

**Wilmington Selectboard/Sewer Commission**

**August 6, 2014 at 6 pm**

**MINUTES**

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

**Others Present:** Mary Towne, Jack Deming of Deerfield Valley News, Chris Mays of Brattleboro Reformer, Gretchen Havreluk, Adam Grinold, Wendy Manners, Carolyn Palmer, Lynne Matthews, Tom Consolino, Sheila Osler, Susan Lawrence, Cheryl Rothman, Lucy Gibson, Cliff Duncan, Richard Covey

1. **Minutes:** On duly made and seconded motions, the board approved minutes of July 16 and July 23, 2014, with all in favor except Haughwout abstaining from voting on the minutes of July 16, since she was absent.
2. **Visitors, Public Comments, Possible Changes to Agenda:** None
3. **Action Items:**
  - a. **Selectboard to sign PM-1 Form for Laterre House CDBG-DR grant:** White moved and Chapman seconded to approve the form designating the Town Manager as the authorizing official to execute the grant and have overall administrative responsibility for the grant. Vote: All in favor.
  - b. **Special Traffic Regulations :** Burke moved and Fitzgerald seconded to approve the Road Closure of Beaver St for Deerfield Valley Farmers' Day Fair on Thursday 8/14 from 4PM to 10:30 PM, on Friday 8/15 from 4:00 PM to 10:30 PM, Saturday 8/16 from 8:00 AM to 10:30 PM, and Sunday 8/17 from 8:30 to 3:30 PM.
  - c. **Town Racing Permit:** Burke moved and Chapman seconded to approve a Town Racing Permit for the Demolition Derby for 8/17/2014 and a date to be determined in August 2015. Vote: All in favor.
4. **Liquor and Outside Consumption Licenses:** Haughwout moved and Chapman seconded to approve Request to Cater application by Pipe Dream, LLC dba The Anchor for an 8/31/14 wedding to be held at the Inn at Quail Run. Vote: All in favor.
5. **Hermitage Fire Agreement:** The Selectboard reviewed a draft agreement for fire coverage between the Town of Wilmington and the Hermitage Club (Hermitage Inn Real Estate Holding Co, LLC). Assistant Fire Chief Richard Covey raised some questions including there is an old agreement signed by Sonia Alexander and Bob Rubin and some of the dates have gone by already. Burke said that Barnes will honor the old agreement but this is updating the agreement. Other discussion included:
  - Is this putting the cart before the horse? There are no plans yet and it is a ten-year commitment.
  - More information is needed – perhaps pass over and hold a special meeting if needed to meet their timeline.
  - We will need a place to store the truck, and where will the rest of the money come from?
  - This agreement is preliminary and subject to revisions.
  - Has an attorney reviewed the agreement?
  - The Planning Commission has also been asked for a letter regarding the Town Plan and they are requesting more information.
  - Has Dover been consulted about sharing equipment?
  - Under Mutual Aid, Dover would help with a fire, but not respond to alarms.
  - The board does not wish to slow down their Act 250 application, but would like more information and would be willing to hold a special meeting if needed. The issue was tabled for an upcoming meeting.
6. **Dubois and King Presentation:** Lucy Gibson from Dubois & King gave a power-point presentation of an overview of the West Main Street sidewalk enhancement study that included information about the possibility of the Town taking over the maintenance of West Main Street as a class 1 Town Road from the State Agency of Transportation. The ensuing discussion centered mostly about the Town taking over the State Road including:
  - The costs the town would assume vs. the funding they would receive from the state. In the presentation there was a rough estimate that it would pretty much balance out.

- The benefit would be that the town would have more flexibility in the design of the streetscape. Currently there are a lot of restrictions on what is allowed.
- Important to look closely at all the facts and figures. For example Route 9 by Reardons' Bridge is slowly sliding into the river and the repair will be costly. Also there are 2 bridges that would have to be maintained. Selectboard would like to see realistic figures on costs to compare. The estimate of plowing for 1 hour per storm for 20 winter storms seems low. Also would like to see costs of maintaining the traffic signal and pedestrian crossing lights.
- State apparently would like the town to take it over since they ask every year.
- Are there options on how much of the road might be taken? For instance start after the place where road is slipping and stop before the second bridge.
- A cost-benefits analysis would be beneficial. Gibson said she could come up with designs in the next phase of the study that would show what is allowed and what is not now but could be if the road is taken over by the town.
- The 1% fund could be tapped for some expenses – investments in the downtown are good for businesses and economic development.

