

**Dover Select Board
Meeting Minutes
Dover Town Office
Tuesday, June 20, 2023**

The meeting will take place in person at Dover Town Office and via Zoom
Please Note: content time is an estimate only

Zoom sign in details below:

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**arrived at 6:37pm,
Select Board via zoom: Joe Mahon, Dan Baliotti**arrived at 8:13pm during Highway agenda items

Also, present in person: Office Manager Jeannette Eckert

Public present in person: Eric Durocher, Randy Johnson, Travis Briggs, Jim McDevitt, Mike Arbogast, Mike Eldred, Keith Sullivan, Andy McLean, Janet Rivers, Phil Bowen, Nicole Kirby, Ivy Kirby, Sean Kirby

Public present via zoom: Stephen Diglio, Dana Sorice, Erin Stewart, Sille Larsen, Jim McDevitt, Amiee Pritcher

Regular Meeting Called to Order by Chair Capitani at 6:34pm

I. Public Comments:

Keith Sullivan expressed concerns about the fact that some board members do not show up on time for meetings or do not show up at all; it is disrespectful to those who are present; as a result, may not be prepared or organized; not fair to everyone else who shows up on time; if the job is too much then don't do it; entrusting that the people voted for will be on time

II. Unfinished Business:

A. Update on PFAS/Well Project at Town Common (Erin Stewart (ANR) Stephen Diglio (KAS)
Stephen Diglio:

- Drilled new well last Dec 2022
- Results of well yield test came in at 3.5 gallons per minute
- 4.6 gallons per minute were required in order to waive the 36-hour testing
- The only way to get away with not doing the testing is it has to be over 4.6 gallons/minute
 - As well would need to do a daily reading of the water use for a whole year
- Currently collecting monthly data on the water use
- Hydrogeologist indicated the cost of the 36-hour testing would be in the \$20,000 range
- May be some funding resources available from the State

Board comments/questions

- Town bought this building for a dollar from the School district
- Has turned into an extremely costly one to maintain
- Daycare is not charged for rent, heat etc.
- Difficult to maintain that daycare
- Concerns on where does this end
- Thus far the Town has spent \$120,000 on this building
- Don't know if the new well is going to provide to a clean water source
- Not just a monetary problem
- PFAS readings fluctuated over the last year, is that typical?
 - Ranged from 40 to 26 and back up to 36
- Reducing the flow would not get us to the number we need
 - By installing low flow plumbing, toilets—would still not get us there
- How many other Towns have gone through this process?
- Is contaminant only for drinking the water? What could the water be used for?

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- What is the limitation on the back funding for what has already been spent?

Stephen Diglio:

- POET system is a long-term treatment (point of entry treatment system)
- With a system like this there can be a high annual cost
 - \$5000-\$10,000 annual cost in additional maintenance
- Culligan is a good source for these systems which filter out the PFAS
- Contaminant levels do tend to fluctuate—see it regularly
- 700 foot deep well already dug and fracked
- One reason we went with the new well: defects in the well itself along with really high chloride and PFAS levels
- More protected well is the key
- May need a POET system in addition if the PFAS is drawn in
- Will follow up with Bart Cushing on whether drilling deeper is an option

Erin Stewart:

- It is unknown whether there is PFAS in the new well
- Yield is so low on the well, the requirement is to perform the 36-hour testing according to the Water Supply Rule
- 36-hour test is to test out the aquifer and address the potential contaminants
- Draw on the yield of the well
- Test at the maximum daily demand
- Test is to determine if you have enough yield to supply the demand needed
- Long term safe yield of the well
- Daily readings on the water flow and also the number of people for a whole year
- Currently not drinking the water in the well so it is not showing actual usage, not using the full amount of water you would use as such that study may not be an option
- 16 systems in VT have PFAS levels over the maximum
 - Other Schools are going through this process
 - All public water systems in Vermont have to go through this process when seeking a new source of clean water
 - Have to follow the Water Supply Rule according to Vermont Statute
- If the driller's yield had been over the 4.6 gallons, then the continuous test would not be a requirement

Sille Larson:

- Test requirements: Want to know what the yield is now rather than later – public health issue
- Funding is available and can be retroactive on work you have already done
 - Rec'd an email from Amy Galford with Drinking Water State Revolving Fund outlining the Engineering Services Agreement and Loan application
 - Believe Stephen at KAS would assist in preparing these documents
 - 100% forgivable loan
- No consumptive use by mouth or with cooking or in gardening; water can be used for toilets, handwashing, washing dishes
 - Can not be approved for a "Do not Drink" order for ever
- Hopefully the pump test will show no PFAS and enough water yield
- Ongoing maintenance for treatment
- Looking for new source is the best way to proceed

