

**Dover Select Board  
Meeting Minutes  
Tuesday, February 16, 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=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, Dana Sorice, Randy Johnson, Nikki Walling, Shannon Wheeler, Mike Eldred, Jim McDevitt, Linda Sherman, Diane McCormick, Eric Durocher, Michelle Pinkham, Richard Sedlack, Paul Fisher, Marco Tallini, Travis Briggs

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

**I. Public Comments:**

Vicki requested to add a brief Executive Session for Personnel to the agenda

**II. Assessor:** Linda Sherman

A. Attest to Certificate PVR-4155—No Appeal or Suit Pending

- There are no appeals or suits pending
- This closes out the Grand List for the year so it cannot be contested
- Believe this to be a new form, don't recall signing this before
- Could be signed by the whole board or just the Chair
- Does not go to the State, is recorded in the vault

On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously agreed to authorize Jeannette Eckert to sign the PVR-4155 certificate on the Board's behalf

**III. New Business:**

A. GMP Request to Install Anchor to Extend Electric Line on Villager Loop (Nikki Walling)

- There is a new owner at 68 Villager Loop which already has an existing structure
- Is looking to get service to it; began the process back in November but has been unable to connect with one abutting property owner
- Landowner across the street has not been able to be reached
- Therefore, requesting the Town allow GMP access to already existing telephone pole and install anchor on the back side to serve this customer
- No new poles, existing pole has nothing on it
- The pole is already there and if it is interfering with abutting landowner, it has for some time
- Requires trimming trees over the town right of way and around the existing pole

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously approved GMP's request to install anchor to extend electric line on 68 Villager Loop

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously agreed to allow Jeannette Eckert to sign the request on its behalf

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- B. Jim Lynch Transfer Station Charges (Marco Tallini)
- This has been an ongoing issue for several years
  - Tried to resolve many times through executive sessions; options were discussed for payment plans
  - As a last resort, a certified letter was sent to Mr. Lynch in early December to notify him that it would be discussed in public session
    - But no response has been made on Mr. Lynch's part to date
  - Currently \$2000 in arrears
  - Consulted Attorney Bob Fisher and a lien could be placed on the property for a cost of up to \$1000 if he assists with it
  - Many opportunities have been suggested to Mr. Lynch such as monthly payments but none have not been followed through on
  - Can file directly through small claims court for approximately \$200
  - Sarah has been through this process and it is not difficult to do on our own. Marco will reach out to her for direction
  - Probably a paper process only. May only need to appear in court if the suit is challenged

**IV. Unfinished Business:**

- A. Sub Committee Report on Town Meeting Location Options—defer to March 2<sup>nd</sup> meeting as the group has not met yet
- B. Also need to keep on the radar to review/finalize budget at a March meeting

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

- A. Dover Park Light Fixture Replacement - Review/Approve Quotes (Shannon Wheeler)
- Replace light at Dover Park that is broken (globe & bulb part only)
  - Not many places that make these
  - Rec'd two quotes:
    - Visible Light for \$1690.00 including freight-sells straight from the manufacturer
    - Needham Electric for \$2161.00
  - Same freight charge if purchasing two
  - Unique bulb structure, we would want to match the others in the row of five lights
  - Recommend going with Visible Light
  - It was brought to Eric's attention by David Smith who had tried to repair it
    - Cracks occur and this one filled up with water around the light bulb
    - May have been vandalized but that is not certain; no one knows when it happened, no police report filed
    - Only happened once before due to a collision by a W&B plow truck
      - Our insurance covered some of that cost
  - Where should funds come from? Econ Dev or Town maintenance?
    - Believes any trails, park or outdoor recreation falls under Econ Dev department and funds should come from ED
    - It is a completed project, operating and we own it, believe it should come under regular maintenance
    - It is one of our facilities, does ED want to start paying for lights at Town Hall?
    - Previously Jeannette replaced a pole and lamp at Bob Holland's request & funds came from Valley Trail maintenance & expense (Hwy line item)