The Board thanked Gibson for her presentation and looks forward to more information in the next phase.

7. **Local Option Tax Fund Requests:**

- a. **Gateway Signs (Not-To Exceed \$29,000):** Sheila Osler and Susan Lawrence of the Wilmington Works Design Committee presented the request and said that the amount requested has been lowered to \$20,000 since research shows that will be sufficient for the whole project. They explained the signs and where they would be located. The large signs will have interchangeable artwork for the 4 seasons. They suggested having the VT Council on the Arts decide which artist to use on the signs. The town would sign the contract with the understanding that Wilmington Works will continue to support the changing of the seasonal plaques. Haughwout would prefer that the Selectboard be the ones to decide the artist. Haughwout moved and Fitzgerald seconded to approve funds from the 1% local option tax fund in an amount not to exceed \$20,000 for the signs as presented in the request. Vote: All in favor.

It was questioned by an audience member what return in Economic Development would the town get for the project. The board said it is like the streetscape, making it a warm and friendlier place to stop. Gretchen Havreduk said the parking signs are a key to get people to stop since they will see that there is parking available off the street.

- b. **BBID contract grant to expand Broadband to underserved areas of Town (\$20,000):** Havreduk presented the project that will provide broadband connection to 13 home-based businesses as well as the 68 residents who reside in the Higley Hill Road, Haynes Road, and Old Town Road areas of Wilmington. The total cost will be \$215,003, with \$127,003 contributed by VT Telecommunications Authority, \$68,000 contributed by Duncan Cable, and \$20,000 requested from the Wilmington 1% local option tax fund. Chapman moved and Haughwout seconded to approve \$20,000 from the 1% local option tax fund for the project as presented. Vote: All in favor.

8. **Shoreland Protection Act:** The Selectboard had received public comments on July 23<sup>rd</sup> on whether the Town should take over the permitting and enforcement of the newly approved law. The board discussed the comments and previous information they had received. Discussion included:
- Fitzgerald said after hearing from the lake association, he agrees that the town should not leave it to the ANR.
  - White and Haughwout said more information is needed before deciding, noting that some previous information was incorrect.
  - Chapman said that in spite of any misinformation, she thinks we should go ahead with the town taking over permitting and enforcement. She noted that the Zoning Administrator did not object.
  - Question whether the Planning Commission or Selectboard would draft the ordinance.

No motions were made but a straw poll showed the consensus of three in favor and White and Haughwout against going forward with drafting an ordinance for the Selectboard to consider at a future meeting concerning taking over permitting and enforcement of the law.

9. **The Selectboard to finalize Proposed Zoning Ordinance Changes:** At a previous meeting the Selectboard reviewed the majority of comments by the public for the proposed changes to the Zoning Articles but there were two issues undecided: small structure setbacks and off premise signs.
- a. Small structure setbacks were discussed and the consensus was to make small structure setbacks 0.
  - b. Off premise signs: The consensus was to delete section 471R on page 9 that says no off premise signs.

The Selectboard all agreed that the changes proposed from the document sent to them by the Planning Commission were substantial changes and they will have to hold another Public Hearing. A date was not set for the hearing at this time. Wendy Manners volunteered to assemble the complete document with the proposed changes and the Selectboard will at their next meeting review and vote whether to accept the completed document for a Public Hearing. The Board thanked Wendy for all the work she has done compiling the comments and updating the document.

10. **Correspondence to/from Selectboard:** The Board reviewed the Act 250 log & other correspondence.
11. **Other Business - Selectboard Members Comments and Other Action Items:**
- a. White: Complimented the highway department for an exceptional job installing the new trail kiosks; questioned whether there is any update on the surepac for the Valley Trail; and spoke about counters being placed on the Valley Trail that will move around to different areas and measure the number of people using the trail.
  - b. Burke: Thanked everyone for helping with the meeting.
12. **Town Manager's Updates:** Passed Over.  
*West Main St sidewalk construction*  
*Former Sprague Property re-use, Design Grant*

Meeting adjourned at 8:24 pm.

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