

**Dover Select Board
Special Meeting Minutes
Dover Town Hall
Tuesday, October 24, 2023**

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

Join Zoom Meeting

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

Meeting ID: 868 0044 4071

Dial in: 929 205 6099

Password: 052648

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

Select Board absent: Dan Baliotti

Also, present in person: Office Manager Jeannette Eckert

Public present in person: Eric Durocher, Tabi Freedman, Randy Johnson, Mike Arbogast, Sue Rand, Ian Schrauf

Public present via zoom: Jim McDevitt, Shannon Wheeler, Matt Bachler, Dana Sorice

Special Meeting Called to Order at 6:31pm by Chair Capitani

I. Meeting Introduction on ARPA (American Rescue Plan Act) Funding Program

Eric Durocher:

- All local municipalities rec'd funding based on census data plus additional county funds
- Total rec'd by the town of Dover is \$319,168.59
- Began as Covid relief among other guidelines
- Dover filed a standard loss provision
 - As such can use funds for anything on which the Town would spend tax dollars from its general budget
- Funds need to be allocated by end of Dec 2024
- Funds need to be spent by end of Dec 2026
- Matt Bachler of Windham Regional Commission reviewed the proposals and agreed that they would all be eligible for ARPA funds
 - Reimburse expenses that have already been paid by the Town
 - Well project PFAS: \$108,547.85
 - Town Hall renovations: \$73,671.26
 - PFAS related expenses at the Landfill/Garage: \$32,286.85
 - Some of these were budgeted for; others will be ongoing expenses

II. Discuss Proposals for Funding

Some of these were put forward by Town employees; then will open it up to the Public

Tabi Freedman:

- After Hurricane Irene, Ken Black & then Steve Neratko installed Meraki Access Points at Town Hall, Town Office and along Route 100
- Town Hall network is currently supported by an indoor Meraki Access Point
- Consider placing 5 access points along the Valley Trail at some major points along Route 100
- Possibly connect at East Dover Fire House to provide service to that area which has been neglected
- Local business owners had allowed placement of Access points on their structures through the DiscoverDover Network which is now out of date
- Cost is \$17,500 for access points & licensing including installation to upgrade system and replacement of outdated and inoperative hardware
- 5-year licensing for access points

**Dover Select Board
Special Meeting Minutes
Dover Town Hall
Tuesday, October 24, 2023**

Comments/Questions:

- What would be the pricing after the 5 years have passed?
 - Can look into a 10-year pricing block
- Is there a benefit to customers? Understand why we did it years ago. Connectivity via cell phone thru the towers is getting better and better do we need to expend this money to have access?
 - While we have the opportunity believe it should be considered
- Can understand the Town Hall placement as it is used for meetings
- Valuable service to the Park where someone may be sitting but access along the Valley Trail perhaps not so much
- DiscoverDover banners did indicate access locations
- Would not want to hop into a 10-year contract as technology changes so quickly
- WIFI only phones will at least call 9-1-1
- Have witnessed folks using laptops and tablets in the area
- DiscoverDover signage was very hard to read especially while driving
- Consider a splash page which will alert users to the network and can also point people to events, activities in Dover, advertisements to help businesses
- Take advantage of the fact that we are interacting with visitors in order to maximize the communication
- Original access points were funded by a grant
- Possibly a three-year contract would be preferable
- License cost is minimal, larger cost is in installation & maintenance
- One-time payment up front which would fall under ARPA guidelines
- There is a potential for other grant opportunities that would be a longer reach
- Want to be sure it is being used and for the purpose people need it
 - Can create reports on usage once installed
 - Can create reports on Town Hall usage right away

Mike Arbogast:

- Body worn cameras are up and ready to be installed
 - \$79,200 for a 10-year contract in 10 payments
 - Could expend the whole amount upfront
 - Or pay for 1st year at \$7,920.00 and then budget over the next 9 years

Comments/Questions:

- Concern about the full ten-year block; who knows if the company will still be around in 10 years
- Potentially can be used next year if funds are still available
- Additional cruiser for Police Dept.
 - \$27,481.77 for getting 6th cruiser and needed accessories on the road
 - After retirements will have 6 full time officers and 1 part time officer with only 5 cruisers
 - Logistically a nightmare to coordinate week to week swapping out cruisers
 - As soon as officer is in his cruiser his shift begins
 - As soon as an officer steps into Cruiser he is working
 - Or if using personal vehicle to do Town business, then he is working
 - Are officers on the clock when they step out the door or when they arrive at the station?
 - Two cruisers max in the PD garage; not a safe option to leave any outside unattended