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- Survey area wells to see what their depths are and average water yield
- Amy Galford would be the one to ask about the amount of back funding available
 - Will send contact information to Stephen on USDA

The Board thanked all who attended for their input on the project – will continue to look into the options for funding and testing to move forward with a solution

B. Discuss Involvement/Partnership with SOVTA

- Vicki: Last meeting, we went through the timeline on the trails
- Tommy Oakley could not attend (Rep from SOVTA)
- Not sure what they could say to clarify or make our decision any different
- Andy sent out an email about doing a reset about working with the group
- Not prepared to continue working with them in this manner; promises were made, information was to be shared and it was not
- Frankly ready to move in another direction
- Horace Hill – would SOVTA be involved in that maintenance?
 - Had not discussed that with them
 - Organize volunteers for trails days; money has been budgeted for maintenance
- Scott: On the same mindset as Andy on continuing the relationship
- Sarah: What is the actual relationship now? Not with them on Horace Hill
- What is the current standing with the Town Forest?
 - Andy: Up to now SOVTA has been maintaining the Town Forest
 - Cut lades at the approval of Conservation Comm.
 - Put up trail markers
 - Created back country skiing which is fairly popular
 - Promoted on their website
 - Last year they desired to have the Town sign a landowner agreement contract which fell apart
 - Email highlighted a plan to go back to the Town maintaining the forest and SOVTA volunteering for maintenance and asking for permission – this had been successful
 - Once it became unclear as to who was doing what, who was in charge
 - A good deal of money on the table and the relationship went downhill
 - Recognize that good things came from the previous relationship
 - Take it back to the clearly defined roles is a way forward
 - Tom is open to that scenario
 - Vicki: Tom is only one board member, who else in on the board? Requested to meet with them and was told it would only be Tom who would show up
 - Tom Oakley, Tim Dolan, Chelsea Samani, and others listed on website – all good people
 - Bring it back to what it used to be with the Town Forest & it could be fine
 - Horace Hill is a little more complicated, they want to be in on the design build
 - Owe it to them to risk more heartache and pain if there is a way forward
 - Eric: If there is a route forward, I think that's what it looks like
 - Eric & Tommy inherited ideas from some time ago
 - Obvious misunderstandings through meetings and emails that reflected poorly on character
 - Only thought to move forward where we continue to work with them: Need strict guidelines or we will continue to have the issues

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- Grants were being applied for and it wasn't clear who was getting the money
- Needs to be clear that it is Town money on Town property
- For the sake of time, energy and personal health, if guidelines are over stepped then the relationship needs to end
- They have done good work in the past
- But if continuing looks like this, it is not productive
- Only delaying the projects
- Need to find out who leads and who follows
- Our association with their volunteer group needs to be clearly defined and cannot deter us from getting things properly done
- Andy: Generally, this is considering Horace Hill, Town Forest, Ridge Trail
 - SOVTA and National Forest – in charge of trails on National Forest land including Ridge Trail and it has been a good relationship; decided by USFS
 - Town property and parking is between the Town and USFS
 - Horace Hill is another situation—SOVTA possibly involved in maintenance with Conservation Commission approval
 - Pile of money on the table caused issues-butting heads together
- Sarah: Does it make sense for them to provide written agreement for those two projects?
 - Don't put things off until then but move forward with the project as contracted with but if they want to be involved, we need this agreement with them
- Andy: Landowner agreement for Town Forest– don't accept grants or money from SOVTA
 - We spend ED funds on Town projects and maintain control
 - One page document, basic simple permission form for insurance company
- Horace Hill – unsure what that would look like
- Vicki: Believe the Town should put forward the agreement and have SOVTA sign
- Eric: Both parties want great things but there is the ability to stall a project – clearly defined guidelines are needed
- Joe: Believes in moving forward as Andy advises in his recommendation
- Vicki: This has to work, so much energy and emotion put out there
 - Hope they sincerely want to work with us
 - Willing to try it but if they go off the guardrails then we are done
 - Will have to have strict guidelines

On a motion by Joe Mahon, seconded by Sarah Shippee, the Board unanimously agreed to define and prepare a landowner agreement with SOVTA to do work in the Town Forest

III. New Business:

- A. Discussion with Resident Janet Rivers Regarding Response to DO-IT Application
 - Introduced herself on behalf of her and husband Andy Summers
 - Expressed concerns about recent newspaper article
 - Owner of two local businesses
 - Felt slandered in Board meetings and in the press
 - Many residents came forward to express concern about the article
 - Was not present when the application was reviewed
 - Expressed thanks for the time to speak

