

**Dover Select Board
Virtual Meeting Minutes
Tuesday, June 2, 2020**

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

Join Zoom Meeting

<https://us02web.zoom.us/j/86800444071?pwd=RIU2WDQ0cDM3d3AwSGREeFNON2tnQT09>

Meeting ID: 868 0044 4071

Password: 052648

Dial in: 929 205 6099

Select Board present via Zoom: Josh Cohen, Victoria Capitani, Dan Baliotti, Sarah Shippee, Joe Mahon
Also, present via Zoom: Office Manager, Jeannette Eckert

Public via Zoom: Randy Johnson, Marco Tallini, Shannon Wheeler, Lauren Harkawik, Rich Werner, Eric Durocher, Paul Fisher, Mike Garber, Tabi Freedman, Jim McDevitt

Regular Meeting Call to Order at 6:30pm

I. Public Comments:

Randy Johnson mentioned a public safety conference call he was on yesterday. Because of COVID-19 Dept of Safety has not moved forward on the dispatching topic. Legislature is taking testimony on it now; may get pushed back, \$60,000 within 4 years may be extended to a 5-year plan. Starts fiscal year 2022, will probably need to pay a bill in Jan 2022. Need to be budgeting for it but they are still trying to figure it all out. First year was going to ask for 25% but that may be dropped down to 12.5%= \$7568.00. On a call basis or card punched basis, trying to figure out how to cut that cost down; \$60,000 might get dropped down to \$44,000

Bob Holland asked Jeannette to relay that the 'left over from last year' paving has begun on North St & Upper Handle Rd, hope to have completed in two weeks' time; this year's paving should be done by the end of July

II. Emergency Management (Rich Werner)

A. Emergency Management and Recovery Efforts

Emergency Mgmt.:

Began with daily phone calls, getting in touch with Bob and Randy, then went to weekly and there was not much going on; calls continue to be taken at the Town Office

Had some issues with food; Becky Arbella has been doing the food shelf at Sundance Base lodge; 65-70 families served last week; The Abby Group has been doing distributions in Londonderry and Brattleboro but limited to one per car; State does have some MRE's; take them only if we have people who need them; Becky has been giving out gift cards to local stores in the area when food is not readily available; in pretty good shape at the moment

Recovery Efforts:

A couple weeks ago, the School set up a parade to go along the bus route; kids and parents had thank you signs or displays out; fire trucks, highway trucks, school bus and teachers vehicles took part in the moving parade

During one of Laura's weekly coffee sessions, the parade was mentioned, wondering what it was all about.

Perhaps we could consider setting up something similar for the end of July since the Wardsboro parade, Old Home Week & Blueberry Festival are not happening: drivable floats, registered cars, observe social distancing along the roads, start at Mt Snow parking lot down Handle/Coldbrook Rd to Route 100 and back to Mt Snow; not sure if we need permits for this; give awards for displays on the side of the roads; give prizes gift cards for local businesses Celebrate the fact that there are no new cases in VT and no new deaths as thank you to everyone but still be socially responsible

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Appoint a sub-committee or group to get things going: Randy, Sarah, Shannon, Jeannette will have a conference call with Rich to discuss more details; see if Janet Boyd or Jim Dassatti wants to get involved
Will revisit at the next meeting

Dan asked about burn permits—opening it up again, will resume giving permits at Town Office and PD; Rich will send out an email; reminder that people cannot burn construction material Also, construction material at the dump getting over loaded—Josh informed that Chris has been instructed to have it picked up on Thursdays; Josh will reach out to Bob again on this

III. Treasurer: (Marco Tallini)

A. Authorize Treasurer to Sign Loan Closing Documents Related to a \$1.8 million Credit Facility with Brattleboro Savings and Loan

- Last time signed the commitment letter
- Now needs authorization to sign the actual loan documents
- Attorney Michael McGillion is working on it
- Bank requests an opinion letter from counsel that Marco is okay to sign; goes in the file and given to the regulators
- Opinion letter hinges on the Board's authorization

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously authorized treasurer Marco Tallini, to sign the loan closing documents related to 1.8 million credit facility with Brattleboro Savings & Loan

IV. New Business:

A. Consider Skate Park Equipment Donation (Kevin Siebrecht)

- Kevin was intending to be present but did not appear via Zoom; Jeannette attempted to reach him via email during the meeting with no luck; believe the equipment was in CT prior to the Siebrecht's moving here; it covers a space of 30' x 50'

Board comments:

- Where is the equipment? Is it going to be delivered or do we have to go get it?
- Where would we put this? Love the idea of the equipment but there are liabilities to be considered
- Request a letter from Kevin with more details and revisit at a future meeting

B. Schedule Employee Evaluations

- One meeting of the Board to prepare the evaluations
- Another meeting to meet with the employees individually & discuss their self-evaluations
- Consider the week of the 15th and 22nd
 - Friday, June 19 at 9am
 - Meet in person at the Town Hall, spread out
 - Friday, June 26 at 9am
- Include Rich Werner and Travis Briggs in this round
- Will hold off on Shannon until the ED position has been filled

