

**Dover Select Board
Meeting Minutes
Tuesday, December 1, 2020**

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=RIU2WDQ0cDM3d3AwSGREeFNON2tnQT09>

Meeting ID: 868 0044 4071

Password: 052648

Dial in: 929 205 6099

Meeting ID: 868 0044 4071

Password: 052648

Select Board via Zoom: Victoria Capitani, Sarah Shippee Dan Baliotti, Joe Mahon, Scott Salway
Also, present: Office Manager, Jeannette Eckert

Public present via Zoom: Tabi Freedman, Shannon Wheeler, Becky Arbella, Jim McDevitt, Randy Johnson, Travis Briggs, Eric Durocher, Richard Sedlack, Linda Sherman, Paul Fisher, Diane McCormick, Harold Pinkham, Michelle Pinkham

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

I. Public Comments:

Vicki Capitani informed all that Marco Tallini will not be attending and will cancel his Exec Session

Richard Sedlack would like to add three items to the agenda for next meeting--Dec 15th

1. Retail lodging businesses operating in residential districts—over 105 homes that are operating as Airbnb without appropriate permits
2. Zoning violation from July 2020 that has not been resolved
3. Trails Committee—Michael Purcell was on his property taking pictures of trails
 - a. Eric Durocher did have a conversation with Mike Purcell about this issue; would like to discuss with Mr. Sedlack to get both sides of the story

Sarah Shippee requests background information on these items prior to the next meeting

Vicki Capitani hopes to resolve these situations without the need to come before the Select board—Zoning issues usually do not come before the Select board

Randy Johnson—update on the smell at Police station; Rich Werner has been dealing with the problem; highway crew discovered a sewer pipe that was not functioning, rotten; will be attempting to seal the drain and hopes it will take care of the issue; do not foresee a huge expense

Becky Arbella—Grateful Hearts Program—seeking to use the Town Hall kitchen one day a week. This program would assist with food security—has been going on in Bennington & Dorset area; Due to Covid, started Dover Food shelf which went until the end of July, then Everyone Eats campaign distributing 750 meals per week which will end Dec 18th; seeing a huge need to continue programs; will write grants for and get funding; to be run by a volunteer group; looking for estimate of costs to make use of the Town Hall for this program; will be sending a link to the site for Board's review

II. Assessor: Linda Sherman

A. Hiring New Assistant

- Since both Jeremiah Sund and Patty Westlake have left, need to revisit a replacement
- Funds have been budgeted to the end of June 2021
 - Potential to recreate the position moving forward
- Will check on the last wage for Patty (\$15.00/hr.)
 - Job entailed filing, inspections, address changes, processing property transfer tax returns

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- Possibly combine positions to help other departments (Treasurer, Fire Dept.) as needed

Board comments:

- Need to have a job description in place before advertising
 - Update description on what the job entailed when Patty was doing it
- Need to fill needs where we have them
- Don't believe we should be spending extra money this year
- Fire Dept. position has been advertised and interviews are scheduled for tomorrow
 - Not sure that person will be available for other depts.

III. Unfinished Business: Travis Briggs

A. Announce New Hire for Dover Highway Crew

- Chris Avera will be returning to the road crew at \$19.50/hr.
- Rehiring as if he was a new employee

On a motion by Joe Mahon, seconded by Sarah Shippee, the Board unanimously agreed to hire Chris Avera at the rate of \$19.50/hour as a new hire to the Town of Dover

IV. New Business:

A. Deerfield River Watershed Association—Letter of Support

- Chris Curtis was planning to attend to answer any questions, but he was not able to appear—Jeannette will reach out to him and defer to a future meeting

B. Deerfield Valley Stump Jumpers Access Permission (Paul Fisher)

- Annual permission form to access Town owned property
- Police Dept. usually submits a more comprehensive list of roads—will put that on next agenda
- Landowner agreement for snowmobile bridges—will defer to next meeting

On a motion by Joe Mahon, seconded by Dan Baliotti, the Board unanimously agreed to grant access permission for DVSJ snowmobiles

V. Economic Development: Eric Durocher & Shannon Wheeler

A. Steve Petrik SoVTA Funding Request (~\$2000) defer to future meeting

B. LGER Grant Update

- Awarded funds in the amount of \$205,180.00 which we had spent on Covid relief over the last year in various programs
- There was supposed to be a cap of \$28,000 but this award amount was confirmed since so few people applied

C. Trails/Rec Committee Update

- Application is out: page on Discover Dover, Town website, Facebook page
- Shannon put together a very nice graphic which will be advertised
- Will set up a date for the Board to appoint interested members

D. Fall Clean Up Saturday 12/5

- Shannon put together another nice graphic which was posted in the area

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- Shared on social media & with trails committee members
- Hoping to get folks signed up for that to get some trails and roadsides cleaned up
- People are signing up and indicating the areas they intend to clean up
- Will make it available at the school as well

FYI: Working on ED budget—will have it ready when the Board wants to discuss
RFP for website is going in the paper and on Town website as well as Discover Dover—project is moving along; submission date is by 12/31/20

Vicki requests revisiting options for Town Meeting again—put that on the next agenda; timing is getting tight; can postpone the date—doesn't have to be 1st Tues in March; Guidelines for gatherings are changing daily
Sarah reminds of the use of Mt Snow meeting space; how long can we postpone? Theoretically it could be outdoors if held later in the spring

VI. Consent Agenda:

- A. Approve the Minutes of November 17 and 20, 2020
On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously approved the minutes of Nov 17 and 20, 2020
- B. Approve the Warrants of November 28, 2020 for \$704,959.47
On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously approved the warrants of Nov 28, 2020

VII. FYI:

- A. Next Budget Meeting, Friday, Dec 4th at 10am—focusing mainly on Capital Plans

VIII. Liaison Reports:

Scott: John at the Library is looking for clarification on additional motion sensor lights in the parking area
Sarah is still getting sb3 emails which is now Scott's email; believes it was involving motion sensor lights on the *Town Hall*
Jeannette indicates that a light was put on the end of the daycare building; will reach out to Travis to have him follow up with John directly

IX. Executive Sessions for Personnel (Linda Sherman) & Legal (~~Marco Tallini~~)—deferred

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously agreed to move into Executive Session for Personnel at 7:16pm
Present: All five Board members, Linda Sherman
On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously agreed to move out of Executive Session for Personnel at 8:16pm
Decision: Linda will do additional research and come back to the Board with the information

X. Adjournment at 8:16pm

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