

**Dover Select Board
Regular Meeting Minutes
Dover Town Office
Tuesday, December 18, 2018**

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

Select Board Members Present: Josh Cohen, Victoria Capitani, Joe Mahon, Sarah Shippee, Dan Baliotti
Also Present: Office Manager, Jeannette Eckert

Public: Bob Holland, Steve Neratko, Randy Johnson, Jim & Judy McDevitt, Lauren Harkawik, Michael Garber, Tabi Freedman

Regular Meeting Called to Order at 6:30pm by Chair Josh Cohen

I. Public Comments:

- A. Letter of Appreciation for Dover Police Officer Rebecca Morris
- Chair Josh Cohen read a letter into the record from Jim Desrochers commending Officer Morris for the calm, orderly manner in which she handled an underage drinking situation at the Lodge at Mt Snow. The letter will be placed in her personnel file.

II. Unfinished Business:

- A. Review & Approve 2019/20 Budget
- a. Update on Differential Pay
- Figures adjusted to take into consideration a second person on-call
 - Board agreed to a 3% raise plus .25/hr. plus \$1.00/hr. differential for non-day shift work and .25/hr. for weekend days with 10% of hourly wage for being on-call
 - Approximately 4 weeks out of the year, there are 2 officers on duty Fri/Sat nights and Fri/Sat days—their differential was not calculated in the original figures which adds a total of \$1000.00 to the salary line item for the year
- b. Differential Pay for Salary Employees
- Will apply to all police employees; both salary and hourly
 - New salary budget figure is \$430,682.70

Bob Holland expressed concern that his road crew does not get this same benefit; getting paid for sleeping? Road crew are sometimes on call 24 hours especially during the winter; often get called out in the middle of the night other times of year for trees down etc.

Brattleboro has an on-call employee that is paid \$185.00 for the week plus overtime; I have stayed away from it; Will place this on for next year's budget time, not this year 2019/20 Understand Randy's side but Hwy crew also have to be understood; Just keep in mind for next budget time---this will come up

Randy Johnson emphasized that he is in no way disrespecting the Hwy crew; merely looking out for his own officers, when they are on-call they need to be home and ready to go

Board comments:

- Outside Employment for working for other towns? Are we budgeting enough to cover these costs? Need to keep it in mind especially with the pay increases
- Thought of this issue at the budget meeting, that we have other employees that are "on call"; Police is on call technically for possibly 4 hours; only one officer is on-call at that time

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- Highway gets called out in the middle of the night for downed trees & it's always taken care of; there is not one person "on call"
- Understand that it may feel unfair to the Hwy crew, but it is not the same situation as the PD; realize that it can be hard to find Hwy personnel too
- Comparing apples and oranges; this was in part to retain police officers & an incentive to cover these shifts
- It is different as the Hwy crew are ALL on-call during a snowstorm; It would be hard to justify having all on-call for 24 hours
- Perhaps there should be one on-call person at the garage
- Can't afford to lose any officers; it costs us a fortune to train them

B. IT Services by Zoning Administrator (Tabi Freedman)

- Updated budget sheets
- Computers in Capital plan—set at \$2000 per year; some need replacement in immediate future
- Town clerk email was compromised; Website was down; took some time but was able to resolve both issues without expense of Arcomm
- Ongoing project of setting up new emails; digitizing past records
- Flexible on how the Board wants to handle the hours; keep in mind some things are hard to predict

Board comments:

- Determine the hours needed for IT versus ZA/Health; separate them out & track
 - Determine how much it will cost for the IT portion
- Figure average of 5 hours per week at \$20.00 per hour
- Establish a line item for IT services at \$5000

Next budget meeting on January 3rd at 8am: Finalize 2019/20 budget to include Economic Development budget review

III. New Business:

- A. Consider January Meeting Dates: Due to the New Year holiday falling on a regular meeting day, the Board will meet on the 8th and 22nd of January for its regular meetings

