

**Wilmington Selectboard/Sewer Commission**  
**September 3, 2014 at 6 pm**  
**MINUTES**

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

**Others Present:** Scott Murphy, Mary Towne, Jack Deming of Deerfield Valley News, Chris Mays of Brattleboro Reformer, Gretchen Havreluk, Christine Richter, Celia Weissman, Ken Weissman, Cheryl LaFlamme, Lee Schindel, Alice Greenspan, Meg Donahue

1. **Minutes:** White moved and Haughwout seconded to approve minutes of August 20, 2014. Vote: 3 in favor and Chapman and Fitzgerald abstaining.
2. **Visitors, Public Comments, Possible Changes to Agenda:**
  - **Agenda change:** Add to Item #7 to Review and Possibly Approve Revision to Façade Grant Policy and Application.
3. **Action Items:**
  - a. **Voting Delegate:** Chapman moved and White seconded to appoint Town Manager Scott Murphy to be the voting delegate at the 2014 VLCT Annual Business Meeting on October 8 at the VLCT Town Fair. Vote: All in favor
  - b. **New Road Name:** Haughwout moved and Chapman seconded to approve the name “Coldbrook Crossing” for a private road off of Coldbrook Road. Vote: All in favor. Request that in the future proposed new road names should be sent to Emergency Services for review to avoid confusion before bringing to Selectboard.
  - c. **Property:** The Selectboard discussed accepting the property of William Spirka (deceased) via a Quit-Claim Deed transaction. The matter was tabled until more information is available.
4. **Liquor and Outside Consumption Licenses:** Haughwout moved and White seconded to approve Request to Cater application by Jim’s Bistro at the Roadhouse for the VT Wine & Harvest Festival on Sept 19th from 5pm – 7:30 pm at the following locations: , 7 West Main St – Chapman’s Antiques, 15 West Main St - The former VT House, 17 West Main St – Bartleby’s Books, 22B West Main St – Pickwell’s Barn, 24 West Main St – Sotheby’s, 33 West Main St – Folly Foods, and 6 North Main St – Beyond Imagination. Vote: 4 in favor and Chapman abstained.
5. **Possibly Lifting of Moratorium on Town Boards, Commission, and Committees:** On June 4, 2014 the Selectboard voted in favor of a moratorium on appointment of new members to fill vacancies on the Recreation Commission, Trails Committee, Memorial Hall Board, and Beautification Committee until further notice.

Beautification Committee members Cheryl LaFlamme, Celia Weissman, Lee Schindel, and Alice Greenspan were present and requested that the Selectboard lift the moratorium so they could have the 3 vacancies on their 11-member committee filled. They said that they are a working committee and maintain the flower beds including hours of weeding and it is difficult to get volunteers to help unless they are actual members. Members of the committee know when they sign on that they are expected to work. After discussion, Fitzgerald moved and White seconded to eliminate the moratorium on appointments. Vote: White, Fitzgerald, and Chapman in favor; Haughwout: Opposed; Burke abstained. Motion passed.

6. **End of the Fiscal Year Review:** Town Manager Murphy and Finance Director Christine Richter went over a summary of the town's financial status at the end of the fiscal year.

7. **Façade Grant Applications and Review and Possibly Approve Revision to "Façade Grant Policy and Application":**

- A. **Review Policy:** Haughwout presented the following proposed revisions to the Façade Policy:
- Add additional sentence to first paragraph: *The Selectboard at its sole discretion, on a case by case basis, may waive criteria and thereby consider approval of otherwise ineligible applications.*
  - Under ELIGIBLE EXPENDITURES:
    - Replace "*a public street*" with "*VT Route 9 and VT Route 100 and South Main Street*"
    - Add "*where applicable*" and "*Signage and landscape improvements may be considered on a case by case basis.*"
      - The full paragraph as revised would then read: "*The Program provides funding for façade improvements to the exterior of existing buildings visible from VT Route 9, VT Route 100 and South Main Street, to bring the façade into conformity with the Town Plan and, where applicable, the Federal Secretary of the Interior's Standards for Rehabilitation. Signage and landscape improvements may be considered on a case by case basis.*"

Discussion included: the possibility of waiting to change policy until next year since funds are almost gone and that those tabled would be considered first if the policy changes. Fairness and timing was questioned. If change is approved now, then the tabled ones could be considered now.

Burke moved and Chapman seconded to adopt the wording as proposed by Haughwout (outlined above).  
Vote: 4 in favor and Fitzgerald opposed.

B. **Façade Grant Applications:** The board considered the following **tabled** applications for funding through the 1% Local Option Tax Fund:

- a. **225 Rte 9 West – RH Log Works, LLC:** for deck with railings and replace sign.  
Discussion: Building is listed as residential but also has a business. Haughwout moved to approve application for \$5,000 and Burke seconded. Vote: Haughwout in favor and 4 opposed.
- b. **14 East Main Street – Ann Herrmann:** for stone wall. Haughwout moved to approve application for \$2,700 and White seconded. Vote: All in favor
- c. **27-31 West Main Street – Edward Erhard:** for exterior lighting. Discussion: Havreduk said that she had not spoken to Mr. Erhard directly about the sidewalk grant that is expected to go across his property and would include lighting. The timetable through the grant is for construction next spring and that area is a priority. Haughwout moved and Burke seconded to table the application for \$2,625 with the caveat that \$2,625 be reserved in the fund for reconsideration of the application after more information is received. Vote: All in favor.

C. **Façade Grant Applications:** The board considered the following **new** applications for funding through the 1% Local Option Tax Fund:

- a. **18 North Main Street – Old Red Mill Inn:** for renovation of entrance. Haughwout moved to approve application for \$5,000 and Chapman seconded. Vote: All in favor.
- b. **25 South Main Street – Meg Donahue Gallery:** for repair clapboards and paint sign.  
Haughwout moved to approve application for \$5,000 and Chapman seconded. Vote: All in favor.

8. **Proposed Social Media Policy:** Murphy gave the board a proposed simplified Social Media Policy to provide standards and procedures for the appropriate use of social media when conducting town business. The board made some small changes. Haughwout moved and Burke seconded to adopt the policy with the revisions. Vote: All in favor.

9. **Correspondence to/from Selectboard:** The board reviewed the Act 250 log and other correspondence. No action was taken.

10. **Other Business - Select Board Members Comments and Other Action Items:**

- a. Inquiry about timing of VT House sidewalks – planned for end of September.
- b. Comment how nice the back of Memorial Hall looks.
- c. Haughwout commented on the recent election held at the old TVHS gym. It went fine because a janitor was still employed, but now he is not and she is unsure about the next election.

11. **Town Manager's Updates:** Murphy said that a joint meeting to receive the final Breadloaf presentation is scheduled with the Wilmington School Board at the next Selectboard meeting on September 17<sup>th</sup>. There will also be the Public Hearing on the Zoning Ordinance that night.

Meeting adjourned at 8:05pm.

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