

**Dover Select Board  
Regular Meeting Minutes  
Dover Town Office  
Tuesday, July 10, 2018**

---

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

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

Public: Lauren Harkawik, Adam Levine, Marco Tallini, Randy Johnson, Bob Holland, Steve Neratko, Paul Fisher, Jim McDevitt, Ken & Joan Black, Tim Dolan

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

**I. Public Comments:**

Randy Johnson informed the Board that a judge has ordered a dismissal on a current legal matter

**II. New Business:**

A. Set the 2018/19 Tax Rate (Marco Tallini)

State Education Tax rates are as follows:

- Non-Residential tax rate: \$1.5216—up 5.2 cents
- Homestead tax rate: \$1.4598—down about 2 cents
- plus Municipal tax rate: \$.4268—slightly down
  - Equals totals of \$1.8866 for Homestead and \$1.9484 for Non-Residential
- Surplus this year of \$700,000
  - Could do nothing and leave it in general fund
  - Use some of it to ‘buy down’ the rate
  - Put it all in unallocated surplus
  - Or a combination thereof

Comments:

- Savings to homesteaders; bit of an increase to non-residents
- For example, on a \$200,000 non-resident home/business, it would be about a \$100 increase
- Buy down was mostly on the homestead
- False buy down which potentially could go up a lot next year
- Next year it could be really bad; need to remember that although we do have this extra money we may need it to soften that blow next year
- A million \$ in unencumbered emergency reserve plus a million in other reserve capital
- Suggest seeing how the audit goes in a couple of weeks; can always leave the money in the general fund and then move it to the reserve fund
- The tax rate can still be set without doing anything if you don’t intend to move surplus funds
- To use surplus to ‘buy down’ the rate, would need that decision tonight because it would affect the tax rate or warn another meeting if you need time to think

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to set the tax rate for Homestead at \$1.8866 and Non-Residential at \$1.9484

B. Zoning Administrator Resignation

- Wayne Estey tendered his resignation and the letter was read by Josh Cohen
- There are three applicants—interviews to begin Thursday morning

**Dover Select Board  
Regular Meeting Minutes  
Dover Town Office  
Tuesday, July 10, 2018**

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board accepted the resignation with regrets

C. Library Trustee Resignation

- Meredith Anton tendered her resignation and the letter was read by Josh Cohen  
The Library Trustees are considering a replacement

D. Consider Class Action Lawsuit Opt-In

- Concerns underpayments to local governments under the PILT Act (Payment in Lieu of Taxes Act)
- Opting in—Town will receive monies if any are awarded; if we do nothing, will receive nothing
- No cost to opt in
- Affects fiscal years 2015-2017

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to have the Chair sign the class action PILT lawsuit opt in

\*\*Due to another commitment, Sarah Shippee left at 6:43pm following the above discussion

E. Annual Contract with Windham County Humane Society

- \$300 annual fee; no change over last year

On a motion by Victoria Capitani, seconded by Dan Baliotti, the Board unanimously agreed to have the Chair sign the WCHS annual contract

**III. Police: Randy Johnson**

A. David Hammack's Letter to AOT Regarding Route 100 Concerns

- Randy Johnson read Officer Hammack's letter dated May 29, 2018 siting safety concerns on portions of Route 100 that he feels pedestrians & drivers are at risk for injury &/or fatality
- Officer Hammack rec'd a response from Joe Flynn, Secretary of Transportation on June 13, 2018 which indicated that his concerns would be evaluated, and a determination made on whether any alleviation measures can be included in the paving project scheduled for summer 2019

B. Recap on Green Mountain Cannabis & Music Festival

- Event went much smoother than anticipated; no real issues; not a large crowd gathered--guessing around 100 attendees; Sandy did try to do something towards economic development & business to the Town; Sandy's location is a great venue for future events; wish him success in future events
- Timeline was too tight to properly market Sandy's event; need more time to really get an event out, hope he will consider that going forward
- Mt Snow's Rock the Roots event was a success; no major issues--one false ID, one minor family disturbance; 3 DUI's that evening; approximately 5000 attendees
- Stephanie Greene contacted Randy Johnson on the level of noise from the concerts; she may want to come before the Board to consider addressing decibel limits