V. Economic Development:

A. Review/possible approval of NEAP applications (non-profit emergency appropriation program)

- 4 applications rec'd:
 - SoVTA--\$2500
 - Gathering Place—\$3000

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- Mt Snow Adaptive Sports--\$3000
- Dover Cinema--\$4000

Board comments:

- SoVTA is also asking for an additional \$500 for existing damaged signs, kiosks
- What is this funding for? Not earmarked to make up for missed fundraising
- Clearly shows on the Gathering Place, fixed costs to be covered
- Voluntary non-profits—not sure where this is going to
- If they rec'd PPP money, their employees should be getting paid
- Trails work is not all volunteer, somebody is getting paid
- Being used to run the organizations; we offered the money, but we should have been more specific
- Two are 100% volunteer, two have paid staff
- Not comfortable with the movie theater at \$4000
- Cut off amount to \$2000?? No one in the business community rec'd \$3000
- Don't believe non-profits have the same circumstances
- Not comfortable giving non-profits more than others
- Not every business owner rec'd \$2000
- Never set the limit to begin with
- Never said how much we would be giving; purposely did not put a number in it
- We did not ask what they were doing with the money
- It should reflect on COVID-19
- Need to set the parameters
- Could see \$2500 per non-profits; its reasonable and free money; ED money and feedback from businesses applaud the use of this money

On a motion by Victoria Capitani, seconded by Joe Mahon, the Board considered funding the 4 non-profits for \$12,500

Motion amended by Victoria Capitani, seconded by Dan Baliotti, the Board unanimously agreed to consider funding \$2000 for a total of \$8000

On the amended motion by Victoria Capitani, seconded by Dan Baliotti, the Board voted 4-1-0 to approve funding of \$2000 to each of the 4 non-profits for a total of \$8000

B. Review/possible approval of FY 20-21 DO-IT applications

- Seems less people applied than in previous years
- Ecotique, Grey Ghost, Toll Gate Village, Gas Station/Mt Snow Motors, The Lodge at Mt Snow, Snow Republic
- Complete applications, met past requirements in scope
- Keep program open for other submissions?
- A lot of patios being put together for outside dining; people are just getting back to opening up
- All are at \$4500 max; set aside \$55,000 for this program in this fiscal year; currently at \$51,000 out of \$55,000
- 6 applicants at \$4500 = \$27,000

Board comments:

- Willing to keep it open until August 15

On a motion by Victoria Capitani, seconded by Dan Baliotti, the Board unanimously agreed to approve the 6 applications at \$27,000

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On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to keep the program open until August 15 or until the funds run out, whichever comes first

- C. Request for \$500 from SoVTA for Urgent Maintenance Needs
- Some damages occurred over the winter
 - Kiosk was knocked over, possible vandalism
 - “Clean up after your dog” signs
 - Maps missing; one kiosk is completely missing

On a motion by Victoria, seconded by Sarah Shippee, the Board unanimously agreed to fund \$500 for SoVTA signage

VI. Board of Liquor Control:

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

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to approve the following:

- A. First Class License for:
- a. TTR, LLC d/b/a Two Tannery Road
 - b. Southern Vermont Hospitality, LLC d/b/a Last Chair Bar & Grill
- B. Third Class License for:
- a. TTR, LLC d/b/a Two Tannery Road
 - b. Southern Vermont Hospitality, LLC d/b/a Last Chair Bar & Grill
- C. Outside Consumption Permit for:
- a. TTR, LLC d/b/a Two Tannery Road
 - b. Southern Vermont Hospitality, LLC d/b/a Last Chair Bar & Grill

- Randy Johnson had no issues but will reach out to applicants on the latest requirements for outdoor dining

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

VII. Consent Agenda:

- A. Approve the Minutes of May 18,19,20,21,29, 2020
On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously approved the minutes as listed above
- B. Approve the Warrants of May 23 for \$6,000 and May 30, 2020 for \$85,324.51
On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously approved the warrants of May 23 and May 30, 2020

VIII. FYI:

- A. Open Meeting Law Compliance Amid Covid-19 webinar, June 3, 2-3pm (Jeannette is participating)
- B. Introduction to Fair Market Value & Equalization webinar, June 10, 2-3pm
- C. ICS 402 (Incident Command System) webinar, June 15, 1-5pm Register at LMS Link: <https://vermont.csod.com>
- D. Town Planning webinar, June 3 (Tabi, Sarah, and Shannon are participating)

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IX. Liaison Reports:

Josh: Library is slated to open on the 8th at limited capacity, believe it to be 10 people max including staff

X. Executive Session for Personnel

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to move into Executive Session for Personnel at 7:29pm

Present: All five Board members

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to move out of Executive Session for Personnel at 7:44pm

- Sarah will report back to the Board on the issue discussed

XI. Adjournment at 7:45pm

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