

**Wilmington Select Board/Sewer Commission**  
**May 17, 2017**  
**Meeting Minutes**

**Present:** Tom Fitzgerald, Vince Rice, Sarah Fisher, Ann Manwaring, John Gannon (via telephone)

**Other Present:** Gretchen Havreluk, Tom Consolino, Mike Eldred, Chris Mays, Craig Ohlson, Karen Molin, Dario Lussardi, Ilene Wax, Cliff Duncan, Scott Moore, Fred Salway, Dennis Richter, Janna Ewart, Adam Grinold, Scott Moore

Meeting called to order at 6:00 pm.

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

Change to the Agenda – Remove Item #6. Just received packets (39 applicants for position of Town Manager) for Selectboard to review prior to meeting with Abbi Friedman of VLCT; Havreluk will warn meeting for Monday, May 22 @ 9:00 am.

**2. Approve Minutes of May 3, 2017**

Rice moved to approve the minutes of May 3, 2017, Fisher second; 4 in favor, Gannon abstained due to absence.

**3. East Main St Sidewalk Project**

Havreluk provided a PowerPoint presentation of the East Main St sidewalk project. There was a question raised as to location of telephone poles. Rice questioned feasibility of burying lines; Havreluk advised to do so would exceed budget. Fitzgerald asked how far down the road this project is, and Havreluk responded that easements will be gained next year. With the sewer line issue on East Main St, she is hopeful that the project will start in the spring of 2019. Havreluk stated that there are three sewer lines that need to be fixed; looking in to a way to make that happen. The project will consist of a five foot wide sidewalk, curb to remain the same on right of way for the most part. The fire hydrant location and feasibility of moving them is currently being evaluated. There is also the potential for an additional crosswalk. Rice feels that lighting could be an issue.

**4. Action Items**

Cliff Duncan discussed the possibility of televising Selectboard meetings on Channel 8, which had been done in the past. Duncan's intention of this discussion is to be a "philosophical approach". He will then develop a proposal to present to the Selectboard. The intent is to set-up permanently installed cameras (1-3) that would be run remotely. Board concerned with process to maintain privacy during Executive Sessions. Duncan mentioned affiliation with Vermont Media Exchange (VME). There will be no financial consequences to the Town. Fisher requested inclusion of how the Selectboard will know that cameras are not recording. Duncan advised he will come back to the Board with specific details. Manwaring asked if he had thought about televising School Board meetings. This has not yet been discussed. Another internet service would need to be installed. The board is agreeable; Duncam to return in 30-45 days with more details.

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

There was a request made by the pickle ball group to repair the tennis courts and paint lines for pickle ball. The group presented three proposals. After Irene, FEMA paid for the replacement of fencing and minor crack repairs. To fill cracks, paint lines for pickle ball it would cost \$3454, and there is only

\$300 in the line item. To resurface the two courts it would cost over \$16,000. There needs to be a long-term plan. Manwaring made a motion to allocate \$3454 to repair, as best as possible, the two tennis courts, Fitzgerald second; all in favor.

#### **6. Town Manager Position Update**

Packets (information on the 39 candidates for Town Manager) prepared by the VLCT were given to the Board at the beginning of the meeting. The Board agreed to meet on Monday morning to start the process, as they hadn't had time to review any of the information. Fitzgerald will hold on to Gannon's packet as the contents are confidential.

#### **7. Coldbrook Road Culvert Replacement**

Havreluk reported an ANR permit was overlooked by the Town and Mount Snow. The ANR issued a "field permit". Subsequently Havreluk applied for formal permit and it has been issued. ANR advised that the culvert needs to be moved (lowered and slanted) at an approximate cost of \$25,000. The Town had paid for materials and Mount Snow had installed the culvert as a favor to the Town. Mount Snow will not absorb the cost to remove and reinstall. The fill material is re-usable; hopefully when the culvert is removed it will not break. Havreluk asked the Board if they had any thoughts on where to get the funds from. The work is to be done early-mid June. This will be put on the next agenda. Gannon suggested looking at the Town financials at the same time and to discuss how to handle the (budget) deficit. Havreluk reminded the Board that the tax sale will be held on June 22, which will bring some much needed revenue.

#### **8. Liquor Commission**

Rice moved to approve a Request to Cater Permit for Blood's Catering & Party Rentals, Inc. for a wedding on June 3, 2017 at 117 Titus Farm Road from 3:30-9 pm, and a Request to Carter by Jim's Bistro at The Roadhouse on June 10, 2017 for a concert at Memorial Hall to run from 6:30 pm-midnight, Manwaring second; all in favor.

#### **9. 10. Correspondence To/From Select Board**

Fitzgerald informed the Selectboard that Fire Chief Ken March has submitted his resignation and that June 1<sup>st</sup> will be his last day.

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

#### **11. 12. Selectboard Comments and Other Action Items**

Rice would like to have a discussion, in the future, about the use of the 1% Local Option Tax Fund in regards to the Town borrowing these funds. Fisher stated that this could be as funds are to be used for economic development.

#### **12. 13. Interim Town Manager Updates**

Havreluk reported that the light in the West Main Street parking lot has been installed.

RFP for the Reardon Bridge Ramp is out and due back mid-June.

June 7<sup>th</sup> there will be information on recycling and uniform RFP.

Other Hermitage Club properties that were in tax sale are being worked out with the Finance Officer. The Police Chief is in the process of hiring a second Police Dispatcher. Hammond is set to graduate from the Police Academy next week. Havreluk will attend graduation with the Chief. Gannon asked if it was wise to be hiring right now. Havreluk stated that they have always had two dispatchers.

Gannon suggested putting it off, try to delay which could help with the current deficit; continue with State Police dispatching.

Gretchen advised that there is a Municipal Roads workshop being held May 30<sup>th</sup> at noon in Townshend. Havreluk plans to attend and suggested a Selectboard member may wish to. Havreluk advised that they have hit ledge at the Look Rd Bridge site and she is currently talking with the Engineer.

**13. 9. Executive Session**

Executive Session called to order at 7 pm to continue discussion with the Wilmington School Board, for the purpose of negotiating or securing of real estate purchase or lease option and discussion regarding an employee matter. Fitzgerald moved to come out of Executive Session at 8:05 pm with no action taken on either discussion, Rice second; all in favor.

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