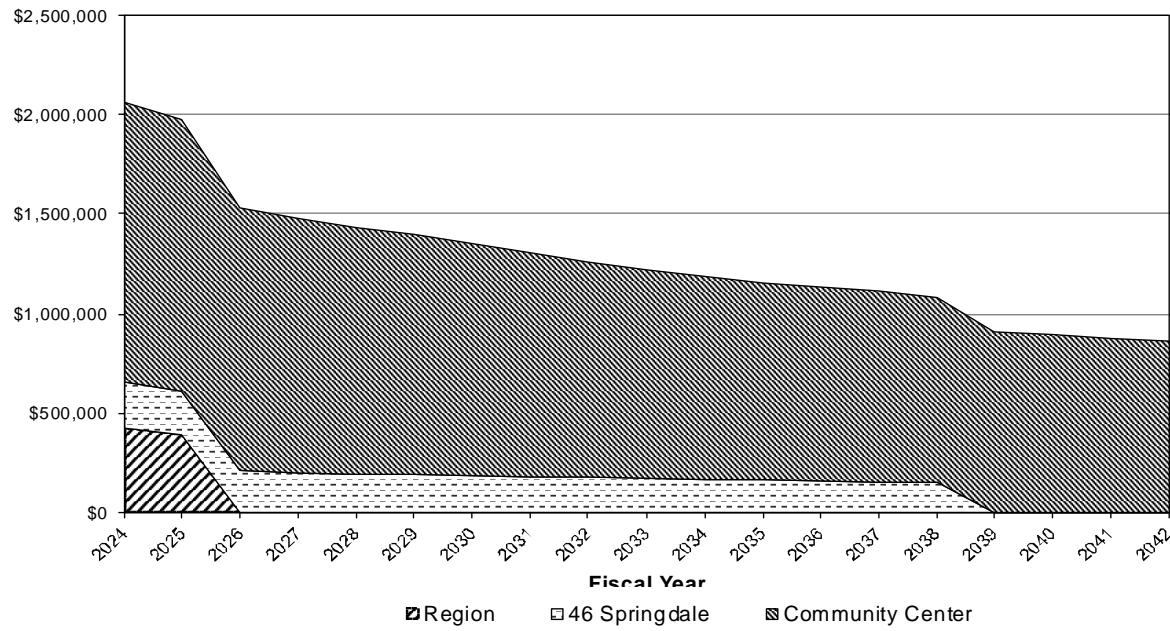
**Authorized & unissued debt as of 06/30/23**

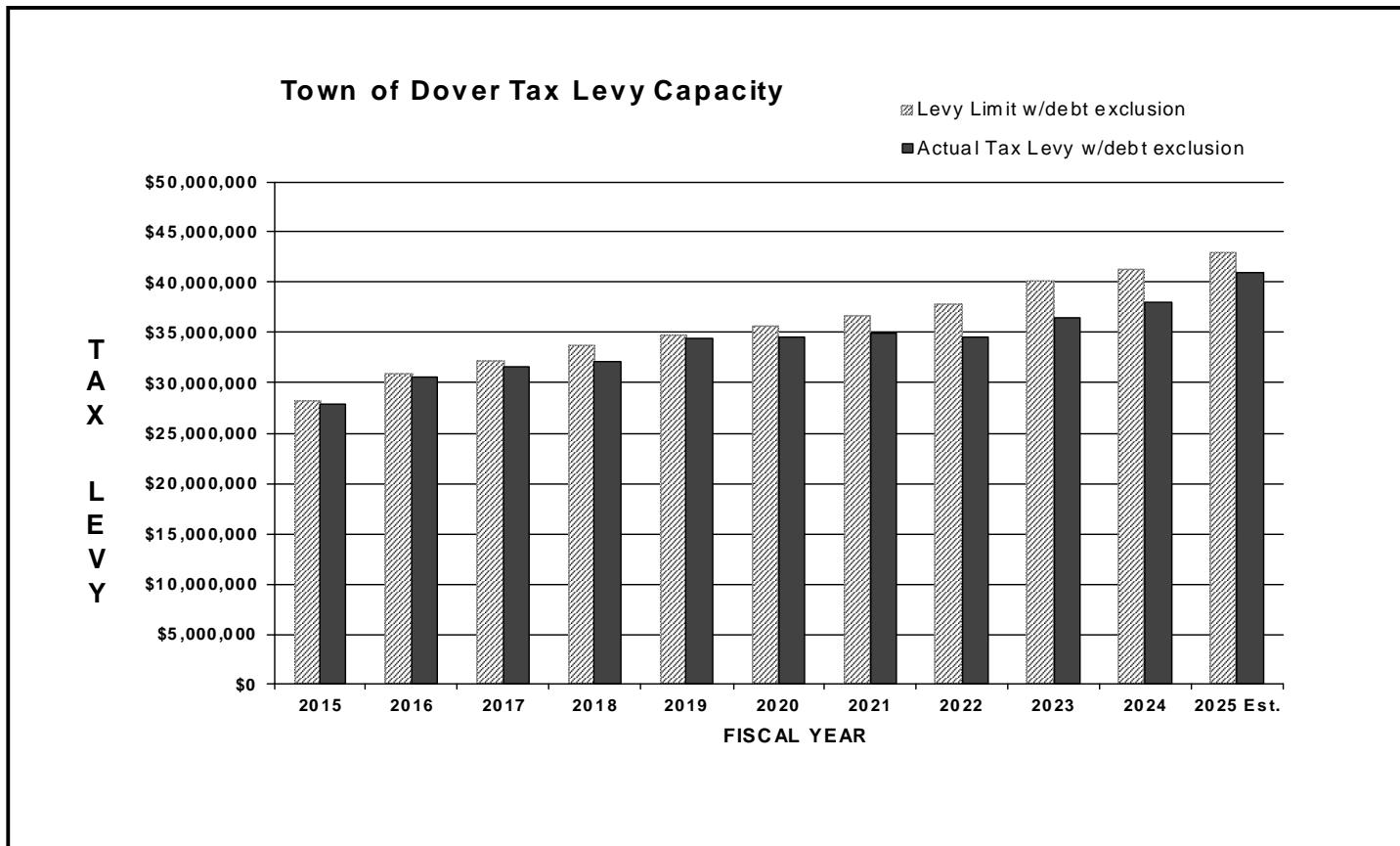
Elderly Housing	\$250,000
Total	\$250,000

<b>LONG TERM OUTSTANDING DEBT BY PURPOSE AS OF 06/30/23</b>	<b>Maturity</b>	<b>Amount</b>	<b>% of total</b>
46 Sprindale Ave Acquisition CO Bond	2038	\$2,255,000	12%
Caryl Community Center	2042	\$16,970,000	88%
<i>Total</i>		<b>\$19,225,000</b>	<b>100.00%</b>

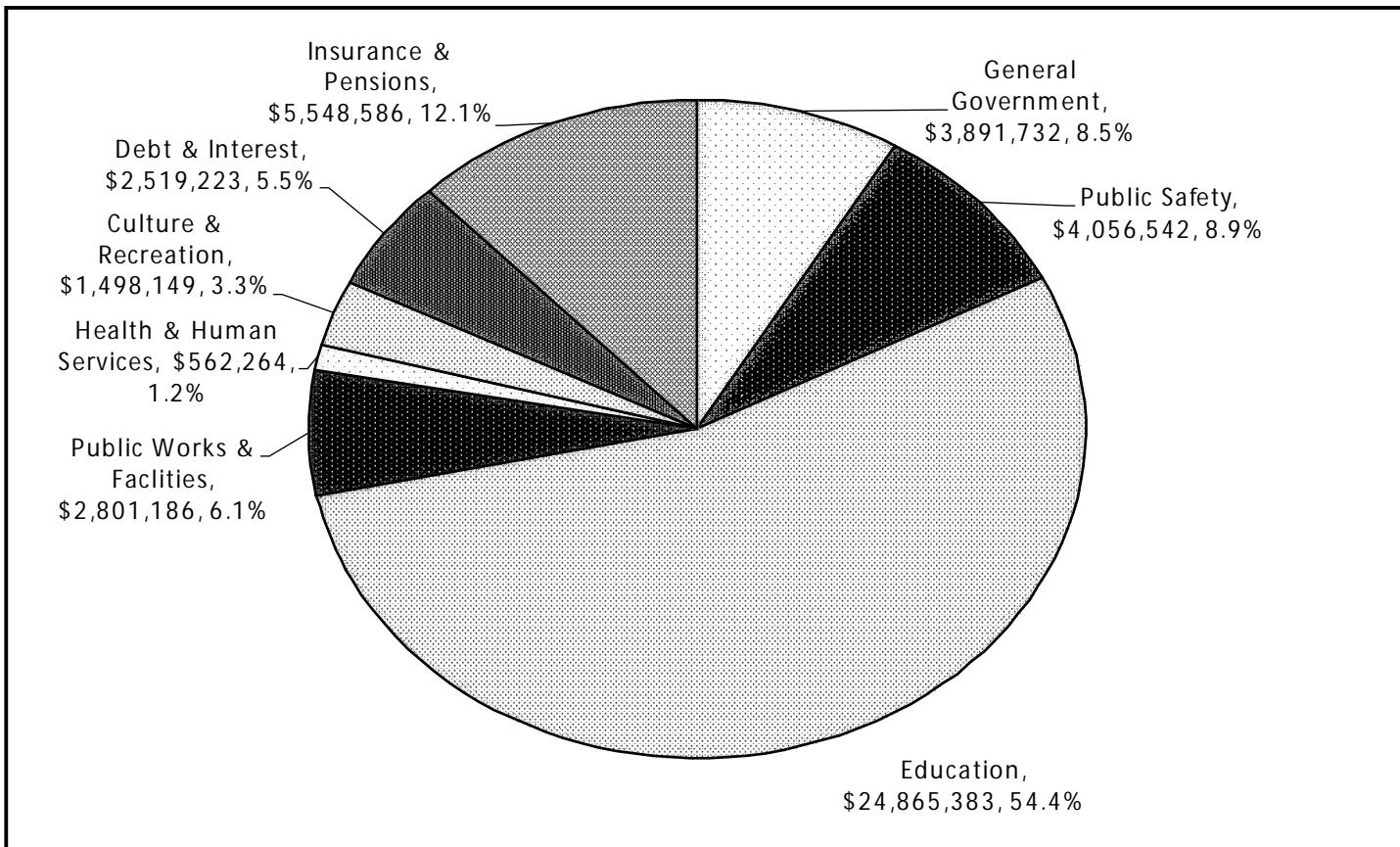


### Projected Annual Debt Service for Town of Dover





### APPROPRIATION BY CATALOG



## **CAPITAL BUDGET COMMITTEE**

### **March 23, 2024**

The Capital Budget Committee is responsible for preparing “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 then making recommendations regarding their disposition to the Warrant Committee and the voters. The Committee develops objective standards to determine the optimal lifetime expectancy for capital assets. These include conditions and age of the asset, cost of repairs and maintenance, depreciation and salvage, redundancy, projected normal asset life, sustainability and emissions decrease, and potential grants.

