

**Dover Select Board  
Special Meeting Minutes  
August 27, 2020**

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*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

Meeting ID: 868 0044 4071

Password: 052648

Select Board present: Victoria Capitani, Joe Mahon Dan Baliotti

Select Board present via Zoom: Sarah Shippee

Also, present via zoom: Office Manager, Jeannette Eckert

Public present: Royal Wilson, Eric Durocher, Shannon Wheeler, Tabi Freedman, Tracy Bartels

Public via Zoom: Ned Wilson, Michael Garber, Mike Purcell, Paul Fisher, Simon & Allison Ferris, Janice Stuart

Vice Chair Vicki Capitani called the special meeting to order at 8:04am

**I. Economic Development Department Work Session (Eric Durocher & Shannon Wheeler)  
8:00 – 8:30 Current Projects and Initiatives**

- Part of the Deerfield Valley Resiliency Team along with Gretchen Havreluk and Meg Staloff from Wilmington
  - Providing weekly updates to businesses on the programs available
  - Eat, Sleep, Shop Local – 45 businesses taking part
  - Vermont Welcome Wagon thru the State—guide for incoming 2<sup>nd</sup> homeowners and business owners—liaison
  - Everybody Eats program—500 meals a week for residents who are having a hard time feeding family
  - ACCD working with them on funding applications—Stay and Play lodging package
    - Combined \$20,000 with Wilmington
    - Gift certificates to local establishments as part of lodging packages
- Also, part of the Windham Economic Resiliency Team—formed by the BDCC
  - Organizations from Brattleboro up to Rockingham participating
- Periodic meetings with State Legislature for discussions
  - Working with ACCD to help keep businesses afloat
- Applying for a grant through the LGER program to get reimbursed for Corona virus expenses, grants
  - Can redeem up to 25 dollars per person on the 2010 census = \$28,100
  - Additional to any FEMA money available
- Internet
  - Speaking locally with Duncan and other providers on what's available in terms of expansion
  - Reliable internet, fiber internet
- Deerfield Valley CUD—Communication Union District (Shannon is an alternate)
  - In vendor committee meetings at this point
  - Working really hard to go through a lot of processes
  - Currently 16 member towns, seems to grow each month

- Meetings are open to the public
- Website with more information at [www.dvfiber.org](http://www.dvfiber.org)
- Town website
  - 75% of traffic is coming in on cellphone or tablet
    - Not adapting website down to a format that can be read easily
    - Really important to make it accessible
  - Reviewed some proposals on updating website with companies that specialize in municipal sites
  - RFP down the road to update accessibility
  - Growing trend, many Towns have a subsite for Econ. Dev. on their Town sites
  - Side project that Eric is working on outside of ED—creating a mock-up of ED site which could be up in a week at less than \$200
    - Shared the mock-up pages that include the subcategories:
      - Front page including photos, links to important information, calendar of events
      - Covid updates
      - Why Dover?
      - Our businesses directory
      - Starting a business
      - Contact
    - BDCC grants—working with RT Brown on this to set up a revolving loan program up to \$50,000
      - Additional 3% of \$50,000 available for grant on technical assistance in setting up a business
      - Another 3% grant coming out of Business Dev. Fund, up to \$40,000 budgeted
    - Business recruitment and setting up new businesses
      - Tadi's food truck just opened in Dover
      - Antique collaborative in Green Mountain Interior building
      - Deerfield Bar and Bottle Shop in Mt Snow Marketplace
      - Potential for new dining establishment or food truck in the works
- Trails and Rec Plan
  - Constant contact with all those involved and interested in this project
  - Consider the possibility of the Town purchasing the tennis courts on Route 100
    - Opportunity to secure property that is visible and accessible, flatter ground than on Horace Hill
- Affordable Housing
  - Spoke with an investor about making that happen in Dover
  - Create lower to middle income housing for people to come live and work here
- Bi Town Marketing process
  - Making a final decision on that consultant
  - Implementing Fall program being run by Trampoline again this year
- Valley Trail continuation
  - Bogle Rd owner—graphic representation of the proposed shrubbery

### **8:30 – 8:45 Board Recommendations and Ideas**

- Bogle Rd project—time is of the essence on this
  - Money is not necessarily in jeopardy but that the State may come in
  - Sarah is reaching out to the property owner on modifications to original design
  - Emphasis to the owner that we are trying to do it cooperatively or the State will do it by force
  - Getting meeting together in near future to walk thru the proposal

- Current programs still operating as usual
- DO IT program—consider special requirements before funding is given
- Transparency of Dept.
  - Quarterly or monthly reports on focus of the dept.—Quarterly is preferred
- Priorities can change overnight—appreciate flexibility

#### **8:45 – 9:00 Q&A**

- Royal Wilson: Rumor about Mt Snow only opening for season pass holders? Cuts down on number of visitors—is that being considered? Starting marketing now—skiing is key to our business--if it's not happening, we would close
  - Eric & Shannon are in constant contact with Tracy and Tim at the Mt—looking to set up a meeting with business owners
  - Key is not to bank on rumors or assumptions
  - Will provide actual information as soon as its available
- Joe Mahon: Covid 19 is going to determine what we do; need to have a Plan A, B, C...
- Dan Baliotti: Many of his staff also work at the mountain—many were laid off, not seeing any infrastructure, this is a big worry
- Tracy Bartels: Planning on opening for the winter, you can expect an announcement very soon which will be great news
  - Layoff versus furloughs—huge difference; very few were laid off, covered medical care, some chose to leave
  - Filling a lot of positions with folks who have recently moved here
- Vicki Capitani: Winter is around the corner, it does make folks around the Valley nervous; Glad to hear it will be opening

Eric: Proceed with Econ Dev sub-page on the website? Looking for feedback on moving forward. \$200 expenditure

Tabi has also been working on rebuilding a new website. Will work together on it. Board is in favor of developing this arm of the site, appreciate the initiative, compliments on being proactive, valuable information, can't wait to see it in action, create structure of responsibilities of the site--everyone is busy, great way to get going—will revisit at Sept 1 meeting

#### **9:00 – End Executive Session for Personnel**

#### **II. Executive Session for Personnel**

On a motion by Joe Mahon, seconded by Dan Baliotti, the Board unanimously agreed to move into Executive Session for Personnel at 8:50am

Present: Vicki Capitani, Joe Mahon, Dan Baliotti, Sarah Shippee via Zoom, Eric Durocher

On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously agreed to move out of Executive Session for Personnel at 9:00am

Decision: By a vote of 4-0-0 the Board voted to appoint Shannon Wheeler to a full time position and to change her title to Assistant Director of Economic Development, effective immediately.

#### **III. Adjournment at 9:01am**

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)