

**Dover Select Board
Meeting Minutes
Dover Town Office
February 7, 2017**

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

Select Board Members Present: Randall Terk, Victoria Capitani, Linda Holland, Tom Baltrus, Joe Mahon**
Also Present: Recording Secretary, Jeannette Eckert

Public: Linda Sherman, Adam Levine, Brendan McGrail, Randy Johnson, Jim & Judy McDevitt, Dave Cerchio, Rich Werner, Ken Black, Carina Hellstrom, Dan Baliotti

I. Executive Session for Personnel (Linda Sherman)

On a motion by Victoria Capitani, seconded by Linda Holland, the Board unanimously agreed to move into Executive Session at 6:15pm

On a motion by Linda Holland, seconded by Victoria Capitani, the Board unanimously agreed to move out of Executive Session at 6:37pm

Decision: none

Regular Meeting resumed at 6:38pm

II. Public Comments:

Dan Baliotti: Observation on the Explore Vermont Byways brochure and the fact that Dover is not mentioned in it. Also, no Dover rack cards or other literature at the Guilford Welcome Center. Something to think about.....

Rich Werner: While searching on the internet, Route 100 is noted as the most scenic highway in Vermont; might be something to capitalize on

III. Unfinished Business:

A. Generator Bid Proposals (Rich Werner)

- Looked at them with Bob Holland and could not make heads or tails of them
- Local electrician to review the bids; liquid cooled generators would be better
- Will ask three bidders to resubmit based on liquid cooled generators
- Would like to revisit on either Feb 21 or after Town Meeting

B. Consideration of RFP by WSWMD

- Agree that we should pursue any avenues to benefit the town
- Possibility of sharing costs with other towns – include single stream recycling

IV. Economic Development: Ken Black

A. Mother's for Daughters' Event Application (\$5,375)

- Will be held May 19-21, 2017
- Good event that draws a lot of people

On a motion by Linda Holland, seconded by Tom Baltrus, the Board unanimously agreed to fund MFD event, not to exceed \$5375

B. Bi-Town Charge Amendments

- Major changes are in committee membership
- Total of 12 members
 - 1 SB member from each participating town: Dover & Wilmington
 - Executive directors of the chamber & BDCC
 - 1 administrative staff member from each participating town
 - 1 Mt Snow and 1 Hermitage member
 - 2 residents from each participating town

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On a motion by Victoria Capitani, seconded by Linda Holland, the Board unanimously approved changes to the Bi Town charge

- C. Appoint Brendan McGrail to the Bi-Town Committee as a Dover Resident
- Brendan also works for the Hermitage Club and is a Dover resident
 - Dave Cerchio highly recommends him for this position
 - There is another opening for a Dover resident; Mention it at Pre-Town & Town Meeting

On a motion by Victoria Capitani, seconded by Tom Batrus, the Board unanimously appointed Brendan McGrail to the Bi-Town Committee as a Dover resident

- D. Do-It Revitalization Guideline Updates (**Joe Mahon arrived at 7:31pm during this discussion)
- First change: limits program to commercial property owners
 - Priority given to first time applicants
 - Front façade upgrades only
 - 75%/25% split; \$4000 limit up from \$2500—most spend far in excess of \$2500
 - Application period is April 1 to 30
 - 90 days to submit invoices to be paid
 - Grant monies are subject to taxation
 - New property owners are eligible to apply
 - There has never been a waiting list of applicants
 - Budget is staying the same

Board comments:

- ❖ PTC's will not be considered if less than \$1000
- ❖ Clarify that no sweat equity is allowed
- ❖ Paving patchwork at Mountain Park plaza...with these changes would that project be acceptable? It did improve the quality of the pavement
- ❖ "Select board reserves the right to deny or approve any application"
- ❖ By taking 100% of renters out of the equation—concern that it creates a disadvantage to those just starting up—have reservations about it
- ❖ Signage should be included for renters—some money should be allowed to improve their presence; it is a huge marketing tool
- ❖ Feel protected against a property owner who might choose to inappropriately take advantage because of owning multiple properties
- ❖ Regardless of when the application came in—applications will be scrutinized more—deadline is longer
- ❖ Consider two different levels for each
- ❖ Some level of funding for tenants—either \$1500 or \$2000
- ❖ Does Wilmington allow access to renters? *Ken does not recall*
- ❖ I'm convinced that it should include tenants

Public comments: Adam Levine, Dave Cerchio, Brenda McGrail, Carina Hellstrom, Dan Baliotti, Jim McDevitt

- You are taking away a good tool for businesses. This program makes a statement that the Town of Dover will help you out if you come to Dover. It has worked for me as a landlord. I do not assist tenants financially with signage
- In many cases, these businesses collect the 1% tax for the Town
- Specific to signs—I don't allow a cheap sign on my buildings but not all businesses can afford a \$2000 sign

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- Believe it is a great program and we should be expanding it not limiting it
- Point is to try to encourage more people to use it.; wouldn't you want every tenant to upgrade their signs?
- Sign at Dover Historical Society is the most important thing we ever did--\$5500
- Town has not reached out to the business community; need to encourage the business owners; why are we not reaching out to new property owners like where Dan rents?
 - Andrew has been reached out without any response
- Adam is willing to get paid for part time work on reach out
- Let's not worry about the budget numbers
- *"Visible from Route 100 and major town roads"* Shouldn't it read "and/or"?