The Committee prepared its FY25 capital budget recommendations during the fall of 2023 and winter of 2024. Individual requests by Town Departments and Committees were reviewed and meetings were held to clarify issues, establish replacement guidelines 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, Town Boards and Administrator 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.

Continuing issues affecting the capital budget include the following:

1. Environmental issues, unforeseen natural disasters, flooding and erosion of the Charles River, smaller culverts and waterways, and threats to Town infrastructure;
2. Aging infrastructure and equipment most of which was acquired or built more than 25 years ago, which is the case for Fire Department, Highway Department, Schools, Town House, and Library;
3. High inflation with substantial increases in labor and materials; and
4. Supply chain issues, limited public bidders and regulations.

For FY25 the Committee received 16 requests for Article 5 from Town Departments and Commissions in the amount of \$4,139,236 and has

recommended expenditures for Article 5 in the amount of \$1,981,536. This is a decrease of \$1,453,455 from FY24 expenditures, primarily as a result of receiving grants from the American Rescue Plan Act (ARPA) and Commonwealth of Massachusetts Storm Relief funds in the total amount \$1,030,125. Accordingly, the net recommended capital expenditures of \$1,981,536 will purchase \$3,011,661 in assets.

The budget requests from Regional Schools will be paid from its own budget and has been withdrawn from Article 5 requests.

Three departments, Fire Department, Highway Department, and Board of Selectmen account for more than 86% of the proposed Capital Budget.

Warrant Article	FY 24*	FY25**	Change
Article 5	\$3,434,691.00	\$1,981,536	-\$1,453,455.00
Regional School	\$647,400.00	\$0.00	-\$647,400.00
<b>Total Article 5</b>	<b>\$3,434,691.00</b>	<b>\$1,981,536.00</b>	<b>-\$1,453,455.00</b>
<hr/>			
<b>Special Articles</b>			
None	\$0.00	\$0.00	\$0.00
<b>Total Capital Requests</b>	<b>\$3,434,691.00</b>	<b>\$1,981,536.00</b>	<b>-\$2,100,855.00</b>

*\*Dover Share of Regional School Budget Not Included in Article 5 but was included in Article 6*

*\*\*Dover Share of Regional School Budget Funded from Regional School Budget*

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 \$500,000 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 the Town's original cost.

Over the last several fiscal years the Committee, together with the Town Officials, the Highway Department, the Dover Community Center Building

Committee, and the Superintendent of Buildings worked on several initiatives to apply for grants. 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), and the new Dover Community Center (HVAC System), which has been approved for \$500,000 and is under construction. In each case the goals have been to: (a.) improve energy efficiency with projected cost savings greater than the cost of improvements; (b.) decrease of the use of fossil fuels; (c.) meet the Town's goal of 20% per year energy efficiency improvement; and (d.) upgrade the Town building codes and construction practices.

The terms of the pending grant for the Dover Community Center restrict the Town from applying for additional grants for a 24 month period; and, although new potential grants have been identified, any possible filings will have to wait for the expiration of the limitation period. The grants received or pending total approximately \$700,000, with potential future applications in the possible range of \$395,000 to \$900,000 for the Town Library and the Dover-Sherborn Regional Schools.

For FY25 and thereafter, the Committee continues to review with Town Departments and Commissions the identification of potential energy-saving projects and to ensure all projects eligible for Green Communities Grants meet grant application guidelines.

An additional energy savings project was approved by Town Meeting for FY23, \$250,000 for the replacement of all 71 original 1923 Town House windows with new high efficiency double glazed insulated windows. This work was finished in FY24 and is projected to result in up to 35-40% 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:

1. All-electric building with no fossil fuels
2. LEED certification or certifiable
3. Exceed the standards of the American Society of Heating, Refrigerating and Air Conditioning Engineers
4. Solar-ready roof

## 5. Long-term goal of net-zero energy use

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 Town Departments, equipment manufacturers, neighboring towns, and industry experts, the Committee will continue to establish 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 following table FY25-29 lists the Capital Budget Committee's recommendations for FY25, as well as requested capital budget items for FY25 through FY29. Although the budget is less for FY25 than FY24, department requests substantially increase in FY26 to a level of 20%+ of the Town's operating budget. Thereafter, requests for FY27-29 stay at higher-than-normal levels, but decrease to 5-6% of the operating budget.

The Committee, the Board of Selectmen, and the Warrant Committee established a Financial Policy, which defines the scope of the work under which Committee will recommend a 5-year Capital Improvement Program, projecting estimated project costs, priorities, and anticipated funding sources. These sources will include tax levy, free cash, Capital Stabilization Fund, borrowing, grants and other external sources. In addition, the Committee will also initiate an early due diligence program for major department requests, which now account for more than 86% of projected total requests. All of these activities will be to establish formulae designed to minimize year-to-year tax rate impact.

Article 5 following 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  
Steve Migausky, Warrant Committee  
Garfield Drummond, Member-at-large

## CAPITAL BUDGET COMMITTEE

FY25 Items	Commission/Department	Recommended		Requested		
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1	Police	\$ 130,000	\$ 150,000	\$ 65,000	\$ 130,000	\$ 65,000
3	Fire & Ambulance	\$ 188,236	\$ 1,354,000	\$ 18,000	\$ 1,300,000	\$ 600,000
3	Highway	\$ 1,012,300	\$ 2,070,000	\$ 1,300,000	\$ 1,155,000	\$ -
0	Cemetery	\$ -	\$ 35,000	\$ -	\$ -	\$ -
27	Selectmen / Building Maint.	\$ 511,000	\$ 103,000	\$ 191,000	\$ 30,000	\$ 50,000
0	Parks & Rec	\$ -	\$ 1,726,683	\$ 145,483	\$ 35,000	\$ -
1	Schools	\$ 140,000	\$ 1,000,000	\$ 366,000	\$ 88,000	\$ -
<b>Article 5 Total</b>		<b>\$ 1,981,536</b>	<b>\$ 6,438,683</b>	<b>\$ 2,085,483</b>	<b>\$ 2,738,000</b>	<b>\$ 715,000</b>
Regional Schools (Dover's Allocation)		\$ -	\$ 2,080,000	\$ 1,650,000	\$ 100,000	\$ 260,000
<b>Total Capital Items</b>		<b>\$ 1,981,536</b>	<b>\$ 8,518,683</b>	<b>\$ 3,735,483</b>	<b>\$ 2,838,000</b>	<b>\$ 975,000</b>

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

- (a) As contained in the printed 2023 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.

<b>Elected Position</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25 (R)</b>
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	81,764	85,644	92,584	98,154
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 2024:

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	\$40,000
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 if the Town will vote to raise and appropriate, appropriate from available funds, or any combination of these methods, a sum of money 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 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY25/FY24	
	EXPENDED	EXPENDED	EXPENDED	EXPENDED	APPROVED	REQUESTED	% CHANGE	\$ Variance
<b>GENERAL GOVERNMENT</b>								
122 SELECTMEN								
SALARIES	275,250.00	414,481.00	423,306.00	373,419.00	510,481.00	745,914.00	46.1%	235,433.00
EXPENSES	<u>61,597.00</u>	<u>135,049.52</u>	<u>141,955.00</u>	<u>202,980.00</u>	<u>178,720.00</u>	<u>276,045.00</u>	<u>54.5%</u>	<u>97,325.00</u>
TOTAL	336,847.00	549,530.52	565,261.00	576,399.00	689,201.00	1,021,959.00	48.3%	332,758.00
129 COPY/POSTAGE	18,846.00	26,163.93	26,840.00	19,223.00	26,900.00	0.00	-100.0%	-26,900.00
131 WARRANT COMMITTEE	6,450.00	6,855.00	7,680.00	7,680.00	9,200.00	9,300.00	1.1%	100.00
132 RESERVE FUND	0.00	0.00	0.00	0.00	250,000.00	250,000.00	0.0%	0.00
135 TOWN ACCOUNTANT								
SALARIES	177,448.00	198,763.34	209,775.00	215,521.00	239,621.00	254,746.00	6.3%	15,125.00
EXPENSES	<u>29,042.00</u>	<u>46,052.59</u>	<u>32,300.00</u>	<u>32,267.00</u>	<u>43,300.00</u>	<u>43,300.00</u>	<u>0.0%</u>	<u>0.00</u>
TOTAL	206,490.00	244,815.93	242,075.00	247,788.00	282,921.00	298,046.00	5.3%	15,125.00
141 ASSESSOR								
SALARIES	134,131.00	140,607.21	155,436.00	141,352.00	166,065.00	179,283.00	8.0%	13,218.00
EXPENSES	<u>18,818.00</u>	<u>19,008.63</u>	<u>39,345.00</u>	<u>48,325.00</u>	<u>45,985.00</u>	<u>48,385.00</u>	<u>5.2%</u>	<u>2,400.00</u>
TOTAL	152,949.00	159,615.84	194,781.00	189,677.00	212,050.00	227,668.00	7.4%	15,618.00
145 TREASURER/COLLECTOR								
SALARIES	208,082.00	228,307.53	226,160.00	276,170.00	253,833.00	249,619.00	-1.7%	-4,214.00
EXPENSES	<u>30,654.00</u>	<u>35,567.04</u>	<u>52,365.00</u>	<u>52,258.00</u>	<u>58,875.00</u>	<u>73,280.00</u>	<u>24.5%</u>	<u>14,405.00</u>
TOTAL	238,736.00	263,874.57	278,525.00	328,428.00	312,708.00	322,899.00	3.3%	10,191.00
151 LAW	118,452.00	159,739.00	200,000.00	186,347.00	200,000.00	220,000.00	10.0%	20,000.00

