

**Dover Select Board  
Special Meeting Minutes  
Dover Town Hall  
Monday, June 12, 2023**

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*These minutes are not official until approved by the Dover Select Board and Planning Commission*

**Zoom sign in details below:**

Join Zoom Meeting

<https://us02web.zoom.us/j/86800444071?pwd=RIU2WDQ0cDM3d3AwSGREeFNON2tnQT09>

Select Board in person: Victoria Capitani, Sarah Shippee, Dan Baliotti

Select Board via zoom: none

Select Board members absent: Scott Salway, Joe Mahon

Planning Commission in person: Patrick LaGrange, Becky Arbella, Peter MacDonald, Michelle Pinkham, Dana Sorice

Also, present in person: Office Manager Jeannette Eckert, Tabi Freedman

Public present in person: Matt Bachler, Paul Fisher, Julia LaGrange, Geraldine Golet, Laura Sibilgia, John Hannon, Jane Alexander, Alan Black, Dave Rosso, Daniel O'Connor

Public present via zoom: none

**Special Meeting Called to Order by SB Chair Vicki Capitani at 6:25pm**

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously agreed to adjourn as Select board and convene as local liquor control board

**I. Board of Liquor Control**

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously approved the following:

- A. 1st & 3rd Class License & Outside Consumption Permit for Southern Vermont Hospitality d/b/a Last Chair

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board adjourned as local liquor control board and reconvened as Dover Select board

**II. Adjournment at 6:26pm by Chair Capitani**

**Special Town Plan Meeting Call to Order by PC Chair Patrick LaGrange at 6:30pm**

**Special Town Plan Meeting Call to Order by SB Chair Vicki Capitani at 6:30pm**

**I. Town Plan Update Presentation by Windham Regional Commission's Matt Bachler**

- The Town was awarded a grant to work with WRC on the Town Plan update
- Overview of Town Plan and Planning Process
- What is a Town plan?
  - A document that defines a community's vision for its future
  - Provides guidance for achieving goals through public investments, land use regulations and other actions the town can take
  - Updated every 8 years
  - Always working to develop
- Why plan?
  - Empowers communities to respond to change
  - Provides a means to designate areas for conservation
  - Establishes transparent, consistent public policy
  - Promotes wise investments
- State Planning outcome goals for Towns
  - Compact Villages
    - Strong diverse economy

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- Education and vocational training
- Safe and affordable child care
- Efficient public services
- Recreational opportunities
- Safe and affordable housing
- Strong Agricultural and Forest Industries
  - Flood resilient communities
  - Wise and efficient use of natural resources
  - Preservation of resources
  - Quality of air, water, wildlife
  - Safe and convenient transportation
  - Energy efficiency and renewable resources
- Timeline of steps:
  1. Community Assessment
  2. Establish goals and objectives
  3. Identify policies and actions
  4. Create program to implement plan
  5. Adopt the plan
  6. Implement the plan
  7. Evaluate the plan
- Role and Responsibilities
  - Planning Commission is responsible for preparing and updating the plan
    - Solicit public input
    - Holds public hearings on the plan
    - Submits plan to the SB for consideration
  - Selectboard
    - Reviews the plan submitted by the PC
    - Holds public hearings on the plan
    - Adopts the plan
    - May make changes to the plan
- Community Assessment
  - Dover population has shown increases over the last 20 years by 60%
    - Ski resort town
  - Comparing surrounding towns increases
    - Ranges from -5% (Newfane) to 104% (Stratton, which had a smaller population to start)
  - County increased by only 3% over the same 20-year period
  - 2020 census numbers are as of April 1, 2020—height of the pandemic
    - May include those who were here temporarily during the pandemic
  - Dover population by age 2010-2020
    - Increase in people ages 50 to 64
    - Also, larger number of children under age of 19
    - More children in the area
    - Planning for a population that is getting older
    - But there are also young families moving in, important no to lose sight of that
- Average household size
  - Fewer children and more people living alone
  - Providing the type of housing needed today and as the population changes
- Race and ethnicity

