

**Dover Select Board
Meeting Minutes
Dover Town Office
Tuesday, March 21, 2023**

These minutes are not official until approved by the Dover Selectboard

Select Board in person: Victoria Capitani, Sarah Shippee, Joe Mahon, Dan Baliotti, Scott Salway

Also, present in person: Office Manager Jeannette Eckert

Public present in person: Randy Johnson, Tabi Freedman, Brian Suhadolc, Mike Eldred, Jim McDevitt, Bob Holland, Geri Golet, Mike Arbogast, Ted Blackburn

Public present via zoom: Eric Durocher, Michelle Pinkham, Walt Bansley

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

I. Public Comments:

Sarah Shippee: Congratulations to the road crew and all staff on the way they handled the horrible snowstorm

Tabi Freedman: Thanks to all who responded to the report of my home roof collapse which thankfully turned out to be a false alarm

Gerie Golet: Thanks to the Selectboard and all the Town staff for all the good work being done

Vicki Capitani: Thanks to the people of Dover for coming out to Town Meeting and being involved, it was a great turnout and a good meeting

Linda Sherman mentioned Bill H480 regarding reappraisal that is in the Appropriations Committee at the Legislature; there is a risk that towns may lose their voice and that it may restrict the BCA; would hate to see that happen; Vermont is unique with Town Meeting and things that get handled stay in the Town; we do a great job and hate to see that go away; has a hard copy of the bill and had a good conversation with Laura Sibia regarding the bill; could get voted on as soon as next week so opinions need to be voiced

Vicki: School choice could potentially be a dramatic change for Dover

Linda: also requesting to add Exec Session for Personnel at the end of the meeting

II. New Business:

A. Discuss Obtaining Response Rates and Costs Associated with Rescue Inc. and Deerfield Valley Rescue, Inc.

- Gerie Golet brought this up at Town Meeting and asked that the Board discuss it
- We want the best medical service we can provide for our residents, especially our older residents
- Would be interesting to get the response rates for both organizations
- Believe Rescue Inc. serves Halifax and Vernon
- If one has a faster response rate it would be good to know
- Need to also look at the qualifications of the staff who are trained to respond
- Have nothing against DVR; have used their services in the past

Board comments:

- May be difficult to compare DVR with Rescue Inc. as Rescue Inc. doesn't always service our area on a daily basis
- Concern when trying to compare the longer response times over the level of care
- Ask Jeannette to research and look at response times, qualifications, and cost factors for each
- Agree that there is a need to look into this
- Does the PD have logs of rescue calls to Mt Snow?

Public comments:

**Dover Select Board
Meeting Minutes
Dover Town Office
Tuesday, March 21, 2023**

Ted Blackburn: Used to drive for DVR and it has been a long time so can't speak on their behalf just out of observation; Need to look beyond the fact that we are dealing with Dover; don't want to put DVR at risk as they service a lot of the Valley Towns who would be affected

Randy Johnson: Police do not respond to rescue calls at Mt Snow unless it is a fatality

Mike Arbogast: Rescue Inc is only seen because no one else is available; it is too long a wait time after multiple tones that are not answered

Jim McDevitt: Perhaps before Jeannette does a lot of work on this she should consult the State ambulance service as I believe they are divided up into districts; bringing in another provider or replacing a provider, the State would be involved with the licensing Rescue Inc. had a contract with Brattleboro that was broken, different issue

B. Appointments to Deerfield Valley Communications Union District

- Current appointments are TJ Sibilias as representative, Diane McCormick and Shannon Wheeler as alternates
- All are willing to continue to serve in these positions

On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously agreed to appoint TJ Sibilias as representative and Diane McCormick & Shannon Wheeler as 1st and 2nd alternates to DV Fiber CUD

C. Consider Waiving Use of Earned Time for Weather Related Events

- Jeannette Eckert: This came up among Town Office staff when we were finally all able to get back to the office and thought we would bring it up to the Board for input
- Specifically, regarding how to account for the time lost as a result of the past storm. Which as you know was an extraordinary one in sheer volume of snow.
- The Town office was closed Tuesday and Wednesday as a precaution. 4 of the 7 staff members were unable to leave their homes on top of the fact that it was inadvisable to be out on the roads. In addition, at least 3 out of 7 had lost power, internet, & phone service which made working from home nearly impossible.
 - This was my particular experience and while I have plenty of earned time I can use, it occurred to me & others that it may create a hardship for others.
- I did receive feedback from all 7 staff members and all thought we should get the Board's opinion for this and/or future events like this.
- We realize & understand that both Highway and Police had to be working given the nature of those jobs. But they also have the needed access to equipment and services to get out of their homes.