DEPARTMENT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY25/FY24	
	EXPENDED	EXPENDED	EXPENDED	EXPENDED	APPROVED	REQUESTED	% CHANGE	\$ Variance
155 DATA PROCESSING								
SALARIES	49,251.00	5,130.30	51,831.00	5,496.00	62,608.00	0.00	-100.0%	-62,608.00
EXPENSES	<u>65,601.00</u>	<u>135,590.80</u>	<u>168,772.00</u>	<u>258,289.00</u>	<u>239,435.00</u>	<u>242,640.00</u>	<u>1.3%</u>	<u>3,205.00</u>
TOTAL	114,852.00	140,721.10	220,603.00	263,785.00	302,043.00	242,640.00	-19.7%	-59,403.00
161 TOWN CLERK								
SALARIES	74,064.00	78,034.00	81,764.00	85,416.00	92,584.00	98,154.00	6.0%	5,570.00
EXPENSES	<u>2,591.00</u>	<u>7,150.67</u>	<u>11,125.00</u>	<u>2,332.00</u>	<u>11,135.00</u>	<u>11,235.00</u>	<u>0.9%</u>	<u>100.00</u>
TOTAL	76,655.00	85,184.67	92,889.00	87,748.00	103,719.00	109,389.00	5.5%	5,670.00
162 ELECTION/REGISTRATION								
SALARIES	28,169.00	34,515.25	36,738.00	33,079.00	41,501.00	53,390.00	28.6%	11,889.00
EXPENSES	<u>17,018.00</u>	<u>38,707.05</u>	<u>24,270.00</u>	<u>18,321.00</u>	<u>29,644.00</u>	<u>30,264.00</u>	<u>2.1%</u>	<u>620.00</u>
TOTAL	45,187.00	73,222.30	61,008.00	51,400.00	71,145.00	83,654.00	17.6%	12,509.00
171 CONSERVATION COMMISSION								
SALARIES	38,631.00	39,632.24	48,438.00	43,597.00	51,102.00	48,303.00	-5.5%	-2,799.00
EXPENSES	<u>58,327.00</u>	<u>60,570.42</u>	<u>80,695.00</u>	<u>95,298.00</u>	<u>102,040.00</u>	<u>125,040.00</u>	<u>22.5%</u>	<u>23,000.00</u>
TOTAL	96,958.00	100,202.66	129,133.00	138,895.00	153,142.00	173,343.00	13.2%	20,201.00
175 PLANNING BOARD								
SALARIES	36,044.00	73,851.60	126,171.00	119,642.00	134,421.00	145,168.00	8.0%	10,747.00
EXPENSES	<u>21,506.00</u>	<u>11,321.57</u>	<u>9,160.00</u>	<u>24,325.00</u>	<u>95,100.00</u>	<u>95,100.00</u>	<u>0.0%</u>	<u>0.00</u>
TOTAL	57,550.00	85,173.17	135,331.00	143,967.00	229,521.00	240,268.00	4.7%	10,747.00
176 BOARD OF APPEALS								
SALARIES	585.00	709.27	2,891.00	1,489.00	3,022.00	3,113.00	3.0%	91.00
EXPENSES	<u>438.00</u>	<u>561.24</u>	<u>1,450.00</u>	<u>600.00</u>	<u>1,450.00</u>	<u>1,450.00</u>	<u>0.0%</u>	<u>0.00</u>
TOTAL	1,023.00	1,270.51	4,341.00	2,089.00	4,472.00	4,563.00	2.0%	91.00

DEPARTMENT	FY 2020 EXPENDED	FY 2021 EXPENDED	FY 2022 EXPENDED	FY 2023 EXPENDED	FY 2024 APPROVED	FY 2025 REQUESTED	FY25/FY24 % CHANGE	FY25/FY24 \$ Variance
191 WHITING ROAD	2,042.00	2,498.82	4,000.00	4,856.00	7,000.00	7,000.00	0.0%	0.00
192 TOWN HOUSE EXPENSES	45,131.00	50,585.98	56,056.00	63,202.00	64,582.00	53,582.00	-17.0%	-11,000.00
193 DOVER COMMUNITY CENTER								
SALARIES					0.00	105,027.00		105,027.00
EXPENSES	62,481.00	68,838.63	86,484.00	85,877.00	86,784.00	48,300.00	-44.3%	-38,484.00
TOTAL	62,481.00	68,838.63	86,484.00	85,877.00	86,784.00	153,327.00	76.7%	66,543.00
195 TOWN REPORT	2,018.00	5,369.32	6,125.00	5,074.00	6,125.00	0.00	-100.0%	-6,125.00
199 BUILDING MAINTENANCE								
SALARIES	205,922.00	211,238.56	221,979.00	211,788.00	235,439.00	361,794.00	53.7%	126,355.00
EXPENSES	121,075.00	123,835.91	125,300.00	116,176.00	125,000.00	112,300.00	-10.2%	-12,700.00
TOTAL	326,997.00	335,074.47	347,279.00	327,964.00	360,439.00	474,094.00	31.5%	113,655.00
<b>GENERAL GOVERNMENT TOTAL</b>	<b>\$1,909,664.00</b>	<b>\$2,358,736.42</b>	<b>\$2,658,411.00</b>	<b>\$2,730,399.00</b>	<b>\$3,371,952.00</b>	<b>\$3,891,732.00</b>	<b>15.4%</b>	<b>\$519,780.00</b>
<b>PUBLIC SAFETY</b>								
210 POLICE								
SALARIES	1,860,725.00	1,907,908.17	2,002,839.00	2,094,672.00	2,401,495.00	2,499,036.00	4.1%	97,541.00
EXPENSES	100,500.00	104,735.84	130,655.00	147,864.00	154,750.00	152,500.00	-1.5%	-2,250.00
OUT OF STATE TRAVEL	1,962.00	0.00	3,000.00	0.00	3,000.00	0.00	-100.0%	-3,000.00
TOTAL	1,963,187.00	2,012,644.01	2,136,494.00	2,242,536.00	2,559,245.00	2,651,536.00	3.6%	92,291.00
220 FIRE								
SALARIES	425,104.00	380,925.86	525,458.00	539,052.00	550,377.00	567,967.00	3.2%	17,590.00
EXPENSES	132,704.00	85,497.79	94,250.00	114,906.00	94,250.00	108,424.00	15.0%	14,174.00
TOTAL	557,808.00	466,423.65	619,708.00	653,958.00	644,627.00	676,391.00	4.9%	31,764.00

DEPARTMENT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY25/FY24	
	EXPENDED	EXPENDED	EXPENDED	EXPENDED	APPROVED	REQUESTED	% CHANGE	\$ Variance
231 AMBULANCE								
SALARIES	166,501.00	155,421.27	168,701.00	182,870.00	292,331.00	329,874.40	12.8%	37,543.40
EXPENSES	<u>100,883.00</u>	<u>53,174.50</u>	<u>66,307.00</u>	<u>50,696.00</u>	<u>66,307.00</u>	<u>66,307.00</u>	<u>0.0%</u>	<u>0.00</u>
TOTAL	267,384.00	208,595.77	235,008.00	233,566.00	358,638.00	396,181.40	10.5%	37,543.40
241 BUILDING INSPECTOR								
SALARIES	107,048.00	110,011.54	157,224.00	169,441.00	220,639.00	236,462.00	7.2%	15,823.00
EXPENSES	<u>3,227.00</u>	<u>3,418.85</u>	<u>5,550.00</u>	<u>3,297.00</u>	<u>7,320.00</u>	<u>8,600.00</u>	<u>17.5%</u>	<u>1,280.00</u>
TOTAL	110,275.00	113,430.39	162,774.00	172,738.00	227,959.00	245,062.00	7.5%	17,103.00
291 EMERGENCY MANAGEMENT								
SALARIES	195.00	195.22	202.00	0.00	0.00	0.00		0.00
EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>
TOTAL	195.00	195.22	602.00	0.00	0.00	0.00		0.00
292 ANIMAL CONTROL								
SALARIES	11,604.00	11,938.72	18,422.00	8,119.30	18,422.00	18,422.00	0.0%	0.00
EXPENSES	<u>5,637.00</u>	<u>4,883.80</u>	<u>7,250.00</u>	<u>5,656.00</u>	<u>7,250.00</u>	<u>7,250.00</u>	<u>0.0%</u>	<u>0.00</u>
TOTAL	17,241.00	16,822.52	25,672.00	13,775.30	25,672.00	25,672.00	0.0%	0.00
294 CARE OF TREES								
SALARIES	9,959.00	10,257.76	10,463.00	10,673.00	0.00	0.00		0.00
EXPENSES	<u>102,097.00</u>	<u>101,865.88</u>	<u>102,640.00</u>	<u>90,646.00</u>	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>
TOTAL	112,056.00	112,123.64	113,103.00	101,319.00	0.00	0.00		0.00
295 TREE COMMITTEE	2,495.00	2,475.00	2,500.00	2,475.00	0.00	0.00		0.00
299 PROTECTIVE AGENCY BLDG.	52,881.00	56,258.64	79,523.00	79,074.00	81,655.00	61,700.00	-24.4%	-19,955.00
<b>PUBLIC SAFETY TOTAL</b>	<b>\$3,083,522.00</b>	<b>\$2,988,968.84</b>	<b>\$3,375,384.00</b>	<b>\$3,499,441.30</b>	<b>\$3,897,796.00</b>	<b>\$4,056,542.40</b>	<b>4.1%</b>	<b>\$158,746.40</b>

