

**Dover Select Board
Meeting Minutes
Tuesday, March 16, 2021**

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, Andy McLean, Dana Sorice, Travis Briggs, Linda Sherman, Shannon Wheeler, Jim McDevitt, Linda Kersten, Eric Durocher, Randy Johnson, Marc Schaubert, Mike Eldred, Kevin Stine, Richard Sedlack, Michelle Pinkham, Tim Dolan, Gretchen Havreluk, Jessica Lee Smith, Timothy Hall, Ethan Schoonmaker, Becky Arbella

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

I. Public Comments: Randy Johnson requested to add the topic of body cameras to his agenda items

II. New Business:

A. Annual School District Meeting (Andy McLean)

- School District decided to hold its meeting (in Wardsboro this year) on the same day as Wardsboro's Town Meeting, May 22
 - Tentative for the school portion to meet at 10am, followed by their Town mtg
- In the articles of agreement for the district the Board of Civil Authority is made up of the Select boards of both towns—need to have a meeting to go over some housekeeping issues
 - One item would be to authorize use of the tabulator for election of officers
 - The boards would need to come together as the River Valleys BCA at some point
- Wardsboro SB meets the 30th of March at 7:00pm via GoToMeeting
 - Requests for both boards to meet prior to that meeting at 6:30pm
 - This is the first time for this type of meeting
- Will confirm with Wardsboro SB and then warn and pass on to the Dover Board

B. Discussion and Planning to Resume In-Person Select board Meetings

- Pre-Town Meeting: In-Person or Via Zoom (May 11)
 - Vicki asked to put this on the agenda
 - As we are holding an in-person Town Meeting, we need to start looking at getting back to in-person meetings
 - Would like to know how the Board feels about in person meetings
 - Consider a hybrid model for an April meeting?

Comments:

- Like the convenience of Zoom but appreciate the need to meet in person
- Need to improve the quality of the technology at Town Hall
- Continue with a hybrid model for those who don't want to/can't attend in person
- Location is the key
 - Town Office has the bandwidth & technology needed to run things smoothly but is limited in space for attendees

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- Town Hall has the space but would need funding to make Zoom meetings work better, run fiber, additional camera set up
- Consolidated has been doing updates near Town Hall but may not directly affect the Town Hall bandwidth
 - Consider having the Board each with a laptop rather than trying to project the whole board on one camera and face additional cameras to the audience
 - Tabi will look into costs for fiber to the Town Hall and a timeline
- A fully hybrid model at the Town Office could work with just the Board in person and perhaps a few others who have specific agenda items to address
- Consider a test run at the Town Office and see how it works before we try to go back to Town Hall
- Based on current directives, how many people are allowed to be present at Town Office meeting space? *Will confirm that number*
 - If it is just the Board and a few others presenting, it might be fine
 - Some people could be in other areas of the Town Office at the same time that the Board is on the top floor
- Need to start planning and get it into motion
- Is the State giving direction on the number of people per space if they are vaccinated?
- Is it mandatory that we continue Zoom meetings?
 - No but it gives people who can't normally attend the option
 - Continue to Zoom; it gives people accessibility without having to worry about their health
 - Positive feedback on the access to the meeting recordings is important and another level of transparency
- Hybrid at the Town Hall for Pre-Town on May 11
 - Or Carinthia for a test run for Town Meeting—Let's think about that
 - Mt Snow would have to have staff on a Tuesday night
- Will revisit when additional information is available

C. Sign Annual Certificate of Highway Mileage

- No changes over last year

On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously agreed to have Jeannette sign the annual certificate of highway mileage on its behalf

III. Assessor: Linda Sherman

A. Consider Hiring Commercial Appraiser Consultant

- Looking to hire Linda Kersten at \$40.00/hour at 20 hours per week for a 16-week period
 - Linda has years of experience with commercial & residential appraisals
 - She is working on obtaining liability insurance to be covered when out in the field and also when in the office
 - Temporary position
 - Contract drawn up similar to one used for Jeremiah Sund