Victoria Capitani requested more information on the bill from Jeremy Ballantine for animal trapping—Randy Johnson had a report of a possible rabid raccoon in a residential area; Ballantine was called in to attempt to capture the animal in the interest of public safety

**Dover Select Board  
Regular Meeting Minutes  
Dover Town Office  
Tuesday, July 10, 2018**

**IV. Highway: Bob Holland**

A. AOT Request for Reimbursement

- Reimbursement for culvert grant on Holland Road--\$121,500

On a motion by Victoria Capitani, seconded by Josh Cohen, the Board unanimously agreed to sign the request for reimbursement

Also inquiring about interview process for road crew position—the Board suggests Bob & Travis begin conducting interviews & make recommendations to the Board

**V. Economic Development: Steve Neratko**

A. Licensing Bill for Dover Wi-Fi

- Bill rec'd from Up & Running Information Technology (UARIT) for the next 5 years of Wi-Fi in the amount of \$3442.50; current license is expiring; to maintain use of the system would need to renew the license
- Equipment was installed 5 years ago and is still operational; no complaints and people do use it
- UARIT did not feel any upgrades were needed at this time
- Service runs down to Mountain Park Plaza

Board Comments:

- What are the usage numbers? What is the condition of the equipment?
- Some responders had to be replaced already at our cost, which was expensive
- Are any upgrades needed on the equipment?
- Could we buy into this ourselves?
- Table discussion until next meeting when more details are available

B. Discussion regarding Reporting / Newsletter / Survey

Seeking feedback on the above items

Reporting:

- Prefer similar format to what Ken used to create in the past with updates on economic dev. dept: revenue/expenditures
- Quarterly distribution is fine
- Update every quarter with new figures; project completions, etc.

Newsletter:

- Newsletter would be more for the public; could be on a seasonal basis
- Wilmington newsletter comes out every week via email with Town wide information
  - Generated from the Town administration
- A newsletter would be a lot of work; doesn't fit into Jeannette's schedule
- Generally, not an Economic Development item
- Digital or paper form? If so, how is it being distributed?
- Possibly an intern could be involved in developing one
- Most of this news is available to view on the website already
  - Some would prefer to see it all in one place
- Will revisit topic at a later date

C. Do It Applications

- 17 projects were approved out of 20
  - Total of \$58,658.60 worth of reimbursement
  - Total project costs equal \$103,626.03

**Dover Select Board  
Regular Meeting Minutes  
Dover Town Office  
Tuesday, July 10, 2018**

- 7 façade programs: ~\$48,000 with reimbursement of ~\$27,500
- 5 new signs: ~\$14500 with reimbursement of ~\$8500
- 2 paving projects: ~\$23,000 with reimbursement of ~\$9000
- 3 landscaping & other projects: ~\$11,500 with reimbursement of ~\$8000
- 3 projects were ineligible due to the fact that they did not have a commercial component

The Board agrees with Steve's recommendations for the above projects

**VI. Liquor Control:**

On a motion by Victoria Capitani, seconded by Joe Mahon, the Board unanimously agreed to recess and convened as local Liquor Control

On a motion by Victoria Capitani, seconded by Dan Baliotti, the Board unanimously approved the following:

A. Outside Consumption Permit:

- a. Handlebar Hospitality LLC d/b/a Valley View Saloon, August 25 from 10am to 8pm, Annual Food Pantry Benefit

On a motion by Victoria Capitani, seconded by Josh Cohen, the Board unanimously agreed to adjourn as local Liquor Control and reconvene as Dover Select board

**VII. Consent Agenda:**

A. Approve Minutes of June 19, 2018 & June 22, 2018

On a motion by Victoria Capitani, seconded by Dan Baliotti, the Board unanimously approved the minutes of June 19 and June 22, 2018

B. Approve Warrants of June 23 for \$5,079 & June 30 for \$245,232.61

On a motion by Victoria Capitani, seconded by Joe Mahon, the Board unanimously approved the warrants of June 23 and June 30, 2018

**VIII. FYI:**

- A. Memo from WSWMD—there will be no 4<sup>th</sup> quarter invoice due to net closure costs being lower than expected
- B. Open Meeting Law Handouts—some amendments/changes to OML
- C. Blueberry Parade & Festival, July 28

**IX. Liaison Reports:** none

**X. Executive Session:** none

**XI. Adjournment at 7:20pm**

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)