

**Dover Select Board
Regular Meeting Minutes
Dover Town Office
Tuesday, June 5, 2018**

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

Select Board Members Present: Josh Cohen, Victoria Capitani, Sarah Shippee, Dan Baliotti, Joe Mahon
Also, Present: Office Manager, Jeannette Eckert

Public: Lauren Harkawik, Adam Levine, Jim McDevitt, Diana, Connor & Mike Garber, Nichole Fernot, Marco & Stefan Tallini, Randy Johnson, Bob Holland, Tim Dolan, Betsy Wadsworth, Kevin Stine, Meredith Anton

Regular Meeting Call to Order at 6:30pm

I. Public Comments:

Kevin Stine wondered if the Board was aware of Windham County renewable energy program, offering matching grants up to \$10,000. Jeannette will reach out to Emily Davis @ WRC for more information

Dan Baliotti offered the use of the Historical Society parking area for overflow cars during meeting times

Jeannette Eckert requested to add to Library business: parking lot lines/signs
Also, to consider Public Assembly permit support letter prior to moving into Liquor Control

II. New Business:

A. Dover School Exhibition Project: Connor Garber, Recycling Ski Equipment

- Exhibition project to propose we recycle skis for free once a year on Green Up Day
- Ski equipment is not environmentally friendly to produce
- Other options to discarding skis: ski swap; create benches/chairs or use for scrap metal; make new equipment out of recycled materials
- Cost is \$5.00 to dump skis and \$2.00 for boots at the transfer station
- Colorado has a recycling program; would like to see it come to the East Coast

Comments:

- Twice Blessed does not take ski equipment
- Concern over ski companies dumping all their used skis on Green Up day
- What is the valley doing with all their stuff? First time this is being considered; interesting issue
- Dover participates in e-cycling of electronic equipment
- Consider limiting the number of pairs to dump or non-commercial only
- Mt Snow rotates the gear every 5 years; donates to foreign countries
- Bob Holland can call Sean at TTT and see where they could be recycled & if they would provide us a container—will follow up with Connor
- The Board thanked Connor for his presentation

B. CAI Technologies WebGis Annual Support Agreement (\$2400)

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to sign the annual support agreement in the amount of \$2400

C. Dover Free Library (Meredith Anton, Kevin Stine, Trustees)

a. Window

- Ongoing issue over several years with Vermont Vinyl about replacing cracked windows at the Library
- Windows are under warranty; second time this same window has cracked
- Finally had installation scheduled for May 31st; during install—old window glass shattered upon removal, injuring one of the crew; new replacement glass was the wrong size; correct size reordered—installation pending yet

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again. No response yet on when the new glass will be in or when it will be installed

- Consider going with another company if Vermont Vinyl's timeline is not sufficient?

Board suggests the Library staff or trustees schedule a time to have the window measured & obtain quotes in writing from other area glass companies—revisit June 19th
Vermont Vinyl may be grateful that they don't have to do the installation; they are not in a good financial position; If they do provide the glass, we can always hold on to it
Concern over why the glass keeps cracking

b. Parking lot Line Painting/Signs

- Board met with the daycare director and board last Friday June 1
- Thought all was set and an agreement had been made but then today John Flores & Tamara Hamm indicated they still have some issues:
 - Availability of parking for library patrons
 - Table agreement -- Would like to get feedback from library patrons—are there actual problems with parking?
- Complicated issue—perhaps the Select board should get involved
 - Liaison Sarah Shippee was invited to meet & then uninvited
- Some daycare employees like to park closer to the building when its dark and icy, early mornings or late evening. Only one street light in the parking lot
- Different hours and different needs for each organization in a small parking lot
- Trying to figure out what is fair and reasonable
- There is a lot of parking at the Town Hall that is accessible by all—seems to be a perfect solution to the problem
- Solution is not working with the entities involved
- Two drop off zones; 5-minute drop off signs for both Library & Daycare; done a lot of work on this; frustrating that it is not moving forward
- Pettiness level has gotten to a point where if there needs to be a quick end; many people are done with this issue

