

**Dover Select Board
Meeting Minutes
Tuesday, July 7, 2020
Dover Town Hall**

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 present: Josh Cohen, Victoria Capitani, Dan Baliotti, Sarah Shippee, Joe Mahon
Also, present: Office Manager, Jeannette Eckert

Public present: Travis Briggs, Marco Tallini, Jim McDevitt, Eric Durocher, Linda Sherman
via Zoom: Randy Johnson, Tabi Freedman, Mike Garber, Kathryn Romano, Paul Fisher, Shannon Wheeler, Peter MacDonald, Maggie Lewis

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

I. Public Comments:

Randy Johnson: There was an incident at 7-11 concerning the resolution, people not wearing a mask, employee asked one male to put on a mask or leave, he explained it was due to asthma and because of the holiday weekend was unable to get a doctor's note. Two other customers got involved, one of them called the police to report an altercation & Officer Arbogast responded to the scene. No charges have been filed

Jeannette Eckert informed the Board that the liquor license application is being deferred until they are ready to re-open and submit a final fire inspection report

II. Highway: Travis Briggs

A. Review Bids for:

a. Loader: 3 bids

- Caterpillar 938M
 - Price: \$212,000
 - Trade: \$60,000
 - Total: \$154,000
- John Deere 624L
 - Price: \$189,000
 - Trade: \$55,000
 - Total: \$134,000
- Case 721G
 - Price: \$199,900
 - Trade: \$54,750
 - Total: \$145,150

1. Bid the loader and skid steer at the same time, with the same horsepower, torque, and weight of the current machine that we have
2. Recommend going with the Caterpillar; still \$21,000 under budget
3. Would like to hold onto it longer
4. Will replace the current wheel loader 2010 John Deere 624K

**Dover Select Board
Meeting Minutes
Tuesday, July 7, 2020
Dover Town Hall**

b. Bulldozer to Skid Steer: 3 bids

- Caterpillar 299D3
 - Price: \$89,000
 - Trade: \$25,000
 - Total: \$64,000
- John Deere 333G
 - Price: \$79,5000
 - Trade: \$20,000
 - Total: \$59,500
- Case TV450
 - Price: \$82,100
 - Trade: \$18,000
 - Total: \$64,100

1. Recommend John Deere on this
2. Will replace the 2000 John Deere 450H bulldozer that only has 600 hours on it in 20 years; most were used up during Irene
3. Will be more efficient and versatile & used more often
4. Still heavy enough to push gravel

Comments:

- Are we able to get more trade in value by selling it outright?
- What is timeline on delivery of these items?
 - *Caterpillar has one; John Deere would need to be ordered (Sept); Case does not have one in Vermont*
- Purchase price is not contingent on the trade in?
 - *Bids were rec'd based on a trade in*
- When does this need to be paid for? Currently no tax money coming in right now, about \$160,000 in Capital
 - *Would do the loader and the trailer first over the next couple of months*

On a motion by Vicki Capitani, seconded by Sarah Shippee, the Board voted 4-0-1 to purchase the Caterpillar loader for \$154,000 after trade and the John Deere skid steer for \$59,500 after trade (Mahon abstained—he had left the building momentarily)

c. Trailer: 2 bids rec'd—7x14 enclosed trailer for maintenance dept

- Only two vendors that offer a municipal discount
- Lucky Trailer--\$8075.00
- Cheshire Horse Trailer--\$7760.00

On a motion by Vicki Capitani, seconded by Sarah Shippee, the Board unanimously agreed to purchase the trailer from Cheshire Horse Trailer for \$7760

III. Treasurer: Marco Tallini

A. Consider Moving Sept 15 Property Tax Due Date

- Rec'd tax rate today so don't believe we need to change the date
- Would like to schedule a meeting next week to set tax rate
- Homestead education rate is up 5 cents, Non-Resident is up 4 cents

