

**Dover Select Board
Meeting Minutes
Tuesday, October 6, 2020
Dover Town Hall**

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: Victoria Capitani, Dan Baliotti, Joe Mahon, Scott Salway

Select Board via Zoom: Sarah Shippee

Also, present: Office Manager, Jeannette Eckert

Public present: Tabi Freedman, Bob Holland, Travis Briggs, Eric Durocher, Mike Arbogast, Jim McDevitt

Public via Zoom: Shannon Wheeler, Mike Garber, Lauren Harkawik, Paul Fisher, Marc Schaubert, Linda Sherman, Steve Petrik

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

I. Public Comments: hearing none, the Board moved on to New Business

II. New Business:

- A. Affirm Decision on Benefit Concert Oct 10th, 2-4pm at Dover Park
- Phil Bowen provided information to the Board
 - Concert will benefit Food 4 Kids

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously affirmed the decision on the benefit concert at Dover Park

- B. Reschedule 1st Meeting in November as it Falls on Election Day
- Board will meet on the 10th and 17th in the month of November

III. Unfinished Business:

- A. Announce New Road Commissioner Salary
- The Board met in Executive Session with Travis
 - Looked long and hard on the pay scale in the Dept.
 - Felt this was fair to start the new Road Commissioner at

On a motion by Dan Baliotti, seconded by Sarah Shippee, the Board unanimously agreed to set the salary for Travis Briggs at \$70,000 starting Oct 16, 2020

- B. Highway Dept. Moving Forward—Hiring Replacement Staff
- Bob is retiring as of Oct 15th; Bill is looking to retire in April 2021
 - Would like to have someone in place before the winter sets in
 - Already budgeted for a replacement
 - Grader operator experience is preferred
 - Will start the advertising process

IV. Economic Development:

- A. Q1 ED Update (Shannon)
- Moving forward hope to send an update within 2 weeks after each quarter ends

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- July to Sept was down about 40% over last year
 - April to June quarter? Shannon will check into and update the Board
- DASP is moving slowly only 6% used in the first quarter
- DOIT was extended to Oct 15—4 projects have been completed
 - Delays with building materials
- Bi-Town Marketing Sub-Committee—Fall campaign is starting
- New website page is all set
- DVFiber is meeting; monthly governing board meetings; sub committees meeting frequently; WRC grant meeting tomorrow
- Weston & Sampson recreation report rec'd last month
 - Eric is working on a formal committee
- 9 summer concerts in total; Kevin is already looking forward to next year

B. Non-profit DASP submissions for review (The Gathering Place & Dover Free Library)

- Two submissions
- DASP guidelines state it is for a profit seeking business
 - Anything outside of that is reviewed on a case by case basis
- The Gathering Place ad was in the Cracker Barrel
- The Library ads for kids' programs over the summer
- Do we want to have the Board review these in future or have Eric do it as head of the dept?
- Understand that the Library is not a true non-profit, however all programs are written for profit seeking businesses
 - Feel the ads fall into the spirit of the program
 - Library is hung up on the "non-profit" but the more it is debated, the more it becomes ineligible for this program
- More clarity in the guidelines is needed so there is no gray area
- \$168.00 for Library
- \$164.00 for The Gathering Place
- Recommend considering the applications at this time and move forward with changes for the next round

Board comments:

- Scott informed the Board that John at the Library stated he is grateful for the funding but does not want to be classified as a non-profit
- Historically we have funded the Library
- Can't keep changing the program to accommodate
- Create guidelines for not for profit companies & organizations; qualifications & what type of projects fall under this category
- For example, do we fund the Fire Dept in this program since we already fund them in the budget? No
- Put on hold for now until guidelines are developed; Not breaking anyone's budgets
- Letters to the applicants should state that the guidelines may be changing and that they may not qualify in future

On a motion by Sarah Shippee, seconded by Scott Salway, the Board voted 4-1-0 to approve the DASP funding with the stipulation that this does not guarantee future funding

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- C. Deerfield Valley Stump Jumpers (Mike Garber & Paul Fisher)
- DVSJ came before the Board a few months ago to ask permission to work on the various Dover trails which you graciously allowed
 - With that, we went back to VAST and asked to be funded for more than the \$10,000 they gave us for redoing most of the trails in Dover east of Route 100
 - Governor has set no restrictions on snowmobiling this season
 - 1200 members in Deerfield Valley who use restaurants, gas stations
 - 1500 members in Woodford, 300 in Wardsboro
 - Looking to support businesses in Dover
 - Some abuse of the trails occurred this summer, particularly Hathaway Trail
 - DVSJ have maintained the trails and there are some areas that really need work
 - Everything is going toward materials, culverts, machinery, machine operator

ED comments:

- Had not set a line item to fund from on this
- Viable project but would like to see proof of spending; sets a dangerous precedent to give any group a pile of money without seeing how its being spent; updates on how it progressed
- DVSJ is already an established group

Board comments:

- Don't usually fund on the front end; can we fund this on the back end?
- What are the funds going toward? Will there be volunteers? Believe the trails do need some work
- Funding is coming from VAST and Dover, any contribution from the members? Yes

On a motion by Dan Baliotti, seconded by Joe Mahon, the Board unanimously agreed to fund DVSJ up to \$10,000 based on receipts for the maintenance and upkeep of the existing trails

D. ED Website Update

- www.DiscoverDover.com is live as of two weeks ago
- Features sections on moving to Dover, current businesses, new businesses
- Constant flow of information; weekly updates
- Functional on multiple platforms
- Upkeep for the site is very minimal

E. Grant updates

- Approved for Restart VT grant for the max amount of funding @ \$10,000
- Retail and activity-based packages for gift certificates to book play & stay packages
- Positive feedback so far from businesses as well
- Packages start selling on Oct 16 thru Nov 16; Can be booked ahead of time for future visit
- There are more inns in Dover than in Wilmington; promote staying in Dover, eating in Wilmington

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LGER grant

- Confirmed that we have been approved—unsure of the amount of reimbursement
 - Determination letter to come soon
 - Initially \$25.00 per person based on the census
 - Potential for that number to expand based on the number of applications

Board comments:

- Dover numbers for the Eat, Sleep, Shop?? Still waiting on those numbers; should have been easily trackable; Quantifiable impact
- Covid people did not stay long—grabbed a coffee and sandwich and went on their way
- Great that Wilmington and Dover are working together & sharing between businesses
- Whitingham is starting to attend Bi-Town meetings; may be involved again

V. Consent Agenda:

- A. Approve the Minutes of Sept 15, 2020
On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously approved the minutes of Sept 15, 2020

- B. Approve the Warrants of Sept 19, 2020 for \$897,985.18 & Oct 3, 2020 for \$181,297.49
On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously approved the warrants of Sept 19 and Oct 3, 2020

VI. FYI:

- A. Employee Appreciation Gathering at The Sawmill, Oct 16, 5-7pm
- B. General Election, Tues, Nov 3rd, 7am to 7pm, Dover Town Hall
 - There is an outside drop box at the Town Office for ballots
 - Ad was generated to inform townspeople of the voting process
 - Important to follow the directions, sign the ballot envelopes!
- C. Blue Cross Blue Shield 2021 Rates are in—1% increase over 2020
- D. Sarah informed all that the Rotary rec'd 4000 disposable masks that are available; please contact her or Angel Balch
- E. Randy Johnson survived his surgery and is on the mend

VII. Liaison Reports: none

VIII. Executive Session, as needed: none

IX. 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