Comments:

- Employees should be relegated to the Town Hall parking
- Randy Johnson was contacted by daycare board member Regina Werner
- Concerns about snow falling off the roof in front of the daycare
- Location of handicap spaces/ motorcycle spaces are an issue
 - School bus comes through and tends to clip any cars parked in the front spots
- How many employees are at each business? Hard to make it fair all the time
- Parking plan was approved by the Select board but come to find out that not everyone was on board with it; we should have checked on that, but money was spent to paint lines/signage; issue needs to get resolved
- These are adults that need to come to the table on this issue; either employees don't park there at all or it's first come, first serve
 - Patrons should come first; employees second
- Signs are ready once an agreement has been reached
- Should consider more lighting in the parking lot; staff should wear appropriate footwear for icy weather
- Mostly all were on board with the bulk of the agreement agreed upon on Friday; Library staff has voluntarily not been parking in any of the spaces; unsure about the Daycare

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On a motion by Victoria Capitani, seconded by Joe Mahon, the Board unanimously agreed that all Library & Daycare staff park in the Town Hall parking lot leaving all other parking places for patrons of either establishment

Randy Johnson reminded the Board that this is unenforceable. The Board agreed but it is at least a statement.

III. Fire Dept.: Rich Werner

A. Review Bid Proposals for Firehouse Floor

Two bids rec'd

- Cornerstone of White River Junction, VT for \$46,400
- Vermont Protective Coatings of Brandon, VT for \$46,950 including moisture barrier if needed
 - 4 references were rec'd for VT Protective Coatings—Rich contacted 3 out of 4; positive reviews
- Budgeted at \$50,000

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously awarded the bid to Vermont Protective Coatings possibly including the moisture barrier in the amount of \$46,950

B. Ladder Truck Repairs

- Two quotes from New England Fire Equipment & Apparatus Corp. for extensive repairs totally \$9903.00
 - Includes LED lights & installation as well as maintenance service to truck
- Truck will be out of town for possibly two weeks
- Expense will put Dept. over on truck budget; but bottom line will be within budget
- Will have Stratton on call while truck is out of service

C. Review Fireworks Request for July 7th

- 11pm schedule for fireworks after the Angry Orchards Rock the Roots Festival
 - 8-10-minute show similar to Minus Zero Festival
 - Complaints from that were mostly about music level not fireworks
- May request a couple of firemen for safety and traffic control as fireworks are usually held when there is snow on the ground

D. FYI: Burning of Old Base Lodge by End of June

- No longer happening--Act 250 shut it down; Laurie Newton will still let them do training there
 - Mt Snow would have to amend their Act 250 permit
- Unfortunate as it is a great opportunity for high rise training
- People were coming from out of state to take part in the training

IV. Highway: Bob Holland

A. Municipal Roads Grants-in-Aid Program Agreement

- Municipalities must return a signed letter to be eligible for grant opportunities

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to sign the agreement

B. Review Paving Bid Proposals

Rec'd 7 bids on the reclamation process; 6 bids on the paving process:

	<u>Reclamation per Sq. Yd.</u>	<u>Paving per Ton</u>
Peckham	\$7.64	\$72.30

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Pike	\$5.50	\$79.00
Springfield	\$7.85	\$59.75
Mitchell	\$5.90	\$66.00
VT Road Works	\$5.60	\$62.83
Bazin Bros.	\$5.05	\$61.80
All States Asphalt	\$5.90	-----

Bob recommends Springfield for paving & All States Asphalt for reclamation; these are the companies we have used in past years; willing to try Bazin Bros. as they are a good construction company; just starting major road projects; don't believe they would consider doing reclamation without the paving

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to award the bid to Springfield Paving @\$59.75/ton for paving and All States Asphalt @\$5.90/sq. yd. for reclamation

C. Line Painting Proposal

- Fog lines for Dover Hill Rd and Handle Rd—white lines on either side of roadways
- Quote from L&D Safety Marking in the amount of \$7455.36 for 92,192 linear feet