On a motion by Dan Baliotti, seconded by Joe Mahon, the Board unanimously agreed to purchase the light fixture from Visible Light for \$1690 with funds coming from Valley Trail maintenance & expenses

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B. Thank You from Mountaineer Inn

- Shannon read a letter into the record from Ned and Royal Wilson giving thanks for the DO-IT program funds for their new windows at the Mountaineer Inn

C. Choosing Municipal Project Manager for Valley Trail A-

- Could this be funded by the grant money received from the State for this project?
- Ross Gouin confirmed that the Town would incur all engineering and project mgmt. expenses
  - Original grant was only going to cover installing the project
  - Could change the way the grant was written
  - Would still be paying on the back end of the project
- Unsure of the cost at this point for a project manager
- Had six proposals to consider
  - Scoring rubric was filled out by each company
  - One company rose to the top with a score of 144; next one was 132
    - Fuss and O'Neil out of White River Junction, VT
    - Recently completed projects in Brandon, Williston, South Burlington, Stowe and Thetford
    - All had to do with recreation or trails in these towns
  - Next step is to send them a form letter requesting a scope of work and quote for management of the project
- Eric is not qualified to perform this type of work; Steve may have been, Ken was not
- We did employ a company to help with Valley Trail A; already budgeted in ED
- All of these companies are well versed in these type of projects

D. General ED Updates

- Deerfield Valley Resiliency Team is in the process of reaching out to businesses again
- Village Center Designation
  - Optimistic timeline
  - Working with Jeff Nugent at WRC on the maps
  - Working directly with Richard Amore from the State who manages these projects—will save us time in the long run but will take a little longer than hoped
- Trails and Rec committee met last Tuesday for the first time; video & minutes are available on [www.discoverdover.com](http://www.discoverdover.com) as well as the town website
- Update from Municode which sent an initial package; should see some movement on the town website

**VI. Dept of Liquor Control:**

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

On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously approved the following:

A. First Class License:

- a. The Sawmill LLC d/b/a Sawmill Bar & Table
- b. TWG Hospitality Group, LLC d/b/a Lodge at Mt Snow
- c. Two Dogs LLC d/b/a Dover Bar & Grill

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On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously approved the following:

- B. Third Class License:
- a. The Sawmill LLC d/b/a Sawmill Bar & Table
  - b. TWG Hospitality Group, LLC d/b/a Lodge at Mt Snow
  - c. Two Dogs LLC d/b/a Dover Bar & Grill

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously approved the following:

- C. Outside Consumption Permit
- a. The Sawmill LLC d/b/a Sawmill Bar & Table
  - b. Two Dogs LLC d/b/a Dover Bar & Grill

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously agreed to authorize Jeannette Eckert to sign the approved liquor licenses on behalf of the Board

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

**VII. Consent Agenda:**

- A. Approve the Minutes of February 2, 2021  
On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously approved the minutes of Feb 2, 2021
- B. Approve the Warrants of February 6, 2021 for \$113,478.30  
On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously approved the warrants of Feb 6, 2021

**VIII. FYI:**

- A. Thank You Letter from MHCA
- Letter from Dan Fascilla was read into the record by Vicki Capitani in appreciative response to the non-profit COVID-19 funding that was given out in June 2020.
- B. Local Hazard Mitigation Plan Public Meeting, March 25, 3-6pm
- Zoom meeting, details will be posted and warned as the date gets closer

**IX. Liaison Reports:** none

**X. Executive Session, as needed:** For Personnel as requested by Chair Capitani

On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously agreed to move into Executive Session for Personnel at 7:14pm

Present: All five Board members

On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously agreed to move out of Executive Session for Personnel at 7:15pm

Decision: Vicki will proceed with the item discussed

**XI. Adjournment at 7:16pm**

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](http://www.doververmont.com)