

**Dover Select Board
Meeting Minutes
Dover Town Office
Tuesday, January 2, 2024**

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 present: Victoria Capitani, Sarah Shippee, Dan Baliotti, Scott Salway

Select Board present via zoom: Joe Mahon

Also present in person: Jeannette Eckert, Tabi Freedman, Jim McDevitt, Mike Arbogast, Eric Durocher, Mike Eldred, Andy McLean

Public present via zoom: Mike Garber, Dana Sorice, Michelle Pinkham

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

I. Public Comments:

Dan Baliotti expressed thanks to Dover PD, Fire and Rescue for their quick response to his recent fall/head injury; very proud to be part of this town

II. New Business: Mike Garber

A. Consider Additions to VAST Landowner Permission Form

- Wanted to be sure the Town and VAST had a complete list of trails; gain approval and have them under the VAST insurance umbrella
- These trails were not included in the snowmobile roads list that was approved previously
- Requesting permission to add the following to the permission form:
 - A. Hathaway Trail
 - B. Cheney Brook Trail
 - C. Dover Town Forest Trails (includes Rice Hill Rd, Bull Monument Trail)
 - D. Horace Hill Vast Trail
 - E. Clinton Bond Trail
- Current agreement does not discuss any particular trails or roads
- Would also like to insert that any work on these trails need to be brought before the Board in advance
 - A. Any work out of season would certainly be reported
 - B. Trees down in the middle of the season are typically not reported, just removed
 - a. Not pre approval but notification of the event especially
 - C. Groomers run up and down these trails; have never affected property owners negatively
- Dover PD has had no problems with trespassing issues
- Snowmobile Trails are open to the public
- All trails are on the VAST map
 - A. Horace Hill is the newest addition
- Clinton Bond is an access right of way for East Dover to access Town Forest
 - Andy expressed concerns as to whether it was on VAST map
 - VAST has not discussed it yet
 - It is not maintained for public access
 - Many people start out and have to turn around out there
 - Don't believe it could officially be on the map without consultation with USFS
- Dover PD has never had any residents report damage to their property
- Add the proviso that beyond minor tree and trail blockages in season, any work done be reported in advance

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- Section of Cross Town Trail that is on VAST system – Andy suggests that trail should be added to the list
- Rice Hill Trail will not be groomed – would need to seek out the Conservation Commission in advance if so
- Add any changes to maintenance of Town Forest be subject to approval by Conservation Commission

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously agreed to approve the Landowner Permission form pending the additional changes are added

III. IT: Tabi Freedman

A. Consider Contract Renewal with Arcomm

- Currently \$222.50 per month
- Increasing to \$238.08 per month
- Have worked well with Arcomm over several years; they know our system in and out; can be proactive on any issues, system updates and changes, very responsive
- Located in NH but it is rare that they have to come out in person to incur travel expenses

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously agreed to have the Chair sign the Arcare IT Service Agreement and Arcomm Customer Agreement for the term January 1, 2024 to Dec 31, 2024 as presented

IV. Economic Development: Eric Durocher

A. Review Trails and Rec Committee Charge

- Suggested changes were sent to the Board
- Some questions arose about the role of the Trails & Rec committee and how it fits into projects
- Original charge was to be renewed every year when it was a new committee
- Last reviewed in 2022 when additions of proxy members were added to aid in quorum issues at meetings
- Goals and missions were made more clear
- Clarified the conflict-of-interest portion as well
- Updated document will be shared with the committee
- Any changes/comments suggested by the committee will be put forward in writing to the Board
- Committee has not reviewed as of yet

**Update on Horace Hill – Out of the property for the season, boardwalk looks amazing and will make the property more accessible year round

**Short Term Rentals – Initial interviews have been done, will be presented to the Board soon

V. Consent Agenda:

A. Approve the Minutes of December 19, 2023

On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously approved the minutes of December 19, 2023

B. Approve the Warrants of December 22, 2023 for \$274,517.03

On a motion by Sarah Shippee, seconded by Scott Salway, the Board voted 4-0-1 to approve the warrants of December 22, 2023

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Discussion: Southern Vermont Therapeutic Riding Center ceased operating on July 31, 2023 when its director left; had requested an appropriation for \$500 at the 2023 Town Meeting Unanimous consensus of the Board is to decline paying the appropriation given the circumstances

On a motion by Sarah Shippee, seconded by Scott Salway, the Board voted 4-0-1 to approve the warrants of December 22, 2023 in the amount of \$274,017.03 with the subtraction of the Therapeutic Riding Center donation in the amount of \$500

VI. FYI:

- A. Budget Review Meeting January 4 at 4pm
- B. Planning Commission meets January 8 at 6:30pm
- C. Trails & Rec Committee meets January 9 at 6:30pm
- D. Town Meeting Reports/Budgets due by January 12
- E. Deadline for petitions for offices up for election is January 29 (Dan and Sarah on the SB)

VII. Liaison Reports: none

VIII. Executive Session as needed: none

IX. Adjournment at 6:57pm 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