

**Dover Select Board
Special Meeting Minutes
Dover Town Office
Friday, December 15, 2023**

These minutes are not official until approved by the Dover Select Board

Select Board present: Victoria Capitani, Sarah Shippee, Dan Baliotti *2:07, Scott Salway *2:09

Select Board via zoom: Joe Mahon

Also present in person: Jeannette Eckert, Tabi Freedman, Mike Arbogast, Travis Briggs, Linda Sherman, Eric Durocher

Public present via zoom: none

Special Meeting Called to Order at 2:05pm by Chair Capitani

I. Capital Budget Plans

A. Paving (Travis Briggs)

- 1.5 inches on Handle Rd to where it meets North Access Rd
- North Access to parking lot at Mt Snow
- Snow Vidda Loop which hasn't been done in a number of years
- Goose City needs an overlay
- .6 miles more on Bluebrook Rd – have had a lot of resident feedback on continuing the paving (3168 feet)
- Total of 21,648 feet
- Budgeted estimate of \$564,060 which is at \$1.05 per ton
- No milling, no grinding
- Base and top coat on Bluebrook Rd starting from the south end
- Impacting GMP at all? Not on Goose City Rd, underground on North St and Locust Heights
- Suggest bumping up paving to \$650,000, prepping for future
 - Cautious when overall budget is up 7%
 - Concerns on budgeting being over \$600,000
 - Would rather see it between \$550,000 and \$600,000
 - Need to move forward with new paving in the next 5 years
- It should be in the best interest of the people who live on dirt roads to have it paved, and be cost effective with the equipment
- Some residents don't want their dirt roads paved
 - Holland Road for example
 - Very steep and could become a major thruway, detracting from the scenic
- What makes the most sense with the cost and maintenance of the road
 - Is it costing more money to maintain dirt roads?
- West Dover new paving sections – Joan's Ridge, Someday Rd, Stugger Rd – these would be more beneficial to the Town if they were paved
- Material, chloride, sand
- In favor of doing more new pavement projects
- Will work on some projected years further out; proposed roads
- Base, top coat – don't get quite as far with the inch and a half overlay
- Hold off for another year and keep it at \$600,000

B. Building (Travis Briggs, Jeannette Eckert, Mike Arbogast)

- Brick Building – holding off on furnace due to well issues
 - Andrea at the Daycare has requested new flooring/carpeting in their section of the building; waiting on an estimate from Home Depot, possibly 25 years since new carpeting
- Transfer Station – overhead doors, retaining wall
 - Build a spot into the bank to back the demo box into it so it can be accessed
 - Outside and open to the public where a contractor can access

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- Backside of the Transfer Station – fees paid and then drive up to the back
- Garage: Half of the overhead doors
 - Continued into the 25/26 fiscal year
 - 2 doors in old section and 4 in the new section
 - Consider looking into Efficiency Vermont rebates to reduce costs
- Town Hall: Trim painting – exterior trim
- Town Office:
 - Improvements in this building have been put off for several years
 - Carpeting is becoming worn (rough estimate of \$8000 to \$10,000)
 - Interior walls are cracked and needing paint
 - Central Air - Mini splits – would be the first priority (roughly \$20,000)
 - Pressure washing - \$1000 (building maintenance – not capital plan)
 - Looking into Efficiency Vermont for Business rebates
 - Nido has a contractor that deals with central air and can assess the Town Office building next week
 - Take down to \$21,000 and move the other items out
- WDFD:
 - Basement floor drain was clogged and has been mitigated
 - Mold issues should be addressed (\$10-15,000 on the high end)
 - Furnace is functioning and could be put off
- Police:
 - Nothing scheduled for 24/25
 - FY 25/26 Siding at \$22,000
 - \$6000 that was budgeted in 22/23 was never spent
- Overall building plan is seeing a huge increase
- Would benefit from having a facility evaluator on all our buildings so we can forecast the needs better
- Tend to defer items and then they become a huge problem down the road because they are not budgeted
- We need to probably spend some money and be overbudget; taxpayers can make the decision; perhaps offer two plans to consider
- Whatever we can do to make the dump a better place to use would be worth it
- MERP (municipal energy resilience program grant) Assessments are scheduled for Brick Building and Town Hall on 1/31/24
- Will our revenue collected from taxpayers be increasing? Most likely due to more property but also need to factor in the reappraisal costs

C. Equipment (Travis Briggs, Mike Arbogast)

- Police cruisers
 - Added the 6th cruiser line item
 - 6 years trade in/replace on each
 - \$60,000 budgeted at present for each new vehicle
 - Vehicle pricing and equipment are going up
 - Add additional \$2000 incrementally to the future years
 - 2023 Chevy Tahoe is not outfitted yet with equipment, handles well, 4-wheel drive, bigger vehicle than we thought
 - Plan is to continue with the Chevy's going forward
 - May save when Mike's vehicle comes up for renewal – doesn't need the larger size vehicle or all the bells and whistles
 - Upgrading the models each year, creates issues with interior equipment that doesn't fit in the new model

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- Highway
 - Still budget at \$230,000; possibly \$210,000
 - 10-wheeler is up in 24/25 but thinking that is not needed
 - Can get away with a smaller truck at \$150,000
 - Expect to sell 2018 10-wheeler and get \$110,000 for it in private sale
 - Keep 2020 Mack as a spare
 - Downsizing rather than losing a truck
 - Refurbish other trucks for hauling
 - \$60,000 for 2018 Ford which needs to be replaced
 - Would want to trade it outright
 - \$280,000 for any future 10-wheeler—have to order and then wait a year and a half to get it
 - Take taxes raised down to \$600,000 from \$650,000
- Will update the Capital plans and redistribute clean copies

II. General Budget Review

- Highway fuel oil vehicles – bring down to \$150,000, currently at 31%
- Professional Development – down to \$6500 (CDL/Paving certs)
- Valley Trail Maintenance Exp – keep as is at \$25,000
- Windham County Tax budgeted at \$80,000; came in at \$128,000 – believe it is based on population census increase; upped to \$130,000 proposed
- Planning Commission Legal – bylaw updates ongoing
- Zoning – saving money by locking in new software contract
- Wages – Administration staff same increase across the board for all
 - Proposing 4% - would like to see what it looks like
 - Overall budget now showing 6% increase as a result
- PD Office Manager is proposed at 5% increase
 - Hired at a higher rate due to her experience; Probationary period was not needed
 - Taking over Alarm ordinance - writing municipal tickets is creating revenue; E911 issues will be addressed
 - Considering 3% plus one dollar instead of 5%
- Last year all admin got the same amount – Town Office building and ED staff
 - Appreciate any increases; look into the COLA for 2024
 - 4% results in a 1% increase in admin payroll
- Appropriations
 - Remove Visiting Nurse Alliance as they no longer serve our area – have not requested this year's appropriation to date
 - Look into whether So Vt Therapeutic Riding Center is still in operation
 - All others have requested the same amount as previous year with exception of Library and EDFD
- Will double check the numbers and distribute a clean copy
- Any additional capital building ideas bring to Jeannette
- Schedule next budget meeting for Thursday January 4 at 4pm

III. Adjournment at 3:47pm by Chair Capitani

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