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to expend \$7455.36 with L&D Marking for fog line painting

D. Update on FEMA Project—Taft Brook Rd Culvert

Bob & Jeannette have been working/meeting with FEMA representative Kevin Keiser on the damages incurred on Taft Brook Rd back in the Fall; funding for culvert replacement or repair; preparing paperwork and supporting documentation; uploading to the newly created Grants Portal where it will be available for future projects

E. Update on Asst. Road Commissioner Position

Bob has hired Travis Briggs as the Asst. Road Commissioner; accepted position at \$21.00/hr. with a 90-day probation period; will start June 19th
Will now have to advertise for a road crew member

V. Police: Randy Johnson

A. FYI: Beginning Roof Bid Process for July Start

- Will get bids prior to July; already budgeted for July 1st

Tim Dolan: Consider Public Assembly Permit Letter of Support for Angry Orchards Rock the Roots Festival; July 7th at Mt Snow 2-11pm; over 21 event; rock/reggae music; Police, Fire & Rescue are all on board; general public will still have the same amenities available; hoping for 1000's of attendees; nice line up; social media is insane about it

On a motion by Joe Mahon, seconded by Sarah Shippee, the Board unanimously agreed to sign a letter of support for the Angry Orchards Rock the Roots Festival on July 7th at Mt Snow

VI. Liquor Control:

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board recessed and convened as local Liquor Control

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously approved the following:

- A. First Class Liquor License for Post & Beam at Mt Snow LLC d/b/a Last Chair
- B. Outside Consumption Permit for Post & Beam at Mt Snow LLC d/b/a Last Chair

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- C. Outside Consumption Permits for Mt Snow Ltd aka Cuzzins
 - a. Angry Orchards Rock the Roots, July 7 from noon to 11pm
 - b. July 3rd Fireworks, 3-10pm
 - c. Blueberry Bash, July 28 from 10am to 7pm
 - d. Brewers Festival, Sept 1 & 2 from 9am to 7pm
 - i. Summit Lodge Extension during Brewers Fest
 - e. Oktoberfest, Oct 6 & 7 from 9am to 6pm
 - i. Summit Lodge Extension during Oktoberfest
 - f. Eastern States Cup, Oct 13 & 14, 9am to 11pm

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

VII. Consent Agenda:

- A. Approve Minutes of May 15, 2018 & May 23, 2018
On a motion by Sarah Shippee, seconded by Victoria Capitani, the Board unanimously approved the minutes of May 15 & 23, 2018
- B. Approve Warrants of May 19, 2018 for \$5,438,840.86 & June 2, 2018 for \$1,057,091.47
On a motion by Sarah Shippee, seconded by Victoria Capitani, the Board unanimously approved the warrants of May 19 & June 2, 2018

VIII. FYI:

- A. Building A Sense of Place-Economic Dev. Symposium, June 14 in Killington
- B. First Concert in the Park, Groove Prophet, June 17, 1-3pm
- C. Evaluation Meeting, June 22 at 10:30am, Dover Town Hall
- D. Delinquent Tax Collectors Seminar, July 11 in Montpelier
- E. Update on Marijuana Surveys: Over 100 have been submitted to date

IX. Liaison Reports:

Josh & Sarah attended the Econ. Dev. seminar workshops at Mt Snow, Steve was one of the presenters for Bi-Town—interesting topics; partnering with other states/counties on entrepreneurial efforts; think tank sessions

X. Executive Session for Personnel:

On a motion by Victoria Capitani, seconded by Josh Cohen, the Board unanimously agreed to move into Executive Session at 7:55pm

- A. Evaluation for Marco Tallini, Finance Officer & Delinquent Tax Collector

Present: All five board members, Marco Tallini

On a motion by Sarah Shippee, seconded by Victoria Capitani, the Board unanimously agreed to move out of Executive Session at 8:15pm

XI. Adjournment at 8:15pm

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