

**Dover Select Board  
Regular Meeting Minutes  
Dover Town Office  
Tuesday, October 3, 2017**

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

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

Public: Randy Johnson, Bob Holland, Becky Arbella, Adam Levine, Sam Morris, John Flores, Lauren Harkawik, Steve Neratko, Hillary Twining, Kevin Stine, Bob Spencer

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

**I. Public Comments:**

Randy Johnson introduced Officer Sam Morris and praised his accomplishment of completing DRE (drug recognition expert) training—3-week intense training process: law enforcement officers are trained to identify people whose driving is impaired by drugs other than, or in addition to, alcohol

- There was an application & interview process to be accepted to the program; training costs will be reimbursed through funds by the State of Vermont
- Studied 7 drug categories related to 9 indicators; graduation occurred after being evaluated on 12 subjects in an Arizona prison
- Grant pays for blood tests, salary for call out, mileage; there are not a lot of DRE's in Vermont
- One of the hardest police courses to take and pass successfully; Sam did a very good job, better than most; He may be called out to other parts of the State to conduct this work for other police depts.
- Sam was on to one case in Wilmington before he even got home from the course!

The Board expressed congratulations to Sam on a job well done

**II. New Business:**

**A. Presentation on SASH (Support and Services at Home) by Becky Arbella**

- SASH has been in Dover for three years
- Started in Burlington by the Cathedral Square housing authority
  - As folks aged, they were no longer able to stay in their own apartments; program was brought to the housing authority and allowed folks to age in their own homes rather than go to a nursing home
- SASH participants experienced a reduction in Medicare cost growth: saving \$1536.00 per person, per year.
- SASH panel was begun in Dover and consists of one full time coordinator (40 hours) & a wellness nurse for 10 hours; signed up 100 people; Medicare funds SASH which serves Dover, Wilmington, Whitingham, Halifax, Marlboro
- Work in conjunction with Council on Aging, Senior Solutions, Bayada, Hospice
- Team meeting once a month to determine how needs can be met with SASH services
- Has to be funded through a housing authority which there is not one in Dover—do have Windham Windsor but only 28 people in the building at Butterfield
- Shires Housing out of Bennington offered to manage the SASH for the valley in Dec of 2014
- Within 7 months 100 people signed up; funds were not available to support this many
  - ½ panel of 50 was all that was fundable

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- There are 150 seniors that are helped in the valley; 65 in Dover alone
- Really is not working under the budget they allow: \$102,900.00 per year
- SASH provides a monthly calendar of daily activities—not always providing the services directly but so seniors can see all that is offered
  - Provide one meal a month, open to the community
  - Provide one event a month: painting, flower arranging....
  - Many are funded out of pocket by Becky and a small fee is asked from the seniors to try to recoup
  - Just held 3<sup>rd</sup> annual Health & Wellness Fair
- Asking for 1% funds to assist Shires Housing to keep SASH in the valley; Seniors have no housing here so Shires does not benefit
- \$15,000 is requested plus asking for an annual appropriation
  - Also seeking funds from Wilmington and Whitingham
- On the Board of the Gathering Place and work closely with them; many members will benefit from their Dover location
- When are the funds needed? As soon as possible
- Keeping seniors in this town to use restaurants, shops, gas stations, etc. and bringing caregivers into the valley----feel it falls under Economic Development

Board comments:

- Would prefer the request to come before residents at Town Meeting; believe the townspeople would support this at Town Meeting
- Typically ask for a petition to go on Town Meeting warning; could come from general funds rather than 1% funds
- Board is a bit nervous about the flood gates being open to the 1% funds; bringing Gathering Place to Dover was important and DVR's emergency situation; shouldn't fund tonight as there is no dollar amount warned; need to step back & have a better plan in place
- Missing people to serve in this community; those who are living alone but do not seek any help; ride the Moover to kill time; how would you plan to capture these people?
- Don't have a problem funding this; just a problem with using 1% funds
- Could make the case for Economic Development; can we make it work by expanding definitions? Work with Steve to see what can be done

Becky Arbella:

- Butterfield Common is congregate housing; one big main building has 24 members being served
- Only allowed to sign up 100 people; there is a wait list of about 22 people but we don't turn anyone away
- Not currently funded by any towns; only support comes from Medicare
- Have three panels in Bennington, and it works there
- Way over budgeted; working with Medicaid and BC/BS to try to get them to start funding