Additional Board comments:

- ❖ Agree to change "visible from Rte. 100 and/or major town roads"
- ❖ Propose to change back to 'any business' rather than commercial property owners
- ❖ Don't want to distinguish between tenants and owners; should be impartial
- ❖ Point about "reaching out" will be addressed
 - Currently interviewing a full-time person for Ken's position
- ❖ Select boards will change; which could be good or bad, but proposal allows for discretion
 - With a single vote, the whole program could go away
 - Discretion of the SB; you don't know what applications will come in
- ❖ Language allows us to fund up to \$3000 for a sign
- ❖ There is a timing issue which assists Ken
- ❖ We have looked to exceed the events budgets in the past and have done it
- ❖ "Major town road" that is very subjective—what is a major town road?
 - It has always been this way; pretty obvious what the main arteries are
- ❖ We do not review these projects, that is another issue, would like to see a list of what is being selected in May
- ❖ Don't want to restrict a business property because of its location

Additional public comments:

- Some tenants who rent are responsible for everything or nothing. Tenants need to know what qualifies and what doesn't; let's not worry about the budget
- Board isn't reaching out to the business community, asking what their needs are
- Isn't it better to wait until after a full-time person is put in place to evaluate the program?
- Reaching out to businesses may result in an increase in the budget to provide more funding
- High traffic areas—Mt Park Plaza; 7-11; facing the Valley Trail; need to look at the traffic; How visible is it?
- Believe it is appropriate to consider businesses in other locations off main roads
- Sign Ordinance addresses the requirements for all signs
- "Objectional or inappropriate" is also subjective
- Should be very definitive about what qualifies and what doesn't rather than waiting for a new employee to administer it
- This deserves many hours of time discussing this; it is important

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Additional Board comments:

- ❖ Would like to see it come back to us again after revising with public & board comments; there are too many moving parts right now
- ❖ Intending to assist any businesses
- ❖ Added the right to approve or deny any applications
 - Understand we want to give some more thought to that
- ❖ Adding “visible from Valley Trail” is a good suggestion
- ❖ Defer to two weeks for a decision on Feb 21st
- ❖ Make sure all interested parties receive a copy in advance—put on website
- ❖ Should we warn a meeting for the business community? Will they come out for that?
- ❖ Propose that the new economic development director will be spending more time reaching out to businesses

E. FYI: Vermont Community Development Program (VCDP) Grant Opportunities Presented February 21, 2017

V. **Consent Agenda:**

A. Approve Minutes of January 17, 2017

On a motion by Victoria Capitani, seconded by Linda Holland, the Board unanimously approved the minutes of January 17, 2017

B. Approve Warrants of January 21, 2017 for \$502,597.24 & Jan 28, 2017 for \$140,463.66 & Feb 4, 2017 for \$250,000

On a motion by Linda Holland, seconded by Victoria Capitani, the Board unanimously approved the warrants of Jan 21, 28 and Feb 4, 2017

VI. **Liquor Control:**

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

On a motion by Victoria Capitani, seconded by Linda Holland, the Board unanimously approved the following:

A. Outside Consumption Permits for Mt Snow Ltd d/b/a Cuzzins:

1. Winter Fest, Feb 18
2. Mardi Gras, Feb 25
3. March 4 & 5
4. March 11 & 12
5. St. Patrick’s Day Wknd, Mar 17-19
6. Reggae-fest, Mar 25 & 26
7. Winter Brewers Fest, April 1
8. Glade-iator Mogul Competition, April 2 (makeup dates April 8 or 9)

B. First Class License Renewal:

1. O&B Hospitality Inc. d/b/a Deerhill Inn

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

VII. **FYI:**

A. Act 46 Meeting, Monday, Feb 27th at 6:30pm at Dover Town Hall

B. Pre-Town Meeting, Tuesday, Feb 28th at 7pm, Dover Town Hall

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C. Town Meeting, Tuesday, March 7th at 10am, Dover Town Hall

VIII. **Liaison Reports:** none

IX. **Executive Sessions:**

On a motion by Victoria Capitani, seconded by Linda Holland, the Board unanimously agreed to move into Executive Session at 7:42pm

- A. Personnel (Dave Cerchio)
- B. Legal (Randy Johnson)

On a motion by Linda Holland, seconded by Tom Baltrus, the Board unanimously agreed to move out of Executive Session at 8:20pm

Decisions: none

X. **Adjournment at 8:20pm**

Respectfully submitted by Jeannette Eckert
Select Board Recording Secretary

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