Dover Select Board
Meeting Minutes
Dover Town Office
Tuesday, January 3, 2023

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

Join Zoom Meeting
https://us02web.zoom.us/j/86800444071?pwd=RlU2WDQ0cDM3d3AwSGREeFNON2tnQT09
Meeting ID: 868 0044 4071 Dial in: 929 205 6099
Password: 052648

Select Board in person: Victoria Capitani, Sarah Shippee, Scott Salway, Joe Mahon, Dan Baliotti
Also, present via zoom: Office Manager Jeannette Eckert
Public present in person: Randy Johnson, Eric Durocher, Jim McDevitt, Keith Sullivan, Mike Eldred, Mike Garber, Linda Sherman, Paul Fisher, Bob Holland, Ted Blackburn, Brian Suhadolc
Public present via zoom: Tom Oakley, Michelle Pinkham

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

I. Public Comments:

Mike Garber: *Verizon Wireless Cell Phone Service??* Topic that should be discussed

- Eric Durocher noted that the Town supported efforts to identify dead zones in cell phone service coverage in Dover (the results are up on the Town website)

Mike: Also, there should be information given to those who walk the streets at night, that they are difficult to see in the dark; perhaps a public service announcement or press release

- Brian Suhadolc commented that Mt Snow provides clips and arm bands with reflectors for its seasonal workers and will be sending out reminders for all to be aware

Tom Oakley: Quick update on the Ridge Trail; RFP finishing up, will run from March to July 2023; on USFS timeline with getting these specialists out; briefly touched on a project that is statewide with SOVTA and USFS corridor alignment; looking to have a change of use approved at Spring large projects review; 2023 Emerald Lake State Park to the Mass border; a grant opportunity could benefit phase 3 of the Ridge Trail project

II. Assessor: Linda Sherman

A. Discuss 2022 Equalization Results: Common Level of Appraisal & Coefficient of Dispersion (CLA & COD)

- Results are in and the CLA for the Town of Dover is 81.34% or .8134
  - This is determined by dividing the education grand list by the equalized education grand list
  - A result of over 100% means property is generally valued at fair market value
- COD is 19.85%
  - A measure of how fairly distributed the property tax is within the town
  - It is calculated as the average of the difference of each sales ratio in the study from the median ratio
  - The result is then divided by the median ratio
  - A COD over 20% necessitates a reappraisal
  - Assessed value doubled is fair market sale price
- Glad that the Town pushed to get on the calendar for reappraisal
- 160 towns are mandated to reassess; will be interesting to see how the State handles this
- Only three companies that are bidding for these projects

- Assessed values doubled seem to be the recent selling prices
- Reappraisal will be done by the 2026 Grand List

Board comments:

- Clearly a big problem in the State of Vermont
- Reappraisals could be happening 3-5 years instead of every ten years
- Wilmington did a reappraisal in 2020 and is at 75%; 400 properties
- Seeing the same trend in our area
- Things are slowing down as far as property selling prices
- Amount of money that towns are going to be expending on reappraisals will be back breaking on the State
- Glad we did not attempt a reappraisal in 2020
- Is there a date that the reappraisals must be completed? *Not a specific date*
    - *As long as Towns who are mandated have submitted the proper form, there is really nothing the State can do*
-

III. Unfinished Business:

A. Deerfield Valley Stump Jumpers Response regarding Excavator Use (Mike Garber)

- Invoice for use of the machine dated 11/10/22 was presented by Mike Garber in the amount of $5593.75
- SOVTA paid for a week of use at Stratton
- Got a great deal on a machine for $4000
- Did great work up there and did extra work
- Also spent $900 worth of materials that wasn't given to the Town
- Diesel gas rate was $6.59 for 370 gallons **(only billed for 240 gallons)**
- Stump Jumpers has their own tank
- Not sure why this is being micromanaged; this could easily have been handled by the Trails & Rec committee

Board comments:

- Brought to the Town's attention that the same excavator that was used on the Hathaway Trail was also used in Stratton Town Forest
- Paid for a month of usage and perhaps some of that overlapped in Stratton usage
- Excavator was here for in Dover for 5 weeks starting 9/28/22 into October
- SOVTA newsletter of 10/9/22 stated that the Stump Jumpers helped provide excavator use at end of October
- Questions were raised by the public that could not be answered by the Board
- Board was not aware of the situation until it was brought to our attention

Jim McDevitt: Assumption is they (Stump Jumpers) are a non-profit—why paying sales tax?

- *Very hard to accomplish sales tax exemption – doesn't work on rentals*
- *If we could save on sales tax, we certainly would try*

Keith Sullivan: Using 370 gallons for a machine that is running hard; a lot of hours; it doesn't add up; purchases for snowmobile gloves?; need receipts to get reimbursed; was concerned and still concerned; time is money; know these machines, have run these machines.

Board comments:

- Are there other receipts you can supply?