Board comments:

- Is there a policy or someone in charge to say the Town Hall is closed today; many people are on salary, hourly or appointed.
- Andy closed the Town Office for two days
- Even if they could get to work, they couldn't work
- Clearly people are used to working from home since Covid but if you have no power at home and you are administrative staff, how are you going to work from home?
- Clarification on the earned time: 20 personal hours per calendar year, if you don't use them you lose them, 40 sick hours and vacation time based on longevity with the Town
- Other staff had to work whether it was road crew or police dept. members

**Dover Select Board
Meeting Minutes
Dover Town Office
Tuesday, March 21, 2023**

- Any hardships for employees in the Police Dept.?
 - Randy: One or two employees had issues getting out of driveways and ended up being late to work; snow blowing at 5am
 - Thankful for our admin for getting in which made it easier for dispatching during the emergency
 - If she had the opportunity to stay home and still get paid, she would have
 - It was dangerous to be out on the roads
- What are you asking the Board to do? Some people did do work.
- Asking us to pay you for not working?
- Propose 6 or 8 hours of time rather than 16 hours
- Propose giving 8 hours of personal time across the board
- It will be across the board for all employees whatever we do
- Some people worked and it was hell; how can you pick and choose?
- Propose to give **all full-time** employees 8 hours of personal time to use as they want
 - Part time employees would be pro-rated
- This would be a one-time event
- One employee slept at the Fire house in anticipation of the storm
 - If there is a Police Officer snow blowing his driveway at 5am he deserves it
 - Fire staff are not full-time employees and are not under this policy
- Everyone had hardship, whether it was getting out of their driveway or driving a distance to get into work

Employee/Public comments:

- Linda Sherman: Remember back to Irene and we could not get out then either
- In anticipation of the storm, brought some work home
- These are not things that are in our control
- Jeannette: General idea was to waive the loss of earned time; if we could have prepared for the storm we would have; the Town Office staff is pretty darn great and we do a lot for this Town; believe what you're offering is wonderful but don't want it to be a reflection on this building's staff that we didn't try to get in to work
- Jim McDevitt: Believe it is a fair proposal presented for all the valued employees in the Town and hope it gets voted on without any more discussion

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously agreed to award all full-time Town of Dover employees an additional 8 personal hours this current year in light of the storm of March 14 & 15

III. Unfinished Business:

A. Adopt Select Board Duties and Guidelines

- This document was located and is ready to adopt for the second year
- Basically, stating that the board is required to attend various special meetings and regular meetings
- It is understood that some meetings may be missed from time to time but goal is to make a minimum of 80% of the meetings
- Read information sent by various dept heads and respond to Jeannette in a timely manner
- Was not included in this year's Town Report as it just started July 1, 2022

**Dover Select Board
Meeting Minutes
Dover Town Office
Tuesday, March 21, 2023**

- Will be included in the next Town Report

On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously agreed to sign the Select board duties and guidelines document

- B. Feedback on Visiting Nurse Association Questions at Town Meeting from Becky Arbella
- Interesting feedback from Becky Arbella who reached out to VNH contact who had the following to say:
 - *The VNH is not taking any new home health referrals in any of its previous areas south of Bellows Falls. I am not sure how many people are still being served by Home Health in the Dover area but when they are discharged from services VNH will not be back in. I am not sure how temporary this is we just do not have the RNs, PTs, or OTs to cover this area. This change does not affect Long Term Care or Maternal Child Health.*
 - Only three residents in West Dover who are on long term care
 - Dover will be losing all case managers from VNH as they do not have staff to service southern VT
 - Becky expressed her concerns over the loss of services as well as the fact that they requested appropriation funds as usual. SASH was not informed of this change
 - A \$3000 annual appropriation request was approved at Town Meeting
 - Everything is not set in stone on an appropriation request in the budget; VNH was not very forthcoming to ask us for money knowing they were pulling back from this area
 - Will wait and revisit if the request is made for the funds which will be available after July 1, 2023
 - Board may decide not to fund the request

IV. Police:

- A. Retirement Letter from Michelle Mann
- Sarah Shippee read Michelle's letter into the record
 - Randy Johnson expressed regret at her resignation and commended Michelle on the 33 years of work in which she has excelled in at Dover PD specifically with State and Federal audits
 - Advertisement for her replacement has gone in the paper; one response so far

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously accepted Michelle's resignation with regret and best wishes for her future endeavors effective as of Dec 31, 2023

- B. Consider Hiring Process for New Police Chief
- Vicki had received some guidelines from Trevor Whipple at VLCT on the hiring process for Police departments and would like the Board to review
 - Realize that there is an internal candidate in Sgt. Mike Arbogast
 - Would like a formal letter from Mike indicating his interest in the position
 - The PD provided a shorter version of the Chief's tasks and responsibilities from the one that Bob Edwards composed

**Dover Select Board
Meeting Minutes
Dover Town Office
Tuesday, March 21, 2023**

V. Local Liquor Control:

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously agreed to recess as Dover Select Board and convene as local Liquor Control Board

