

**Dover Select Board  
Meeting Minutes  
Dover Town Office  
Tuesday, April 4, 2017**

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*THESE MINUTES ARE NOT OFFICIAL UNTIL THEY HAVE BEEN APPROVED BY THE DOVER SELECT BOARD*

Select Board Members Present: Randall Terk, Victoria Capitani, Tom Baltrus, Josh Cohen, Joe Mahon (present via video)

Also Present: Office Manager, Jeannette Eckert

Public: Bob Holland, Andy McLean, Jim McDevitt, David Francomb, Jim Desrochers, Marc Schaubert, Michael McGillian, Mike Hescocock, Kevin Stine, Wayne Estey

**Regular Meeting Called to Order at 6:30pm**

**I. Public Comments:** Hearing none, the Board moved on to New Business

**II. New Business:**

A. Update: Integrated Resource Project US Forest Service Ranger David Francomb  
David Francomb provided an update on 2017 Proposed Activities in Dover:

- Somerset Integrated Resource Project Map—initiating planning process and field work
  - Includes Somerset reservoir, Mt Snow and small portion of Dover
  - Looking at different opportunities: timber work, wildlife, recreation
- Town of Dover Trail Head Project-- Bears Crossing at Handle Rd
- Mt Snow Disc Golf Course Project—18-hole disc course
- Mt Snow Intermediate Level Mountain Bike Trail Project—mid mountain lift to base area
- Mt Snow Carinthia Pond Bypass Culvert Project
- Mt Snow Long John Ski Trail Widening Project
- Mt Snow Tough Mudder Endurance Race Event—June 24-25

Moving forward:

- Would like to propose an expansion on the integrated project to include the trail head
- Would hold a public informational meeting on the process
- Typically, it is a 3-year process
- Could open up more possibilities for back country skiing

Issues raised at the public meetings by residents of Bears Crossing HOA:

- “Destroying a forested parcel”
- Concerns that cars will be driving in and out
- Drinking and drugs—become a party hangout
- Break up forested track outside their windows
- 30 letters from home owners; including some perhaps adjacent or across the street

Board comments:

- How likely is it that this project will happen in the 3-year process?
- Is it your recommendation to include it with the integrated project?
- Would like to get input/agreement from the trails group
- Andy McLean is planning to go to the trails meeting next week

David:

- It is not the intent of the HOA to block the project but get more community involvement
- HOA is open to discussion
- David has only 4 people in his recreational office that work on these types of projects
- No other spot in Dover to do this

**Dover Select Board  
Meeting Minutes  
Dover Town Office  
Tuesday, April 4, 2017**

- 40-acre parcel has a whole series of trails in it; potential to designate as official trails in National Forest
- This would knock it all out in one project

B. Consider Letter of Request from Bob Fisher on behalf of Marc Schauber

\*\*Tom Baltrus recused himself from the discussion as he has property for sale in the area in question\*\*

Attorney Michael McGillian pinch hitting for Bob Fisher:

- Represents Marc Schauber who is under contract to purchase 95 acres from Alice Magoon Trust off Hathaway Trail
- Mike Hescock and Bob Holland have been consulted on the project
- Improvements to Johnson Hill Trail up to Marc Schauber's property
- Regulations require Select board approval

Marc Schauber:

- Provided a Dover tax map and CAI technologies map illustrating the planned access driveway as well as photographs & scope of work proposed by Valley Excavating
- Propose to build a single-family home; no intention of subdividing
- Does not own the property yet but hopes to close soon pending the Board's decision
- Currently on the VAST trail for snowmobiling; Tim & Becky Snow use it to access their camp
- Would like to work with the snowmobile club and keep the trail open for snowmobiling
- Right now, there is a turn-around at junction of Johnson Hill Rd & Trail
  - Offer to clear some land where people can park and go right on to Hathaway Trail with snowmobiles
- 12 feet wide currently; looking to widen to 14'
- Passable but rough terrain in the summer
- Will need road access for fire vehicles, delivery trucks etc.
- Not looking for the Town to maintain the road
- It is a public trail—intend to keep it that way