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- Wanted to address the concerns with the Board
- East Dover resident since 2018
- Active in local events and Dover Historical Society
- Started Dover the Moon at the E. Dover Post Office building
 - Stocked the space with a variety of local artists
 - Has evolved into a vibrant community space & gift shop
 - Neighbors have come to appreciate it
 - Paid out thousands to local artists and created new business
- Large donations for community fundraisers have been raised
- 2022 was approached by Eric and encouraged to apply for DO IT grant
 - Was previously unaware of the program but decided to try it
- As a Habitat Restoration Biologist, experienced with grant applications
- Last year's application was approved for painting, upgrade to the walkways, stairs, and hand rails
- Sourced local materials and contractors but ended up going with husband's company and his workers
 - No affordable other local contractors were available at the time
 - With grant from DO-IT of \$3560 started the project
 - Last phase of the walkway is still in process with the leftover funds of \$939
- 23-24 application was applied for under the same terms and conditions
 - Finish remaining painting, wood repairs, replant the hillside triangle
- On June 6, accepted the denial on the submission, was thankful for the notice and requested what could be done to make it better
 - Rec'd an informative and graceful email from Shannon Wheeler
- Harmful words were used in the June 12 DVN article insinuating that I was misrepresenting my business, acting underhandedly, applying for funds for the whole building, using sweat equity, all of which were false and misleading
- If guidelines were clear on itemizing on contractors and material sources, it would have been done
- Character slurs have been made and would like to have an apology from the Board for its flippant remarks
- Request redacting the words that were expressed and printed
- Addressing what was said about me and my character and what was printed in the paper
- Can address the application at a later date
- Understand the discrepancy in the application
- Nothing underhanded was done, followed the guidelines as presented

Board comments:

- Application states no sweat equity and we did not know the contractor was your husband
- Believe this came about because Green Mountain Hosta does not list you as the owner
 - Billing the Town for a business you own to get paid for the labor you would do yourself – that is sweat equity
 - Comments made at the meeting were based on the documents that were rec'd

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- The way the application was written—that is how it looked
- It was difficult to judge it otherwise

Janet:

- Habitat restoration biologist
- Plants are not free; volunteers would do the planting
- Asking to be acknowledged that I was not acting underhanded
- If there is a question of how something was presented, then that is different
- But words against my character are not acceptable
- Building is not owned by me
- To be questioned is fine; to be honest, DVN did not need to print in the paper with full name, business names etc.
- Feel like it was not thought of properly before publishing
- Would like an apology from the Board for what was said
- Would like an apology and a redaction and acknowledge that I am not a bad person and did follow the guidelines
- All who have witnessed the process and what was done are just as confused about the conflict of interest
- Still need responsibility taken for those sentences that were made here which were harmful

Board:

- SB is not the one you need to seek out, it is beyond our control to make a private business redact the statements in the paper
- Your grievance is with the newspaper
- Appreciate the fact that you support local businesses and local artists and giving back to local charities
- Acting on the information we had we were acting on the best interests of the Town
- ED Dept did not understand that these businesses were somehow connected to you
- This application had a lot of questions and this is what happens at public meetings
- We can't undo what was said unfortunately, we are sorry you are upset about it but we can't take it back
- When we say things good, bad or ugly, it can't be redacted
- Sweat equity – it was unclear on the application and it did not look kosher and it appeared as though you were using another business you owned without attaching your name to it
- Apologize for hurting your feelings but not apologizing for what was said because there was rationale at the time
- Did not read the application in the manner you had intended it; had we known it might have gone differently

IV. Police: Randy Johnson

A. Open/Award Cruiser Bids

- Only one bid was rec'd
- Can open it but suggest you don't comment on the amount
- Company who submitted usually bids lower than the minimum bid

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- Minimum bid was \$12,000
- Not a local company that submitted the bid
- Bid proposal was out for a period of a month
- After opening, it was determined by the Chair that there were no qualifying bids
- Open to suggestions on how to move forward
- Budgeted \$41,000; paid \$38,869
 - Left with \$2131
 - Global Outfitting installs the equipment at \$10,146 plus
- This will put the budget over for new cruiser not including the \$6000 trade in
- Municibid usually shows lower bids on this vehicle type
- Ford Inceptor – model of the Explorer is listed on Kelly Blue Book \$11,400 up to \$13,400
- JD Power (NADA)—bought from dealer \$15,000 up to \$17,000
 - Traded to a dealer it was \$11,500 to \$12,500
- Other options to perhaps get better bids?
- Windham County Sheriff's Office was originally going to buy it
 - They put it out to other depts on Randy's behalf
 - Advertised in the DVNews and on Facebook page
- Drop the price?
- Want to try to get rid of it, drop the minimum price to between \$8,000-\$9,000