**Dover Select Board
Meeting Minutes
Tuesday, July 7, 2020
Dover Town Hall**

- Preliminary estimate on tax rate: up 10 cents on Homestead and 9 cents on Non-Resident

Comments:

- Montpelier said the Homestead rate was only going up by two-cents; confused by the higher increases
- B. Consider Message on Property Tax Bill Envelopes in Light of Covid-19
- Friendly note on the outside envelope to encourage people to mail in their tax bills to discourage coming in person to the office
 - Consider a larger drop box outside the office
- C. Consider Sullivan, Powers Agreement for Audit Year Ending 6/30/20 (\$10,100)
- Audit will be done mostly remotely, July 19 & 20
 - Marco has already begun providing information to auditors

On a motion by Vicki Capitani, seconded by Sarah Shippee, the Board unanimously agreed to sign the Sullivan Powers Agreement for Audit year ending 6/30/20 for \$10,100

IV. New Business:

- A. Complaint of Dog Bite/Schedule Dog Hearing (Tabi Freedman)
- Warn as a separate public session
 - Tuesday, July 14 at 6:30pm
 - Will be live at Town Hall and via Zoom
 - Parties involved will be notified
- B. Planning Commission—Moving Forward (Tabi Freedman)
- Wanted an official blessing to get this moving
 - Jeannette wishes her well...has attempted several times to get the PC to move forward; advertised for members with no results
 - Both Nicolas Wallaert and Tim Chock want to step down, but no one has stepped up to take their places
 - Nicolas did request to resign quite some time ago pending the appointment of another chair
 - Peter MacDonald has expressed interest in being a board member
 - Tabi will reach out to the current members and obtain resignation letters
 - Advertise again
 - Seek out Planning Commission job descriptions through WRC or VLCT
- C. Amended Notice of Lease/Addendum to Land Lease Agreement (Landfill Solar Array)
- Small miscalculation in the location specs in the former lease and agreement
 - Green Lantern would like to correct the documentation and re-record in the land records
 - Jeannette reassured the Board that apart from a phone call and a few emails, no costs will be incurred by the Town on this
 - Green Lantern will pay the recording fees

On a motion by Vicki Capitani, seconded by Joe Mahon, the Board unanimously agreed to have the Chair sign the amended notice of lease and addendum

**Dover Select Board
Meeting Minutes
Tuesday, July 7, 2020
Dover Town Hall**

V. Economic Development:

A. Review/possible approval of DO-IT applications (Shannon Wheeler)

- 4 applications rec'd
 - Kitzhof: paving the parking lot
 - Mountaineer: upgrade to windows
 - 171 Route 100 Caplan: sign plaza
 - Andirons: façade improvements
 - Maximum funding is \$4500

On a motion by Vicki Capitani, seconded by Dan Baliotti, the Board considered to approve all the above applications at \$4500 each with DO-IT funding

- A sign permit has not been approved for 171 Route 100 yet

Motion amended by Vicki Capitani, seconded by Dan Baliotti, the Board voted unanimously to amend the motion and approve all at \$4500 pending the approval of a sign permit for 171 Route 100

- 171 Route 100's request is for \$4350, not \$4500

On a 2nd motion to amend by Vicki Capitani, seconded by Sarah Shippee, the Board voted unanimously to amend the motion by changing the amount for 171 Route 100 to \$4350

On a motion by Vicki Capitani, seconded by Sarah Shippee, the Board voted unanimously to approve funding for Kitzhof, Mountaineer, Andirons in the amount of \$4500 and 171 Route 100 in the amount of \$4350 with an approved sign permit

Discussion:

- Does the sign plaza fall into the new signage program? *It was discussed that the signs within the plaza would fall under that program but the plaza itself is separate*
- Consider a paving program; potential to get a better price on these smaller projects
 - *Will look into it for next spring*
- Almost as many companies that do small lots than the larger projects
- Machines used for our roads would be different than those used on driveways, parking lots
- The Town needs to move forward with its paving projects without waiting on the smaller jobs

