

**Dover Select Board  
Meeting Minutes  
Dover Town Office  
Tuesday, February 20, 2024**

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*These minutes are not official until approved by the Dover Select board*

Select Board present: Victoria Capitani, Sarah Shippee, Scott Salway, Dan Baliotti\* arrived at 6:46pm

Select Board via zoom: Joe Mahon

Also present in person: Jeannette Eckert, Eric Durocher, Heidi Taylor, Tabi Freedman, Jim McDevitt, Mike Eldred, Mike Arbogast, Brian Suhadolc, Merrill Mundell, Mark Feeley, Conn Rose

Public present via zoom: Michelle Pinkham, Travis Briggs, Trip Morse

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

**I. Public Comments:** hearing none, the Board moved on to Police

**II. Police:** Mike Arbogast

A. Review and Approve Burglar Alarm Ordinance to Begin Adoption Process

- As discussed in previous meeting, the ordinance is presented as the department would like to see it adopted and as agreed to by the Board
- Also includes the schedule of fees and fines, letter to homeowners, alarm registration/application
- Will warn and post the notice of adoption
- Will take effect 60 days from today unless a petition is filed to disapprove the ordinance

On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously agreed to adopt the burglar alarm ordinance as presented

Chief Arbogast also related that invoices for damage done to police vehicles due to water in the gas tanks at the town garage have started to come in. At least three vehicles were affected.

ARPA funds – price for radio for new vehicle has gone down

Jeannette will attempt to submit an insurance claim to VLCT for both the vehicle damage and the repairs to the fuel system at the garage

**III. Assessor:**

A. Approve and Sign Certificate – No Appeal or Suit Pending (Grand List 2023)

On a motion by Sarah Shippee, seconded by Joe Mahon, the Board unanimously agreed to approve and sign the certificate - no appeal or suit pending for 2023 grand list

**IV. Highway:** Travis Briggs

A. Update on Transfer Station and Highway Department

Transfer Station:

- Working with Kevin Stine to do a trial run on a cardboard receptacle at Transfer Station
- Met with Bob Spencer at WSWMD – willing to provide a container at no cost
  - Cardboard container which can be padlocked when TS is closed
- Will cut back on single stream recycling amounts
- Covered dumpster will be located under the overhang close to Transfer Station where Ken can police it's use
- Cardboard pays out at \$120 per ton
- Single stream recycling cost is up to \$200 plus per ton to haul away
- Will see quite a bit of savings on the back side
- Should reduce the trucking fees

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- Work each cupboard as it fills up – not a packing cupboard
- Can we make sure this is promoted?
  - See how it rolls out and then go forward with notice to public
  - If it really picks up may purchase the container

Highway Dept.

- Travis became a certified instructor in CDL training through Federal Motor Carrier
- Garage is now a certified training center - private
- Can train staff now to pursue licenses and then send to DMV for testing
- Once the employee is trained, he/she can be sent for the licensing
- Worked with Todd Eaton at Vermont Local Roads
- Did not cost anything

Board expressed praise to Travis for taking this initiative!

**V. Unfinished Business:**

- A. Review/Approve Hoffer Consulting Agreement with Suggested Changes by Town Attorney
- Jeff Hoffer reviewed the town attorney's comments and is in agreement with striking the sentences. He has initialed a revised copy for the Chair to sign

On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously agreed to have the Chair sign the agreement with Hoffer Consulting for draw down test on the Dover Common well as presented

**VI. New Business:** Heidi Taylor

- A. Question/Answer Period with Deerfield Valley Rescue
- Apologize for not making the 2023 Town Meeting – always send a representative to Town Meeting - both Bob Maynard and Heidi were on calls that day
  - Celebrating 50 years in October – stay tuned for news on a fundraiser gala event
  - Looking to answer questions/comments that came up at Town Meeting – basically dealing with response times
  - Ambulance service is comprised of 3 ambulances: two in Wilmington and one in Jacksonville
  - Cover 270 square miles with a population of over 8000
  - Used to house one in Dover hoping for volunteers to run it but that did not happen
  - Response times are response times
  - EDFD has a 1<sup>st</sup> responder and can provide some care, showing up on scene before DVR arrives
    - WDFD doesn't have that
    - Halifax and Whitingham do have 1<sup>st</sup> responders
    - Large area and can't be everywhere all the time
    - Takes time to get to some of these places
    - Cover all the way to the Mass border – 15-to-20-minute trip
  - All towns provide a monetary donation
  - Did not start asking for municipal donations until 2017 when the building that housed DVR in Wilmington was being expanded by the health center
    - Had to take on the burden of a new building
  - Appropriation requests:
    - \$30,000 in Wilmington and Dover
    - \$20,000 is being asked for Halifax and Whitingham this year (previously \$15,000)
    - \$5000 Marlboro