- Appreciate the discount on the diesel cost
- This is a learning experience; overview of Trails has mushroomed into a topic at every single meeting
- Looking for suggestions for streamlining this process
    - Protect the money of the Town, build and improve Trails so everyone is happy
    - Right now not in a happy place
    - Don't believe the ED Dept. should be involved in this
    - Labor costs – none – then it is a good deal; putting out to bid would pay a fortune in labor costs

Linda Sherman: $10,000 originally came from Econ Dev—at what point does that come before the Town?
Eric:

- Included in the Econ Dev budget; already exists in the Town
- All comes out of 1% local option tax, not property taxes
- Need to adapt this going forward
- Trails is one of the arms and legs of Econ Dev; but it ends up being the only arm
- Going to learn lessons and take lumps on this process

Keith: Don't agree about putting out to bid; you don't how much it will cost until you put it out to bid
Andy: very civil discussion; infinitely more transparent than at the last meeting; thanks to Keith for raising the questions
Tom: as one of the organizations that took part, SOVTA was not approached on this; call or email to ask questions – open to communication

- We understand more about what happened; overarching topic that is taking over SB meetings
- Planning to put programs in place that will make it much more controlled, detailed receipts
    - Eating up a lot of time for Econ Dev Dept.

B. Revisit Parking Lot Agreements for 171 and 183 Route 100

- Eric did reach out to Rich Caplan but he was not able to get the numbers from his provider
- Proposed that the Board could approve "up to" a certain amount
- Sarah had a conversation with the provider, and he has not supplied the numbers to Rich Caplan
- Just need to know what he wants and consider whether it is fair
- No disagreement about plowing the parking lot at Horace Hill
- Recommend a 50/50 split but we need to figure out the amount
- Town has never plowed either of these lots
- Trying to find out what Rich pays for the plowing
- Can it be communicated to Rich that the Town will expend 50% of the cost?
    - So, we can at least move past this point
    - Not an unreasonable suggestion but would like to know that number first
- Once we get the figure, we will make a decision

IV. New Business:

A. Consider Authorizing Chair to Sign Notice of Intent for Municipal Roads General Permit

- The Vermont Municipal Roads General Permit (MRGP) was reissued on December 1, 2022, and goes into effect on January 26, 2023.
- Municipalities are required to reapply for coverage by January 26, 2023
- There is a review fee cost of $640.00

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously authorized the Chair to sign the notice of intent for MRGP

B. Consider Authorizing Chair to Sign Public Water System Officials Contact Form
- This is to record the change in water system operators from Steve Bartlett to Ian Schrauf
- Initially Jeannette signed as she is the Authorized representative for the water system and has been signing the monthly reports for years
- However, she was advised that this type of form must be signed by a Town Official such as Select Board Chair or Town Manager

On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously authorized the Chair to sign the Public Water System Officials Contact Form

V. Economic Development: Eric Durocher

A. Quarter 2 ED Update
- Revenue:
  - $56,807.49 in 1% for the period Aug 11 to Nov 12
  - 36% increase over 2021; 9% decrease over 2020; 29% over 2019
- Marketing:
  - DASP reimbursements at 53% of budget
  - DOIT – 11 out of 15 projects have been completed
- Business Development:
  - DTAP program has had one of the three projects completed
  - A lot of interest in this program
- Bi Town
  - Joint presentation at the end of October recapping the 2022 campaign
  - 2nd year that Dover participated in Eat, Sleep, Shop Local which ended at Christmas
- Events
  - Wine & Harvest, Wildlife Festival and Carnage Con all took place
- Concerts
  - Open Mic nights happening twice a month since Sept. and will continue through winter
  - Beginning to book the 2023 summer concerts
- Banners
  - New seasonal banners purchased in Sept. Fall ones went up and were replaced with Snowmen mid Nov. Spring/Summer will be going up in April
- Housing
  - Eric spoke at State and Local Housing Conferences on our initiatives
- Trails
  - Town Forest sign ordered and installed. Well attended dedication to Phil Bartlett was held Oct 22

- RFP for Horace Hill/Disc Golf were distributed with award for Horace Hill going to Sinuosity
  - Reopened Disc Golf which will close in January

VI. Consent Agenda:

A. Approve the Minutes of December 20, 2022 & December 30, 2022 (no Dan or Joe)
On a motion by Sarah Shippee, seconded by Scott Salway, the Board unanimously approved the minutes of Dec 20, 2022

On a motion by Sarah Shippee, seconded by Scott Salway, the Board voted 3-0-2 (Mahon, Baliotti abstained) to approve the minutes of Dec 30, 2022

B. Approve the Warrants of December 24, 2022 for $293,090.12
On a motion by Sarah Shippee, seconded by Dan Baliotti, the Board unanimously approved the warrants of Dec 24, 2022

VII. FYI:

A. Budget Meeting January 4 at 2pm Dover Town Office
B. Planning Commission January 9 at 6:30pm
C. Trails and Rec Committee Meeting January 10 at 6:30pm
D. Open Mic Night is Wednesday the 11th
E. **Town Report Submissions Due January 13 by 5pm**

VIII. Liaison Reports:

Sarah Shippee: Rec'd an email resignation from the Assessor Assistant; Will be addressed at the next meeting

IX. Executive Session for Personnel (Linda Sherman)

On a motion by Sarah Shippee, seconded by Vicki Capitani, the Board unanimously agreed to enter Executive Session for Personnel at 7:37pm

Present: All five Board members, Linda Sherman
By unanimous consent the Board moved out of Executive Session at 7:55pm
Decision: SB will schedule the half-year review with Linda Sherman on Jan 17

By unanimous consent the Board alone continued Exec Session to discuss salaries until 8:20pm

X. Adjournment at 8:20pm

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