DEPARTMENT	FY 2020 EXPENDED	FY 2021 EXPENDED	FY 2022 EXPENDED	FY 2023 EXPENDED	FY 2024 APPROVED	FY 2025 REQUESTED	FY25/FY24 % CHANGE	FY25/FY24 \$ Variance
<b>EDUCATION</b>								
600 DOVER SCHOOL OPERATING	9,093,510.00	9,338,105.84	10,369,665.00	9,104,633.00	10,778,641.00	11,302,838.00	4.9%	524,197.00
601 DOVER'S SHARE REGIONAL OPERATING ASSESSMENT	11,955,169.00	12,132,034.00	12,206,021.00	12,496,779.00	12,529,057.00	12,877,926.00	2.8%	348,869.00
DEBT ASSESSMENT	<u>552,534.00</u>	<u>519,135.00</u>	<u>487,071.00</u>	<u>462,617.00</u>	<u>425,881.00</u>	<u>390,199.00</u>	<u>-8.4%</u>	<u>-35,682.00</u>
TOTAL	12,507,703.00	12,651,169.00	12,693,092.00	12,959,396.00	12,954,938.00	13,268,125.00	2.4%	313,187.00
602 MINUTEMAN VOCATIONAL	73,811.00	120,239.00	206,298.00	197,427.00	248,626.00	269,420.00	8.4%	20,794.00
604 OTHER VOCATIONAL SCHOOLS	0.00	0.00	6,000.00	23,706.00	25,000.00	25,000.00	0.0%	0.00
<b>EDUCATION TOTAL</b>	<b>\$21,675,024.00</b>	<b>\$22,109,513.84</b>	<b>\$23,275,055.00</b>	<b>\$22,285,162.00</b>	<b>\$24,007,205.00</b>	<b>\$24,865,383.00</b>	<b>3.6%</b>	<b>\$858,178.00</b>
<b>PUBLIC WORKS &amp; FACILITIES</b>								
411 ENGINEERING								
SALARIES	15,613.00	12,948.08	27,690.00	11,831.00	0.00	0.00		0.00
EXPENSES - SELECTMEN	0.00	65,254.75	65,670.00	13,680.00	0.00	0.00		0.00
EXPENSES - PLANNING BOARD	<u>40,289.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>
TOTAL	55,902.00	78,202.83	93,360.00	25,511.00	0.00	0.00		0.00
422 HIGHWAY MAINTENANCE								
SALARIES	504,095.00	472,135.87	541,547.00	550,674.00	855,047.00	882,407.00	3.2%	27,360.00
EXPENSES	<u>273,572.00</u>	<u>277,541.05</u>	<u>277,067.00</u>	<u>310,779.00</u>	<u>473,862.00</u>	<u>473,862.00</u>	<u>0.0%</u>	<u>0.00</u>
TOTAL	777,667.00	749,676.92	818,614.00	861,453.00	1,328,909.00	1,356,269.00	2.1%	27,360.00
423 SNOW AND ICE								
SALARIES	37,433.00	65,759.73	105,700.00	43,766.00	105,700.00	105,700.00	0.0%	0.00
EXPENSES	<u>281,711.00</u>	<u>320,104.35</u>	<u>314,300.00</u>	<u>310,680.00</u>	<u>278,300.00</u>	<u>278,300.00</u>	<u>0.0%</u>	<u>0.00</u>
TOTAL	319,144.00	385,864.08	420,000.00	354,446.00	384,000.00	384,000.00	0.0%	0.00

DEPARTMENT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY25/FY24	
	EXPENDED	EXPENDED	EXPENDED	EXPENDED	APPROVED	REQUESTED	% CHANGE	\$ Variance
424 STREET LIGHTING	6,793.00	0.00	8,899.00	3,640.00	8,899.00	8,899.00	0.0%	0.00
425 TOWN GARAGE	92,874.00	51,689.11	71,308.00	69,619.00	72,916.00	114,916.00	57.6%	42,000.00
428 TARVIA/PATCHING	274,828.00	176,517.58	275,000.00	117,460.00	280,000.00	330,000.00	17.9%	50,000.00
433 GAARBAGE DISPOSAL	1,071.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.00
439 SOLID WASTE								
SALARIES	79,142.00	82,524.83	96,904.00	81,308.00	83,531.00	91,344.00	9.4%	7,813.00
EXPENSES	<u>272,271.00</u>	<u>194,226.80</u>	<u>277,451.00</u>	<u>269,626.00</u>	<u>279,628.00</u>	<u>325,607.00</u>	<u>16.4%</u>	<u>45,979.00</u>
TOTAL	351,413.00	276,751.63	374,355.00	350,934.00	363,159.00	416,951.00	14.8%	53,792.00
450 TOWN WATER								
SALARIES	7,129.00	7,707.12	7,846.00	8,795.00	8,203.08	7,642.00	-6.8%	-561.08
EXPENSES	<u>47,320.00</u>	<u>16,739.84</u>	<u>22,000.00</u>	<u>31,207.00</u>	<u>35,950.00</u>	<u>39,450.00</u>	<u>9.7%</u>	<u>3,500.00</u>
TOTAL	54,449.00	24,446.96	29,846.00	40,002.00	44,153.08	47,092.00	6.7%	2,938.92
491 CEMETERY								
SALARIES	93,253.00	92,217.74	96,533.00	101,882.00	102,373.00	108,849.00	6.3%	6,476.00
EXPENSES	<u>22,302.00</u>	<u>22,071.31</u>	<u>30,735.00</u>	<u>27,324.00</u>	<u>32,785.00</u>	<u>34,210.00</u>	<u>4.3%</u>	<u>1,425.00</u>
TOTAL	115,555.00	114,289.05	127,268.00	129,206.00	135,158.00	143,059.00	5.8%	7,901.00
<b>PUBLIC WORKS &amp; FACILITIES TOTAL</b>	<b>\$2,049,696.00</b>	<b>\$1,857,438.16</b>	<b>\$2,218,650.00</b>	<b>\$1,952,271.00</b>	<b>\$2,617,194.08</b>	<b>\$2,801,186.00</b>	<b>7.0%</b>	<b>\$183,991.92</b>

DEPARTMENT	FY 2020 EXPENDED	FY 2021 EXPENDED	FY 2022 EXPENDED	FY 2023 EXPENDED	FY 2024 APPROVED	FY 2025 REQUESTED	FY25/FY24 % CHANGE	\$ Variance
<b>HEALTH &amp; HUMAN SERVICES</b>								
519 BOARD OF HEALTH								
SALARIES	47,172.00	52,969.82	85,116.00	129,152.00	173,720.00	169,463.00	-2.5%	-4,257.00
EXPENSES	<u>39,074.00</u>	<u>46,298.17</u>	<u>57,849.00</u>	<u>36,786.00</u>	<u>107,849.00</u>	<u>109,829.00</u>	<u>1.8%</u>	<u>1,980.00</u>
TOTAL	86,246.00	99,267.99	142,965.00	165,938.00	281,569.00	279,292.00	-0.8%	-2,277.00
541 COUNCIL ON AGING								
SALARIES	133,287.00	152,790.68	167,922.00	172,932.00	204,250.00	230,072.00	12.6%	25,822.00
EXPENSES	<u>34,765.00</u>	<u>32,390.81</u>	<u>48,550.00</u>	<u>47,197.00</u>	<u>49,900.00</u>	<u>50,900.00</u>	<u>2.0%</u>	<u>1,000.00</u>
TOTAL	168,052.00	185,181.49	216,472.00	220,129.00	254,150.00	280,972.00	10.6%	26,822.00
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	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>0.0%</u>	<u>0.00</u>
TOTAL	1,000.00	1,000.00	2,000.00	1,000.00	2,000.00	2,000.00	0.0%	0.00
<b>HEALTH &amp; HUMAN SERVICES TOTAL</b>	<b>\$255,298.00</b>	<b>\$285,449.48</b>	<b>\$361,437.00</b>	<b>\$387,067.00</b>	<b>\$537,719.00</b>	<b>\$562,264.00</b>	<b>4.6%</b>	<b>\$24,545.00</b>
<b>CULTURE &amp; RECREATION</b>								
610 LIBRARY								
SALARIES	463,877.00	493,555.27	598,519.00	587,700.00	657,239.00	695,807.00	5.9%	38,568.00
EXPENSES	<u>169,150.00</u>	<u>167,514.78</u>	<u>205,311.00</u>	<u>230,239.00</u>	<u>237,119.00</u>	<u>235,698.00</u>	<u>-0.6%</u>	<u>-1,421.00</u>
TOTAL	633,027.00	661,070.05	803,830.00	817,939.00	894,358.00	931,505.00	4.2%	37,147.00
650 PARKS AND RECREATION								
SALARIES	267,773.00	294,697.54	369,574.00	324,113.00	413,631.00	478,994.00	15.8%	65,363.00
EXPENSES	<u>100,882.00</u>	<u>105,133.70</u>	<u>84,800.00</u>	<u>85,034.00</u>	<u>88,600.00</u>	<u>86,400.00</u>	<u>-2.5%</u>	<u>-2,200.00</u>
TOTAL	368,655.00	399,831.24	454,374.00	409,147.00	502,231.00	565,394.00	12.6%	63,163.00
691 HISTORICAL COMMISSION	1,200.00	0.00	1,250.00	0.00	1,250.00	1,250.00	0.0%	0.00

