Dover Select Board
Meeting Minutes
Dover Town Office
Tuesday, November 16, 2021

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

Select Board in person: Victoria Capitani, Sarah Shippee, Scott Salway, Joe Mahon, Dan Baliotti
Also, present in person: Office Manager, Jeannette Eckert

Public present in person: Tabi Freedman, Randy Johnson, Mike Eldred, Linda Sherman
Public present via Zoom: Eric Durocher, Shannon Wheeler, Michelle Pinkham, Dana Sorice, Rebecca Treat

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

I. Public Comments:

WSWMD voted at 11/11/21 meeting with final vote on 12/9/21. Dover's assessment is going up by $3882.63 over last year. Figure is based on population $7396.84 to $11,279.47
Letter rec'd from North Branch Fire District today so it did not make the agenda for discussion tonight. Requesting to install meters at WDFD, Town Office and Police Station. Item will be put on the next agenda Dec 7th

II. Police: Randy Johnson

A. Opening Roads to Snowmobile Traffic and Related Issues
- Annual listing that is considered for approval
- This year 36 roads on the list; same as last year

On a motion by Joe Mahon, seconded by Sarah Shippee, the Board unanimously agreed to open the roads as listed

Related issues:
- 7-11 does not want snowmobiles getting gas there
  - As such no need for snowmobiles to come over Dover Park
  - No need to come down Horace Hill either
- Need better signage where they cross over Valley Trail to get gas at Fabian
  - "No Snowmobiles Beyond This Point"
  - "Food Only, No Gas"
- Potential signage on Caplan's property at Dover Forge "No Snowmobile Parking Here"
- Had issues with some condo owners; snowmobiles came close to colliding with cars
- Clarification—would advocate not using the bridge as it is showing signs of decaying, not for recreational vehicle use; clearing only by town vehicles
- Some of the roads that were accessible last year have been paved since would that affect travel by snowmobiles and ATV's?
  - ATVs are not allowed
  - Would need to check with Travis on the paved roads
  - Should be crossing at a 90-degree angle
  - Some of the roads have had pavement for some time; does cause wear and tear
  - Should not be driving on roadways; only used for crossing to get to trail heads

III. Assessor: Linda Sherman

A. Consider Reappraisal RFP
- A copy of the RFP was sent to the Board

Comments:
- Item 2j. The contractor shall conduct informal hearings for taxpayers to question the new assessment values and shall assist the Town with the formal Assessors' grievances and Board of Civil Authority appeals.
  - Scheduling should be at the Town's discretion?

    - Are they available for any taxpayer at any time? Or is it just for one day?
        - Would guess that the contractor would address that point in response to the RFP
    - Template being used is based on VT Assessor Association website
- Top of page 8 under Administrative Instructions Item 8.
    - List of all municipal reappraisals currently underway *if* completed within the last three years including client contracts and references
    - The work shall not be assigned or sublet without previous *written* consent of the Town of Dover
    - The contractor shall not either legally or *equitably* assign
- Indemnification bottom of page 9: should read *hold harmless not save harmless*
- Town Contact? Linda will receive and provide comments/observations
- Where is this posted/submitted?
    - List of acceptable appraiser companies on the State website to which this can be sent
    - Does this need to be advertised in the newspaper? Perhaps a summarized notice that the Town is seeking RFP's and that it is accessible on the website

On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously agreed to authorize Linda Sherman to make the RFP available by the means described in this meeting as amended

B. Revisit Warren Group Request
- Consulted with VLCT attorney
- Falls under the Vermont Public Records Act, not State law
    - Any of our property cards could be copied
    - Public information
    - Anything that is not for public eyes such as income table is locked in a file cabinet
- According to public records act it must be made available

Comments:
- Anyone who comes in and requests it can have it? *Yes*
- Warren Group is a 'for profit' company; looking to get this info in the least expensive easiest way possible in order to resell this list
    - *Russ from Proval would be providing the information and can charge for his time to do it*
- This is our information that we pay people to have put together, why are we giving it to people? Making their job easy
- Would like a written request describing the company and specifying what they are asking for. How many other towns give it to them?
- Why are we doing this for a 'for profit' company? Not comfortable with it
    - *Anyone can come in and access the Grand List or have it emailed to them*
- Don't want someone else that we are paying to give it away
- Don't understand why we lose control of it
- Every town deals with it every year---Board is not aware of it happening before
- Board would like more information before moving forward—would like to see the Company who is requesting it come to the Board
- Other public records requests from an attorney or other source offer to pay for time and copies

- Linda will reach out to Russ to either contact the Board himself or request a letter from the Warren Group

IV. Unfinished Business:

A. Review Supplemental Site Investigation Report from Rebecca Treat of KAS, Inc.
- Involved sampling a variety of media: soil, groundwater, drinking water
- Potential source areas for PFAS discovered:
  - Town Hall septic tank
  - Shallow soil near the Town Hall shed
    - Potential discharge of gray water to ground surface
    - Also, potential discharge to septic tank that services the Brick Bldg. but that is not conclusive yet
- Nearest drinking water supplies are still below standard
- Did see an increase in the Lenker well which will be monitored closely
- Shallow groundwater has still not been defined
  - Will need to delineate that and do more drilling and testing
  - Follow up with nearby drinking water wells
- Waiting to see what the State comments are once they have reviewed the report
- Site visit planned for next Tuesday Nov 23rd for more sampling at Bartlett and Fisher wells

Comments:
- Appreciate the updates keeping the Board informed
- Would like to monitor the billing and whether time on zoom calls is being billed
- Hold off on reviews with KAS until the State weighs in & decisions are needed

V. Consent Agenda:

- Approve the Minutes of November 2, 2021

  On a motion by Sarah Shippee, seconded by Scott Salway, the Board voted 4-0-1 to approve the minutes (Baliotti abstained)

- Approve the Warrants of November 13, 2021, for $6,220,532.92

  On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously approved the warrants of Nov 13, 2021

VI. FYI:

A. Dover Launch Final Event, Nov 18 at Carinthia Base Lodge at 5:30pm
B. Dept. Head Budgets due to Treasurer by November 19
C. Budget Meetings: Dec 2 at **2pm**; Dec 9 at 3pm
D. Dover Holiday Craft Fair, Dec 11 at Town Hall 9:30am to 3pm

VII. Liaison Reports:

Fire Dept appreciation dinner was attended by many select board members and it was very fun

VIII. Executive Session as needed: none

IX. Adjournment at 7:23pm 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