

**Wilmington Selectboard/Sewer Commission**  
**June 1, 2016**  
**Meeting Minutes**

Present: Tom Fitzgerald, John Gannon, Diane Chapman, Susan Haughwout, Vincent Rice  
Others Present: Town Manager Scott Murphy, Jessica DeFrancesco, Christine Richter, Craig Ohlson, Sharon Cunningham, Mike Eldred-Deerfield Valley News

Meeting called to order at 6:00 pm

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

Murphy added a discussion about Look Rd Bridge to item # 5.

Eldred commented that there is a section of Lisle Hill Rd that is washing out from where the road crew had to dig to create drainage this winter.

2. Chapman moved to approve Minutes of May 18 and May 26, 2016, Gannon second; all in favor.

**3. Action Items**

~ The Selectboard, Town Clerk, and Town Treasurer signed various documents associated with the bond financing for the Waste Water Treatment Plant Refurbishment Project. These documents include a Resolution and Certificate, a Bond Sale Notice, the Sewer System Improvement Bond, a Certificate of Registration, a Tax Certificate, a Loan Closing Certificate, and an IRS Form 8038-G. These will be returned to the Town's bond Attorney, Paul Giuliani, in preparation for the USDA-RD loan closing on June 15<sup>th</sup>.

~ Gannon moved to appoint Cheryl Rothman to the remaining 4 yr term to the Planning Commission, to expire in 2018, Rice second; all in favor.

**4. Liquor Commission: Liquor License applications, if any**

None

**5. Highway Supervisor Bill Hunt**

~ Highway Supervisor Bill Hunt talked to the Selectboard about the Town's ongoing culvert replacement program and future large-project culvert replacements. Rice had mentioned at a previous meeting possibly switching to 100 year culverts as the Town Plan suggests. Hunt commented that any culvert over 3 feet has a hydraulic study done, and they are expected to last up to 100 years. He suggested that the Planning Commission possibly reference the State hydraulic study within the Town Plan where they suggest 100 year culverts. GPI, an engineering company, reviewed the abutments and determined that they were ok to re-use in the new Look Rd bridge project. Holden had an engineer work with Hunt and his crew to dig out sections of the abutments and found that they were in different stages of wear, and determined they should be replaced. They could repair the abutments but the cost was nearly the same as installing new ones. There are a couple of options that could possibly help reduce costs. Holden has suggested putting out the RFP this summer and giving the contractor 1 year to complete the work (i.e. Oct 1, 2016-Oct 1, 2017). This could allow a bidder the option of constructing it this season (Oct-Nov) or next season. This option can sometimes generate an end of season bid that is more favorable to the Town. The now extended use of a bypass road was discussed. Funding and payment options were also discussed. The Board would like to move forward with a fall RFP.

## **6. Handle Village Lots Sale**

- ~ The Selectboard discussed whether to accept an offer to sell 17 town-owned, Handle Village lots. Previously, the Board had authorized the Town Manager to enter into negotiations with the same prospective buyer to sell 20 lots. The current offer is for an amount slightly less than the Town paid to acquire them through tax sale. Zoning Administrator Craig Ohlson stated that in order for the buyer to access his lots, he would have to put in a road with a right-of-way for other land owners, and an association would have to be formed. It was asked if the town had ever sold tax sale properties for less than they acquired them for. There is only one other circumstance and that property had gone out to bid. They are very different circumstances. The Board agreed that the lots should be sold for the amount it was acquired for at tax sale. Murphy will notify the prospective buyer of the decision.

## **7.1% Local Option Tax Fund Request**

- ~ Haughwout moved to approve the expenditure of \$6500 to fund the Fourth of July fireworks to the So Vt Deerfield Valley Chamber of Commerce, Rice second; all in favor. Gannon asked why Dover is paying less than Wilmington. Cunningham stated that since Wilmington benefits directly from the event, as it is held in Wilmington, they should pay slightly more. Other events that the Chamber run that affect both towns, such as the Wine & Harvest Fest, were discussed and funding works the same way. Dover pays more for the Wine & Harvest Fest as the majority of events take place in Dover. Gannon feels that moving forward, all events should be satisfied through the events fund. Corporate sponsorship was also suggested for future years. Cunningham suggested applicants potential return to the town be taken into consideration when approving applications.

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

Reviewed mail

## **9. Other Business**

None

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

Gannon mentioned the old school informational meeting that took place on Tuesday. It was agreed to move the vote out a week so it is not falling on a holiday week. Haughwout stated that she suggested a purchase & sale agreement prior to the vote so the leading candidate could be exposed to the public. All board members expressed concern regarding the emergency shelter that was the former high school and the town's involvement in the sale. Haughwout feels that an easement for the use of the fields begs issues for maintenance. The school board should look into a subdivision of the land.

Fitzgerald commented that he has a revised parking lot contract from a West Main St business owner. The changes are minor and he will send it to the Board.

Gannon also commented that interviews for a new town attorney will begin tomorrow.

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

- ~ Temporary overflow parking was created at the very top of the old highway garage site.
- ~ The swing set at Buzzy Towne Park is now installed. Many seem to be happy it is up.

Haughwout moved to adjourn at 7:40, Chapman second; all in favor.

Respectfully Submitted by:

Jessica DeFrancesco  
Administrative Assistant

**Approved by Wilmington Selectboard:**

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Thomas Fitzgerald, Chair

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John Gannon, Vice Chair

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Diane Chapman

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Susan Joy Haughwout

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Vincent Rice, Clerk