

**Wilmington Selectboard/Sewer Commission**  
**March 2, 2016**  
**Meeting Minutes**

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

**Others Present:** Town Manager Scott Murphy, Jessica DeFrancesco, Bob Rubin-Hermitage, Keith Herbert, Chrissy Haskins, Fred Skwirut, Cheryl Rothman, Anna Drozdowski, Mike Eldred-Deerfield Valley News

Meeting called to order at 6:03 pm

**1. Re-Organization:**

- a) Town Manager Scott Murphy opened the meeting and asked for nominations for Chairperson. Chapman nominated Fitzgerald for Chair and Haughwout second. Vote: All in favor. Fitzgerald assumed the meeting as Chair. Haughwout nominated Gannon for Vice Chair and Chapman second. Vote: All in favor. Haughwout nominated Rice for Clerk and Chapman second. Vote: All in favor.
- b) Haughwout moved and Gannon seconded to reappoint the following list of incumbents:

<u>POSITION</u>	<u>INCUMBENT/Term yrs</u>
<b>Tree Warden</b> -----	Fred Skwirut/1
<b>Energy Coordinator</b> -----	Chuck Clerici/1
<b>Senior Solutions/Council on Aging Rep</b> -----	Jennifer Fitzgerald/1
<b>Town Service Officer</b> -----	Joseph Szarejko /1
<b>Fence Viewer</b> -----	Thomas Fitzgerald /1
<b>Fence Viewer</b> -----	Nicki Steel /1
<b>Weigher of Coal</b> -----	Peter Morris/1
<b>Surveyor of Wood &amp; Shingles</b> -----	Fred Skwirut/1
<b>Planning Commission</b> -----	John Lebron/4
<b>Recreation Committee</b> -----	Cindy Hayford/4
<b>Development Review Board</b> -----	Wendy Manners/3
<b>Green Up Co-Chair</b> -----	Kathryn Larsen/1
<b>Green Up Co-Chair</b> -----	Rebecca Sweeney/1
<b>Trail Committee</b> -----	Crista Ganon/4
<b>Trail Committee Alt</b> -----	Ann Ottaviano/4
<b>Windham Solid Waste District Supervisor Board</b> -----	Merrill Mundell/1
<b>Alternate to WCSWD Board</b> -----	Thomas Consolino/1
<b>Windham Regional Commissioner</b> -----	Thomas Consolino/1
	Robin Howe/1

Vote: All in favor

Gannon moved and Haughwout seconded the following:

Meeting Schedule: 1st & 3rd Wednesday 6 PM

Official Newspaper Deerfield Valley News

Conflict of Interest Policy and Rules of Procedure Readopted

Vote: all in favor

## **2. Visitors, Public Comments, Possible Changes to Agenda**

Gannon, to be added to action items, an update on the discussions that have been happening with the Hermitage regarding the Fire agreement and apparatus.

## **3. Approve Minutes of February 17th and February 24, 2016**

Chapman moved to approve the minutes of February 17 and 24, 2016, Haughwout second; all in favor.

## **4. Action Items**

- a) The Beautification Committee is the only committee with a “sunset” date. Haughwout moved to renew the Beautification Committee charge indefinitely, not to exceed 7 members. Rothman commented that they really needed the members and asked for more positions. Motion was withdrawn. Haughwout moved to renew the Beautification Committee charge without a sunset date, not to exceed 9 members. Fitzgerald second; all in favor.
- b) The Selectboard received the roads to be posted for spring 2016. The notice will be posted by the administration.
- c) Gannon explained the he, Murphy, and Fire Chief Ken March met with Jim Barnes and other members of the Hermitage Club to discuss various issues such as; the need for volunteers, the burden on the fire departments, and the ladder truck. The Hermitage is willing to offer fire dept volunteers incentives like access to the fitness facilities, ski/golf passes, and scholarships to children of volunteers. The Hermitage has offered to possibly recruit 10 volunteers to the fire departments from their employees. They will work with Chief March to train volunteers. Gannon then went on to discuss the fire agreement. He stated that “ladder truck” could be removed from the agreement and would allow for more flexibility in what type of equipment is purchased. The Board discussed writing a letter of support for the Hermitage Act 250 hearing taking place on March 4, 2016. Bob Rubin stated that a one-time sign up payment of \$1000 will be given to any Hermitage employee that volunteers to be on the fire department. The incentives mentioned above have also been extended to the Dover Fire Dept. Haughwout moved to authorize John Gannon to co-author a letter of support with Chief March and sign on behalf of the Selectboard, Fitzgerald second; all in favor. Eldred asked why a fire truck is no longer a necessity. Gannon explained that by having the term “ladder truck” in the agreement has sparked some confusion amongst fire officers regarding what is needed, as there are many different types of “ladder trucks”. By modifying the agreement’s wording it gives the fire department more flexibility as to what type of equipment will work best for them.

