

**Wilmington Selectboard/Sewer Commission**  
**March 8, 2017**  
**Meeting Minutes**

**Present:** Tom Fitzgerald, John Gannon, Vince Rice, Sarah Fisher, Ann Manwaring

**Others Present:** Town Manager Scott Murphy, Jessica DeFrancesco, Gretchen Havreduk, Sharon Cunningham, Charles Foster, Mike Eldred–Deerfield Valley News, Chris Mays–Brattleboro Reformer

Meeting called to order at 6:00 pm

1. Re-Organization:

a. Town Manager Scott Murphy opened the meeting and asked for nominations for Chairperson. Gannon nominated Fitzgerald for Chair and Rice second. Vote: All in favor. Fitzgerald assumed the meeting as Chair. Rice nominated Gannon for Vice Chair and Manwaring second. Vote: All in favor. Fitzgerald nominated Rice for Clerk and Gannon second. Vote: All in favor.

b. Other Actions and Appointments

Rules of Procedure–Murphy suggested to change number 6 of the Rules of Procedure to reflect the 48 hour rule for posting meetings and agendas. Fitzgerald moved to amend the Rules of Procedure to allow 48 hours to change the agenda, Rice second; all in favor.

Fitzgerald moved to select the Deerfield Valley News and the Brattleboro Reformer as the Town's official newspapers, Rice second; all in favor

Havreduk asked if this meant that all notices would have to go in both papers, and maybe the motion should state "or" rather than "and".

Gannon moved to amend the motion to state Deerfield Valley News or the Brattleboro Reformer, Rice second; all in favor.

Gannon moved to set the Selectboard schedule as the first and third Wednesday of each month at 6 pm, Rice second; all in favor.

Conflict of Interest Policy–Manwaring moved to accept the Conflict of Interest Policy, Rice second; all in favor.

2. Visitors, Public Comments, Possible Changes to Agenda

None

3. Approve Minutes of February 13<sup>th</sup>, 15<sup>th</sup>, and March 1st, 2017

Gannon moved to approve the minute of February 13<sup>th</sup>, 15<sup>th</sup>, and March 1st, 2017, Rice second; Vote: 3 aye, 2 abstained.

4. Action Items

The Selectboard accepted the posted roads for spring 2017

The Selectboard discussed the proposed contract from VLCT for their assistance in the Town Manager search. It is expensive but there is the benefit of having someone with experience doing the administrative work. The Board discussed the options of having a committee sort through and rank the applicants once received from VLCT and who would be on this committee. Gannon suggested the Board members individually list out what they are looking for in a Town Manager. Gannon moved to authorize the Selectboard to enter in a contract with VLCT to begin the hiring process of a Town Manger, Rice second; all in favor.

Fitzgerald moved to enter into Liquor Commission at 6:26 pm, Gannon second; all in favor.

5. Liquor Commission: Liquor License

Rice moved to approve a Second Class Liquor License renewal for the following: Brockton Corp dba **Shaw's Beer & Wine**, 97 East Main St, Sonny's Cup & Saucer, Inc dba **C & S Beverage**, 157 Rt 100 North, Blue Mountain Produce, Inc dba **Blue Mountain Produce**, 136 Rt 100 North; Lucas Enterprises, LTD dba **River Valley Market at Mount Snow**, Rt 100 North. A First Class Liquor License renewal for Cask & Kiln, LLC dba **Cask & Kiln Kitchen**, 4 N Main St; and for WI Foster, LLC dba **The Wilmington Inn**, 41 West Main St. Also, a Request To Cater and Open Container Permit application for "The Village Craft Beer & Chili Stroll" at Bartleby's Bookstore, 17 W Main St and at Memorial Hall, 14 W Main St on 3/31/2017 by Licensee Jim's Bistro @ the Roadhouse, Fisher second; all in favor.

6. Mount Snow Pipeline Project

The Selectboard heard an update on the progress of the Mount Snow West Lake Pipeline Project from Brendan Ryan. He explained that closing parts Coldbrook Rd during daylight hours, weekdays only is necessary based on the challenges he experienced while doing similar work on Dover's side of this road. This closure was authorized by the Selectboard last year but the Project was placed on hold until the recent release of EB 5 Funds. Mt. snow plans to replace any damaged culverts within the project area. He is hoping that they will be able to build up the road shoulders and replace some of the guardrail. Manwaring asked how he planned to keep in touch with homeowners? Ryan stated that when they did a similar project two years ago an email was sent out weekly with updates on the project and where road closures would be. Anyone who wants to be part of this email blast is welcome. The Board authorized the road closure by consensus

7. Bi-Town Marketing Update

Cunningham and Havreluk updated the Selectboard on the progress of the 3 year Bi-Town marketing, advertising, and digital advertising Plan to help boost visitation to the valley. They discussed the reporting system, ad buys, and how they are able to keep track of online traffic.

8. Bi-Town Charge Amended

Gannon moved to approve the Bi-Town Economic Development Committee Charge for 2017, Rice second; all in favor.

9. Memorial Day Special Traffic Regulations

Gannon moved to approve the Special Traffic Regulations for the Memorial Day Parade on May 29, 2017, Rice second; all in favor.

10. Correspondence to/from Selectboard

11. Other Business

12. Select Board Members Comments and Other Action Items

Manwaring-would like to have a discussion about the town's role for future use of the former high school building.

Fitzgerald-Whitingham Selectboard would like to meet with our Selectboard on March 22 at 6:30 pm to discuss the school budgets in Jacksonville.

13. Town Manager's Updates

Richter discussed the current real estate tax delinquency status. The amount to be collected by real estate taxes has grown by about \$1 million, so there are more taxes to collect. There are 82 parcels with two or more delinquent installments, which makes them eligible for tax sale. The Hermitage and associated ownerships have roughly \$435,000 delinquent. They discussed the tax sale. Richter will talk to the town attorney to see what his thoughts are on doing a tax sale this spring, since we will be in flux with a Town Manager.

Meeting adjourned at 8:15 pm

Respectfully Submitted,

Jessica DeFrancesco  
Administrative Assistant

Approved by the Wilmington Selectboard:

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Thomas Fitzgerald, Chair

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John Gannon, Vice Chair

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Vince Rice, Clerk

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Sarah Fisher

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Ann Manwaring