B. Eat, Sleep, Shop Local Program funding request

- Wilmington Works has successfully been running this program for 6 years in winter
- Requesting matching funds, Wilmington approved \$5000 tonight
- Shoppers get a \$5 coupon with any \$25.00 receipt from a local merchant, good at any participating locations, also a raffle ticket for any \$20.00 purchase so the spending can be tracked
- Raffle prizes would be gift certificates to businesses of the winner's choice
- Digital options for coupon issue and redemption
- Merchants will get 100% of the coupon reimbursement fee
- Stimulate shopping and dining, lodging as well; a lot of Dover businesses have expressed interest in the program

**Dover Select Board
Meeting Minutes
Tuesday, July 7, 2020
Dover Town Hall**

- Plan to run for six weeks from July 15 to Aug 31
- Completely trackable to see how many businesses in Dover take part and then determine if it goes forward

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board voted 4-0-1 to expend \$5000 from 1% funds on the Eat, Sleep, Shop Local program (Capitani abstained)

- Joe inquired why Vicki was abstaining (Deerfield Valley News is receiving benefit through advertising) Vicki supports the program but doesn't feel she can vote on it

C. SoVTA update—defer to next meeting

D. ACCD grant program update

- ACCD picked a horrible time to announce this program
- First thing Friday morning it was shared with the businesses, and a reminder sent out Monday
- Statewide 2200 applications came in, first come, first serve
- Did exclude some types of businesses and hopefully that will be remedied

VI. Board of Liquor Control:

- A. First & Third-Class Licenses & Outside Consumption Permit for:
- a. The Sawmill LLC d/b/a Sawmill Bar and Table—deferred to future meeting

VII. Consent Agenda:

- A. Approve the Minutes of June 16, 19, 23 & 26, & July 3, 2020
On a motion by Vicki Capitani, seconded by Sarah Shippee, the Board voted to approve the minutes of June 16 by a vote of 5-0-0; June 19 by a vote of 4-0-1 (Baliotti abstained); June 23 by a vote of 5-0-0; June 26 by a vote of 4-0-1 (Capitani abstained) and July 3 by a vote of 5-0-0
- B. Approve the Warrants of June 20 for \$112,257.11 & June 27, 2020 for \$228,345.15
On a motion by Sarah Shippee, seconded by Vicki Capitani, the Board unanimously approved the warrant of June 20 and June 27, 2020

VIII. FYI:

- A. Thank You Letter from Adaptive Sports at Mt Snow was read into the record by Josh Cohen expressing appreciation for the non-profit funding program
- B. Summer Concerts at the Park
- a. July 12: The Green Sisters, 2-4pm--**cancelled**
 - b. July 15: Social Medication, 6-8pm
 - c. July 19: The Miles Band, 2-4pm
- C. Farmers to Families Food Box Program—flyer is on the town website with link to sign up

Via Zoom, Maggie Lewis expressed agreement with a possible paving program, Mountain Park Plaza could use it

The meeting to set the tax rate will be at 6:15pm on July 14 prior to the Dog Hearing

**Dover Select Board
Meeting Minutes
Tuesday, July 7, 2020
Dover Town Hall**

IX. Liaison Reports: Sarah met with Rich and Randy about starting the process of looking for an assistant at the Fire Dept. who could potentially take over Shelly's position when she resigns from the Police Dept.

X. Executive Sessions for Personnel (Marco Tallini) (Eric Durocher--deferred)

On a motion by Vicki Capitani, seconded by Josh Cohen, the Board unanimously agreed to move into Executive Session for Personnel at 7:27pm

Present: all five board members, Marco Tallini

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously agreed to move out of Executive Session for Personnel at 7:37pm

Decision: Marco will remind the Board at budget time about the Treasurer's pay rate

XI. Adjournment at 7:38pm

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