

**Dover Select Board
Regular Meeting Minutes
Dover Town Office
Tuesday, August 21, 2018**

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

Select Board Members Present: Josh Cohen, Victoria Capitani, Dan Baliotti, Sarah Shippee

Select Board Member Absent: Joe Mahon

Also, Present: Office Manager, Jeannette Eckert

Public: Lauren Harkawik, Bob Holland, Adam Levine, Jim McDevitt, Randy Johnson, Paul Fisher, Mike Garber, Tabi Freedman, Erich Greenebaum, TJ Sibilia, Randy Capitani, Phillip Waller

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

I. Public Comments: hearing none, the Board moved on to Item II.

II. Zoning:

- A. Appointment of Tabi Freedman as Zoning Administrator & Recommendation as Town Health Officer

On a motion by Sarah Shippee, seconded Victoria Capitani, the Board unanimously agreed to appoint Tabi Freedman as Zoning Administrator and Town Health Officer

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to have Josh Cohen sign the letter of recommendation to the State for the Health Officer appointment of Tabi Freedman

The Board welcomed Tabi. She expressed her excitement to be involved with the Town; already really loves it. Sarah offered that Andy has been training Tabi and that she is picking up her tasks quickly & thoroughly.

Vicki thanked Andy for his continued efforts in training and for also removing the sign at Dover Hill & Holland Rd.

III. Unfinished Business:

A. IT Services for Town Office

- Two quotes were rec'd for upgrades to the Town Office computer system
- There was a third quote requested but never rec'd
- Also considering maintenance agreements for both companies
 - Arcomm, our present provider & Europa IT of Brattleboro
- Similar proposals in scope; one difference is the cost for monthly maintenance (\$195 for Arcomm; \$350 for Europa IT which includes built in time for support)
- Erich Greenebaum consulted and reviewed both proposals
 - Arcomm quote was a little more due to recommending a higher end server which may not be necessary
 - Support for both appear similar; same network gear which is what he would recommend
- New ZA Tabi Freedman offered to review as well; she has an extensive background in IT services
- Board members should have their own Town email addresses, so they will be stored here for public record; consider server versus cloud based back up
- Will defer a decision until September 4th meeting

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- IV. Police:** Randy Johnson
- A. Update on Dover PD Covering for Wilmington Officers
 - Chief Szarejko requested Dover's assistance
 - Wilmington PD needs coverage on some of their shifts on a month to month basis
 - Two of Dover's officers will provide coverage as needed
- V. Economic Development:** Steve Neratko (*items deferred until next meeting as Steve was unable to be present*)
- A. Community Art Project--*defer*
 - B. Bench Request--*defer*
 - C. Meeting Warnings—Vicki recommends that the ED meetings be posted in the same public places as other agendas; send out via email as well so that many people will know about it
 - D. Advertising Map Program--*defer*
- VI. Consent Agenda:**
- A. Approve Minutes of Aug 7, 2018
On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously approved the minutes of Aug 7, 2018
 - B. Approve Warrants of August 11 for \$187,320.08
On a motion by Sarah Shippee, seconded by Victoria Capitani, the Board unanimously approved the warrants of Aug 11, 2018
- VII. FYI:**
- A. Employee Appreciation Day, Sunday, Aug 26, 11-2 at North Star Pizza
 - B. Town Fair October 3-4 in So. Burlington
 - C. Newsletter from WSWMD
 - D. SoVermont Economy Project Survey – Steve completed and Jeannette will send to SeVEDS; public meeting to come in November
- VIII. Liaison Reports:**
- Sarah attended the Honora Winery ribbon cutting on the 18th
- Vicki informed all that the Bi-Town Committee needs another Dover member—meets the 1st Thurs of every month at 8:30am
Affordable Housing Committee—also looking for another Dover member; meets Mondays at 3:30pm every six weeks
Anyone with interest should get in touch with Vicki Capitani
- Josh reported an update on the River Valleys Unified School District recent meeting
- Developing structure on how the Dover & Wardsboro Schools will work
 - Dover is an IB School; should Wardsboro go through that same process?
 - Bus 3rd - 6th graders from Wardsboro to Dover?
 - Decision to leave Dover & Wardsboro schools as is; need to differentiate Wardsboro so that it is a valuable part of the consolidation
 - Consider STEM oriented elementary school program for Wardsboro (Science, Technology, Engineering and Mathematics)
 - School choice will be available in one form or shape
 - It will be up to the new Board to configure school choice options

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- Encourage folks to attend the School meetings; check out the website: www.rvusd.net
- School Board meeting will no longer happen at Town Meeting; first one is February 13th

Board considered some dates to hold a special meeting for a public work session with Steve:
August 31st in the morning, Sept 20 in the afternoon or Sept 21, morning or afternoon

IX. Executive Session as needed: none

X. Adjournment at 7:01pm

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