

Wilmington Selectboard/Sewer Commission

April 2, 2014

MINUTES

Selectboard Members Present: James Burke, Diane Chapman, Susan Haughwout, Jacob White, and Thomas Fitzgerald

Others Present: Scott Murphy, Mary Towne, Chris Mays of Brattleboro Reformer, Jack Deming of Deerfield Valley News, Janet Boyd, Gretchen Havreluk, Tom Consolino, Wayne Elliott, John Lazelle, Selma Schiffer, Barbara Lipstadt, Meg Streeter, Alan Greenspan, Alice Greenspan

5:45 pm:

1. **Executive Session:** A motion was made by Haughwout and seconded by White to go into executive session for evaluation of a public official with the Town manager present. All were in favor and the board entered executive session at 5:51pm. They came out of executive session at 6:12pm. No action was taken.

6:00 PM

2. **Minutes:** Chapman moved and White seconded to approve minutes of March 19, 2014. Vote: All in favor.
3. **Visitors and Public Comments:** None
4. **Liquor and Tobacco Licenses:**
 - a. Haughwout moved and White seconded to approve the following licenses:
 - 1st class liquor & tobacco, outside consumption for HCOC, LLC (Golf Course)
 - 2nd class liquor & tobacco for Lucas Enterprises, LTD dba River Valley Market at Mt Snow
 - 1st class liquor, outside consumption for Pizzapalooza, LLC
 - 1st class liquor for The Dairy Bar, Inc dba Dot's Restaurant
 - 1st class liquor for Horizon East, Inc.Vote: All in favor.
 - b. Chapman moved and White seconded to approve an Open Container Ordinance Exemption for Twice Blessed at Memorial Hall for the following dates: 5/24, 6/21, 7/19, 8/23, 9/20, 10/11. Concerts to benefit non-profits. Vote: All in favor
5. **Action Items:**
 - a. Burke moved and Chapman seconded to approve the Annual Financial Plan – Town Highways. Vote: All in favor.
 - b. A Town Policy requires that if the town is selling anything worth over \$500.00, it needs to be put out to bid. White recused himself. The Fire Department is requesting that the policy be waived due to mitigating circumstances for the sale of a Fire Department-owned snowmobile. The Deerfield Valley Stumpjumpers are contributing \$4000 toward buying a new one for the department if we will donate the old one to them. The old sled value is around \$2000. Fitzgerald moved and Chapman seconded to waive the policy for this item. Vote: 4 in favor and White recused.
 - c. The consensus of the board was to sign a letter to legislators regarding the Shoreland Protection Bill.
6. **Wastewater Treatment Plant:** John Lazelle, Chief Operator, WWTP, and Wayne Elliott of Aldrich & Elliott went over a proposal for an engineering study for the Wilmington Wastewater

Treatment Facility Refurbishment. This will be a preliminary engineering study and later there will be a Planning Study to decide where to go forward. The information supplied in this study would have been required in the next state certification. The facility is aging. Haughwout moved and Chapman seconded to approve application to the VT Dept of Environmental Conservation and a Services Agreement with Aldrich & Elliott for a preliminary engineering study. Vote: All in favor.

7. **Interview Applicants for Town Boards and Committees:** The board interviewed Selma Schiffer and Barbara Lipstadt for Memorial Hall Board and Meg Streeter for DRB Alternate.

8. **Selectboard to possibly amend Reappointment to Town Boards, Commissions, & Committees Policy:** The Board discussed the policy and tabled it until they have more information.

9. **Reappointment of Incumbents to Boards, Commissions, and Committees:**

- a. Haughwout moved and Chapman seconded to appoint Andrew Schindel to a 3-year term as an Alternate on the Development Review Board. Vote: four in favor and Fitzgerald opposed.
- b. Haughwout moved and White seconded to reappoint the following list of incumbents:

<u>POSITION</u>	<u>INCUMBENT/Term yrs</u>
Tree Warden -----	Fred Skwirut/1
Energy Coordinator -----	Chuck Clerici/1
Senior Solutions/Council on Aging Rep -----	Jennifer Fitzgerald/1
Town Service Officer -----	Joseph Szarejko /1
Fence Viewer-----	William B. Adams /1
Fence Viewer-----	Nicki Steel /1
Weigher of Coal-----	Peter Morris/1
Surveyor of Wood & Shingles -----	William B. Adams/1
Planning Commission -----	Lynne Matthews/4
Recreation Committee-----	Randy Knaggs/4
Green Up Co-Chair -----	Kathryn Larsen/1
Green Up Co-Chair -----	Rebecca Sweeney/1
Trail Committee -----	Gary Henry/4
Trail Committee Alternate-----	John Gannon/4
Windham Solid Waste District Supervisor Board---	Merrill Mundell/1
Alternate to WCSWD Board -----	Thomas P. Consolino/1
Windham Regional Commissioner -----	Thomas Consolino/1
Town Forest Fire Warden -----	Richard Covey/5

Vote: All in favor

10. **Route 100 Banners and Barrels Program:** Gretchen Havreluk presented a proposal for the Route 100 Banners and Barrels Program in which the town Economic Development Department is requesting \$9,995.40 from the 1% funds. The first year of the program will be higher cost than subsequent years because barrels and brackets will need to be purchased. This proposal includes a proposed contract with the Boyd Family Farm to provide the soil and flowers and to plant and maintain the barrels. Both the Beautification Committee and Mary Pike were asked and neither wanted to take on this project.

