

Wilmington Selectboard/Sewer Commission
May 6, 2015 at 6 pm
MINUTES

Selectboard Members Present: 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, Gretchen Havreluk, Tom Consolino, Jeanne MacDougall, Alice Greenspan, Mike Eldred of Deerfield Valley News, Seth Boyd, Cami Swanson, Bill & Carol Herbert, Robin & John Howe, Peter Wallace

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Changes to Agenda:

None

2. Minutes:

Haughwout moved to approve the minutes of April 15, 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 Kathleen Wallace dba Folly Foods @ 33 West Main St pending the Police Chief's approval, and a First Class Liquor License renewal for L&W Hospitality, Inc dba Nutmeg Inn @ 153 West Main St, White second; all in favor.

4. Action Items:

Loan Resolution-A loan resolution for the Town's loan/grant paperwork for the USDA funding for the WWTP refurbishment project needs to be signed by the Selectboard. It is basically a final step in securing the funding. The Board would like to discuss all the funding options including reducing the loan amount with funds from the Wastewater Capital Account. Wayne Elliott, the Town's water engineer, from Aldrich & Elliott would be included in this discussion. Murphy will contact him and see when he is available. Fitzgerald moved to approve the Loan Resolution for the Town's loan/grant paperwork for the USDA funding for the WWTP refurbishment project, Haughwout second; all in favor.

New Road Name- A new road is going in off of Ives Rd, proposed name of Corriveau Way. The Board approved the new road name.

Legal Notice for Former Sprague Property on RT 100 N- All FEMA buy-out properties have to grant a restrictive easement to the VT Housing Conservation Board. The Board discussed why the Conservation Board is even involved. Fitzgerald asked to table this topic until next meeting so more information could be gathered.

5. Sewer Commission: Haughwout moved and White second to enter into a Sewer Commission meeting; all in favor.

Folly Foods has applied for an increase in allocation. They currently have 440 gpd and would like to increase it to 680 gpd, for a total cost of \$2,400. They would also like to go right to Final Allocation and skip the preliminary. Haughwout asked if this increase was due in part by the outside consumption/liquor license, as it is pending approval at this point. Wallace stated that it is not. They are looking to redesign the inside layout to increase seating. White moved to approve to increase the sewer allocation for Folly Foods from 440 gpd to 680 gpd, Fitzgerald second; all in favor.

Fitzgerald moved to come out of the Sewer Commission, White second; all in favor.

6. Friends of Memorial Hall:

The former Memorial Hall Board has been discussing taking over entertainment for the Hall as "Friends of Memorial Hall", a 501c3 non-profit entity. MacDougall inquired what the parameters would be in regards to making sure supplies were stocked; trash was removed, being present at all performances they schedule, etc. The money raised would go back into the Memorial Hall Budget, and help to book more entertainment.

They have many events lined up, and a few prospects on the horizon. Would they have access to the \$6,000 that was allocated to the Memorial Hall budget? Murphy stated that he had met with MacDougall and Greenspan and discussed some of their options, including applying for 1% money to get them started. Haughwout asked if they had a mission statement and also if they had applied for a 501c3 as an Arts Organization. MacDougall said they applied as a charitable organization and they would submit their mission statement to the Selectboard. Haughwout stated that she would support a start up gift, Fitzgerald agreed. Haughwout also stated that forming the 501c3 and disbanding the Memorial Hall Board would also keep them from having to abide by Municipal Open Meeting Law constraints. Gannon would like a long-term renovation plan for the hall. Murphy has one available now and will provide it to the Board. Gannon thanked MacDougall and Greenspan for all of their years of hard work and dedication.

7. Façade Program Revised Guidelines:

Gretchen Havreluk approached the Board with some potential changes to the guidelines. Last year there were 14 applicants; 12 were approved, and 6 are now completed. The amount spent was \$49,951.19. One proposed change is to remove this as an annual program. This program is time-consuming and difficult to administer. Instead, possibly allocate \$75,000 to the fund and when it's gone, it's gone. If the need is there and the funds need to be replenished, it can be looked at again when that time comes. The Board will need to get the exact amount currently in the 1% Fund so they can look at the actual percentage to see if \$75,000 is possible (based on the new procedural guidelines previously approved). Haughwout moved to amend the Façade Program as presented, White second; all in favor. Mike Eldred mentioned single family rental units and why they are still excluded. The Board discussed the parameters within the guidelines, and it was a discretionary change they had decided to make.

8. 9. Former High School Redevelopment Group Update:

Cammi Swanson and John Howe, along with Seth Boyd approached the Board to update them on the redevelopment of the former high school. A 501c3 has been filed, and their non-profit status has been approved by the state. The Health Center is not interested in being in the building as it is now. There has been talk of knocking down the old section of the school, in which case the Health Center may be interested in building a facility on that site. Howe stated that demolishing the old section is probably the most reasonable at this point. Boyd stated that the state of VT is not allowing the school to use the former high school for anything; no basketball practices, etc, because of the scope of the school consolidation. The WSSU has moved in so there is rental income at this time. The Gathering Place as a tenant is still a possibility. Boyd stated that the School District was looking to transfer ownership by July 1st but that does not look feasible. Gannon inquired about start up costs, negotiations with the school and possibly with the hospital and the legal representation costs. Upcoming possible meetings were discussed. The group will be looking to apply for some 1% money. Town usage for elections and an emergency shelter still need to be addressed as well.

9. 8. Possible Reorganization of the Police Department Dispatch Position:

The Police Department is looking to reorganize the dispatch positions and offer two 30 hour per week positions with benefits, instead of one 40 hour with benefits and one 16 hour without. If the Board agrees to this, the Department will overspend their budget by about \$17,000. White asked how the cost overrun will affect the General Fund Budget. Murphy stated that there is no definitive answer at the moment. There is enough lead time to look at ways to alleviate the over budgeted expense. They will start with the Police Budget and cut back where they can, but they will not take officers off the street to offset this over expenditure. White also commented that he doesn't know how the Police operate with only one 40 hour position now, and he is in support of this change. Haughwout sees the merit in the shift, but she feels that it should have gone to the voters. She also does not feel comfortable reducing the current 40 hour position without that employee requesting the reduction. She would rather leave the 40 hour position as is and add the 30 hour position. Haughwout moved to approve increasing the 16 hour dispatch position to 30 hours with benefits, White second; all in favor.

10. Correspondence to/from Selectboard:

Reviewed Act 250 Log

11. Other Business:

None

12. 13. Town Manager Updates:

The Board needs to decide on a time for a site visit for classifying a portion of Haystack Rd. The notice will need to be posted for 30 days, as it would be a public visit. June 17th at 5 pm was decided on. Chris Cady will need to be used for any legal work as Bob Fisher represents Haystack Golf Course, which is on Haystack Rd.

13. 12. Selectboard Comments and Other Action Items:

Gannon stated that no one seems to know where the Memorial Day Flags are. Murphy stated that many people have been contacted and we are working to locate them.

White wanted to thank the Green Up Day volunteers. They have done a great job again this year.

White moved to adjourn meeting at 7:45 pm, Haughwout second; all in favor.

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