Haughwout moved to enter into Liquor Commission, Gannon second; all in favor.

## **5. Liquor Commission: Liquor License**

Haughwout moved to a First Class Liquor License Renewal and Outside Consumption Permit for the following: Pipe Dream, LLC dba Anchor Seafood Restaurant, Wilmington Village Pub, Inc dba Wilmington Village Pub, Village Roost, LLC dba The Village Roost, L & W Hospitality, Inc dba Nutmeg Inn, A First Class Liquor License for the Dairy Bar, Inc dba Dot’s Restaurant, a Second Class Liquor License renewal for the following: Brockton Corp dba Shaw’s Beer & Wine, Lucas Enterprises, LTD dba River Valley Market at Mount Snow, Jolley Assoc LLC dba Shortstop #147, Rite Aid of Vt dba Rite Aid #2481, a Request to Cater application for The Hermitage Club, LLC dba Hermitage Golf Club at 178 Rt 9 East (The White House) for the following dates: 3/3-3/6, 3/10-3/13, 3/17-3/20, 3/24-3/27, 3/31-4/3, 4/7-4/10 from 8am – 1am, Fitzgerald second. The Hermitage Liquor License was discussed. Vote: all in favor.

Came out of Liquor Commission

## **6. West Main St Project**

Gretchen Havreluk, Anna Drozdowski of Wilmington Works and Chrissy Haskins, the Design Consultant Engineer from the Dufresne Group, presented a PowerPoint on the West Main St sidewalk project. The project total is \$235,000 and the grant is for up to \$300,000. The town is responsible for a 10 % match. There is a section of sidewalk in front of the Chamber and Bartleby's which would be a locally funded section, however, since the project is under budget, it could potentially be added to the grant. The sidewalk will start at the Wilmington Inn and it will have granite curbing. At Folly Foods parking lot the sidewalk will become flush with the road so that the parking area is accessible. At the stairs to Folly the sidewalk will slope up with a retaining wall on either side of the sidewalk and a railing for safety, all the way to the end of 31 West Main St. It will then slope down at Hayseed Gifts and there will be a concrete sidewalk/patio area, which will eliminate parking in the area. Then the sidewalk will remain flush with the road in front of the Chamber and Bartleby's. The Board discussed dry stone versus segment block, looked at railing styles, and lighting. Eldred asked who makes the decision in terms of the material used for the retaining wall. The application will go to the DRB and then the State gets the final ok on the design.

## **7. Municipal Impact Questionnaire**

The Selectboard reviewed and discussed the current process for ACT 250 applications. They also discussed the process that Gannon had presented at last meeting. The benefit to that process is that everyone, Dept Heads, Selectboard, Planning Commission and applicants, are in the same room at the same time and everyone can get their questions answered quickly. It was decided that for minor applications, the current policy would be used with some changes. For the major applications, the process that Gannon presented will be used. The updated processes will be presented to the Board when they are completed.

## **8. Memorial Day Special Traffic**

Haughwout moved approve the Memorial Day Special Traffic Regulation, Chapman second; all in favor.

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

## **10. Other Business**

The Selectboard discussed rescheduling March 16th meeting. The next meeting will be March 23<sup>rd</sup> at 6 pm. Murphy will check with the Fire Dept and see if they can meet on March 16 or 17<sup>th</sup> rather than the 10<sup>th</sup>.

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

Gannon commented that the Town Manager contract along with his goals & objectives need to be completed. He also commented that the 1% discussion needs to happen and preferably not on a Selectboard night. They discussed who they felt should attend the 1% meeting. March 30 at 5 pm was chosen for a work session to discuss 1% future commitments. The Board also agreed to a moratorium on 1% requests until they figure out what projects and commitments are coming and need funding.

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

Wastewater Treatment Plant Refurbishment Project update- they have their new generator, siding and roofing is happening, both RBC's are now up and running.

Meeting adjourned at 8:00 pm

Respectfully Submitted by:

Jessica DeFrancesco  
Administrative Assistant

**Approved by Wilmington Selectboard:**

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Thomas Fitzgerald

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John Gannon

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Diane Chapman

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Susan Joy Haughwout

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Vince Rice