**Dover Select Board
Special Meeting Minutes
Dover Town Hall
Tuesday, October 24, 2023**

- Officers are always on call
- Purchased new vehicle already
- This cost is to outfit this new vehicle from the ground up
- Spreading out mileage with 6 cruisers instead of 5 and making a 6-year plan rotation for replacement
- How much extra per year to maintain an added vehicle?
 - Tires(\$600 every 2-3 years), Maintenance, Insurance (\$531 annually), Registration (\$47 for 5 years)
 - On average put 12,000 miles annually per cruiser
 - Overall mileage should go down, not adding shifts
- No longer swapping out cruisers

Jeannette Eckert:

- Well project PFAS \$108,547.85
 - Quarterly water testing costs are included and will continue
 - This number only reflects what has been spent so far from March 2021
 - 4-hour test \$3700 and 36-hour test ~\$10,000-\$20,000 which have not been completed yet are not included
- Town Hall renovations: \$73,671.26
- PFAS related expenses at the Landfill/Garage: \$32,286.85
- Town Office renovations: could be budgeted moving forward
 - Carpeting, interior wall repair/painting, window screens, central a/c
 - Dollar amounts unknown at this point—can look into different options
 - Currently running 6 separate air conditioners in the building
 - Efficiency Vermont grants may be an option for heat pumps to reduce heating costs

III. Board Comments/Questions

- Is there potential to lose funding from other grant sources if ARPA funds are used on projects?
 - Huge document outlining the “none exhaustive list” of eligible projects which seems to keep changing
 - Provisions in the document to allow use of ARPA money as a match with other Federal grant programs
- In talks with ANR & DEC, it seemed there were not a lot of back fill opportunities as projects were already initiated
- Typically, funding is available when in the planning process as opposed to implementation
- Encourage the Town to continue talks with ANR about grant opportunities; may be worth it to explore any potential sources
- PFAS contaminants are everywhere and in everything; it is pervasive
- For years used cleaning solutions were disposed of down the drain; we are lucky in one way that we have a daycare facility and therefore testing is conducted and as such we are not drinking the water
- PFAS is treatable and can be removed and that still is an option however the testing is still mandatory
- The well was an underperforming one; not sure what is coming with the new one but it will be expensive
- If all proposals presented were expended fully: \$339,042.50

**Dover Select Board
Special Meeting Minutes
Dover Town Hall
Tuesday, October 24, 2023**

- If only the 1st year of body cameras was expended: \$267,762.50
- Repairs to Town Hall – were already budgeted in the Capital Building Plan—don't feel these expenses should be used on ARPA funds
 - That money was put aside in the budget and was not a surprise
 - Why have a Capital budget if we are
- Should vote tonight on what we do with this money; be done with it at the next meeting
- Don't want to discuss ARPA anymore and put this money aside to spend; one way or another we have to spend the money
- Removing Town Hall expenses brings it to \$194,091.24
 - Leaving \$125,077.35. Should we come close to the end of 2024, and find that we have not expended the money, it is an option to spend it then
- Would be nice to address the furnace at the Brick Building
- Ear mark without exact figures on some of them and have a plan in place to vote on at the next meeting
 - Revisit some of them next year
 - This is the only extra public meeting that needs to be held
- Cruiser, One year of body cameras, Access points
 - Map of location where the access points are located
 - Park, East Dover, Town Office, Town Hall make sense
 - North of Town points could create an additional expense; not really a place to pull over, illegal to stop along a public highway in VT
 - Consider Snow Mountain Market parking area
 - Guest access may not have great connectivity
 - Not in agreement with a long-term contract
- Library/Daycare heating system is on the radar
- Some surrounding towns did use ARPA funds as employee bonuses
- Don't want to spend more resources figuring out what to do with the money

IV. Decision on Next Steps

Mike: Picking up the cruiser this week, in limbo until there is a definite decision on having 6 cruisers on the road

On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously agreed to spend up to \$30,000 for upfitting of the new cruiser with estimates from Global Public Safety and R&R Communications to allow putting 6th cruiser on the road, funds to come from ARPA

V. Adjournment at 7:43pm

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