Board comments:

- Are we legally obligated to advertise the availability for this position?
 - Consultant position with a set employment period
 - Town did not advertise when hiring Jeremiah which was a longer-term contract

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- Specialized expertise that is not readily found in the area

On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously agreed to hire Linda Kersten as temporary commercial appraiser consultant at \$40/hr. not to exceed 20 hours per week not to exceed 16 weeks

- A few tweaks to the contract are needed—Linda will make those corrections and Vicki will sign
- The Board welcomed Linda Kersten back to the Town office

IV. Police: Randy Johnson

A. FYI: Update on Capital Building Project

- Expenditure for \$14,000 to replace ceiling tiles and lights at the PD can be put off until Efficiency Vermont has the opportunity to review the Town buildings for recommendations

B. Body cameras update

- Back in November, the need for new cameras was brought to the Board
 - Quote at that time was \$8290.00 which was approved for purchase
- Price has gone up just over \$1000 with the software
- Will be able to get 50% back due to PACIF grant from VLCT
- Wondered if you want to reconsider the new bid although it will be less than the approved amount once the grant kicks in
- New quote is good until May 11th

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board considered purchasing the body cameras for \$9313.75
Motion withdrawn and amended

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously agreed to amend the original expenditure of \$8290.00 for body cameras and revise the amount to \$9313.75

V. Highway: Travis Briggs

A. Consider Order for New Truck Chassis

- Would like the Board to consider ordering the chassis for the new 10-wheeler
 - Do not need to expend any funds now but can pre-order
 - Accounted for in the upcoming 21/22 budget
- Have had good reliability with Macks but Western Stars have served us well too
- Replacing the 2015 Western Star
- Last year went with the Mack, it was \$14,000 more
- Each truck is very similar just different manufacturers
- If you went with the Mack, we wouldn't see it until next Spring
- About a 4-month process to get the complete vehicle
- If you went with the Western Star, we could see it in Nov of this year
- Recommend getting the Western Star given the turnaround time and save a few dollars; parts are close; warranties have been good

<u>Brand</u>	<u>Chassis Price</u>	<u>Trade Allowance</u>	<u>Purchase Price</u>
Mack	\$148,000	\$70,000	\$78,000
Peterbilt	\$141,000	\$44,000	\$97,000
Western Star	\$141,000	\$70,000	\$71,000

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Est. Delivery of chassis

Mack	Nov-Dec	2021
Peterbilt	Aug-Sept	2021
W/Star	July-Aug	2021

Board comments:

- Do you have repair history on the trucks, is one going to be more reliable? *Have had good reliability with Macks but Western Stars have served us well too*
- Is it easier to have just one manufacturer? *Yes*
- What about switching out plows? *To outfit the plows there is no problem with either manufacturer*
- Mack is getting delivered later, does that effect the trade in? *No, that would stay firm*
- Does the arrival date factor into it? *Partly*
- How would it be to go without it next winter? *It could be costly*

On a motion by Dan Baliotti, seconded by Sarah Shippee, the Board unanimously agreed to purchase the Western Star for \$141,000 with trade in of \$70,000 for a purchase price of \$71,000

Will schedule a quick special meeting to look at prices on the snowplow equipment since it was not warned for tonight—looking at an increase in steel price of 7.5% in April—Travis will get that info out to the Board

VI. Economic Development: Eric Durocher, Shannon Wheeler, Gretchen Havreduk & Tim Dolan

A. Bi-Town Marketing 2021 Strategic Plan 1% Local Option Tax Request

- Part of Charette's 5-year proposal
 - They may have overshoot on some of the budgeting pieces
- Original 1st year budget was \$161,000 for 2021
 - Settled on \$96,500
 - Dover share is \$48,250
 - No advertising occurring in 2021
 - This is to get everything set up for 2022
 - Some money is left over from last year
- Wilmington did approve this at their meeting tonight contingent on Dover's approval
- There is a concern about subsequent years spending
 - Cut that budget down from \$200,000 to \$152,000 for next year's advertising
- We are very cognizant of the 1% funds availability and don't want to see it depleted for this project; not married to what Charette proposed; will address on a year-to-year basis