DEPARTMENT	FY 2020 EXPENDED	FY 2021 EXPENDED	FY 2022 EXPENDED	FY 2023 EXPENDED	FY 2024 APPROVED	FY 2025 REQUESTED	FY25/FY24 % CHANGE	\$ Variance
692 MEMORIAL DAY	2,967.00	2,678.75	3,000.00	2,440.00	3,500.00	0.00	-100.0%	-3,500.00
<b>CULTURE &amp; RECREATION TOTAL</b>	<b>\$1,005,849.00</b>	<b>\$1,063,580.04</b>	<b>\$1,262,454.00</b>	<b>\$1,229,526.00</b>	<b>\$1,401,339.00</b>	<b>\$1,498,149.00</b>	<b>6.9%</b>	<b>\$96,810.00</b>
<b>DEBT SERVICE</b>								
710/751 MATURING DEBT PRINCIPAL AND INTEREST	1,198,750.00	1,156,425.00	947,850.00	2,341,752.00	1,862,374.60	2,519,223.00	35.3%	656,848.40
759 BANK CHARGES	1,466.00	1,705.42	4,000.00	3,006.00	0.00	0.00		0.00
<b>DEBT &amp; INTEREST TOTAL</b>	<b>\$1,200,216.00</b>	<b>\$1,158,130.42</b>	<b>\$951,850.00</b>	<b>\$2,344,758.00</b>	<b>\$1,862,374.60</b>	<b>\$2,519,223.00</b>	<b>35.3%</b>	<b>\$656,848.40</b>
<b>UNCLASSIFIED</b>								
<b>INSURANCE</b>								
912 WORKERS COMPENSATION	79,493.00	77,585.00	118,542.90	74,188.00	118,543.00	128,026.44	8.0%	9,483.44
914 GROUP INSURANCE	1,895,815.93	1,859,496.66	2,733,119.55	2,165,543.00	2,853,912.00	3,127,200.00	9.6%	273,288.00
916 MEDICARE/FICA	166,458.00	160,177.15	172,249.00	177,211.00	192,000.00	203,000.00	5.7%	11,000.00
950 OTHER INSURANCE	185,493.00	191,249.00	205,072.95	244,928.00	234,768.00	291,549.44	24.2%	56,781.44
<b>SUBTOTAL INSURANCE</b>	<b>\$2,327,259.93</b>	<b>\$2,288,507.81</b>	<b>\$3,228,984.40</b>	<b>\$2,661,870.00</b>	<b>\$3,399,223.00</b>	<b>\$3,749,775.88</b>	<b>10.3%</b>	<b>\$350,552.88</b>

DEPARTMENT	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY25/FY24	
	EXPENDED	EXPENDED	EXPENDED	EXPENDED	APPROVED	REQUESTED	% CHANGE	\$ Variance
<b>PENSIONS</b>								
911 NORFOLK COUNTY RETIREMENT	1,421,027.00	1,522,061.00	1,476,817.00	1,585,077.00	1,730,036.00	1,798,810.00	4.0%	68,774.00
<b>UNCLASSIFIED TOTAL</b>								
	<b>\$3,748,286.93</b>	<b>\$3,810,568.81</b>	<b>\$4,705,801.40</b>	<b>\$4,246,947.00</b>	<b>\$5,129,259.00</b>	<b>\$5,548,585.88</b>	<b>8.2%</b>	<b>\$419,326.88</b>
<b>OPERATING BUDGET GRAND TOTAL</b>								
	<b>\$34,927,555.93</b>	<b>\$35,632,386.01</b>	<b>\$38,809,042.40</b>	<b>\$38,675,571.30</b>	<b>\$42,824,838.68</b>	<b>\$45,743,065.28</b>	<b>6.8%</b>	<b>\$2,918,226.60</b>

Article 5. (Selectmen) To see if the Town will vote to raise and appropriate, appropriate from available funds, borrow or any combination of these methods, a sum of money 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. Fire Department Total \$188,236

(a.) SCBA (Self Contained Breathing Apparatus) \$146,252

**This request is to replace the existing SCBA apparatus, consisting of 13 Air Packs, 1 for each position on Engines 1,2, and 3. and 40 SCBA masks. The SCBAs, purchased in 2007, have reached the end of their certified lives, and are part of a program to replace obsolete equipment over a three-year period starting in FY24. SCBA apparatus will be 15 years old at time of replacement and required to be taken out of service by National Fire Protection Association (NFPA) guidelines.**

*The Capital Budget Committee recommends approval of \$146,252 for this request.*

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$146,252 BE RAISED AND APPROPRIATED FOR THE PURCHASE AND REPLACEMENT OF SELF-CONTAINED BREATHING APPARATUS.

(b.) Turnout Gear \$29,909

**This request is to replace 5 sets of turnout gear consisting of jackets, pants, hoods and gloves as part of a program starting in FY24 to replace all turnout gear over a 10-year period as required by NFPA and the Massachusetts Fire Academy.**

*The Capital Budget Committee recommends approval of \$29,909 for this request.*

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$29,909 BE RAISED AND APPROPRIATED FOR THE PURCHASE AND REPLACEMENT OF TURNOUT GEAR.

(c.) Station Workwear \$12,075

**This request is to acquire station workwear to be worn on all Department business. A set will be supplied for each member plus 10 spare sets.**

*The Capital Budget Committee recommends approval of \$12,075 for this request.*

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$12,075 BE RAISED AND APPROPRIATED FOR THE PURCHASE OF FIRE DEPARTMENT WORKWEAR.

2. Police Department \$130,000

**This request is for the replacement of vehicles:**

**(a.) #345, a 2020 Chevrolet Tahoe with 75,000 miles and 9500 hours as of 10/1/23 and averaging monthly mileage of 2000. Replacement is anticipated for late FY25, when the vehicle should have approximately 100,000 miles; and**

**(b.) #347, a 2019 Ford SUV with approximately 60,000 miles and 8500 hours as of 10/1/23 which is out of warranty and has developed issues with engine and power train as well as electronics failing (reverse sensor, spotlight, power seat). Replacement is anticipated for late FY25 when vehicle should have more than 80,000 miles.**

These dates been determined in extensive discussions to be the optimum replacement point for the type and use of Dover police vehicles. The age, time of use, condition, and increased maintenance costs have met the guidance levels established by the Capital Budget Committee for

replacement. The specific replacement models will depend on supply chain availability.

*The Capital Budget Committee recommends approval of \$130,000 for this request.*

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$130,000 BE RAISED AND APPROPRIATED FOR THE PURCHASE AND REPLACEMENT OF POLICE VEHICLES.

(a.) Repair and Reconstruction of Willow Street Culvertup to \$195,000

Willow Street, which traverses a waterway connecting to the Charles River, has a badly deteriorated roadway and culvert, partially collapsed and covered with steel sheets. This has been a continuing problem for over 20 years and may require closure of the road. Engineering firms and other parties have undertaken several studies, where the principal recommendation is immediate repair and replacement of existing structure with a new permanent culvert. A grant has been made available to the Town by the Commonwealth of Massachusetts in the amount of \$305,000, reducing the net cost to \$195,000.

*The Capital Budget Committee recommends approval of up to \$195,000 for this request.*

THE WARRANT COMMITTEE RECOMMENDS THAT UP TO THE AMOUNT OF \$195,000 BE RAISED AND APPROPRIATED FOR REPAIR AND RECONSTRUCTION OF THE WILLOW STREET CULVERT.

(b.) Front end loader and plow \$355,000

This request is to replace the existing 27-year-old Samsung front end loader and plow which requires significant repairs and has reached the end of its useful life. Samsung no longer

manufactures front end loaders and the department has difficulty obtaining spare parts. The replacement will be a new John Deere Model front end loader with plow. The new John Deere equipment will be diesel rather than hybrid, since the advantages of using hybrid are nominal at an extra **\$105,000 expense.**

*The Capital Budget Committee recommends approval of up to \$355,000 for this request for purchase and replacement of this request.*

THE WARRANT COMMITTEE RECOMMENDS THAT UP TO THE AMOUNT OF \$355,000 BE RAISED AND APPROPRIATED FOR PURCHASE AND REPLACEMENT OF A FRONT-END LOADER WITH PLOW.

(c.) Highway Building Salt Shed	\$462,300
---------------------------------	-----------

This request is to replace the existing deteriorated salt shed structure that has reach the end of its useful life. The shed structure is no longer able to support itself and to protect its salt content from the elements. The new structure will be partial cinderblock and steel frame with a fabric cover. Demolition and part of the construction work will be done by the Highway Department, decreasing the total required funding.

*The Capital Budget Committee recommends approval of up to \$462,300 for this request for rebuilding the Highway Department Salt Shed.*

THE WARRANT COMMITTEE RECOMMENDS THAT UP TO THE AMOUNT \$462,300 BE RAISED AND APPROPRIATED FOR RECONSTRUCTION OF THE HIGHWAY DEPARTMENT SALT SHED.

4. Selectmen	Total \$511,000
--------------	-----------------

(a.) Library HVAC	\$395,000
-------------------	-----------

This request is for the design and replacement of the library's existing HVAC system, which was originally installed in 1995. The system has had several outages during the last 2 years, which not only required many repairs but also the shutdown of the library. The heat and hot water are provided by an oil fueled boiler that is 27 years old, very expensive to operate, with an inefficient air handler that has rusted through in various locations, together with a highly inefficient pneumatic control system. All the mechanical, control, air handling and AC systems have reached the end of their useful lives and should be replaced. This project will be done in two phases: Phase 1 will be design of the system and potentially partial replacement. Phase two will be complete execution of the design with the purchase and installation of new highly efficient equipment and expected to be completed in FY25. \$90,000 was previously approved in FY23 and an additional \$50,000 in FY24, of which \$5,000 is owed for re-design. The total project is presently estimated to be \$395,000 to complete construction of the entire Library HVAC system. The Capital Budget Committee will review the possibility that the remainder of the construction will qualify for inclusion for a grant under the Green Communities Grant Program.