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- \$2000 in Stratton and Searsburg
- 299 calls in 2023 in Dover out of a total of 897 overall which is slightly down from the year before – full report appears in the Town Report
  - 67% are daytime calls
  - Wilmington has the most calls but only by about 10 to 15 calls
- 5 full time employees, 34 people on the roster – only 10 people signing on to do volunteer time; nighttime was always covered by volunteers
- 7 days a week staff is on from 6pm to 6am, accompanied by a volunteer
- Daytime – 2 paid staff on at all times
- Initially requested \$20,000 – two years ago \$30,000 was voted on at Town Meeting and that has remained the ask – this is the third year at that rate
- Thankful for Dover’s support
- Vital service – encourage people to become contributing members
- Believe it is a great program to support – have benefited from their quick service

**VII. Economic Development: Eric Durocher**

**A. Restrooms for Pickleball Courts/Valley Trail**

- Two weeks ago, had a meeting at Farm Road Estate with Trip Morse who is a founding member of the Southern VT Pickleball Club
- Request to the Town to help to supply two porta potties
  - Would be available to public from end of May to November 1<sup>st</sup>
- Two quotes:
  - 802 Restrooms, Bennington - \$1740 for six months including tax
  - All Out Waste, Shaftsbury - \$1605 for 6 months including tax
    - Quote originally included washing station which was more
  - Would be available to public – signage will be made pointing folks in the direction of the restrooms
  - Hedges will be planted to conceal the structures from view

**Trip Morse:**

- Recommend All Out Waste from Shaftsbury \$1605 for the six months - lower quote
  - \$250 per month includes weekly service and sales tax
- Any issues with the restrooms - would be contracted and insured by pickleball club
- Will be placed in easily accessible locations
- Farm Road Estate is partnering and leasing with So VT Pickleball LLC
- Insurance certificate will be provided by So Vt Pickleball LLC to All Out

**Board:**

- Prefer to pay it monthly as it is a test trial
- Also advertise that they are available to the public
- And that they be located on the Valley Trail
- Would like these items included in the agreement
- Would it cost more if it is paid on a monthly basis? *\$250 is the cost regardless*
- Thankful that these will be available and at a lower cost

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board entertained a motion to pay for two porta johns supplied by All Out in Shaftsbury for \$1605.00 for 6 months which is \$250 per month, no vote taken

On an amended motion by Sarah Shippee, seconded by Dan Baliotti, the Board voted unanimously to pay a total of \$1605.00 in monthly increments of \$250 plus tax for 6 months

**B. Parking Lot Plowing for Town Park and Horace Hill**

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- Last year worked with Rich Caplan to help with the plowing costs on the lots that he graciously allows the Town use
- Believe the Town should spend \$1300 to help cover these expenses
  - Caplan's total bill comes to \$4,135 plus \$335 each time the lots need to be sanded
- Allows the Town to use the lots for Town Park and Horace Hill access

On a motion by Sarah Shippee, seconded Dan Baliotti, the Board unanimously agreed to expend \$1300 to contribute to the costs of plowing and sanding at 183 and 171 Route 100

**VIII. Local Liquor Control:**

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

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously approved the following:

- A. 1<sup>st</sup> & 3<sup>rd</sup> Class Licenses and Outside Consumption Permit for:
- KPLC, Inc. d/b/a West Dover Inn

On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously approved the following:

- B. 2<sup>nd</sup> Class License for:
- Snow Mountain Market

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

**IX. Consent Agenda:**

- Approve the Minutes of February 6, 2024  
On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board vote 4-0-1 to approve the minutes of February 6, 2024 (Salway abstained)
- Approve the Warrants of February 17, 2024 for \$2,151,742.79  
On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board vote 4-0-1 to approve the warrants of February 17, 2024 (Mahon abstained)

**X. FYI:**

- A. Planning Commission meets Feb 26 at 6:30pm – **this meeting has been cancelled**
- B. Pre-Town Meeting February 27 at 6pm Dover Town Hall
- C. Town Meeting March 5 at 10am; voting 7am until 7pm
- D. Reorganizational Meeting March 6 at 6:30pm
- E. Dog and Cat Clinic, Saturday, March 16, 10 to noon at EDFD
- F. Town Plan Public Meeting, March 25 at 6:30pm Dover Town Hall

**XI. Liaison Reports:** Library Trustees and/or Director plan to be present at either Pre-Town and/or Town Meeting to provide an update

**XII. Executive Session as needed:** none

**XIII. Adjournment at 7:15pm 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](http://www.doververmont.com)