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously accepted the marketing plan as presented with the Dover share being \$48,250

Jessica Lee Smith inquired if a five-year contract had to be signed on the marketing plan or if it could go year by year

Vicki related that it was on a year-by-year basis

VII. Dept of Liquor Control:

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board recessed and convened as local Liquor Control

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Jeannette noted that Hermitage Inn was listed twice under A. and B. in error

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

A. First- & Third-Class Licenses:

- a) KPLC, Inc. d/b/a The West Dover Inn
- b) Hermitage Inn Vermont LLC d/b/a The Hermitage Inn
- c) Southern Vermont Hospitality, LLC d/b/a Last Chair Bar & Grill
- d) Mt Snow Ltd d/b/a Fairways
- e) Mt Snow Ltd d/b/a Bullwheel
- f) Mt Snow Ltd d/b/a Harriman's
- g) Mt Snow Ltd d/b/a Sundance Lodge
- h) Mt Snow Ltd d/b/a Snow Barn
- i) Mt Snow Ltd d/b/a Carinthia Base Lodge
- j) Mt Snow Ltd d/b/a Cuzzins
- k) Handlebar Hospitality LLC d/b/a Valley View Saloon
- l) 1MT, LLC d/b/a Dover Forge

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

B. Outside Consumption Permits:

- a) KPLC, Inc. d/b/a The West Dover Inn
- b) Hermitage Inn Vermont LLC d/b/a The Hermitage Inn
- c) Southern Vermont Hospitality, LLC d/b/a Last Chair Bar & Grill
- d) Mt Snow Ltd d/b/a Harriman's
- e) Mt Snow Ltd d/b/a/ Sundance Lodge
- f) Mt Snow Ltd d/b/a Carinthia Base Lodge
- g) Mt Snow Ltd d/b/a Cuzzins
- h) Handlebar Hospitality LLC d/b/a Valley View Saloon
- i) 1MT, LLC d/b/a Dover Forge

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

C. Second Class Licenses:

- a) Fryer Realty Vermont LLC d/b/a Eco-tique
- b) Mt Snow Ltd
- c) Hermitage Inn Vermont LLC d/b/a The Hermitage Inn

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

New owner (closing on April 1) of The Hermitage Inn, Timothy Hall, was present and welcomed by the Board

VIII. Consent Agenda:

- Approve the Minutes of March 2, 2021
On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously approved the minutes of March 2, 2021

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- Approve the Warrants of March 6, 2021 for \$222,143.77
On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously approved the warrants of March 6, 2021

IX. FYI:

- A. Public Meeting on Dover Local Hazard Mitigation Plan, March 25, 3-6pm
- Local Hazard Public Survey: <https://forms.gle/Y9sjfEWA9bT5LXjQ7>

Vicki asked to add to April 6th agenda: update with the Necrason Group at 6pm along with RVUSD

Jessica Lee Smith inquired about the advantages to the towns of the pupil weighting study, what is the benefit in terms of financing? Why is there such a push for it in Dover? How do they use the money to make it equal for kids who don't have any? Currently living in Wilmington but kids go to Dover School

Vicki related that all schools across the state were originally weighted based on a few criteria going back 20 years with Act 60. The weighting study was commissioned by the Legislature and conducting by UVM. It was determined to be incorrect and did not value the students in rural, poor, or English as a second language districts. Those districts have not been given enough funding to successfully educate the students with equal opportunities. Very complicated issue. The Town is working with a lobbyist group on trying to move this forward. Suggest that Jessica attend the meeting on the 6th to learn more about the lobbying efforts.

X. Liaison Reports: none

XI. Executive Session as needed: none

XII. Adjournment at 7:39pm by Chair Capitani

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