Haughwout moved and Chapman seconded to approve \$9,995.40 for the Barrels and Banners program on Route 100 as presented. Vote: All in favor.

Haughwout moved and Chapman seconded to amend the motion to add “and possible other sites”. Vote: All in favor.

Haughwout moved and Chapman seconded to amend the motion to add “money to come from the 1% fund”. Vote: All in favor.

11. **Possible Appointment of Interim Zoning Administrator:** Murphy said he has not received applications yet but a couple of people have made inquiries about the permanent position. He said that although the office staff has been handling questions for a few days, there needs to be a temporary Acting Zoning Administrator in order to issue permits. Chapman volunteered to fill in and work a couple of days a week. She has previous experience with the Town of Dover. Haughwout moved and White seconded to appoint Diane Chapman as Acting Zoning Administrator while the town continues to seek someone to fill the permanent position. Vote: All in favor.
12. **Correspondence to/from Selectboard:** The board reviewed the Act 250 log & other correspondence.
13. **Other Business - Select Board Members Comments and Other Action Items:**
 - a. White:
 1. Asked if possible to save 2 bays of the old town garage for Fire Department equipment. Murphy replied that no – the whole garage will be demolished and the Fire Department is looking for an alternate site for storing equipment.
 2. The Valley Trail is planning a Grand Opening – tentatively set for June 7th.
 - b. Chapman attended an event at Memorial Hall and it was nice and warm.
 - c. Haughwout asked about Route 9 by Nido's - it looks like it is ready to collapse in the river like the previous site out by Haystack Road. Murphy said that he and Bill Hunt were concerned and have notified the State.
 - d. Burke said that during mud season we do not have a way to get big rigs around the town if there is a problem with Route 9. He suggested maybe we should think about paving enough roads to make a way around.

Jack Deming, reporter for Deerfield Valley News, said he read about a reference to a phone call to Andrew Schindel in a Reformer article. He asked why the board voted to not reappoint a 9-year veteran member and Vice Chair of the DRB who had expressed willingness to be reappointed, and instead appointed him as an Alternate member. Burke suggested he ask Schindel since the discussion was in executive session. Fitzgerald claimed the phone call was his idea. The Selectboard wanted to get younger blood on the DRB and hoped he, as an experienced member, would mentor new people. Chapman commented that her concern was that Schindel is out of town for 3 months of the year which causes quorum issues and it would be better to have someone who is more available. Haughwout agrees that the ¼ year absence is a problem, but they would still like to retain his expertise. Burke added that they had to think of the future.

14. **Town Manager's Updates:**

- a. **Shafter Park Update:** The way the property was deeded to the town, it would revert back to the donors or their heirs if the town wanted to not use it as a park anymore. So it could not be sold now. When the snow melts, it will be examined to see if it can be tied into the trails or use as a park again. Haughwout commented that if the town were going to use it, it would need to be logged since it has grown up and would need vehicle and machine access. Murphy will look into access.
- b. **Set Date for Goal-Setting Meeting:** The board set a tentative date of Wednesday, April 30, at 5pm.

Gretchen Havreduk expressed appreciation for the Development Review Board for all of their work on issuing a permit for Cliff Duncan and the Reardon's Crossing Bridge. They did a lot of work on the case.

15. **Executive Session:** Burke moved and Haughwout seconded go into executive session with the Town Manager present to discuss the appointment of public officials. Vote: all in favor and they entered executive session at 7:55 pm. The board came out of executive session at 8:11 pm and took the following actions:
- a. Chapman moved and Haughwout seconded to appoint Selma Schiffer and Barbara Lipstadt to the Memorial Hall Board for one-year terms that will expire in 2015. Vote: all in favor.
 - b. White moved and Fitzgerald seconded to appoint Meg Streeter to the remainder of a two-year term that will expire in 2015 as an alternate for the Development Review Board. Vote: all in favor.

Meeting adjourned.

Respectfully submitted,

Mary Towne
Administrative Assistant

Approved by Wilmington Selectboard:

James R. Burke, Chair

Diane Chapman, Vice Chair

Susan Joy Haughwout, Clerk

Jacob White

Thomas J. Fitzgerald