

**Wilmington Selectboard/Sewer Commission**  
**January 21, 2015 at 6 pm**  
**MINUTES**

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

**Others Present:** Scott Murphy, Jessica DeFrancesco, Chris Mays of Brattleboro Reformer, Jack Deming of Deerfield Valley News, Christine Richter, Jennifer Fitzgerald, Bill & Carol Herbert, Gretchen Havreluk, Jerry Osler

Meeting called to order at 6:03 pm

**1. Visitors, Public Comments, Possible Changes to Agenda:**

None

**2. Minutes:**

Haughwout moved to approve minutes of January 7, 2015 with a correction to change “rectify” to “ratify” in item 4, White second; all in favor.

**3. Action Item:**

- a. Highway Mileage-The highway mileage needs to be approved each year, there are no changes from last year. Burke moved to certify the town highway mileage for annual reporting, Haughwout second; all in favor.
- b. Wastewater Bond Vote-The Board needs to adopt the resolution, warning, ballot, and declaration of intent for the Wastewater Refurbishment Project bond vote. The warning will need to be posted in the Deerfield Valley News the weeks of February 13<sup>th</sup>, 20<sup>th</sup>, and 27<sup>th</sup>. Haughwout commented that the ballot question will not be its own ballot, but will be added to the Town Meeting ballot. Haughwout also inquired if it should be noted that the Town of Wilmington is listed as the payee, but in fact the property owners using the sewer system are the ones paying the bond. Haughwout moved to approve the resolution, warning, ballot and declaration of intent, Chapman second; all in favor.

**4. Local Option Tax Fund Request:**

- a. Jennifer Fitzgerald and Bill Herbert, representing the “Aging in Place” initiative, are requesting \$5,000 to help fund a senior newsletter and resource guide. Jennifer explained to the Board that the Gathering Place has received a \$5,000 grant from the United Way and are considering contributing to Jennifer’s initiative. Haughwout moved to set aside \$5,000 of the Local Option Tax funds, earmarked for a demonstration project of the group. Monies designated as follows: up to \$3,000 for printing & mailing of a monthly newsletter for the next 11 months, and up to \$2,000 for printing & distribution costs for a resource guide, provided the group presents final copy of the newsletter and guide with projected costs prior to mailing, and presents invoices for same to the Town Manager for direct payment of printing and mailing costs, Fitzgerald second; all in favor.

**5. Year-to-Date Financial Review:**

Christine Richter, Finance Officer, and Murphy updated the Board on the year-to-date financial status of the current fiscal year. Murphy pointed out a few areas that have utilized more than half or most of their budget already. Haughwout asked Richter if she felt the budget would even itself out, or if there was reason for concern. Richter stated that she felt the budget will even out, and we should still come within the budget at the end of the fiscal year. Some costs that have arisen, like the Highway salt budget, were unforeseen and unavoidable. The Board thanked Richter for her time.

**6. Possible Negotiation of Sale of Town Owned Lots at Sugar House Village:**

- a. Murphy explained to the Board that the Town has been approached by an individual who would like to purchase numerous lots in Sugar House Village and has already submitted a down payment. The cost to the Town to acquire the lots through tax sale was \$31,900.79 plus supplemental legal costs. The individual has reached out to the Coldbrook Fire District already to discuss their delinquencies on these lots. Demming asked if the lots had been taken through tax sale. Haughwout responded that yes the lots were taken back in 2006 and after the one year redemption period the Town was able to buy them. Osler asked if the lots were the ones adjacent to the 14<sup>th</sup> hole at Haystack Golf Club, and if they were all single family lots, which they are. Chapman inquired about the road to the lots. There is no road. There is a cut trail, but he would have to build the road to his lots so that they meet Town requirements. Haughwout moved to authorize the Town Manager to negotiate a purchase price for the Sugar House Village lots as requested, White second; all in favor.

Burke moved to enter Sewer Commission at 6:40 pm, Haughwout second; all in favor.

**7. Sewer Commission Meeting**

- a. Robert Marzelli of 35 West Main St is requesting a 40 gpd increase in allocation from 325 gpd to 365 gpd for his fitness center. Haughwout moved to increase Robert Marzelli's allocation at 35 West Main St by 40 gpd bring it to 365 gpd, Chapman second; all in favor

Out of Sewer Commission at 6:42 pm.

8. Burke moved to go into Executive Session at 6:43 pm to include the Town Manager and Gretchen Havreduk, White second; all in favor

Came out of Executive Session at 6:56 pm. Haughwout moved to approve loan # January2015 as proposed, Chapman second; all in favor.

**9. Correspondence:**

- a. Board reviewed their mail and the Act 25 log.

**10. Other Business:**

**11. Selectboard Members Comments and Other Action Items:**

**12. Town Manager Updates:**

- a. Town Report Update-over 900 postcards were mailed asking people if they wanted a Town Report mailed to them to call the Town Office.
- b. Emergency Assessment Meeting was held earlier today.

Meeting adjourned at 7:20 pm.

Respectfully submitted,

Jessica DeFrancesco, Administrative Assistant

**Approved by Wilmington Selectboard:**

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James R. Burke, Chair

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Diane Chapman, Vice Chair

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Susan Joy Haughwout, Clerk

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Jacob White

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Thomas J. Fitzgerald