

**Selectboard/Sewer Commission**  
**Wednesday, February 17, 2016**  
**Meeting Minutes**

**Present:** Diane Chapman, Thomas Fitzgerald, Jacob White, Susan Haughwout, John Gannon

**Others Present:** Town Manager Scott Murphy, Jessica DeFrancesco, James Brunn, Anna Drozdowski, Adam Grinold, Mike Eldred, Gretchen Havreduk, Merrill Mundell, Tom Consolino

Meeting called to order at 6:04 pm

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

Haughwout asked to add a discussion regarding pre-Town Meeting and Candidates Night to other business, as well as Town Meeting Strategy and Article questions.

**2. Approve Minutes of February 3, 2016 & Correct an Omission from a previously cancelled meeting.**

- Gannon moved to approve the minutes of February 3, 2016, White second; all in favor.

- There has been a question raised regarding the cancellation of the February 3<sup>rd</sup> Zoning Ordinance public hearing. There was no vote in the minutes regarding this cancellation and the original hearing was not scheduled by vote. The Selectboard would like it noted that the hearing was cancelled due to the busy time of year and will be rescheduled after Town Meeting.

**3. Action Items**

- Allen Taylor has submitted his resignation from the Development Review

Board. Gannon moved to accept the resignation of Allen Taylor with regret from the Development Review Board, Chapman second; all in favor.

-The Selectboard discussed placing a small display concerning the Old School Redevelopment Draft Proposals, as designed by Bob Stevens' group, at Town Meeting for public viewing. Haughwout stated that the Selectboard can request space for a display, but it is up to the presiding officer (herself) what can be put up in the polling place (which is the whole facility). It was suggested hanging the drawings on the walls going into the gym or in the gym. Haughwout will touch base with Principal Rebecca Fillion on this.

**Candidates Night-** The Moderator, Bob Fisher, and both candidates have agreed to hold a Meet the Candidates Night on February 24<sup>th</sup> immediately following pre-Town Meeting at 6 pm. Brunn commented that this is not on the online calendar. The calendar online is for regularly scheduled meetings and the special meetings do not get put on it. Candidates Night and pre-Town Meeting notice did go in the newsletter and is on the homepage of the town website.

Chapman moved to enter into Liquor Commission at 6:16 pm, Haughwout second; all in favor

**4. Liquor Commission: Liquor Licenses**

Haughwout moved to approve A First Class Liquor License Renewal and Outside Consumption Permit for the following: Folly Foods, LLC dba Folly Foods, 9 West Main Foods, LLC dba Mangia e Beve, L & S, Inc dba North Star Bowl. Also, a First Class Liquor License renewal for Cask & Kiln Kitchen, LLC dba Cask &

Kiln Kitchen; and a Second Class Liquor License renewal for Sonny's Cup & Saucer, Inc dba C&S Beverage, Gannon second; all in favor.

Haughwout moved to exit Liquor Commission at 6:18 pm, Gannon second; all in favor.

#### **5. 1% Local Option Tax Fund Request**

The Selectboard to possibly to consider a request for funding from the Police Department for \$5,100 to purchase 3 units of AEDs (Automated External Defibrillators). The Board agrees that the AED's are a valuable tool and would be a worthwhile purchase. However, Gannon said they feel that this should have been a budgeted item, not a 1% item. The Police Department budget will be looked over by the Town Manager and Police Chief to see if it is possible to purchase these out of this fiscal year budget.

#### **6. Lake Raponda Survey of Town Owned Land**

Merrill Mundell, Jr, P.E. reviewed the Survey Plat that he has compiled for the town- owned land at Green Mountain Beach on Lake Raponda Road. Mr. Mundell stated that the perimeter of the survey is solid and he did not see anything that might be encroaching on the existing leach area or the town's property. Haughwout inquired about the elevation and if a study was done on it. There was no study done because it would have been an additional cost to the Town. Haughwout also asked if the RFP included preparing a mylar for recording. Mundell stated that it did, and he wanted the Board to see the survey and answer any possible questions before he had it recorded. The Board thanked Mr. Mundell for his work on this project.

#### **7. Revenues and Expenses of the 1% Local Option Tax Fund**

The Selectboard reviewed a redesigned Revenue & Expense flow chart for the 1% Local Option Tax Fund. State payments were discussed in regards to how they are applied and what time period is included in each payment. Mike Eldred asked if club memberships at the ski resorts are taxed. This question was asked several years ago and Murphy can look into it more and get more conclusive answers. Grinold and Drozdowski commented on the removal of the Matching Grants line item from the budget and the impact that will have on the town. Brunn commented that while looking at commitments from the 1%, fiber optics and high speed internet would be a town-wide benefit that the Selectboard should look into. Haughwout responded that the tax rate needs to be controlled somehow, it can't just keep rising, and it is the primary responsibility of the Selectboard to see that this happens. Some projects have been approved through 1% funds that may not be as important as some of the current ones, such as insulating Memorial Hall and fixing our sidewalks. Gannon stated that the Board worked hard on the budget and they need to work hard on the 1% and the large capital projects on the horizon. Brunn suggested establishing a "rainy day fund".

#### **8. Municipality Impact Questionnaire for Act 250 Applications**

The Selectboard discussed the Towns procedure for replying to Act 250 Municipality Impact Questionnaires (MIQ). There was a procedure in place; however, it seems it is not being used now. John Gannon prepared and discussed a possible draft procedure. Gannon proposed a "panel" consisting of Fire, Police, Roads department heads, Zoning Administrator, and an appointed Selectboard member. The applicant would also be present. If the panel has concerns or can't reach an agreement, then it would go before the Selectboard. Consolino asked that if this is adopted that it be passed on to Windham Regional Commission. Eldred commented that he has sat in on an MIQ in Dover. A positive note is that any questions the town or departments have get answered right away without all of the back and forth.

**9. Possible Executive Session**

Gannon moved to enter into executive session at 7:40 pm to include the Town Manager to discuss a contract, White second; all in favor.

The Board came out of executive session at 8:05 pm. No action taken.

**10. Correspondence to/from Selectboard**

**11. Other Business**

Haughwout discussed Town Meeting Strategy and a possible amendment to article 7.

**12. Select Board Members Comments and Other Action Items**

**13. Town Managers Updates**

Wastewater Treatment Plant Refurbishment Project update.

White moved to adjourn at 8:30 pm, Chapman second; all in favor.

Respectfully Submitted by:

Jessica DeFrancesco  
Administrative Assistant

**Approved by Wilmington Selectboard:**

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Diane Chapman

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Thomas Fitzgerald

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John Gannon

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Susan Joy Haughwout

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Jacob White