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- Still predominately white at 92%
- But also seeing an increase in other races
- Industries that residents work in
  - Arts, entertainment, recreation, accommodation, and food: 108
  - Finance, insurance, and real estate: 102
  - Education, health & social services: 80
  - Construction: 71
  - Retail: 45
  - Other professional services: 32
  - Transportation (30), manufacturing (21), information (14), public admin (9), wholesale trade (3)
  - Not 100% accurate as compared to the Census—provided by American Community Survey run by the Census bureau
- Median household income in Dover vs Windham County 2011-2021
  - Ranges between low \$40,000 to slightly lower than \$60,000 per household
  - Mostly in line with County ranges but slightly below
- Year housing units built
  - Older houses in Windham region
    - Huge boom in housing construction between 1970 and 1990
    - Rapid increase in seasonal homes
- Housing unit occupancy status
  - Seasonal units – almost 2500 units in 2020
  - Decrease in owner occupied housing in 2020: 346
  - Renter occupied housing: 188
  - Vacant housing: 63
- Short term rentals
  - AirDNA site
    - Decrease in 2020 but increase in 2023
    - Comprises 18% of total number of housing units
    - 550 units in West Dover
    - 11 units in East Dover
    - Days available per year per unit
      - Short term versus long term
        - 142 available for 1-90 days
        - 157 for 91-180 days
        - 165 for 181-270 days
        - 184 for 271-365 days
    - Number of bedrooms
      - Studios (7), one bedroom (55), two bedrooms (95), three bedrooms (149), four bedrooms (126), 5 bedrooms (99)
  - Will be looking at this closely in the Town Plan update
  - Balance between benefits
- Median home sale price
  - Increases significantly seen in Dover
- Housing Affordability
  - Non vacation home's median price \$350,000 (2021)
  - Dover median household income \$45,625
    - Price to income ratio 7.7
    - Affordable limit 3.7 (\$169,000)

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- 52% of homeowners spending 30% or more of income on housing in 2021
- 20% of renters spending 30% or more of income on housing in 2021
- Planning Commission Community survey results - 90 responses completed
  - Favorite place in Dover? Ranked in order from high to low
    - Mt Snow
    - My House
    - Dover Commons
    - Route 100 stores/restaurants
    - Town forest, walking trails, Dover Park, scenic views
  - Favorite activities in Dover? Ranked in order from high to low
    - Skiing snowboarding
    - Hiking walking snow shoeing biking
    - Community events
    - Town Park and Library
    - Other recreation
    - Hunting
    - Gardening
    - Lake
  - What people wish for?
    - More workforce housing and childcare options
    - Better job opportunities
    - Better public transportation
    - More promotion of the town and arts and cultural opportunities
    - Local farmer's market
    - EV charging stations

**II. Break Out Sessions at 7:15pm to 7:47pm**

- Small group discussions and mapping activity
  - Group divided into 4 subgroups
  - Opportunity to mark up the Dover base maps to reflect goals
    - Maintain: areas where limited change should happen
      - *Example: Natural resource areas, open spaces, historic areas*
      - National Forest areas
    - Evolve: areas where incremental change should be encouraged
      - *Example: infill development, improvements to existing community facilities*
      - Productive residential increase to 10 acres
      - Not necessarily commercial in nature but more recreational
      - Conservation easements to counter development
      - Linking different parts of Route 100 with sidewalks
      - Focus on housing to bring young families to our community for affordable housing
    - Transform: areas where more significant and transformational change should be encouraged
      - *Example: Large scale redevelopment of commercial shopping centers*
  - Keep a running list of goals that you want to see applied town wide
- Green energy – consider incentives in the Town Plan for people developing homes using green resources

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- Matt will be reviewing the maps and discussion and provide feedback from tonight and provide notes to the PC
- PC is leaning on Matt and WRC for its expertise and anything that the PC may be missing moving forward with the Town Plan update

Next Steps

- Summary of feedback from the public meeting
- WRC and PC will continue to review and update chapters
- 2<sup>nd</sup> public meeting will be held in Winter 2024 to present draft plan
- Public hearing and approval process in spring 2024
- Planning Commission meetings are open to the public
- Current Town Plan is up on the Town website:  
<https://www.doververmont.com/bc/page/town-government>
- Matt's contact information:
  - [mbachler@windhamregional.org](mailto:mbachler@windhamregional.org)
  - 802-257-4547 x112
- WRC will continue to provide recommendations to the PC

**III. Adjournment at 7:57pm by Planning Commission Chair and SB Chair**

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)