

**Wilmington Selectboard/Sewer Commission  
December 2, 2015 at 6:00 pm  
Meeting Minutes**

**Present:** Diane Chapman, Tom Fitzgerald, Susan Haughwout, Jake White, John Gannon

**Others Present:** Town Manager Scott Murphy, Jessica DeFrancesco, Treasurer Christine Richter, Chris Mays-Brattleboro Reformer, Mike Eldred-DVN, Judith Louderback, Tom Consolino, Alice Greenspan, Nan Parati, Dennis Richter, Jeanne MacDougall, Anna Drozdowski, Bette Crawford, Bill & Carol Herbert, Jennifer Fitzgerald

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

-None

**2. Approve Minutes of November 18, and December 1, 2015**

-Gannon moved to approve the minutes of November 18, 2015, Fitzgerald second; 4 in favor, Haughwout abstained

-White moved to approve the minutes of December 1, 2015, Fitzgerald second; all in favor.

**3. Action Items**

Deerfield Valley Stump Jumpers have submitted their annual request for use of town roads for snowmobile trail access. They have added North Road, part of Chimney Hill, however Chief Szarejko told them this road was not safe for snowmobiles. Chapman moved to approve the request to ride snowmobiles on specific town roads with the exception of North Road, Fitzgerald second; all in favor.

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

-None

**5. Aging in Place Update and 1% Option Tax Fund Request**

Bill Hebert of the Aging in Place group updated the Selectboard on their progress and requested a renewal of funding for \$5,000. The group has created a newsletter that goes out about every other month. There is a telephone line now available where a member volunteers to handle phone calls. There is a medical equipment lending closet, a men's coffee hour free of charge through North Star Bowl, and a cancer support group at the Health Center. The group plans to expand the newsletter and possibly organize some trips to different locations as a social event. The group is unsure as to whether or not they want to approach the Board about becoming a social service organization. Consolino asked at what point does a group cross the line from Economic and Community Development to a Social Service Organization. They would need a 501C3 in order to do that, but Marlboro and the Gathering Place are both willing to let the group work under their 501C3. Carol Herbert stated that some members spend their own money to be sure there is money left in their account. She feels the town needs to fund this group and take it over at some point in the near future. It was asked what the guidelines and procedure are for the social service groups that are receiving funds. Haughwout explained that reviewing the organizations and creating a procedure or formula is on the list for next fiscal year.

**6. 1% Local Option Tax Fund Request**

Friends of Memorial Hall requested \$6,000 in funding from the Local Option Tax Fund to help promote events at Memorial Hall sponsored by the Friends group. Greenspan and MacDougall explained that they have had many different bands and musical groups perform at the hall, as well as a puppet show and a circus act. They created a brochure, a website, and a Facebook

page, as well as installed Wi-Fi that will make streaming possible. They do have a Vermont non-profit license and are waiting on their 501C3 application to be approved. MacDougall explained that the group has expanded the variety of performance groups so some of them cost more than previous acts have cost. Haughwout asked what funding they are raising on their own to become self-sustaining. Gannon and Haughwout agree that they would like to see projected costs for their upcoming projects before they approve this request. The Friends will get their financials together and get back to the Board.

#### **7. 1% Local Option Tax Fund Request**

The Selectboard to finalize discussion on a \$9,500 funding request from Nan Parati to attach permanent string lights to the Town Office building for the holidays and beyond. Parati explained to the Board that after looking into the different options for using a local company's lift to attach the lights, there weren't any feasible options, so the proposed cost of the project will remain \$9500. Consolino asked about potential Zoning issues. As these are decorative lights, they would be exempt under the Zoning Ordinances. This type of light illuminates so it is not too bright. They are warm lights, not super bright white lights. They can also be put on a timer. Haughwout stated that "They glow rather than shine". Greenspan commented that she is interested to see them as it could help while installing lights on the pergola. White moved to fund the request of \$9,500 from the 1% Local Option Tax Fund to attach permanent lights to the Town Hall for Holidays and beyond, Fitzgerald second; all in favor.

#### **8. FY 17 Budget Discussions**

D Richter requested to be informed as to when they will be discussing the School User Dees. Next meeting will be held Wednesday, December 9 at 5 pm to discuss this and the Cemetery request.

Airpacks for the Fire Dept were discussed-buy half this year and half next year; will they be bought out of the capital account or increase the line item to accommodate the cost.

Discussed the surplus and whether it should be used to lower the tax rate or put toward one of the large capital expenditures.

Gannon reminded the Board that the discussion on Capital Expenditures still needed to happen because some of these expenditures will affect the tax rate.

Farmers Day Fair-was the 1% request this year a onetime thing or should we expect them to request funds again next year? Murphy will contact the president of the fair so he can discuss this with the Board.

Haughwout stated that there is an event grant fund for things such as this.

J Fitzgerald feels that the Visiting Nurses line item should be looked at as they use a couple of different agencies, and many employees are not necessarily local. She also asked that the Town Nurse line item be looked at to be included with employee pay raises.

Although the Board feels that the Memorial Hall Capital Account has enough money in it for the upcoming project to the hall, Drozdowski feels that the hall needs more work and more funding than the Board is allowing. Haughwout suggested she make an appointment with the Town Manager to discuss the ideas she has.

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

-Reviewed Mail

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

-None

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

John- Renter of Memorial Hall had issues with the heat over the weekend. By the time he got to the hall, the heat was working fine. Suggested a protocol be made with contact numbers that can be placed near the thermostat for when issues occur.

**12. Town Manager's Updates**

**Look Road bridge condition-** After a state inspection the bridge was deemed in poor condition. The Town installed cement supports and lumber supports. These are temporary measures and next summer season the bridge will need to be fixed properly.

**Transfer Station violation and remedies-** Received a violation letter regarding some trash that was blowing around on a particularly windy day, and a couple of abandoned vehicles. The trash issue has been resolved and the vehicles have been moved. The state has been notified of the corrective action the town has taken regarding these violations.

Haughwout moved to adjourn at 7:40, White second; all in favor.

Respectfully submitted,

Jessica DeFrancesco, Administrative Assistant

**Approved by Wilmington Selectboard:**

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Diane Chapman, Chair

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Thomas J. Fitzgerald, Vice Chair

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Susan Joy Haughwout, Clerk

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Jacob White

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John Gannon