Andy McLean: It is one of the accesses to the National Forest—hunting, hiking, mountain biking—there will be traffic up there in summer months

Board comments:

- Desire that existing uses not be eliminated
- Consider warning a public hearing for May 16<sup>th</sup> at 6pm prior to regular SB meeting; regular meeting to immediately follow
- Just to give the public an opportunity to weigh in; discuss any uses that we may not be aware of
- Desire a map with topographical lines

**III. Unfinished Business:**

A. Keith Dewey Addendum—Town Office Renovations Project

Board Comments:

- Are employees prepared to have construction this summer?
- Been kicking this can down the road for a year

**Dover Select Board  
Meeting Minutes  
Dover Town Office  
Tuesday, April 4, 2017**

- Will be a serious disturbance around the office; but will be beneficial in the long run
- ADA compliant front bathroom & kitchenette in basement
- Don't want to keep pushing this off

Andy McLean: If it's going to happen, this summer would be ok as there is not a general election this fall

Jeannette Eckert: The employees have seen the plans; this has been going on for some time. Next steps are for Keith to contact WV Engineering and then proceed with documentation for construction bidding process

On a motion by Victoria Capitani, seconded by Tom Baltrus, the Board unanimously authorized the Chair to sign the addendum for Town Office renovations project for an estimated cost of \$49,114.00

**IV. Highway/Transfer Station: Bob Holland**

**A. Approve Annual Financial Plan-Town Highways**

On a motion by Victoria Capitani, seconded by Randy Terk, the Board unanimously approved the annual financial plan for Town Highways

**B. Triple T Trucking—Moving Forward with Recycling**

- Our current price with Triple T is being honored at \$77.50 per pick up
- Going with WSWM's proposal, it would increase to \$145.00 per pick up
  - Or if all 8 towns join in, it would fall to \$90.00 per pick up
- Either way, we are better off at \$77.50
- 2-yard container; pick up is once a week

Board comments:

- Who is going to be monitoring this?
- 4 options that folks can be educated on
  - Single stream, composting, land fill garbage, construction materials
- Believe we should stick with WSWM as outreach & education is their expertise; employ another employee to do all this or just let WSWM handle it and pay our fair share of it
- Thought we were leaning toward breaking off ties with WSWM because they aren't offering us anything we can't do ourselves
- If we vote for it, we'll utilize TTT for single stream and all our other needs
- Need to notify WSWM of our decision by October 2017
- Locked into fiscal year July 2017 to June 2018
- There is a revenue issue; they are going to get a \$100,000 lease payment for the solar array—will go into the general fund to support that operation—our piece to pay is \$10,000
- We need a cost benefit analysis; there are a lot of administrative costs involved

Kevin Stine:

- Recycling will most likely increase
- Educating the public is key
- Will we be getting any education resources from WSWM?
- Bob Spencer indicated that towns only have to reach out to 2% or 20 (whichever is bigger) food scrap generators; that's not very much
- WSWM organizes the hazmat collections; you have to have them

**Dover Select Board  
Meeting Minutes  
Dover Town Office  
Tuesday, April 4, 2017**

Jeannette Eckert: I believe we can do this ourselves, working with Triple T to compose a SWIP plan; I have the template; we can create and distribute posters/ mailings to residents/businesses; presentations at the school; I don't think it will be that difficult. Why pay for both WSWM and Triple T's services for the same output

Bob Holland:

- 30 cubic yard compactor: Need to decide whether to rent for \$375/mo. or purchase for \$19,500; Payback period on purchase is under 4 years
- The one we have now the Town owns and if it breaks down we fix it
- Are we going to keep allowing non-residents to use our facility if we are paying for this on our own? Don't believe there are many
- Pickups and returns of containers usually happen in the same day
- There may be more weight added to the recycling but in turn there will be less in the garbage