IV. Economic Development: Steve Neratko

A. Bi-Town Marketing Funding Plan

- Basically, one year of option 2 without bill boards
 - New creative work, social targeted ads, new banner ads, google ad words, PR work, bookkeeping and director fees
- Per town share of \$46,500
- Updated budget as approved at Wilmington Board meeting contingent on Dover's approval

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to fund the 2019 Bi-Town marketing committee budget in the amount of \$46,500 starting January 1, 2019

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B. Snowmobile Access at Town Park (Michael Garber)

- No cost to the town; very exciting; game changing trail for Dover; economically viable
- Thanks to DART and VAST which Michael is representing and Steve for supporting presentation
- Deerfield Valley Stumpjumper: 2000 snow mobilers
- Requesting permission to access Dover Park in order to gas up at 7-11
 - Landowner permission granted from OMT and 7-11
 - Already have permission from Mt Snow to cross their property for other trails
 - Looking to gain permission from TC's as well who are on board with this
- New trail would run from existing VAST trail at Crosstown Rd where existing golf cart trail lies
 - Crosses it perpendicularly; into woods on Mt Snow property; runs alongside existing trail, parallel to Barber Road onto 'ET' property
- Allowing straight access across OMT parking lot, crossing Country Club Rd in front of the Park along Route 100 and into 7-11 and it becomes a useful gas station
- Brings business back to Dover; if promoted right, will bring tremendous business
- If there is ever a problem, you can take landowner permission away
- Trail will be marked appropriately
- Timeline—trails are not open at the moment; waiting for more snow on the trails
- Use Fire Dept. property now and if any damages are incurred, they are taken care of

Board/public comments:

- Have the trails beyond 7-11 been explored?
- 7-11 has a dangerous parking lot already and now adding snowmobiles to the mix?
 - Chadwicks was never as busy
- Randy Johnson does not have a problem as long as going across at 90 degrees
 - Safety concern? It can be dangerous with just cars in themselves. Most snowmobilers are responsible. But there are idiots out there.
 - If it becomes a safety hazard; it will fall more on the establishment & VAST
- Is access far enough away from parking lot entrance? *There is sufficient distance*
- Time and day—usually seen gassing up late in the day or evening
- During the summer, motorcycles gas up in as much volume as snowmobiles; don't see a safety issue then
- Hard to turn snowmobiles on pavement; this would allow a straight access to 7-11

On a motion by Joe Mahon, seconded by Victoria Capitani, the Board unanimously agreed to allow snowmobile access from the Dover Park to 7-11 with a written assurance from the snowmobile club to repair any damages incurred

V. Consent Agenda:

A. Approve Minutes of December 4 & 10, 2018

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously approved the minutes of Dec 4 and 10, 2018

B. Approve Warrants of December 8 for \$33,590.14 and December 15, 2018 for \$194,426.57

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On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously approved the warrants of Dec 8 and Dec 15, 2018

VI. FYI:

- A. Tax Sale, January 9th at 9am, Dover Town Office
- B. Town Report Items Deadline: January 14th
- C. Items that came in after the agenda deadline will be considered at next meeting
 - a. Letter from WRC concerning Wilmington Town Plan
 - b. Letter from Jim Dassatti regarding affordable housing concerns/potential use of buildings in Readsboro

VII. Liaison Reports:

- Bi Town housing group did not get the municipal planning grant it had applied for
- Bi-Town is not looking for a new member as Brendan McGrail is back in town; will retain his membership on Bi-Town and Planning Commission
- Revisit recycling options/rates for Jan 3rd budget meeting

VIII. Executive Session for Personnel (Randy Johnson)

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to move into Executive Session for Personnel at 7:38pm

Present: All five board members, Randy Johnson

On a motion by Josh Cohen, seconded by Sarah Shippee, the Board unanimously agreed to move out of Executive Session for Personnel at 7:57pm

Decision: None, Randy Johnson will keep the Board posted on the matter

IX. Adjournment at 7:57pm

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