*The Capital Budget Committee recommends approval of \$395,000 for this request.*

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$395,000 BE RAISED AND APPROPRIATED FOR THE DESIGN AND REPLACEMENT OF THE LIBRARY'S HVAC SYSTEM.

(b.) Protective Service Building Locker Room	\$20,000
----------------------------------------------	----------

This request is to repair the Protective Service Building's HVAC and Locker Room in an older section built in 1976. There is no HVAC system in the male locker room facilities, used by most police on daily basis. The Locker Room is 47 years old, heavily used, in a state of disrepair, and needs to be upgraded.

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

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$20,000 BE RAISED AND APPROPRIATED FOR THE REPAIR AND UPGRADE OF THE PROTECTIVE SERVICE BUILDING HVAC AND LOCKER ROOM.

(c.) Protective Service Building Fuel Tanks \$16,000

**This request is to replace 3 existing single wall fuel tanks first installed in 1995 with double wall tanks to reduce the possibility of leaking. One tank has been leaking and is shut off and all have reached the end of their useful lives.**

*The Capital Budget Committee recommends approval of \$16,000 for this request.*

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$16,000 BE RAISED AND APPROPRIATED FOR THE RELACEMENT OF PROTECTIVE SERVICE BUILDING FUEL TANKS.

(d.) Whiting Road Building \$80,000

**This request is to repair and renovate the Whiting Road Building to serve as a climate-controlled storage facility for the new Dover Community Center. The repairs and renovations will include: (a) internal electrical system upgrades, including lighting, as well as enabling the installation of HVAC mini splits, which are being repurposed from the original Caryl Community Center; (b.) 4 replacement overhead doors with R-17 insulation to reduce heat loss, and necessary to preserve the historical appearance of the building; (c.) epoxy flooring over the concrete floor to reduce dampness; (d.) removal of old oil tanks from 1980s and replace with newer oil tanks from Caryl to furnish fuel for an existing backup furnace; and (e.)**

**replace fire alarm with full system and any other required mechanical and plumbing improvements.**

*The Capital Budget Committee recommends approval of \$80,000 for this request.*

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$80,000 BE RAISED AND APPROPRIATED FOR THE REPAIR AND RENOVATION OF THE WHITING ROAD BUILDING.

5. Parks & Recreation	\$150,000
-----------------------	-----------

**This request is to pay for design, engineering and related fees at Caryl Park for the re-construction of the playground, new pickle ball courts, and repair, landscaping, and improvements for the parking lot, drainage and walkways. The Capital Budget Committee requested timely submission of a breakdown of the request into separate project elements of playground and pickle ball and additional detailed estimates. Further, the guidelines suggested by the Commonwealth of Massachusetts recommend at least 3 bid proposals. Therefore, there was not sufficient information to recommend approval.**

*The Capital Budget Committee does not recommend approval of this request.*

THE WARRANT COMMITTEE DOES NOT RECOMMEND THAT ANY SUM BE RAISED AND APPROPRIATED FOR DESIGN, ENGINEERING FEES AND RELATED FEES AT CARYL PARK.

6. Dover Schools (Chickering)	\$140,000
-------------------------------	-----------

**This request is to replace additional flooring at Chickering School for the 4-5 wing, upstairs classrooms covering 11,000-13,000 sq. ft. The cost is based on the State Contract pricing with modest price increase. The new flooring eliminates the**

**cost of stripping and waxing. This is part of a program to replace all of the flooring, which has reached end of useful life.**

*The Capital Budget Committee recommends approval of \$140,000 for this request.*

**THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$140,000 BE RAISED AND APPROPRIATED FOR PURCHASING AND REPLACING FLOORING AT CHICKERING SCHOOL.**

Article 6. (Selectmen) To see if the Town will vote to raise and appropriate, appropriate from available funds, or any combination of these methods, a sum of money for the purpose of funding an unemployment compensation fund as authorized by Chapter 40, Section 5E, of the Massachusetts General Laws; 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 \$25,000 BE RAISED AND APPROPRIATED FOR THE PURPOSES OF THIS ARTICLE.**

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

Article 8. (Selectmen) To see if the Town will vote to raise and appropriate, appropriate from available funds, borrow or any combination of these methods, a sum of money for the purpose of highway construction, reconstruction and other improvements under the authority of the

Massachusetts General Laws as funded by various State budgets; 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, appropriate from available funds, or any combination of these methods, a sum of money for the Conservation Fund to be used by the Conservation Commission for any purpose authorized by Chapter 40, Section 8C of the Massachusetts General Laws; 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 \$25,000 BE RAISED AND APPROPRIATED FOR THE PURPOSES OF THIS ARTICLE.**

Article 10. (Selectmen) To see if the Town will vote to raise and appropriate, appropriate from available funds, or any combination of these methods, a sum of money to the General Stabilization Fund in accordance with Chapter 40 Section 5B of the Massachusetts General Laws; 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.

**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, which is our savings account for future expenditures.**

**THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$197,000 BE RAISED AND APPROPRIATED FOR THE PURPOSES OF THIS ARTICLE.**

Article 11. (Selectmen) To see if the Town will vote to raise and appropriate, appropriate from available funds, or any combination of these methods, a sum of money to the Dover-Sherborn Regional Schools Stabilization Fund in accordance with Chapter 40 Section 5B of the Massachusetts General Laws; 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.

**The Dover-Sherborn Regional School District has an unfunded Other Post-Employment Benefit (OPEB) liability on the order 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 Dover's liability under the District's requests for OPEB funding in the future.**

THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$743,000 BE RAISED AND APPROPRIATED FOR THE PURPOSES OF THIS ARTICLE.

Article 12. (Warrant Committee) To see if the Town will vote to raise and appropriate, appropriate from available funds, or any combination of these methods, 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.

**The amount of any unpaid bills from prior years will be given at Town Meeting.**

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED AND THE NECESSARY FUNDS BE APPROPRIATED.

Article 13 (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 2023 Annual Town Meeting, to be expended during the current fiscal year, or make any other adjustments to the Fiscal Year 2024 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.

**At the time the Blue Book went to press, the Warrant Committee was not aware of any supplemental appropriations.**

**THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE DISMISSED.**

Article 14 (Selectmen) To see if the Town will vote to amend Section 5-16 (Finances) of the General Bylaws of the Town of Dover, entitled “Departmental revolving funds”, for the purpose of establishing a new revolving fund in Section 5-16 E, as shown in the document on file in the Office of the Town Clerk, and as follows:

Revolving Fund	Department, Board, Committee or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund
Department of Public Works	Department of Public Works	Solid waste and recycling program sales and related proceeds	Maintenance, repair, and replacement of facilities and equipment for the transfer station	N/A

for use in Town pursuant to Chapter 44, Section 53E ½ of the Massachusetts General Laws; and further, that nonsubstantive 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; and further, to see if the Town will vote pursuant to authorize the use of this revolving fund account for the Department of Public Works, and that unless otherwise amended by the Board of Selectmen and Warrant Committee, such account shall not exceed \$35,000 for Fiscal Year 2025; or take any other action relative thereto.

**This request is to establish a revolving fund for the Department of Public Works to use to deposit revenue from bottle deposits and the sale of scrap metals and to use these funds for maintenance, repair and replacement activities at the transfer station. In addition to this, the request also puts a limit of \$35,000 in Fiscal Year 2025. Any revenue is addition to this will go back to the town. The request does not include any initial transfers to the fund. All deposits to the fund will be entirely based on sales of recycled materials.**

**In the past these funds went entirely back to the town and were not useable by the Transfer Station. The Department of Public Works is making this request to give the department some flexibility in paying for incidental expenses in operating the transfer station.**

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 15. (Selectmen) To see if the Town will vote to amend Section 5-16 (Finances) of the General Bylaws of the Town of Dover, entitled “Departmental revolving funds”, for the purpose of establishing a new revolving fund in Section 5-16 E, as shown in the document on file in the Office of the Town Clerk, and as follows:

Revolving Fund	Department, Board, Committee or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund
Community Center	Board of Selectmen	Rental fees and other community charges	Costs associated with operating the Community Center and maintenance/improvement projects for the facility	N/A

for use in Town pursuant to Chapter 44, Section 53E ½ of the Massachusetts General Laws; and further, that nonsubstantive 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; and further, 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 this revolving fund account for the Community Center, and that unless otherwise amended by the Board of Selectmen and Warrant Committee, such account shall not exceed \$25,000 for Fiscal Year 2025; or take any other action relative thereto.

**This Article will establish a new revolving fund account that will be funded in Fiscal Year 2025 up to a maximum of \$25,000 from fees, charges or other receipts generated by use of the facilities of the new Community Center. These fees will be used, at the discretion of the Board of Selectmen, to cover the costs associated with use of the Community Center after-hours. The funds of the revolving fund will also be available, again at the discretion of the Board of Selectmen, to maintain/improve the Community Center facilities.**

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 16. (Selectmen) To see if the Town will vote to rescind the borrowing authorized under Article 12 of the 1997 Annual Town Meeting, appropriated for a grant to the Dover Community Development Corporation, Inc. for the development of elderly affordable housing, which borrowing is no longer needed as the project was not completed; or take any other action relative thereto.

**Since the project for which the 1997 borrowing was authorized is defunct, it is prudent to rescind the authorization.**

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 17. (Selectmen) To see if the Town will vote to raise and appropriate, appropriate from available funds, or any combination of these methods, a sum of money for the purpose of developing a comprehensive Dover Development and Housing Plan, and to fund 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.

