

**Dover Select Board
Special Meeting Minutes
Dover Town Office
Dec 5, 2019**

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: Jeannette Eckert, Marco Tallini, Randy Johnson, Bob Holland, Travis Briggs

Called to Order at 1:05PM by Chair Josh Cohen

**Randy Johnson remarked on wage line item for Police Dept. Bill Manch will be retiring in June of 2021; did not calculate salaries to reflect the change for new person at the Academy—should be roughly \$15,000 more—will submit those numbers to Marco

I. Capital Plan Review

A. Building

- Police Station—entry way door, lights, ceiling tiles, floor tile, exterior doors, siding
 - Currently in plan is \$6000 for floor tile, exterior doors
 - David Smith did some minor work and can now put it off until 22/23
 - Retain lights, ceiling tiles in 20/21 and siding in 24/25
- Town Hall—windows, steeple, handicap ramp
 - Still have not heard back on Steeple quotes—will try to get a more accurate figure
 - Needs refurbishing; a lot of rot up there
 - Dummerston and Newfane both had work done on steeples
 - Reach out to the towns to get names of contractors
 - Norm Holden, Mark Brown
 - \$17,000 quote for windows from WW without installation cost—to replace all on the main floor
 - Handicap ramp is ready to fall down—estimate at \$5000
 - Contact John Guminak on the ramp configuration
 - Thought was to reconfigure onto the front of the building
 - Revisit Town common project plans about rerouting the ramp
- Garage
 - Paving the area around the garage—in front of garage, around the pumps and the salt sheds--\$45,000
 - Suggest keeping the paving in 21/22 and upping it to \$45,000 from \$28,600
- Transfer Station
 - New compactor—TTT notified that the one we have is getting rusted out—20 years old; quote of \$29,000 from the company they use
- Town Office
 - Water filter system—filters continue to clog up in recent months
 - Need to check the well first
 - Furnace in 21/22—does that really need to be done? Can it be moved out?
- Prioritize the list on these projects—need to plan these things ahead and out into the future; this is a lot to consider
- Obtain a list of what is needed for each building—Nido services the furnaces every year
 - Create a master list for each of the buildings—believe Chris Larsen did one
 - Obtain the age of existing heating systems; efficiency rating, and anticipated remaining life span of each item
- Will revisit Capital Bldg. Plan

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B. Equipment

Police

- Cruiser computers were all bought on grant money over time—no longer available --\$6300 estimate to replace
 - Suggest replacing one that we are babying now—use the \$6000 in cap. bldg. and put toward equipment
- \$32,425 for computers in 20/21
 - Keep \$6300 across the years
- 5-6-year lifespan on the computers
- Replacing cruisers every five to six years—includes the computer price along with cruiser price
- Put a plan in place that is least expensive & most productive way
- Will there be a need for a computer if not purchasing a cruiser?
- \$19,825 for fingerprint machine in 20/21

Highway

- Loader, bulldozer, sand screen, enclosed trailer for next year
 - Enclosed trailer for the ventrac
 - Sand screen for use on top of trucks--can be built in house & save
- Next truck purchase in 21/22; keep one as a spare instead of trading in
- Snowmobile & drag—was originally used for valley trail—but now have the ventrac--see if we can do a sealed bid to sell it

Fire

- Pick up truck in 20/21

C. Paving

- Some of the roads did not get topcoats—will do in Spring which is covered under this current budget--\$258,000
 - Valley View was supposed to get done this year
 - Johnson Hill, Ellis Brook, Buckboard—new pavement—need to be prepared to talk about it at Town meeting; being done for efficiency purposes
 - Pushing out Abroad Rd & Blue Brook Rd to 21/22
 - Dorr Fitch, Dover Hill—hope to get grant money to include guard rails
- No more reclamation needed—already all ground up
- Originally scheduled on a 6-year cycle
- More on Blue Brook—in future can extend the pavement
- Keep budget figure at \$650,000
- Up Cap. Equipment to \$300,000 from \$250,000 for 20/21
- Maintain Cap. Building at \$80,000

Next meeting on the 19th at 3pm: Economic Development budget and recap overall budget

II. Adjournment at 2:27pm

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