

**Dover Select Board
Organizational Meeting Minutes
Dover Town Office
Wednesday, March 6, 2019**

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, Joe Mahon

Select Board member absent: Dan Baliotti

Also present: Office Manager Jeannette Eckert

Public: Bob Holland, Steve Neratko, Archie Clark, Jim & Judy McDevitt, Randy Johnson, Ralph Meima, Tabi Freedman, David Cain, Melanie & Jason Hathaway

Organizational Meeting Called to order at 6:30pm by Office Manager Jeannette Eckert

I. Welcome Newly Elected Select Board Members:

Victoria Capitani was reelected at Town Meeting to serve another 2-year term

Joe Mahon was reelected at Town Meeting to serve another 3-year term

II. Select board Chair Appointment:

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to appoint Josh Cohen as Select board Chair

III. Select board Vice Chair Appointment:

On motion by Sarah Shippee, seconded by Josh Cohen, the Board unanimously agreed to appoint Victoria Capitani as Select board Vice Chair

IV. Select board Meeting Rules & Procedures:

On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously agreed to accept Roberts Rules and Select board procedures as adopted on September 17, 2013

- Vicki suggested that those rules & procedures be reviewed for any potential updates as it has been 6 years since adopted. Copies will be distributed to the board

V. Meeting Schedule:

On a motion by Sarah Shippee, seconded by Victoria Capitani, the Board unanimously agreed to retain its meeting schedule of 1st and 3rd Tuesdays at 6:30pm

VI. Selection of Official Newspaper: (Deerfield Valley News)

On a motion by Sarah Shippee, seconded by Joe Mahon, the Board voted 3-0-1 to select Deerfield Valley News as official newspaper (Capitani abstained)

VII. Town Attorneys: (Cady & Dugan, Stitzel, Page & Fletcher)

On a motion by Sarah Shippee, seconded by Victoria Capitani, the Board unanimously agreed to maintain Cady & Dugan and Stitzel, Page & Fletcher as Town Attorneys

VIII. Town Officer Appointments (current appointments)

- A. Civil Defense Officer: (Select board)
- B. Council on Aging Representative: (Becky Arbella)
- C. Energy Coordinator: (Joe Mahon)

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- D. Exposure Control Officer: (Richard Werner)
- E. Green Up Day Coordinator: (Lori O'Hern)
- F. Animal Control Officer: (Sandy MacDougall)
- G. Road Commissioner: (Bob Holland)
- H. Town Service Officer: (Linda Holland)
 - I. Tree Warden: (Andy McLean)
- J. West Dover Fire Chief: (Richard Werner)
- K. Windham Solid Waste Representative: (Dan Baliotti & Kevin Stine)
- L. Windham Regional Commissioners: (Sarah Shippee & Kevin Stine)

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to maintain the above town officer appointments as presented

- Joe inquired as to what the civil defense officer is—believe it to be the board's responsibility in event of emergencies, natural disasters etc.

IX. Appoint Department, Committee, Board and Commission Liaisons (current appointments)

- A. Administration: (Joe)
- B. Bi-Town Committee: (Vicki)
- C. Development Review Board: (Dan)
- D. Economic Development: (Vicki)
- E. Fire Department: (Sarah)
- F. Highway Department: (Josh)
- G. Library: (Dan)**
- H. Planning Commission: (Vicki)
- I. Police Department: (Sarah)**
- J. School Board Liaison: (Josh)
- K. Zoning Office: (Joe)

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously agreed to maintain the liaisons as presented with the change of Sarah to Police Dept and Dan to Library

Regular Meeting Called to Order by Josh Cohen at 6:40pm

I. Public Comments:

Steve Neratko mentioned the Trails and Recreation plan proposals; scoring committee has met; two scored much higher than the others and their cost proposals were lowest; interviewed last Friday and made a decision which will be brought before the Board at next meeting; Steve will forward recommendations

Josh mentioned that Laura Sibilia requested an agenda item for the next meeting; Commended moderator Rich Werner for his excellent job during Town meeting

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Vicki commended the current Dover school board members who will no longer be serving come July 1—Jollene Mahon & Johnny Cleanthes; It was proposed that a letter of thanks be composed

II. Unfinished Business: Ralph Meima

- A. Update from Green Lantern Solar & Signing of Memorandum of Lease
- Memo of Lease will be recorded in the Land Records once signed by duly authorized agent—Josh Cohen
 - Addendum to the lease that specifies the meets and bounds; easements
 - Reviewed by Attorney Chris Dugan; only concern he had was that the notary's commission number was missing—this is new for all Vermont notaries; number was obtained and inserted to document; ready to sign

