

**Dover Select Board
Special Meeting Minutes
Dover Town Office
December 14, 2017**

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

Select Board Member Absent: Dan Baliotti

Also Present: Jeannette Eckert, Marco Tallini, Bob Holland, Rich Werner, Steve Neratko

Special Meeting Called to Order at 3:05pm by Vice Chair Victoria Capitani

I. 2018/19 Budget Review include Capital Plans

Capital Building Plan:

\$30,000 for siding for the Brick Building—quote is for the whole building; vinyl may not be the best product

Consider alternate materials for the one side that is more visible and easily damaged by falling ice (Cooper Hill side)

A lot of funds put into the Brick Building this year—start saving for the whole project
\$5000 for now and put rest out to 2023/24 (\$25,000)

Town Office improvements—won't be using all of \$134,000

Ramp at Town Hall—continue saving toward that; interior painting can wait; allocate \$15,000 for ramp only in 18/19

Paving at Transfer Station can be moved out to 22/23

Remove generator from 22/23 for Town Garage—recently installed one through grant

Revise taxes raised to \$80,000 for 2018/19 and 2019/20

Bunk room for Firehouse--\$50,000 proposed; to allow for overnight manning of the station especially during winter season; can be put off to 2019/20

Suggest Article at Town Meeting to get public input

*Josh Cohen arrived at 3:24pm

Capital Equipment Plan:

Move 2014 Mack truck replacement out to 2019/20 & shift from 2024/25 to 25/26

Keep replacement in for 2012 International in 2018/19

1984 Mack Fire Truck—\$325,000 move to 2019/20

Move Ladder Truck from 2023/24 to following year

Retain Tanker in 2023/24

Capital Paving Plan:

Propose to retain annual appropriation at \$650,000

Three roads scheduled: Colonial Ridge, Country Club, Holland Rd

Lower Highlands Rd: 660 tons (missing figure on plan)

\$72.00 per ton is high, \$56.00 this year but may increase

Regular Budget Review:

Legal Fees too low—increase to \$15,000

Heating Oil—keep consistent with last year's figures for each building

Transfer Station salaries—bad number that did not reflect accurate salary—is 3% increase

WSWM Assessment is at an estimate of \$13,000; hoping it to be less

Recycling Fees--increase to \$16,000

Appropriations:

EDFD: \$76,950 might be a little high—Marco is working with Jon Abel on this; trying to replace some Capital items

DHS: \$20,000---Should have documentation for any expenses

DVR: \$20,000 will be an Article voted at Town Meeting; do not budget until voted in

MHCA: Also an Article; Should submit figures for budget purposes

Hwy salaries—again everyone is at a 3% increase

Valley Trail Maint. & Expenses—extra added to maintain/plow if that is decided

Economic Development Budget:

\$488,399.62 in 1% option tax revenue

\$150,000 set aside for Town Common was not used

\$20,000 less spent on events than was thought

Payroll--Need data on payroll/benefits figures

- Trails Expense—should keep \$15,000 not used from last year
- Business development—used \$60,000 in 17/18; budgeted at \$40,000 for 18/19
- Bi Town—still have monies allocated from last year

Beautification:

- Portion of lights, flags, banners need to be replaced

WI-FI is being utilized; runs as far as the Post Office along Rte. 100

Marketing:

- Website—upgrades and maintenance set the same as last year at \$3000
- Digital Marketing--\$5000 to restart digital marketing campaign, social media
- DASP—expand program up to \$20,000
- DO IT—expand program to \$50,000; also have separate sign program
- Welcome Center—advertising; expand as well up to \$4000

Trails and Path:

- Marketing Trails—new maps and brochures; signage
- A Minus—easements & deeds are in the works

Telecommunications:

- Gigabit project on bandwidth upgrade--\$100,000 estimate
- Working with USDA on additional funding options

Events/Venues:

- \$75,000 budgeted--Some new events on the horizon
- Park concerts--\$12,500 for 13 concerts (11 Sundays and 2 Wednesdays)

Possible New Expenditures:

- Trailhead project at Handle Rd—surveys, easements, signage, materials
- Brochures—new for Welcome Center and other uses
- Valley Trail Snow Removal if approved
- Street Lights along Valley Trail—matching grant applications for B, B+, A-
- Winter decorations— some updates needed
- Community Development for organizations separate from business development
- Website development—assistance for area businesses/organizations to upgrade their websites
- Internships in ED with area colleges—stipend to student; host throughout the year
 - Summer programs as well
 - Bi Town recording secretary-set aside \$500; perhaps an intern

Moving forward:

- Proposing budget approval on Jan 2nd
- Marco looking to change tax bill due dates to March 15 and Sept 15; Article at Town Meeting

Meeting Adjourned at 5:05pm

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