

Wilmington Selectboard/Sewer Commission
April 15, 2015 at 6 pm
MINUTES

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

Others Present: Town Manager Scott Murphy, Jessica DeFrancesco, Chris May of Brattleboro Reformer, Anna Drozdowski of Wilmington Works, John Lazelle, Merrill Mundell, Debby Kingsley, Chief Joseph Szarejko, Listers: Lenny Chapman, Lynne Matthews, Diane Schipke, Kay Martin Schwader, Mike Eldred of Deerfield Valley News

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Changes to Agenda:

Approval of April 7th work session minutes was added to the agenda

2. Minutes:

White moved to approve the minutes of March 25, 2015 Chapman second; All in favor

The April 7, 2015 minutes had a typo-the date says April 17, 2015. Chapman moved to approve the minutes of April 7, 2015 as amended, Gannon second; all in favor.

Haughwout moved to approve the minutes of April 1, 2015, White second; all in favor.

3. Liquor and Tobacco Licenses:

Haughwout moved to approve: a First Class Liquor License and an Outside Consumption Permit for the following: Pilcher Hospitality Group, LLC (Wilmington Inn), Jezebel's Restaurant & Catering, LLC dba Jezebel's Eatery 26 W Main St; Pizza Palooza, LLC dba Pizza Palooza, 19 S Main St; a First Class License Renewal for: Jim's Bistro at the Roadhouse, Inc, 4 Old Ark Rd; a Second Class License Renewal for the following: Blue Mountain Produce, Inc, 136 RT 100 N; and Ratu's Liquor & Market, 34 W Main St. Also, A Request To Cater Permit for: Pipe Dream, LLC dba Anchor Seafood Restaurant @ 6 North Main St on May 21, 2015 4:30 – 7:30 PM. A Request To Cater Permit for Thyme Tables Catering for a wedding at 49 Haynes Rd on July 18, 2015 from 3 – 10 PM. A new Second Class Liquor License application for Albert Wurzberger dba 1836 Country Store at 28 W Main St. A First Class Liquor License Renewal for Deer Mountain, LLC at 3 North Main St (Mapleleaf), White second; all in favor.

4. Action Items:

Water District's Public Water Supply Proposal-The Wilmington Water District has applied to the ANR for public water supply sources. Murphy has drafted a letter of support and if the Board has a positive consensus, he will send it out. The Board was in agreement of submitting a letter of support. Haughwout commented that the Water District is very appreciative for the Town's support in this proposal.

5. Executive Session: Haughwout moved and White second to enter Executive Session at 6:07 pm to include the Town Manager and Police Chief to discuss the possible employment of a public employee; all in favor.

Police Chief exited Executive session at 6:40 pm; no decision was made.

Haughwout moved and White second to enter Executive Session to include the Town Manager, the Listers & Listers Assistant Debby Kingsley at 6:42 to discuss two tax stabilization requests.

The Board came out of Executive Session at 7:17 pm. No decision was made.

6. Sewer Commissioners:

Merrill Mundell Request for Town to take over sewer line-Mundell is representing Frank Cotrona at 9 West Main St. Mundell is looking to move the sewer line that services 9, 11, and 15 W Main St so it runs down the sidewalk (which would be in conformance with what is being proposed for the other streetscape improvements) so it is one line instead of numerous private hookups. Chapman asked who would pay to have this work done. Mundell stated that both Cotrona and Lorista Holdings of 15 W Main St have agreed

to pay for this change. Mundell stated that in order for Cotrona to open his restaurant, this take over needs to happen.

Gannon moved to go into Sewer Commissioners, Haughwout second; all in favor.

Murphy stated that an agreement would be made reflecting the Town ordinance, and that the Town would not be responsible for any repairs for the first year. Haughwout asked how long the project would take, and Mundell stated that it would be 2 weeks at the most. If the Town doesn't take over the sewer line, this proposed change would have to go to the Transportation Board for a public hearing and that would take much longer.

Lazelle stated that the ordinance says that the Town can't take it over until the line is installed, then they can petition the Town to take it over.

It was suggested that a Memo of Understanding be written, if that would suffice for the Transportation Board, and once the line is installed the Town can officially take it over.

The Board was in agreement with this idea. Haughwout moved to authorize the Town Manager to complete a Memo of Understanding if needed before May 1, 2015 which is the Board's next meeting, Gannon second; all in favor.

Pizza Palooza Sewer Allocation-Lazelle presented the Board with a request from Pizza Palooza to increase their sewer allocation. Right now they have 2865 gallons and want to add 30 seats and a brewery, which requires another 466.5 gallons, bringing their total to 3331.5 gallons. The fee for this increase is \$4,665. Haughwout moved to approve the preliminary allocation for Pizza Palooza increasing their 2865 gallons to 3331.5 gallons, Chapman second; all in favor.

Chapman moved to exit Sewer Commission at 7:35 pm, Haughwout second; all in favor.

7. 1% Local Option Tax Fund Guidelines:

The Board discussed the statutorily accurate wording. Haughwout feels that it is not statutorily supported to hold a special Town Meeting and to call for a vote to spend a certain amount of money. If the Board wanted to move the money to another reserve fund, they would need voter approval.

They discussed combining bullet points 5 and 10 as they seemed redundant. Eldred asked what the criteria are for acceptability. Haughwout and Fitzgerald both commented that it is discretionary, but the focus is on Economic and Community Development. Eldred then commented that applicants may want some sort of criteria to go on. Fitzgerald moved to accept the revised draft of the Procedure for Funding Requests of the 1% Local Option Tax Reserve Fund, as amended tonight, Gannon second; Vote: 4-1 Haughwout opposed.

8. Correspondence to/from Selectboard

The Board reviewed their mail and the Act 250 log.

9. Other Business:

None

10. Selectboard Members Comments and Other Action Items:

Haughwout-attended the Water District meeting; Chris Lavoy was elected to fill Guy Nido's seat as he resigned, Phil Larkin was elected to fill the empty spot.

She also attended the Project Review Committee meeting last week at the Windham Regional Commission. She learned that the Hermitage permits are getting turned around fairly quickly. Both of Wilmington's representatives, T. Consolino and R. Howe, were at the meeting. The committee was happy to see Wilmington representation. White commented that it has been said that no one seems to take the time to give positive feedback and decisions are based on the feedback received.

Chapman stated that Wendy Manners of the Planning Commission would like another joint meeting.

Fitzgerald said that they have a lot on their plate right now. The updated Town Plan with varied additions needs to be submitted soon. The Planning Commission would like an idea as to what the Selectboard is looking for. They would like a final draft done by early June. They still want a 24 ft height restriction and anything above would have to go to the DRB.

Murphy will check with the Zoning Administrator to get available dates for the meeting.

Gannon reminded everyone that Wilmington Works is having a gathering at the Village Roost on April 16th at 5 pm to welcome their new Director, Anna Drozdowski.

11. Town Manager Updates:

The auditors are willing to meet with the Board on May 6th to review the annual audit.

Jim Holler from Cold River Bridges came out and looked at the wingwalls of the bridge by Dot's. He will work on getting a cost estimate to us. If it happens, it will happen quickly. Haughwout asked if we need state permission to change the light fixtures. Murphy will look into it.

Meeting adjourned at 8:10 pm

Respectfully submitted,

Jessica DeFrancesco, Administrative Assistant

Approved by Wilmington Selectboard:

Diane Chapman, Chair

Thomas J. Fitzgerald, Vice Chair

Susan Joy Haughwout, Clerk

Jacob White

John Gannon