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously authorized the Chair to sign the memorandum of lease

Update on the project by Ralph Meima of Green Lantern Solar

- Final details are coming together
- Certificate of Public Good was issued Aug 22, 2018 after about a year of negotiations
- One of the key pieces was a title study
- Detail designs are in the works; panel designs for the solar array; vent pipes to be rerouted
- Array needs to be reviewed by Dept of Environmental Conservation as part of an application to amend post closure certification—about a \$10,000 process
- Went through the RFP process and decided to work with Sanborn Head Engineering
 - Digging test pits, sampling water—Geo tech. work
 - Ready the application to DEC
- Financial piece is interesting; solar is becoming a less profitable investment
- Issued own bond for a multitude of projects and working through that process
- Public involvement? A couple of pieces were written up in the local news; attempts were made for community involvement but unsuccessful
 - Only had one inquiry from the owners of the Kitzhof Inn who were interested but unable to invest at this time
 - Does not preclude folks from getting involved in the future for other CSA opportunities
 - There has not been any strong demand for community involvement
- Green Lantern Solar is putting up all the financing up front until funding comes in
- Could a large business benefit from financing?
- Similar array nearby in Wilmington—few months ahead in the process
 - In the process of signing a net metering contract with Coldbrook Fire District
- Moover? Perhaps or a group of businesses?
- Mt Snow is already a customer as well; town, school and fire district are part of the solar array at the Dover school
- Grand Summit hotel is a separate entity from Mt Snow, but approach has been inconclusive as of yet

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- Suggest contacting Condominium Associations: Greensprings, Timber Creek, Seasons, Kingswood for their community centers
- Solar panels are manufactured in China, Japan, Germany, India

III. Highway:

A. Review Taft Brook Rd Culvert Bid Proposals & Award Bid

Proposals were rec'd from 9 contractors:

	<u>Contractor</u>	<u>Location</u>	<u>Culvert bid</u>	<u>Bridge bid</u>
1.	A.S. Clark & Sons	Newfane	\$242,500.00	
2.	Fitzpatrick Excavating	Wardsboro	\$289,500.00	
3.	James Sweeney	Dover	\$314,000.00	
4.	Zaluzny Excavating	Vernon	\$318,000.00	
5.	Weaver Excavating	Shaftsbury	\$409,500.00	
6.	Plimpton Excavating	Wardsboro	\$417,500.00	
7.	Bazin Brothers	Westminster	\$422,700.00	
8.	Ameden Construction	Jamaica	\$425,000.00	
9.	Cains Mechanical	Mass.	\$657,799.99	\$775,976.08

- To be done in a timely manner, only have a short time span to complete the work
- \$15,000 to be added to cost for engineering
- Work out a contract for payment as in previous agreement: 1/3 deposit, 1/3 mid-stream, 1/3 upon completion

On a motion by Victoria Capitani, seconded by Joe Mahon, the Board unanimously agreed to award the bid to A.S. Clark and Sons in the amount of \$242,500.00

IV. Local Board of 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 Josh Cohen, seconded by Victoria Capitani, the Board unanimously approved the following:

- A. 1st Class Liquor License for:
 - a. 1MT, LLC d/b/a Dover Forge
 - b. O & B Hospitality d/b/a Deerhill Inn
 - c. Two Dogs LLC d/b/a Two Dogs (Dover Bar & Grill)
 - d. TTR, LLC d/b/a Two Tannery
- B. Outside Consumption Permits for:
 - a. (2) 1MT, LLC d/b/a Dover Forge
 - b. Two Dogs LLC d/b/a Two Dogs (Dover Bar & Grill)
 - c. TTR, LLC d/b/a Two Tannery

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

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V. Consent Agenda:

- A. Approve Minutes of February 19, 2019 & February 26, 2019
On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board unanimously approved the minutes of Feb 19 and 26, 2019

- B. Approve Warrants of February 23, 2019 for \$217,437.39 & \$20,289.32
On a motion by Sarah Shippee, seconded by Victoria Capitani, the Board unanimously approved the warrants of Feb 23, 2019

VI. FYI:

- A. Public Hearing on Newfane Town Plan, March 11 at Newfane Town Office
- B. Grant Writing Workshop, March 22 in Bellows Falls
- C. Spring Select Board Institute, March 30 at Rutland Holiday Inn

VII. Liaison Reports: none

VIII. Executive Session as needed: none

IX. Adjournment at 7:11pm

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