On a motion by Victoria Capitani, seconded by Tom Baltrus, the Board unanimously accepted TTT's proposal dated January 25, 2017 for single stream recycling & authorized the purchase of a 30-cubic yard container compactor in the amount of \$19,500

Moving forward:

- Have TTT order the compactor; space has been measured so it should fit
- Consult them on poster educational resources
- Take steps of doing a mailing to property owners
- Have material ready to give out when purchasing passes & at transfer station
- Even though it sounds doable, take a step back and consider all the options
  - Who knows what is coming down the road? Possibility of changes—don't really know what WSWM is going to do
- Monitor what they really do as far as outreach and education

- C. Authorize Hazardous Waste Collection Event, May 20<sup>th</sup> from 8am to noon
- WSWM contracts with Clean Ventures, Inc of Framingham, MA
    - Potential contact for future collection events on our own
  - Will be open to all area residents

On a motion by Victoria Capitani, seconded by Tom Baltrus, the Board unanimously agreed to authorize the hazardous waste collection at the Dover transfer station on May 20 from 8am to noon

**V. Local Board of Liquor Control:**

On a motion by Victoria Capitani, seconded by Tom Baltrus, the Board unanimously agreed to recess and convene as local Liquor Control board

Discussion ensued regarding the fact that property taxes have not been paid by Hermitage Inn, LLC; should there be a condition imposed to disapprove a liquor license based on unpaid taxes? There are also zoning violations--Should applicants be in compliance with all town ordinances prior to approval?

On further thought, don't believe we should intertwine separate issues such as zoning or taxes; we can place conditions regarding liquor control but don't think we have the authority to intertwine the two

**Dover Select Board  
Meeting Minutes  
Dover Town Office  
Tuesday, April 4, 2017**

Although I don't think it hurts to mention the discussion and send that message

Put property up for tax sale due to unpaid taxes? We need to be consistent with our tax sales and not accelerate a tax sale just because a property owner is behind

On a motion by Victoria Capitani, seconded by Tom Baltrus, the Board unanimously approved the following:

- A. 1st Class Liquor License for:
  - a. Looking East Corporation d/b/a/ Cooper Hill Inn
  - b. Dover Bar and Grill Corporation
  - c. Hermitage Inn, LLC
  - d. Hermitage Inn, LLC d/b/a Sawmill Inn
- B. Outside Consumption Permit for:
  - a. Hermitage Inn, LLC

On a motion by Victoria Capitani, seconded by Joe Mahon, the Board recessed as local Liquor Control and reconvened as Dover Select Board

**VI. Consent Agenda:**

- A. Approve Minutes of March 21, 2017  
On a motion by Tom Baltrus, seconded by Victoria Capitani, the Board voted 3-0-2 (Capitani, Mahon abstained) to approve the minutes of March 21, 2017
- B. Approve Warrants of March 25, 2017 for \$107,890.96 & April 1, 2017 for \$427,502.76  
On a motion by Tom Baltrus, seconded by Victoria Capitani, the Board voted 4-0-1 (Mahon abstained) to approve the warrants of March 25 and April 1, 2017

**VII. FYI:**

- A. Effective Property Tax Appeals Workshop, April 26 in Fairlee & May 2 in Montpelier (Linda Sherman is attending) \*Note to board members that they also serve on Board of Civil Authority and Board of Abatement\*--would be a good wkshp to attend
- B. Municipal Human Resources, May 10 in Montpelier (Jeannette is considering)
- C. Govt Auditing & Accounting, June 7 in Montpelier
- D. 2016 Audited Financials for Butterfield Common

**VIII. Liaison Reports:** Vicki attended the SeVEDS forum held on March 29<sup>th</sup> at the Town Hall; interesting variety of speakers but very few attendees; grant opportunities; will leave a packet of information for Ken to review

**IX. Executive Sessions: None**

**X. 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)