

**Dover Select Board  
Meeting Minutes  
Tuesday, April 20, 2021**

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***These minutes are not official until they have been approved by the Dover Select board***

Join Zoom Meeting

<https://us02web.zoom.us/j/86800444071?pwd=RIU2WWDQ0cDM3d3AwSGREeFNON2tnQT09>

Meeting ID: 868 0044 4071

Password: 052648

Dial in: 929 205 6099

Meeting ID: 868 0044 4071

Password: 052648

Select Board in person: Victoria Capitani, Sarah Shippee, Scott Salway

Select Board via Zoom: Dan Baliotti, Joe Mahon

Also, present via Zoom: Office Manager, Jeannette Eckert

Public present via Zoom: Shannon Wheeler, Eric Durocher, Randy Johnson, Mike Eldred, Paul Fisher, Richard Sedlack, Michelle Pinkham, Kimberly Caldwell

Public present in person: Tabi Freedman, Jim McDevitt

**Regular Meeting Called to Order at 6:30pm by Chair Capitani**

**I. Public Comments:**

- Vicki Capitani requested to add a Duncan Cable agreement under New Business

**II. New Business:**

A. Consider Reappointments to DRB

- A letter from DRB Chair Sarah Shippee was read into the record
- Requesting reappointment of Stephen Palermo as Board member for a term ending March 31, 2024 and Gerie Golet from Alternate to Board member filling out Jim Lynch's term ending March 31, 2022
- DRB no longer has any alternate members
- Believe we should advertise for open alternate positions

On a motion by Scott Salway, seconded by Joe Mahon, the Board unanimously agreed to the DRB appointments of Stephen Palermo and Gerie Golet as stated

B. Consider Duncan Cable Agreement

- Fiber service to the Town Hall
  - Will hopefully make meetings more accessible at Town Hall
- \$59.95/month for a one-year contract
- Duncan has assured us that it can be done prior to Pre-Town Meeting

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously authorized Vicki Capitani to sign the Duncan Cable agreement for fiber to the Town Hall at \$59.95/month

**III. Police Dept.: Randy Johnson**

A. FYI on Building Maintenance Issues

- Sewer issue has been resolved
- However now there is a water leak
- David Smith took a look at it and has contacted a plumber
- No sure on the cost of this repair
- Already over maintenance budget from the sewer issue by \$220.00
- Also, there is some damage to the vinyl siding on the garage
- WW estimate on replacement siding rec'd back in the Oct 2020 was \$660
- Should we put any of this off until after July 1 as far as the budget is concerned?

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- Prices of building materials have gone sky high; need to revisit the current cost estimate
- Possibly wait to see if the prices go down
- Randy will not be at the next meeting as he will be away on vacation
  - Mike Arbogast can be present and will update the Board
- David Smith can do the work on the siding
- May need to move on the next estimate we get

**IV. Unfinished Business:**

- A. Consider KAS Supplemental Site Investigation at Brick Building/Town Hall (\$21,190)
- Kimberly Caldwell, environmental analyst from DEC was present to further explain the process of the SSI
    - Looking at the sources of the PFAS contamination on the property, if it is indeed from the septic or other areas
    - Resampling of surrounding private wells that had low detections of these contaminants
    - Collecting more data to define the extent of contamination
  - At the last meeting, considered the Alternatives Analysis, which will help define the best option for the water system: replacement well, repair well or long-term treatment system etc.
    - There is funding available for this process as required by the Drinking Water Division
  - The SSI is required by the Sites Management section of DEC
    - Unfortunately, there is no funding for this process for properties that have this contamination
  - Work that was done last Summer/Fall did not give a clear understanding of where the PFAS contamination is coming from, if confined to the Town's property or if the potential exists for surrounding properties to have contamination above the standards
  - This additional work will look into the neighboring wells to see if there is any fluctuation in their levels; confirm the contamination in shallow ground water is limited to the Town's property
    - Will determine if any other monitoring or addressing impacts to other properties is needed
  - There are two programs within DEC that are working together on these PFAS contamination sites; Drinking Water Division does provide some funding
  - Once there is an exceedance found, the property owner is required to investigate the source and completely delineate that contamination
  - Typically go thru that investigation process prior to determining clean up
    - In this case, both things are happening in parallel

On a motion by Joe Mahon, seconded by Dan Baliotti, the Board unanimously agreed to sign agreement with KAS for supplemental site investigation with an estimate of \$21,190

