

**Wilmington Selectboard/Sewer Commission**  
**October 12, 2016**  
**Meeting Minutes**

**Present:** Tom Fitzgerald, John Gannon, Diane Chapman, Vince Rice   **Absent:** Susie Haughwout  
**Others Present:** Town Manager Scott Murphy, Jessica DeFrancesco, Chris Mays-Reformer, Mike Eldred-Deerfield Valley News, Bill Hunt, Nicki Steel, Steve Goldfarb, Wendy Manners, Tom Consolino, Cindy Hayford, Adam Grinold, Kathy Larson

Meeting called to order at 5:59 pm

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

No public comments

Unable to approve minutes of September 7 as the quorum for that meeting is not present tonight.

**2. Approve Minutes of September 7 & September 21, 2016**

Chapman moved to approve the minutes of September 21, 2016, Rice second; all in favor.

**3. Action Items**

-Gannon moved to approve the signing of a 5 year Municipal lease-purchase agreement for a John Deere Grader for the Highway Department for \$239,900 and the purchase of a Case Loader for \$134,230, Rice second; all in favor.

-The Selectboard Chair re-signed a Resolution for People's Bank authorizing the Town Manager and Finance Director to acquire business credit cards for town personnel.

**4. Liquor Commission: Liquor License applications, if any**

None

**5. Robert Faley, VTrans District 1 @ 3 District Manager**

Rob Faley discussed the VTrans process for Towns considering reclassification of State Highways, such as Routes 9 & 100N. There is no pressure from VTrans for the town to take over part of the highway, but it would help the towns in terms of flexibility in development-curbs, lighting, crosswalk and sign placement, etc. There is \$11,200 per mile reimbursement to the town. Hunt commented that the money would help, but wouldn't come close to covering all the costs to maintain the road. The town would still be eligible for grants and the state would still pave the road; however they would not be responsible for signal maintenance, striping (except for centerline) or pothole patching. The bridges would still be on the state bridge rehab program. Taking over the downtown section of state highway would be more to promote the downtown and have the ability to make changes that the state wouldn't allow. An example of where the town took over a section of road is Manchester- Route 7A and Depot St. The town started the process for the roundabouts and all the lighting was acquired through a federal grant. Manners, Gannon, and Rice all asked about the bridge by Dot's Restaurant- would it be repaired or replaced when the time comes and would the town have input on bridge design. It has not been decided how the bridge will be rehabbed as it is at least 10 years out, and yes the town will have input on the project. Some other minor issues were discussed: banners, right of ways, etc.

**6. Façade Grant Program 2017**

Several changes to the Façade Grant Program for 2017 have been made and presented to the Board. It will be a one-time competitive process. Applications will be due by February 1, 2017, reviewed by a Façade Grant Committee, and then determinations will be made by February 28, 2017. This new process should streamline the program and eliminate the need for the Selectboard to review applications. Gannon asked that there be an eligibility check off on the scoring page. He feels all applications should be screened for eligibility first, and then the eligible ones get scored. Murphy will add this to the application. Consolino asked what happened to any left over money at the end of the

process. It stays in the 1% Fund. Steel commented that the “sweat equity” section seemed incomplete. The Board agreed and that section would be corrected. Chapman moved to approve the Façade Grant Program Guidelines and Application for FY17 with the two minor changes as noted, Gannon second; all in favor.

#### **7. Wilmington School Board Update**

Adam Grinold, Chair of the Wilmington School Board, updated the Selectboard on their progress to divest itself of ownership of the former High School building. OSEC had asked the School Board for two months time so they could come up with a plan to take over the building. The request was granted and the deadline to submit their plan is October 25<sup>th</sup>. Grinold commented that he is confident that OSEC will meet their deadline, but the School Board has sought other potential avenues as well. Steve Goldfarb, of OSEC also commented. There are groups interested in space within the building, and could help to make it viable. He asked the Board if the town would want to use part of the building for anything, like the town offices, emergency shelter, etc? Gannon stated that this is an expensive and complicated project and the Board would need to know who the developer is and who the property management company would be before they could entertain the possibility of moving. Fitzgerald stated that there is also an affordability factor. Right now the town owns the buildings where the offices, police and fire are. To start paying rent for these departments would be a hefty cost. Hayford stated that the School Board has nothing to lose by selling the building to OSEC. If the group can't make the building sustainable within a year, it can be demolished. Who would pay for that? Grinold is not able to answer that at this time. Steel mentioned the community center and wanted to know where the town stood on that possibility.

#### **8. Preliminary Review of Municipal Personnel Policy Changes.**

The Selectboard reviewed the changes/comments suggested by VLCT Personnel Policy Program Specialist to the Town's current Personnel Policy. There are some items that need to be removed and some that need to be added for legality purposes. Gannon noted that the change in police pay needs to be added, the section regarding excessive sick time should be looked at, and the policy does not refer to the Town Manager's role and that should also be addressed. The Selectboard was asked to review and send changes to the Town Manager. He will collate the changes and bring this back to the Selectboard on October 19<sup>th</sup>.

#### **9. Correspondence to/from Selectboard**

Reviewed mail

#### **10. Other Business**

None

#### **11. Select Board Members Comments and Other Action Items**

**Gannon-**The Vigilant Guard After Action Plan has been released. The exercise went well with minor comments. There was an issue with the National Guard getting lost on their way from the elementary school to the old high school. The suggestion was that one road crew member be in each vehicle so something like that doesn't happen during a real emergency.

**Fitzgerald-** Attended the Act 250 hearing last night regarding the Hermitage Club. The board recessed and went into deliberative session to discuss the divestiture of the East Tract. Both new owners of the land in question were present to say that they do in fact own the land.

#### **12. Town Manager's Report**

Look Rd Bridge construction RFP has been sent to the Deerfield Valley News and is on the website. The plans for the project will be available Monday for potential bidders to review. ANR and US Army Corps approval is still pending.

Patrick Brewer was rehired for the Police Department. He will be starting by the end of next week. The Police Department is now fully staffed, although one officer still needs to complete the full time academy.

Chapman moved to adjourn at 7:35 pm, Rice second; all in favor.

Respectfully Submitted by:

Jessica DeFrancesco  
Administrative Assistant

**Approved by Wilmington Selectboard:**

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Thomas Fitzgerald, Chair

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John Gannon, Vice Chair

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Diane Chapman

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Susan Joy Haughwout

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Vincent Rice, Clerk