Steve Neratko: Community development is a worthy cause; doesn't fall into the specific guidelines but those could be changed prior to making the funding choices; should make it available to others; need to make some decisions on how the funds are to be used; should put it out to all people to put in applications rather than one by one folks coming to meetings to request

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- B. Dover Free Library Proposal for Pavement Painting and Signage (Hillary Twining & John Flores)
- Shares the Brick building parking area with Kids in the Country daycare
  - There have been issues with parents parking/idling cars at the Library entrance which is also the entrance to the daycare
  - Daycare agreed to have the staff park in the Town Hall parking area; and encouraged parents not to park at the entrance; worked for a while but tended to break down
  - Believe that painting the pavement may help
  - Suggest creating yellow lines for parking spaces; designating Handicap parking space which has faded; creating well marked place at both entrances indicating no parking/no loading zone; move KITC drop off/loading zone slightly further down away from the entrance but still allow for a close place
  - Perhaps paving prior to line striping? *Paving is not on the schedule at this time*
  - Funding to come from capital plan or brick building maintenance line item with work to be done later this fall or next spring?
  - Believe it will help with safety in the parking lots; Not just for the daycare but also library patrons
  - Three signs proposed: Post signs for handicap area & no parking; no idling sign could be directly attached to the building
  - Bill Harvey came out personally to measure the lot and discuss with John

Board comments:

- Is the daycare in favor of this? Have you coordinated with them? *Library did approach the day care to discuss & draft parking plan; spoke with Andrea at KITC and Chum who is the chair of their Board but did not receive much feedback; invited to this meeting*
- Is there \$ in Hwy budget for signage? *Bob indicated that there is and prefers to have the signs posted in the ground so they can't be moved*
- Signs & painting imply enforcement; no idling ordinance—enforcement by Police? *This will be addressed*
- Do the estimates include the cost of signs? *Will double check with Bill Harvey*

Three estimates rec'd:

- Vermont Roadworks of Brattleboro, VT: \$1370.00
- Infinity Line Co. of Colrain, MA: \$650.00
- Harvey Guidelines of Brattleboro, VT: \$350.00

On a motion by Victoria Capitani, seconded by Tom Baltrus, the Board unanimously accepted the quote from Bill Harvey in the amount of \$350.00 and the addition of three signs with funds to come from Brick Building Maintenance & Signs budget line items

C. Resignation Letter from Tom Baltrus

- Tom's letter was read into the record by Chair Cohen & accepted with regrets
- Notice of Vacancy to be posted for an appointment by the Board on November 7<sup>th</sup>
- Would be helpful to have a full board, especially during budget time

The Board thanked Tom for his service and wished him well. He and Carol will be missed.

On a motion by Sarah Shippee, seconded by Victoria Capitani, the Board unanimously agreed to post the notice of vacancy in the paper of record to fill Tom's position until March 2018

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**III. Unfinished Business:**

A. Windham Solid Waste Mgmt. District--Review Options with Bob Spencer

Board comments:

- Upon leaving the district, the town would be required by statute to hold hazardous waste collections, education and public dissemination of information among other items
- What is the penalty for not filing a SWIP? *Certification of the transfer station may be revoked; all solid waste must be hauled out of state; town will not be eligible for any grants or funding to assist with solid waste services (Agency of Natural Resources)*
- Revenue from the solar array? Would this impact our dues? How do you see your organization staying in business...would you more than counter our costs to do it ourselves?
- What is the next thing the State is going to throw at us?
- Whitingham just voted to withdraw in September; we should be on the same time line as them for withdrawal fees
- Are any other towns considering withdrawing that you know of? *No more in this coming fiscal year*
- We could partner with Whitingham on the Hazardous Waste Collections
- There was concern over the recent way the assessments were going to be calculated—by grand list population
- We all have to weigh the pros and cons

Bob Spencer:

- For 20 odd years, WSWM collected recyclables; ended this in June 2017
  - Very few districts run a recycling facility (MMF)
- Know of no towns that are doing it on their own; it would be very difficult to do
- Most towns evaluate their costs and decide to stay in the district
- Our costs have gone way down but we have not set the budget yet
- If you vote to withdraw on Oct 27<sup>th</sup>, you would still be in the district through June 2018, making quarterly payments. As of July 1, you would be out
- Looking at the numbers, believe the costs are going to be significantly less for member towns
- Got rid of the big cost MMF when the recycling ended, but it was a cost shift for most towns who now are paying private contractors to do it; don't see a big savings for towns
- Solar array is supposed to be up and running by next June
  - Dover cannot take part as we have the array at the School
  - But could benefit from the revenue generated, resulting in lower assessment
- Kristen Benoit performs a lot of the program requirements—all on the job training no special certification
- Act 148—minor tweak this year
  - Senate Natural Resources Commission plans to 'open up' the law next year
  - Repeal and add requirements—it is now an unfunded mandate
  - Chance there may be funding that could go to member towns
  - There could be more far reaching requirements; other bans to landfills
- Town needs to consider whether it can take care of these services for a comparable amount of money; each town has their own reason for leaving
  - *Rec'd a statement in the mail today with a \$10,090.75 for FY 18--\$2522.69 per quarter*

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- Kristen has 19 businesses lined up in Dover to do outreach to; State requires to reach out to a minimum of 2% of businesses
- Withdrawal fee is a calculation based on our outstanding debt
- 4 hazardous waste collections are required in 2018
  - They are very expensive—last one in Dover cost \$9000
- State does have some funding for that--\$30,000 a year for the whole district
- Doubt that the town will save money by withdrawing
- Dover does run one of the best transfer stations in the district

Additional Comments:

- Revisit this at Oct 17<sup>th</sup> meeting
- Confer with Bob Holland
- Assessment calculation estimate to be given by Bob Spencer prior to that meeting

B. Update on Vicious Dog Order (Buckshot)

- This item was placed on agenda at Sandy MacDougall's request after speaking with Randy Johnson
- Sandy was contacted by Kevin Behan (the dog's trainer) about non-payment for his services by Jim Green (dog owner); Mr. Behan was considering bringing the dog back to Dover or putting the dog down
  - Mr. Green owes \$5000 although he has paid over \$8000 so far
  - Buck has been with the trainer for 327 days at \$40/day
- Believing there may have been some miscommunication, Jeannette Eckert reached out to Mr. Behan to determine whether the issue stemmed from non-payment or the unsuccessful rehabilitation of the dog
- Mr. Behan responded by email that the dog was adoptable given proper handling and a stable home system & that he was willing to continue to board the dog *"if you think you are able to develop a possible adopter"*
- Mr. Green also emailed with his intent to make payment and highly recommended Mr. Behan as a trainer
- Glad to hear that the dog is adoptable but believe Mr. Behan is not fully aware of the stipulations of the order or addendum
- Believe this is an issue between Mr. Behan & Mr. Green or their attorneys

Board comments:

- According to the order, the town is done with this dog. It cannot come back to Dover
- Appreciate the update but no longer want to hear about this dog
- Request Jeannette to draft a letter to Mr. Behan to communicate the stipulations of the order & addendum

At Sandy's request Randy is looking into possibility of adoption by a police canine training unit

**IV. Economic Development:**

A. Sign Final Project Completion Letter for Valley Trail A

- Project is completed in the eyes of our engineers and VTrans
- Request to have the document signed to close out the project; it outlines the costs spent as part of the project (\$830,000)

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On a motion by Victoria Capitani, seconded by Joe Mahon, the Board unanimously agreed to having the Chair sign the final project letter for Valley Trail A

**V. Consent Agenda:**

A. Approve Minutes of September 19, 2017 & September 27, 2017

On a motion by Victoria Capitani, seconded by Sarah Shippee, the Board voted 5-0-0 to approve minutes of Sept 19 & 4-0-1 to approve minutes of Sept 27 (Mahon abstained)

B. Approve Warrants of Sept 16 for \$500,000 & Sept 23 for \$145,129.97

On a motion by Victoria Capitani, seconded by Tom Baltrus, the Board unanimously approved the warrants of Sept 16 and Sept 23, 2017

**VI. FYI:**

A. Oct 27th at 9am: Special Town Meeting to Vote on WSWMD Membership, at Dover Town Office

B. Nov 1<sup>st</sup>: Fall Planning & Zoning Forum, in South Burlington (Wayne Estey is attending)

C. November 2nd at 7:00 pm: North Branch Hearing Regarding the Proposed Bond at Dover Town Hall

D. November 9<sup>th</sup>: Bond Vote from 10:00 am – 7:00 pm North Branch Fire District

**VII. Liaison Reports: None**

**VIII. Executive Session for Personnel**

On a motion by Sarah Shippee, seconded by Victoria Capitani, the Board unanimously agreed to move into Executive Session at 7:53pm

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

Decision: none

**IX. 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](http://www.doververmont.com)