

**Dover Select Board
Meeting Minutes
Dover Town Office
Tuesday, March 19, 2019**

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 Jeannette Eckert

Public: Lauren Harkawik, Steve Neratko, Randy Johnson, Bob Holland, Travis Briggs, Ralph Meima, Jim & Judy McDevitt, Liz Fryer, Adam Grinold

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

I. Public Comments:

- Bob Holland requested an Executive Session for Personnel

II. Police: Randy Johnson

A. Outside Employment Rates

- Richard Werner and Bob Edwards OT rates did not appear in the Highway Safety program paperwork that was previously submitted
- Currently charging \$55.00/hr. for supervisors and \$50/hr. for regular officers for outside employment
 - When we do events like Minus Zero, the above is what we charge
 - When working on grants, need to include fica, worker's comp, retirement figures into the rate to recoup those costs
- For bookkeeping purposes, we can raise it to \$60/hr. for supervisors and \$55/hr. for all others
- This is looked at after Town Meeting each year

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to charge outside employment non-grant rate at \$60/hr. supervisors and \$55/hr. for all others starting July 1st, 2019

B. Personnel Policy—Pay Differential

- Additional write up to insert into current personnel policy under Section 10. Pay and Holiday Compensation Plan (see attachment for complete wording)
 - e. Police Differential Pay
 - f. Police On-Call Pay
 - g. Police Call-Out Pay
 - h. Police Holiday Pay
- Commencing with the pay period ending 6/23/2019
- Written up based on previous discussion/approval of the Board

Board comments:

- Well written and is presented as it was discussed
- Run it by VLCT prior to final approval

III. Highway: Travis Briggs & Bob Holland

A. Truck Bids

Three bids to replace one-ton truck with a Dodge:

- Keene Chrysler: \$38,584.00 (2019)
- Stephens (Bennington): \$41,996.00 (2019)

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- Summit (Brattleboro): \$38,759.14 (2018)

Equipment for one-ton truck:

- Fairfield: \$48,886.00
- Tenco: \$48,980.00
- Viking: \$56,950.00

- \$27,000 for trade; Trading in 2012 F350
- Wilmington has the Dodge model; saw it and liked it very much as it was set up with Fairfield equipment
- \$75,000 budgeted with \$18,000 trade in

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously approved of purchasing a Dodge one-ton truck from Keene Chrysler for \$38,584.00 with Fairfield equipment for \$48,886.00

Three bids to replace dump truck:

- New England, Kenworth: \$135,165.00
- Patriot Freightliner, Western Star: \$127,861.00
- McDevitt, Mack: \$140,785.00

Equipment/Body:

- Tenco: \$68,966.00
- Fairfield: \$71,899.00
- Viking: \$69,500.00

- Recommend the Mack, have had good luck with them
- Looking to sell existing truck on our own; hope to get \$60,000
- Recommend Tenco as they have been awesome to us on parts, warranty work, etc.

- ❖ Reminder: Up capital equipment expenditure next year

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to purchase the Mack dump truck from McDevitt at \$140,785.00 with Tenco body at \$68,966.00 and sell existing truck on our own

B. Annual Financial Plan

On a motion by Victoria Capitani, seconded by Dan Baliotti, the Board unanimously agreed to sign the annual financial plan for town highways for fiscal year 2020

IV. New Business:

A. Audio System for Town Meetings

- There was comment made at Town Meeting that people are no longer attending because they can't hear
- Request was made to purchase an audio system with speakers/microphones
- Brought up at previous town meetings about being able to hear properly and it was shot down
- Concern about passing mic around, that it might put people off

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- Portable mic? Sixth graders could walk around passing the mic
- Perhaps a system that could do both, if someone is not comfortable speaking, moderator can take over
- Vicki was part of recording the 1976 town meeting at Dover School & everyone spoke, they loved it. Should at least try it
- Given the dynamics of our aging population, it is an accommodation we should try
- Jeannette will look into quotes for audio systems; look into what other towns may use

B. DRB Re-Appointments

- A letter from DRB Chair Shippee was read into the record requesting to re-appoint James Lynch and Steven Montello as DRB members and appoint Geraldine Golet as an alternate
- Geri Golet was a former member and would like to return; will take Laurie Newton's place

C. Green Mountain Water Environment Association

- Email that was rec'd by Josh and passed on to the board as well as Linda Holland @North Branch who was not on their email list
- Public announcement about printing brochures to inform citizens of what not to flush, pour or spill into their municipal wastewater or private septic tank
- Request to insert with water/sewer bills or tax bills
- Funded by U.S. EPA
- www.gmwea.org for more details
- North Branch should be made aware of it and pass it on to their customers
- Can look over the information and see if the Town wants to pursue it

V. Unfinished Business:

A. Letter to DEC—Amendment to Post Closure Certification (Green Lantern Solar)

Ralph Meima presented an update:

- Sandborn Head completed their Geo-tech work in preparation of the application for an amendment to the post closure certification
- DEC has a policy for solar arrays on top of landfills; have to issue permission that the plan is in compliance with their energy plan
- Essential piece of project to be forwarded to Kasey Kathan at DEC
- Request signature on form letter which should come from the Town
- Abutters to receive a notice of the change in use of the landfill
 - Ralph will look into whether the abutter letter is to be mailed certified and provide the abutter list for Jeannette
 - Vicki requests that Green Lantern pay for the postage

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed for Chair Josh Cohen to sign the letter to abutters

Jeannette informed the Board that the letter being signed is actually to the DEC, not the abutters

Vicki & Sarah agreed to withdraw their motion & second

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On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed for Chair Josh Cohen to sign the letter to DEC concerning the solar array

- There will also be a construction stormwater application coming in to be signed by the Town; Bob Holland could be the signer on this

VI. Economic Development: Steve Neratko

A. Hire Weston & Sampson (and partner Morton Trails) for \$32,100 as a consultant to complete the Town's Trails and Recreational Venue Plan

- Scoring sheets have the costs of the individual consultants
- Weston and Sampson scored the highest during the scoring but also the least expensive—did not know that until after grading
- Interviewed the top two of the consultants
- Recommend Weston & Sampson—have done similar projects elsewhere; extensive expertise
- Also brings along John Morton, former Olympian biathlete and consultant; worldwide expertise in building trail systems
- John has “made places destinations” and will be here in person to consult
- Sarah was part of the scoring and interview process

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to hire Weston and Sampson and partner Morton Trails for \$32,100 as consultant to complete the Town's Trails and Recreation Venue Plan

- ❖ Expect to have something completed in 8-9 months; Short- and long-range time lines; out for public use quickly; impetus to keep moving forward

B. Event Grant Application for the Southern Vermont Economy Summit

- Ongoing event; 2nd year at Mt Snow
- Contacted back in January to sponsor the reception portion of event
- Brings together a variety of professionals in ED; town leaders from the area
- Steve presented at last year's summit
- Recommend the funding even though it is late in timing
- Scored rather well despite the fact that it is late
- Not a huge commercial event but is a great community event

Board comments:

- \$2340 for all day coffee?
- Have marketing materials gone out yet? If so, logo is probably not on them
 - *Materials have not been produced yet but will include our logo*
- Expressed concerns with funding at short notice; turned down others because of short notice last year
- Need to be consistent until new guidelines are in place
- There are other sponsors; will happen if we support it or not
- Do most make the 6-month deadline?
 - *6-month deadline for a new event was not extravagant*
 - *Least amount acceptable was 4 months for recurring events*
- We have a set of guidelines; don't know why we would change them for this event

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- Consider if guidelines should be related to size of event? Or based on amount of funding requested?
- Would love to support it next year if an application is submitted on time

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board voted 0-4-0 to fund the event in the amount of \$2000. Funding does not pass

VII. 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. 1st Class License for:
 - a. KPLC, Inc. d/b/a West Dover Inn
 - b. Brett John's Inc. d/b/a West Dover Joes
 - c. Post and Beam at Mt Snow LLC d/b/a Last Chair at Mt Snow
- B. 2ND Class License for:
 - a. Fryer Realty VT, LLC d/b/a Eco-tique
- C. Outside Consumption Permits for:
 - a. KPLC, Inc. d/b/a/ West Dover Inn
 - b. Honora Winery and Vineyard, Inc
 - c. Post and Beam at Mt Snow LLC d/b/a Last Chair at Mt Snow

On a motion by Sarah Shippee, seconded by Victoria Capitani, the Board adjourned as local Liquor Control and reconvened as Dover Select board

VIII. Consent Agenda:

- A. Approve Minutes of March 6, 2019
On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board voted 3-0-1 in favor of approving the minutes of March 6, 2019 (Baliotti abstained)
- B. Approve Warrants of March 9, 2019 for \$222,371.21
On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously approved the warrants of March 9, 2019

IX. FYI:

- A. Community & Econ. Dev. Forum, March 27, Burke Mountain Resort—Sarah attending
- B. Local Emergency Mgmt. Plan meeting, March 28 at noon, Town Office—Sarah & Vicki will be attending for the board
- C. Spring Select board Institute, March 30, Rutland Holiday Inn—Sarah is attending; Josh may
- D. Effective Property Tax Appeals Workshop, Apr 30 in Fairlee, May 7 in Rutland

❖ Laura Sibilila may be holding an informational meeting on telecommunications/internet service on Sat, March 23 at the Town Office; do not have a time yet; may re-schedule to the following weekend; Steve will update

X. Liaison Reports: none

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XI. Executive Session for Personnel (Bob Holland)

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to move into Executive Session at 7:26pm

Present: Four Board members, Bob Holland, Jeannette Eckert

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to move out of Executive Session at 7:35pm

Decision: On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to increase Travis Briggs' hourly rate by \$1.00/hr. at his 9-month review

XII. Adjournment at 7:35pm

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