**This request is to hire a consultant to develop, under the guidance of the Housing Task Force (recently created by the Board of Selectmen) and with a community-wide engagement process, to:**

- Propose a comprehensive plan for housing and other development for Dover;
- Suggest an area or areas of the town appropriate for multi-family housing (known as an “MBTA Overlay District”) to maintain compliance with State law and provide access to some state grants; and
- Consider possible zoning by-law changes that could be needed to meet the towns housing and development needs aligned with the resources of the

**town. The Town desires that this zoning balance maintain our rural character and take into account Dover's infrastructure limitations while remaining compliant with evolving State regulations.**

**The need for such a service, at an estimated cost of \$50,000 to \$100,000, is driven by several issues that the Board of Selectmen is confronted with, including:**

- **an increasing number of Chapter 40B/Affordable Housing applications from developers who see the town's open space as an opportunity and which, in the absence of a town plan, are forced on Dover by state mandates;**
- **the MBTA Communities Act which requires Dover to allocate areas of the town for multi-family dwellings by December 31, 2025, in exchange for continued access to potentially substantial state grants;**
- **the need to consider housing options for younger- and older adults as well as housing options for town employees and intergenerational families among others; and**
- **the need to define a vision for the town's development over a longer-term that avoids ad-hoc development pushed by developers and/or the State and meets the expectations of residents.**

**The town does not have the expertise to come up with a plan that manages these challenges in a comprehensive manner and is therefore seeking to engage a consultant who can support the Housing Taskforce in this endeavor.**

**THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$100,000 BE RAISED AND APPROPRIATED FOR THE PURPOSES OF THIS ARTICLE.**

**Article 18. (Selectmen) To see if the Town will vote to amend the General Bylaws by adding Chapter 93 entitled "Construction Hours", the complete text of which is on file in the Offices of the Town Clerk and the Planning Board, and further, that non-substantive changes in the numbering and**

heading of this bylaw be permitted in order that it be in compliance with the format of the Dover Town Code; or take any other action relative thereto.

**This article relates to a proposed bylaw to establish limits and penalties for excessive outdoor construction activity during prescribed off hours consistent with many other local communities. This proposal has been put forth in response to persistent complaints from the Dover community to the Police Department and Building Inspector.**

**If approved, outdoor construction and operation of equipment utilized for the purpose of building or assembling construction materials would be prohibited other than Monday through Friday between 7am and 6pm and Saturday between 9am and 1pm. This bylaw would not apply to indoor construction or work performed by a residential property owner as well as emergency, municipal or government authorized construction work. Fines of \$100-300 per incremental violation would be paid by the property owner with enforcement coordinated by the Dover Police and Building Inspector.**

**THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.**

Article 19. (Selectmen) To see if the Town will vote to amend the Zoning Bylaw Chapter 185, by adding § 185-46.4 (Small and medium-scale ground-mounted solar photovoltaic facilities) as set forth in the complete text on file in the Offices of the Town Clerk and the Planning Board, and further, that non-substantive changes in the numbering and heading of this bylaw be permitted in order that it be in compliance with the format of the Dover Town Code; or take any other action relative thereto.

**This article proposes a bylaw to promote and regulate the installation and use of small capacity (<10kW DC) and medium capacity (10kW-249kW DC) ground mounted solar energy systems in Dover. The bylaw establishes standards for permitting, design, operation and modifications in the interests of public safety (e.g. fire department access, fences**

**and signage); abutters (e.g. glare, shadows, noise and screening); and natural resources (e.g. wildlife corridors, stormwater runoff).**

**A similar bylaw for large scale ground mounted arrays was approved at the 2016 Town Meeting relating to the commercial array at the Transfer Station.**

**If approved, this bylaw would allow for small and medium scale ground mounted solar energy systems in all zoning districts with Site Plan Reviews, except the Conservancy District, and establish a review process through regulations that support the bylaw. Other than limiting arrays in the Conservancy District, this bylaw does not prohibit installations but rather clarifies review criteria and application criteria while providing a more comprehensive Site Plan Review tailored to the unique aspects of a ground mounted installation.**

**THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.**

Article 20. (Selectmen) To see if the Town will vote to amend the General Bylaw Chapter 159 entitled “Stormwater Management and Erosion Control”, by deleting it in its entirety, and replacing with the complete text on file in the Office of the Town Clerk, and further, that non-substantive changes in the numbering and heading of this bylaw be permitted in order that it be in compliance with the format of the Dover Town Code; or take any other action relative thereto.

**The Department of Public Works (“DPW”) is proposing to amend Chapter 159 of the town’s General Bylaws, with the stated purpose of establishing minimum requirements and controls to protect and safeguard the environment, natural resources, and the general health, safety and welfare of town citizens from the adverse impacts of stormwater runoff. The proposal is motivated by a recent increase in flooding throughout the town, as well as to ensure the town’s compliance with regulations implemented by the**

Massachusetts Department of Environmental Protection. If approved, the amended Bylaw would establish the DPW as the “Stormwater Authority,” charged with enforcing the terms of the Bylaw on behalf of the Board of Selectman.

Under the terms of the proposed amendment, any excavation, cutting, grading or other activity which changes the volume or peak flow discharge rate of rainfall runoff from the land surface above specified thresholds would first require the submission of an erosion and sediment control plan for review and approval by the Stormwater Authority. The specified thresholds for any such activities include:

- Any change of existing grade of more than 5,500 sq. ft. or 25% of the lot, whichever is smaller;
- Clearing of existing vegetation of more than 5,500 sq. ft. or 25% of the lot, whichever is smaller;
- Storage of more than 100 cubic yards of excavate or fill; or
- Any such activities within a wetland or protected buffer zone.

In addition, for any applicant who proposes to remove any tree 6-inches or greater in diameter located within the setback zone prescribed by the town’s zoning bylaws, the Stormwater Authority has the authority to require on- or near-site tree replacement and/or contribution to the town’s tree protection revolving fund.

If the Stormwater Authority were to determine that an activity is not being carried out in accordance with the requirements of the amended Bylaw, it would have the authority to issue a notice of non-compliance, which would require the halt of all construction activities until the Stormwater Authority confirms that the activity involved in the non-compliance has been satisfactorily addressed. The proposed Bylaw would also authorize the Stormwater Authority to pursue applicable civil and criminal remedies for violations, including a criminal fine of up to \$250 per day of non-compliance.

THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE BE APPROVED.

Article 21. (Assessors) To see if the Town will, pursuant to Massachusetts General Laws Chapter 30B, § 12(b), vote to authorize the Board of Assessors to solicit and award contracts for terms exceeding three years, but not to exceed six years, including any renewal, extension or option, provided in each instance the longer term is determined to be in the best interest of the Town by a majority vote of the Board of Assessors, or to take any other action relative thereto.

**This proposal is intended to allow the Town's Board of Assessors to take advantage of a longer-term contract to lock in the cost of both Assessment Certification and Building- and Cyclical Inspections over a 5-year period. Currently, the Board of Assessors is limited to entering contracts for up to 3 years.**

**Assessment Certification is the process whereby the Massachusetts Department of Revenue (DOR) audits and certifies that the town's assessors are following DOR requirements and policies and that the Board is assessing at full and fair cash value. This process takes place every five years and involves the town contracting an outside vendor to work with the DOR to conduct the Assessment Certification. This same vendor also undertakes Building Inspections as well as Inspections of all properties in town as required by the DOR every 10 years (the latter are known as Cyclical Inspections). In the past, these contracts have been undertaken on a one-off basis at a cost in the range of \$40,000-\$50,000. These contracts are therefore open to cost increases on a year-by-year basis.**

**By authorizing this article, the Board will be able to enter a contract to lock in vendor pricing for two certification periods, thus level funding these services for 5 years. Renewal contracts can then be undertaken with Board of Selectmen approval.**

THE WARRANT COMMITTEE RECOMMENDS THAT THIS  
ARTICLE BE APPROVED.

Article 22. (Conservation Commission) To see if the Town will vote to authorize the Board of Selectmen to transfer the real property listed below, which land is currently held by the Board of Selectmen for general municipal purposes, to the Board of Selectmen for the purpose of conveyance, and to authorize the Board of Selectmen to convey such land to the Conservation Commission on such terms and conditions and for such consideration, which may be non-monetary consideration, as the Board of Selectmen may determine, or take any other action relative thereto.

<b>Tax Parcel</b>	<b>Address</b>	<b>Title Reference</b>
Parcel 5-77 (3.07 acres)	Chickering Drive	Book 16530, Page 455 Judgement in Tax Lien Case
Parcel 5-206-A (.18 acres)	Wakeland Drive	Book 16179, Page 570 Judgement in Tax Lien Case
Parcel 5-197 (1.49 acres)	Main Street	Book 16179, Page 569 Judgement in Tax Lien Case
Parcel 7-14-A (6.27 acres)	Dedham Street	Book 35403, Page 295
Parcel 7-14B (4.50 acres)		Judgement in Tax Lien Case
Parcel 8-22 (3.73 acres)	Wilsondale Street	Book 26389, Page 194 Judgement in Tax Lien Case
Parcel 16-27 (2.62 acres)	Grand Hill Drive	Book 32562, Page 468 and Document No. 1314946 (Registered and Recorded Land)
Parcel 16-32 (2.02 acres)		Judgement in Tax Lien Case
Parcel 16-33 (2.0 acres)		
Parcel 17-22-A (1.66 acres)	Centre Street	Book 9721, Page 454 and
Parcel 17-22-D (18.23 acres)		Book 9721, Page 452
Parcel 17-22-E (7.14 acres)		Quitclaim Deeds (2)
Parcel 17-22-F (2.248 acres)		
Parcel 5-186-A (52.60 acres)	Haven Street	Book 4409, Page 660 Deed
Parcel 5-181 (31.5838 acres)	Haven Street	Book 5650, Page 722 Deed
Parcel 11-28 (6.0 acres)	Church Street	Book 1755, Page 559 Deed
Parcel 15-6 (3.923 acres)	Bridge Street	Book 7299, Page 477 Deed

**The parcels under consideration for transfer to the Conservation Commission are already town-owned and function as conservation land today. This one-time transfer of ownership will clarify the usage status with nominal costs for title changes and streamline the reporting of operating budget for land stewardship.**

THE WARRANT COMMITTEE RECOMMENDS THAT THIS  
ARTICLE BE APPROVED.