A. Revisit Discussion on Parking Concerns at Snow Republic

- Conversation took place between Randy, Jason Elmer of DLC, Mike, Vicki, Sarah, Walt Bansley, and his manager
- Primary concern is the parking along Route 100 as well as the congestion in the parking lot where there have been situations when cars can't get in and out which would make it hazardous for emergency services
- Conditions were discussed and they must be applied at the renewal time of the application; can't visit until the next year's renewal is up
- Discussed the stipulation of a parking attendant and which times/days would be imposed
- Mr. Bansley was open to the stipulation
- How is it enforced if it isn't being done? Don't mind the solution but how do we enforce it? Is it the Police, Tabi, DLC who oversees when there is a problem?
- If cars are on Route 100 on the days that are stipulated as needing a parking attendant, the PD would know about it by driving by or if reported, PD would contact DLC with the report.
 - The liquor license would be in violation if cars were interfering with traffic by parking on Route 100; if no cars on Route 100 it would not be a violation
- Liquor authority does have the power to enforce the violations
- Did not discuss the violations in detail; takes everything on a case-by-case basis
- Mike has been involved in many liquor control hearings whose board would then decide
- This is our one opportunity to put conditions on the license. There has been improvement but there is still room for more
 - Stipulate certain dates, certain events
- Last Chair and TC's have not had any issues but one since hiring parking attendants
 - Not fool proof but does save Police time
- Every Saturday from Thanksgiving until Easter; any holiday weekend throughout the year and any special events
- Police will only get involved if anyone is parking on Route 100 and they are notified, they will not be patrolling
- Would like to hear from Walt Bansley and get his comments
- This is not a negotiation but would like to hear that he is going to abide by these conditions

- *Walt: Would like to renew request to do this voluntarily*
- *Initially met with Police when this came up last year and things significantly improved*
- *Only one incident reported this year*
- *Agreeable to and intend to have the parking attendant on Saturdays during the ski season and on Sundays on holiday weekends based on discussions*
- *Imposing anything else is very restrictive and is not based on any fact that has been brought before the Board; anything more than that is addressing a problem that hasn't even been put before the Board*
- *Have not heard anything outside of ski season*

**Dover Select Board
Meeting Minutes
Dover Town Office
Tuesday, March 21, 2023**

- *Nothing is coming back to me; going right away into summer and limiting me based on a drive by or call without me knowing anything about is very restrictive and feels like an ambush*
- Excess of cars have been there in the summer and seemed to be uncontrolled
- Seems to be issues whether they have been reported or not
- What are the specific times we are saying? Is it too hard to enforce or just be a rule for nothing if things have improved?
- Willing to wait a year without any conditions?
- Sounds like the Board will be putting stipulations on the license
- Impeding traffic is the key and becomes a safety issue; not always creating a formal case with the Police; spoke to the staff and alleviated the issue by people moving the cars; Mr. Bansley may not be aware of this as the staff present dealt with it
- Even if parked on the shoulder, the parking permit is still in violation
- People have been cut off when cars are parked on the lawn when they are exiting
- Has this year been better than previous years?
 - We don't know; not always reported and nothing is quantifiable
 - We are addressing this issue and hope it will make it better
- Don't believe the Board should be micromanaging
- If it had been done, we wouldn't be in this position
- Communication has increased between his staff and the police; Mr. Bansley's presence on premises is not an issue, he has management staff that can make this work
- Police are not going to be micromanaging; if a complaint comes in we now have an enforcement mechanism
- We've asked and it hasn't occurred but as long as he does what we ask, we shouldn't have any more issues

**On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board voted 4-1-0 to issue the liquor license for Snow Republic containing the following stipulation that there be a parking attendant present on Saturdays during the ski season from Thanksgiving thru Easter, Holiday weeks and weekends year-round and any special events occurring at Snow Republic during hours of operation

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously approved the 1st, 3rd and outside consumption permits for Snow Republic based on the above stipulations

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously approved the renewals as listed with an amended motion & second *pending receipt of any missing documents*

B. Liquor License Renewals:

1st & 3rd class & outside consumption permits:

- Snow Republic**
- Handlebar Hospitality LLC d/b/a Valley View Saloon

1^s & 2nd class & outside consumption permit:

- Deerfield Beverage Concepts, LLC d/b/a Deerfield Bar & Bottle

1st & 3rd class permits Mt Snow:

- Snow Barn
- Sundance
- Fairways
- Harrimans
- Cuzzins
- Bull Wheel Summit
- Carinthia

**Dover Select Board
Meeting Minutes
Dover Town Office
Tuesday, March 21, 2023**

2nd class permit:

- Grand Summit Deli

2nd class, tobacco & tobacco substitute permits:

- Guest Convenience Stores Inc d/b/a 7-11

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously agreed to adjourn as local Liquor Control Board and reconvene as Dover Select Board

VI. Consent Agenda:

A. Approve the Minutes of March 8, 2023

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously approved the minutes of March 8, 2023

B. Approve the Warrants of March 18, 2023 for \$192,779.73

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously approved the warrants of March 18, 2023

VII. FYI: none

VIII. Liaison Reports: none

IX. Executive Session for Personnel (Linda Sherman)

On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously agreed to move into Executive Session at 7:43pm

Present: All five board members, Linda Sherman

The Board moved out of Executive Session by unanimous consent at 7:54pm

X. Adjournment at 7:54pm

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