- B. Affirm Deputy Fire Warden Appointment with Signatures
- Previously appointed Dave Sheldon to this position on April 6, 2021
  - Request for signatures on the official appointment form to go to the Agency of Natural Resources

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On a motion by Vicki Capitani, seconded by Sarah Shippee, the Board unanimously affirmed the deputy fire warden appointment of Dave Sheldon by signing the form

**V. Economic Development: Shannon Wheeler & Eric Durocher**

A. 3<sup>RD</sup> Quarter ED Update (Shannon)

- Covers the period from Jan to Mar 2021
- Feb payment in 1% was \$116,142.23 (covers period from Oct to Dec 2020)
  - Last year \$172,000—32% decrease as expected but not as much as thought
  - Does not include Restart VT & LGER grant funds of \$220,000
- Beautification—last year of three-year contract
  - Advertised for proposals which are due by April 30
- DASP at 55% of budgeted allotment
- DO-IT: 4 outstanding projects; 2 completed this quarter
- Bi-Town Marketing sub-committee—approved funding and moving forward on the Chamber website
- Eric is working with Municode on the new Town website; inner page mock-ups sent
- Trails committee formed and began meeting monthly in February
- A- Trail is once again a project

B. Review of Village Center Application (Eric)

- Once the application is approved, will be submitted the first Monday of the month
  - However, their board has decided not to meet in May
  - Application will not be reviewed until June
  - Should be approved at that time
- All properties included within the designation will be eligible for funding which becomes available in July
- Extensive checklist of what is to be included and all are in the application
  - Also need to include Select board agenda and minutes of this meeting

Vicki thanked the ED dept for all the work on this project

On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously approved the submission of village center designation application

**VI. Dept of Liquor Control:**

On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously agreed to recess and convene as local Liquor Control

On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously approved the following:

A. First & Third-Class Licenses:

- a. TTR LLC, d/b/a Two Tannery Road

B. Outside Consumption Permits:

- a. TTR LLC d/b/a Two Tannery Road

On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously approved the following:

C. Second Class Licenses:

- a. APT, Inc. d/b/a Tony's Pizza

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On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously agreed to adjourn as local Liquor Control and reconvene as Select board

**VII. Consent Agenda:**

- A. Approve the Minutes of April 6, 2021  
On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously approved the minutes of April 6, 2021
- B. Approve the Warrants of April 17, 2021 for \$172,667.75  
On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously approved the warrants of April 17, 2021

**VIII. FYI:**

- A. Pre-Town Meeting, Tuesday, May 11 at 6pm – plan is to have it at Town Hall in person and zoom as long as the fiber is installed in time
- B. Southern Vermont Economy Summit Online Event, May 12-14. Tickets at [www.sovermontzone.com/summit](http://www.sovermontzone.com/summit) (Shannon and Eric attending)
- C. Town Meeting, Tuesday, May 18 at 10am at Carinthia Base Lodge
- D. Select Board Re-Organizational Meeting, Wed, May 19 at 6:30pm
- E. RVUSD Annual Meeting, May 22 at 10am in Wardsboro
- F. Reminder that Employee Evaluations are coming up in June—schedule at next meeting
- G. Vicki will not be available to run the June 15<sup>th</sup> meeting

**IX. Liaison Reports:** Randy reported that David Smith will get an estimate at WW on the materials needed for the PD work; Board consensus is to purchase the materials as needed; can be returned if overpriced; will reach out to Sarah Shippee as liaison for consultation on the pricing

**X. Executive Sessions for Personnel (Randy Johnson) & Legal Matters (Eric Durocher)**

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously agreed to move into Executive Session at 7:14pm

Present: All five board members, Randy Johnson, Eric Durocher

On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously agreed to move out of Executive Session at 7:43pm

Decisions:

- A police department representative will provide the Board with an update on the personnel issue discussed
- Eric Durocher will come back to the Board with additional information relevant to the legal matter discussed

**XI. Adjournment at 7:44pm**

Respectfully submitted by Jeannette Eckert

Public notices of these minutes have been posted at the following locations:  
Dover Town Clerk's Bulletin Board, Dover Town Meeting Bulletin Board, Dover School  
Dover Free Library, East Dover Post Office, Town of Dover Website: [www.doververmont.com](http://www.doververmont.com)