Article 23. (Selectmen) To see if the Town will accept the provisions of Chapter 164, Section 134 of Massachusetts General Laws and to initiate the process to aggregate electrical load, pursuant to Massachusetts General Law Chapter 164, Section 134, and grant the Board of Selectmen authority to research, develop and participate in a contract, or contracts, to aggregate the electricity load of the residents and businesses in the Town and for other related services, independently, or in joint action with other municipalities, retaining the right of individual residents and businesses to opt-out of the aggregation; or take any other action relative thereto.

**This article will allow the Board of Selectmen to initiate an electric load aggregation program and invite firms to compete to offer electricity to the Town. Selectmen would be able to purchase supply at kWh rates that are typically lower than on individual residential basic service electricity accounts, with potentially higher contributions from renewable energy sources. In addition to the typically lower kWh rates afforded by bulk-purchasing, the rates are stable for periods of 12 to 36 months once purchased, regardless of rate fluctuations in supply cost with Eversource. If adopted, the rates negotiated by the Selectmen would automatically be applied to all consumers in Dover. Businesses and residents who do not wish to participate in the program will retain the right to opt out of the program without penalty.**

THE WARRANT COMMITTEE RECOMMENDS THAT THIS  
ARTICLE BE APPROVED.

Article 24. (Citizen 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 Cross Street from the intersections of Cross Street and Centre Street to Chickering Elementary School.

**As sponsor of Article 24, a citizen is requesting that the town construct a sidewalk on Cross Street from the intersection of Cross Street and Centre Street to Chickering**

**Elementary School. If the Article is approved, the town would commence appropriate measures to construct the sidewalk, subject to a financial cap based on the amount appropriated at Town meeting. If the Article is not approved, the sidewalk would not be constructed. The Warrant Committee unanimously recommends against approval of the Article primarily due to (i) a lack of clarity on the proposed design of the sidewalk, including whether the design presented by the citizen petitioner is feasible or whether the proposed location lies on town property and (ii) a lack of specificity on the potential costs of the sidewalk and the likelihood of increased costs once proper design work is conducted.**

**THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE NOT BE APPROVED.**

Article 25. (Citizen Petition) To see if the Town will vote to amend the Chapter 83 of General Bylaws of the Town of Dover by adding new section as set forth below, and further, that nonsubstantive 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, or take any other action relative thereto: Article II Dogs § 83-3 Restraint required. No dog shall be allowed in any public place or street within the boundaries of Dover unless it is effectively restrained by a leash of no more than seven feet. Exceptions to this would be if it is contained within a motor vehicle.

**While the Warrant Committee agrees with the general sense of the proposed bylaw, the majority of the members feel that refinement is needed. On the one hand, the language is overly-specific as on the matter of leash length. On the other hand, it does not clearly define “public places”. Nor does it address trained dogs under voice command, such as service dogs or the Norfolk Hunt Club hounds. We recommend that a better bylaw be crafted by a working group of citizens and presented at a future Town Meeting.**

**THE WARRANT COMMITTEE RECOMMENDS THAT THIS ARTICLE NOT BE APPROVED.**

Article 26. (Warrant Committee) 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.

**At the time the Blue Book went to press, Free Cash as of July 1, 2023 had not yet been certified by the State. It is estimated that the actual balance is approximately \$10,500,000. Each year, Free Cash is replenished by turnbacks of unexpended appropriations, revenues in excess of projections, and unbudgeted State monies such as Special Education reimbursements.**

**The Warrant Committee, Board of Selectmen, and Dover citizens created guidelines to consider what amount of Free Cash was prudent to retain based on a review of similar towns, forecast expenditures in coming years, unfunded obligations, stabilization fund balances, and input from citizens. The guidelines call for the retention of uncommitted reserves to eventually be balanced between Free Cash and the General Stabilization Fund**

**\$2,713,000 of Free Cash is being appropriated for Articles 4, 5, 10, 11, and 17. Additionally, it is believed prudent that an additional \$800,000 be applied to further reduce the amount to be raised by the tax levy, thus appropriating a total of \$3,513,000 of Free Cash for FY2025.**

**THE WARRANT COMMITTEE RECOMMENDS THAT THE SUM OF \$800,000 BE RAISED AND APPROPRIATED FOR THE PURPOSES OF THIS ARTICLE.**

Article 27. (Town Election) To choose by ballot the following Town Offices:

Moderator .....	one year
One member of the Board of Selectmen .....	three years
One member of the Board of Assessors .....	three years
One member of the Dover School Committee .....	three years
One member of the Dover-Sherborn Regional School Committee.....	three years
Two members of the Board of Library Trustees .....	three years
One member of the Board of Library Trustees .....	one year
One member of the Planning Board .....	five years
One associate member of the Planning Board .....	two years
One member of the Board of Health .....	three years
One member of the Cemetery Commission .....	three years
Three members of the Trustees of the Larrabee & Whiting Estate .....	five years
One Constable .....	one year
Two members of the Parks & Recreation Commission .....	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 FISCAL YEAR 2023**

<b>DEPARTMENT</b>	<b>Request Date</b>	<b>DESCRIPTION</b>	<b>Amount Requested</b>	<b>Transfer Date</b>	<b>Amount of Transfer</b>	<b>Running Balance</b>
RESERVE FUND	07/01/22	FY23 APPROPRIATION - ATM ARTICLE 4	250,000.00	07/01/22		<b>250,000.00</b>
POLIICE	11/14/22	Repair/Replace Hardware/Software (Ransomeware)	41,563.18	12/05/22	41,563.18	208,436.82
SELECTMEN	12/19/22	Add'l property insurance on vacant Community Center	32,949.12	12/21/22	32,949.12	175,487.70
FIRE	02/14/23	Repairs on Engine 1 & 2	20,000.00	03/22/23	20,000.00	155,487.70
FIRE	02/14/22	Batteries & misc purchases depleted account	20,000.00	03/22/23	20,000.00	135,487.70
CONCOM	04/13/23	Advertising for legal hearings	1,500.00	04/26/23	1,500.00	133,987.70
BLDG MAINT	04/21/23	Elevator maintenance at Town Library	4,875.00	04/26/23	4,875.00	129,112.70
BLDG MAINT	04/21/23	Repairs to overhead doors at DPW	18,158.00	04/26/23	18,158.00	110,954.70
BLDG MAINT	04/21/23	Replacement of an A/C compressor	5,548.00	04/26/23	5,548.00	105,406.70
AMBULANCE	06/05/23	Pay EMT's for calls & scheduling	29,500.00	06/14/23	29,500.00	75,906.70
SELECTMEN	06/12/23	Treasurer's severance and interim costs	30,000.00	06/14/23	30,000.00	45,906.70
SELECTMEN	06/12/23	Blue Book printing cost exceeded budget	1,162.50	06/14/23	1,162.50	44,744.20
<b>TOTAL</b>			<b>250,000.00</b>		<b>205,255.80</b>	<b>44,744.20</b>

## Summary of Revolving Fund Balances

**FY2023 Actual (and first half of FY2024)**

This chart shows beginning and ending balances for municipal Revolving Funds for FY 2023 and the first half of FY 2024. Beginning balances (as of July 1, 2022) 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.

	<b>7/1/2022 Beginning Balance</b>	<b>FY2022 Revenue</b>	<b>FY2022 Expenditures</b>	<b>6/30/2023 Ending Balance</b>	<b>July-Dec 2023 Revenue</b>	<b>July-Dec 2023 Expenditures</b>	<b>12/31/2023 Ending Balance</b>
<b>School Custodial</b>	\$14,143	\$44,436	\$4,483	\$54,095	\$1,189	\$679	\$54,605
<b>Preschool at Chickering</b>	144,643	104,502	29,927	219,218	34,518	44,099	209,638
<b>Lost Books - Chickering</b>	-1,990	0	0	-1,990	0	0	-1,990
<b>Parks &amp; Recreation</b>	588,007	418,786	440,015	536,778	193,912	247,369	483,321
<b>Perc/Deep Hole</b>	0	14,000	11,250	2,750	0	0	2,750
<b>Septic Inspection</b>	-7,200	36,150	21,825	7,125	19,225	0	26,350
<b>Swimming Pool Inspection</b>	0	4,325	3,250	1,075	1,275	0	2,350
<b>Well Inspection</b>	0	9,800	6,400	3,400	4,250	0	7,650
<b>COA Activities/Transportation</b>	25,762	20,067	20,945	24,884	10,170	5,433	29,620
<b>Gas Inspection</b>	3,223	11,405	6,290	8,339	4,870	630	12,578
<b>Plumbing Inspection</b>	6,341	22,477	25,240	3,579	11,415	14,049	944
<b>Material Sales</b>	3,739	2,030	105	5,664	2,781	230	8,215
<b>Wiring Inspection</b>	10,985	36,875	31,930	15,930	15,570	15,115	16,385
<b>Library Material Replacement</b>	3,787	1,120	0	4,907	921	0	5,827
<b>Police Off Duty Details</b>	-27,739	232,225	222,791	-18,305	55,760	52,260	-14,805



## 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.

7/1/23 \$10,500,000 (estimated)

**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.

6/30/23 \$1,615,115

**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 \$150,000

**STABILIZATION FUNDS** provide a reserve for any lawful municipal purpose. Appropriations from a stabilization fund may be made at Annual or Special Town Meetings. A simple majority vote is required to appropriate funds from a special-purpose stabilization fund (like the Capital Stabilization Fund), while a two-thirds vote is required to appropriate from the General Stabilization Fund or to change a fund's purpose.

6/30/23	General Stabilization Fund	\$937,948
6/30/23	Capital Stabilization Fund	\$600,000
6/30/23	Regional Schools OPEB Stabilization Fund	\$1,819,945

**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:

6/30/23 \$76,535

TOWN OF DOVER



MASSACHUSETTS

POSTAL PATRON

DOVER, MA 02030

IMPORTANT  
TOWN BUSINESS

