

**Dover Select Board
Regular Meeting Minutes
Dover Town Office
Tuesday, October 16, 2018**

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

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

Public: Lauren Harkawick, Jim & Judy McDevitt, Bob Holland, Randy Johnson, Steve Neratko, Michelle Mann, Janice Stuart, Tabi Freedman, Marco Tallini, Rich Werner, Mike Behringer, Tim Shannon, Jason & Melanie Hathaway

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

I. Road Naming Hearing: Farm Road off Crosstown Road @ Inn at Sawmill Farm

Michelle Mann:

- Inn has always been a big complex
- Selling off a house at the end of the property
 - In order to do that, the road needs to be named and buildings appropriately numbered
- Farm Road was proposed; no other Farm Roads in town; no objections have been made
- The owner and abutter are one in the same
- The road naming is for 911 purposes

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to the naming of Farm Road off Crosstown Rd at the Inn at Sawmill Farm

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to adjourn the hearing

Regular Meeting Called to Order at 6:32pm by Chair Josh Cohen

II. Public Comments:

Vicki requests to add an Executive Session for Assessor's Office (Linda was ill and could not attend, Vicki will relay the information)

Dan relates an interesting meeting he & his wife Ruth had in Wilmington on Sunday; she had put her name in for the \$20,000 start-up business project—she has a background in textiles & design; this project led by Gretchen Havreluk was truly Economic Development! No one from ED or Chamber has ever visited Dan's place--presently has a need to expand the business; there is nothing better than a personal relationship; Dover should direct its focus on getting to know all the business owners in Dover and explore the possibilities; also a quilt show was happening at Memorial Hall in which Dover Historical Society was represented; Charlotte Pavia of West Dover Cong. Church suggested holding a quilt show in Dover at Town Hall; really need a venue in this town; look into something like Art on the Mountain which used to take place at Haystack

III. Fire Dept.: Rich Werner

A. Grant for Local Hazard Mitigation Planning

- 25% local match in connection with a FEMA Hazard Mitigation Assistance grant
- Current Emergency Mgmt. plan expires August 2020
- Windham Regional Commission assisted in the last plan; hope to engage them again
- Budget extra \$\$ under Emergency Mgmt.
- Dover had the highest reimbursement after Irene due to having an LEOP in place

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- Also, had stocked up materials and reserve funds
- On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board authorized Rich Werner to apply for and sign the funding grant application

Vicki and Sarah attended the ICS course for Select Board members—very informative & interesting; learned about chain of command

IV. New Business:

A. Review 2019 Health Insurance Rates (Jeannette Eckert)

- Rates for Blue Cross/Blue Shield plans were forwarded to the Board for review
- Silver plan's (that we have had for 4 years) rate only went up 1.77% over last year
- New Association Plans are in the mix for this coming year
 - Would still be Blue Cross/Blue Shield plans
 - Available through Business Resource Services or VACE (VT Association of Chamber Executives)
 - Plan that is most similar to our Silver Plan through BRS is option C, but it is a stacked plan as opposed to an aggregate plan
 - Other differences—do not offer Parent/Child/ren option—employee would either fall under 2-person or family plan depending on number of children
 - BRS plan C, if comparable, would offer a monthly premium that is \$1325.00 lower than Silver Plan
 - BRS requires a membership fee of \$250 which would be waived if enrolled by Nov 1st (short notice)
 - HRA is administered through Northeast Benefits Mgmt. Could switch or stay with current administrator Health Equity for an additional fee
 - Could save money with the lower premiums but unsure if the plans are equal in benefits to what we currently have
- HRA amounts for Silver Plan would go up from \$6600 for single/\$13,200 for all others to \$7350 & \$14,700 respectively given the same calculations
 - Total claims paid to date are \$70,832.64 out of \$244,200.00 budgeted
 - Out of 21 employees in the plan, 18 have greater than \$5000 balance in HRA

Comments:

- Associations are back in the marketplace
- Change in Federal Law to allow these intermediaries to exist
- Administratively....how is it going to work?
- Wait and see how this whole thing shakes out?
- Continue to research the options; hopefully before the deadline to enroll or if not go with what we know
- Would like to see how much of an increase overall including the HRA
- We have a different mix of employee plans for 2019; lost one 2- person and gained three: single, family & parent/child

*Will gather more information on the association plans and revisit Nov 13th

B. Route 100 Electric Charging Stations Grant

- This was sent to us by Laura Sibilia who is willing to assist with the grant
- 10% matching grants up to \$150,000
- State has money from the VW lawsuit

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- Steve has already done some research and is willing to complete the application
- Need to outline where to locate it; some stipulations--must be in a public place to take advantage of the 10% match; otherwise a 40% match
- Will revisit Nov 13th as the deadline to apply is Nov 30th

V. Unfinished Business:

A. Schedule Budget Meetings

- First budget meeting with dept. heads on Friday, Nov 30th at 8:30am

VI. Economic Development: Steve Neratko

Great training opportunities available in our area

- BDCC start up lab—meets once a week for 4 weeks starts Oct 17th; \$60 charge
- Hospitality training at Mt Snow—free of charge
- Understanding opiate addiction training—free of charge

Anyone interested please attend, see Steve for more info

Limited spots for each session

Potential for more trainings if the interest is made known

Bennington Furniture building may be vacant soon—but that is still up in the air. Potential for new business with the current owner for a small production brewery

A. Intern Candidate

- Request for an intern has been in the works
- Local person is interested; was a manager at Hermitage; has gone back to school for business and accounting
- Resume and cover letter were sent to the Board
- Will discuss further details in Exec. Session

B. Trails Committee Request for Tools

- An extensive list of requested tools was presented
 - Two locked boxes to contain the tools out on the trail
 - Keys would be maintained at the Town Clerk's office
 - For use on Crosstown Trail and Ridge Trail
- Joe Mahon requested that local buying options be utilized if at all possible

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to expend up to \$4000 from 1% funds for trail tool box equipment

Venue and Business Dev. working groups will be meeting this week

VII. Liquor Control:

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

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

A. First Class License for Two Dogs, LLC f/k/a Dover Bar & Grill**

**correction—still doing business as (d/b/a) Dover Bar & Grill until a finalized contract is made

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

VIII. Consent Agenda:

- A. Approve Minutes of Oct 2, 2018
On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously approved the minutes of October 2, 2018

- B. Approve Warrants of Oct 6, 2018 for \$174,442.37
On a motion by Victoria Capitani, seconded by Dan Baliotti, the Board unanimously approved the warrants of October 6, 2018

IX. FYI:

- A. Valley Cares Newsletter; Open House Oct 28th 2-4pm
- B. Community Meeting BC/BS, Oct 29th noon-1:30pm in Brattleboro—Jeannette will attend
- C. BDCC & SeVEDS Annual Meeting, Nov 1st in Brattleboro
- D. General Election, Nov 6th at Town Hall, 7am to 7pm—Josh has offered to organize a ride share program for seniors or others if needed
- E. Select Board Regular Meetings: Nov 13th and 20th this month
- F. Municipal Employment Law Update Workshop, Nov 14th in Fairlee—Randy J. will attend & possibly Jeannette
- G. Notice of Appeal on Board of Civil Authority Decision: Kingswood Common HOA
- H. Invitation to Annual Chamber Gala, Dec 7th, 6-10pm at Grand Summit

X. Liaison Reports: none

XI. Executive Sessions for Personnel (Rich Werner) & (Steve Neratko) & Legal (Linda Sherman)

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to move into Executive Session at 7:21pm

Present: Rich Werner, Steve Neratko, all five Board members

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to move out of Executive Session at 7:56pm

Decisions: Rich Werner will keep the Board posted about the Fire Dept.; Steve Neratko will keep the Board updated about the internship candidate

On a motion by Joe Mahon, seconded by Sarah Shippee, the Board unanimously agreed to hire Michael McGillion of Fisher & Fisher (per Linda Sherman) to represent us at the Kingswood tax appeal

XII. Adjournment at 8pm

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