V. Highway/Transfer Station: Travis Briggs

A. Consider Option to Purchase Passes at the Transfer Station

- Approached by Joe Mahon and local people about why we don't sell them at the TS
- Have been doing it for a long time at Town Office where folks can verify residency
- Don't want to make it a difficult situation for the attendant by having to look people up
 - But people that we know for sure are residents is not an issue
 - Generally, need to state their address in Dover
 - If any questions, send them to the Town Office
- Doesn't work on the weekends when the office is closed
- Charge the max for bags if they do not have a pass
- Don't believe it would be a problem in the Clerk's office
 - Keep a log of dates, names, addresses and pass number
 - Need to be a property owner or business owner in Dover
- Cash is always an issue with the auditors
- Selling numbered punch cards would tighten it up
- Courtesy for regulars but the time is a concern if it is a busy day
- If there is a gray area, if there is a line of cars waiting, ask patrons to wait until they are gone or come back on a quieter day
- Wouldn't really work for contractors, especially ones that you don't know – punch cards are for bags only and for residents only
- Senior cards—would still need to go to Town Office

On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously agreed to allow the dump attendants to sell dump stickers time permitting at the Transfer Station

B. Review Quotes for Town Garage Roof

- Three quotes with a wide range of prices and options

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- Spray foam insulation that is attached to the metal roofing is the sticking point
- Potential extra cost for the seal coating
 - Have heard pros and cons about it

Brattleboro Roofing and Sheet Metal

- United Asphalt Coating system on main shop
- 28ga metal replacement over office/breakroom
 - \$83,315.00
- 2nd option All 28ga metal roofing on whole thing
 - \$81,730.00 includes removal and insulation

Walker and Company – owned by Ray Reed

- Metal replacement whole thing main shop and break/office
 - \$40,625.00

Adam Quenneville Roofing and Siding

- Apply 2 coats of Aztec top coat roofing energy star rated
- 10-year manufacturer warranty
- Company warranty 3 years
- Renewable 10-year warranty after 10 years with another topcoat.
 - \$21,999.00

- Prefer references from Vermont contracts
- Warranty on these roofs? Guessing 30 year
- \$60,000 budgeted in Capital Plan
- Timeline on this? Possibly September for Quenneville
- Needs to be done by end of October
- More detailed description of materials, references, timeframe are needed
- Not meeting again until July 18 but can hold a special meeting to make a decision
- If can commit by early July, then what is the timeline?

VI. Economic Development:

- A. Consider Arrowwood for Wetlands Consulting at Horace Hill
- No Act 250 permit required
 - Stormwater permit just rec'd after several weeks
 - Wetlands permit—issue on 7 acres at bottom of the parcel
 - Reached out to third party to delineate
 - Given the go ahead to move forward
 - \$2500 expenditure to hire the consultant

On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously agreed to hire Arrowwood for wetland consulting in the amount of \$2500

- B. Discuss Potential Public Meeting on ARPA
- Defer until we know more about the PFAS funding options
- C. Discuss Reopening DO-IT Applications
- Last time approved \$53,602.05 of projects
 - Budgeted \$55,000

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- \$1,397.95 left over plus \$12,500 in paving money
 - Would like to reopen the program for two weeks for a total of \$15,000 to allow for three full projects
 - Consensus is to reopen the application process
- D. Approve Bi-Town Economic Development Committee Charge
- Edits were submitted to the Board for approval—mostly formality changes

On a motion by Sarah Shippee, seconded by the Board unanimously agreed to approve the changes to the Bi-Town ED Committee Charge

VII. Consent Agenda:

- A. Approve the Minutes of June 6, 8, & 12, 2023
On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board voted 3-0-2 to approve the June 12, 2023 minutes (Salway & Mahon abstained)
On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously approved the minutes of June 6 and 8, 2023
- B. Approve the Warrants of June 10 for \$107,810.95
On a motion by Sarah Shippee, seconded by Scott Salway, the Board voted 3-0-2 to approve the warrants of June 10, 2023

VIII. FYI:

- A. Pet Photos at the Park Fundraiser, June 24 10am to 3pm
Jeannette is involved with this group. It's a fundraiser for I Love Art Space a non-profit art organization starting up in the Valley and as a benefit for Windham County Humane Society—timeslots are still open so please reach out to Jeannette for more details
- B. First Summer Concert at the Park June 25 at 2pm
- C. Planning Commission meets June 26 at 6:30pm
- D. Open Mic Night June 28 at 6pm

IX. Liaison Reports: none

X. Executive Session for Personnel (Police Chief Candidate)

On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously agreed to move into Executive Session for Personnel at 8:38pm
Present: Vicki Capitani, Sarah Shippee, Scott Salway in person, Dan Baliotti and Joe Mahon via Zoom
The Board came out of Executive Session by unanimous consent at 8:55 pm
Decision: Schedule Executive Session for Personnel with the Police Chief candidate

XI. Adjournment at 8:55pm 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