

Wilmington Select Board/Sewer Commission  
June 18, 2014 6 pm  
Meeting Minutes

Present: Jim Burke, Diane Chapman, Susie Haughwout, Jake White, Tom Fitzgerald, Scott Murphy, Jessica DeFrancesco

Others Present: Tom Consolino, Chris Mays, Jack Demming, Gretchen Havreluk, Andy Hauty, Susan Lawrence, Ken Weissman,

Meeting called to order at 6:03 pm

1. Minutes of June 4, 2014-Haughwout stated that in the motion made on item #6, "Wilmington Works" should be changed to "Wilmington Fund VT". Haughwout also noticed that her comments regarding the Act250 Log had not been put in. She asked that the following be added to the minutes:

"Haughwout pointed out the importance of timely comment by Town Departments on Act 250 Permit applications. Recently on two large projects, town departments have weighed in after the Act 250 permit comment period and even some town permits have been issued. This has resulted in costly change orders to the property owners. The Town and its departments should be reviewing projects and asking for necessary materials to meet town standards during the permit process, not after. When town departments weigh-in after contracts are signed rather than early in the process, this can and has recently resulted in costly change orders, and make the town appear unprofessional. The Act 250 Log is sent out electronically by Mary. Can the department comment sheet also be sent and can the Town Manager emphasize the importance of weighing in on pending projects early in the process."

Burke moved to approve minutes of June 4, 2014, Chapman second with corrections; all in favor.

2. Visitors and Public Comments-None
3. Action Items-
  - a. Designate public places to post-The Town is currently posting Hearing Notices, agendas, etc at C & S and Peoples United Bank. The Selectboard needs to officially designate 2 public areas to post. We currently post all documents at the Town Clerk's public notice board. Haughwout moved to use the 2 currently approved locations, in addition to the Town Clerk's notice board, for posting of agendas, notices, etc, White second; all in favor.
  - b. Receive Internal Financial Control Document for Town Treasurer- This document is based on the annual auditors report. Haughwout noticed that 2 items are marked "Don't Know" instead of "yes" or "no", and inquired if the Board could provide Treasurer with answers to these 2 questions so they can all be answered "yes" or "no"? Board discussed these 2 items and agreed on answers to provide to the Treasurer.
4. Liquor and Outside Consumption Licenses- The liquor licenses had two parts to them this year. The Anchor needs the Outside Consumption piece of their permit approved, and also, they have applied for an Occasional Use permit for August 2<sup>nd</sup> and September 19, 2014. This was tabled at the last Board meeting so that S. Lawrence, the owner of the Anchor, could be present. The Occasional Use Permit is for a tent they wish to set up in the driveway of the restaurant during the Blueberry Festival and the Wine & Harvest Festival. The DVCP had expressed that the

Blueberry Festival is supposed to be an alcohol/drug-free event and they would like the application to be denied. Chief Szarejko approved the request with the conditions that the tent is supervised and no one is wandering the streets with alcohol. Lawrence feels the Selectboard should not be put in the position to decide if a respectable business owner can do business. She also stated that a small group should not be able to set a precedent like this. If her permit gets denied because of this event, then that will allow other groups to come in and do the same. She stated that she may not use the permit now, but feels that it should still get approved. Hauty represented the DVCP stating that they had discussed the issue with Lawrence and they are willing to withdraw their request so it was not designated an "alcohol-free" event. Lawrence stated that she would not open the tent this year, but doesn't want this to be a precedent-setting issue. Fitzgerald asked if the partnership was satisfied now, and Hauty stated that they were. Haughwout moved to accept the Outside Consumption Permit and the Occasional Use Permit from Pipedream LLC, dba The Anchor Restaurant for August 2 and September 19, 2014, Chapman second; all in favor. Burke commented that it is not the government's job to force any one agenda on another. Haughwout commented that it was a positive outcome; that these 2 groups had been able to work it out and she appreciates that an agreement was able to be met.

5. Selectboard to Receive Proposal to Zoning Ordinance Changes- To set a public hearing date and meet the posting requirements, the earliest date would be July 16<sup>th</sup>. They discussion the amount of time needed for this Public Hearing.
6. Selectboard to Possibly Adopt Town Policy for Bid Award Appeals- \*\*Haughwout recused herself from this item\*\* Some grants the Town receives come from the Federal Government through the State. There is a required appeal process, and the Town does not have a policy for this at this time. Bob Fisher had a draft drawn up with assistance from Havreluk. Havreluk stated that she thought the Town had a policy in place, but recently found out there wasn't. She had one suggested change to the policy in section 1.2 "An appeal shall follow the following steps" should say "An appeal will follow these steps". Fitzgerald commented that he was surprised the government hadn't mandated this before awarding the Town grants previously. Fitzgerald moved to accept the Bid Award Appeals Policy, White second with change; all in favor.
7. Selectboard to Choose an Agent to Represent the Town at Tax Sale- Tax Sale is Friday, June 20<sup>th</sup> at 9am in the meeting room. If all goes accordingly, there will be about 9 properties going up for auction including 2 Haystack Lots. Fitzgerald volunteered, as he was planning to attend anyway. Haughwout asked if Fitzgerald was planning on bidding personally. He replied that he was not. Board agreed to make Fitzgerald the agent at the tax sale.
8. Possible Public Meeting Date to Discuss Lakeshore Protection Ordinance- Towns are allowed to set-up a By-law to add to their Zoning Ordinances so that they manage the law on their end, versus ANR managing it. Discussion on possible dates for public meeting. This Act goes into effect July1, 2014. Discussion regarding scheduling jointly with Planning Commission. Murphy will contact the Planning Commission to get times that are good for them. The local Lake Homeowners Association will also be invited.

9. Correspondence to/from Select Board-

- a. Act 250 Log- No comments

10. Other Business-

White thanked the Board for supporting Valley Trail Day. White also commented that the Fire Department wasn't on the list of the monthly reports for 2 months in a row. They have also been very generic since about February. Fitzgerald asked why we even get the reports.

Haughwout discussed the Vermont Telecommunications Authority "BBid" (Business Broadband Improvement District) that is working on bringing Wi-Fi to the "Business District", which includes the area surrounding Haynes Rd, Warnock Rd, and Brown Rd. It is still being worked on and on their radar. It will take some time to complete.

Burke discussed the Twin Valley High School baseball and softball teams.

White also commented that there is still ice on Haystack Mtn; 8-10" left in some places.

11. Town Manager Updates-

- a. Memorial Hall Construction- Town has been unable to reach an agreement with one of the adjoining property owners and is moving forward. By recommendation of the Town Attorney, the property line will be taped off and we will be accessing building from Crafts Inn side of the building.

- b. Hermitage Fire Agreement Progress- Time frame of 60 days has been set to get agreement in place. It has been difficult because we are unsure what type of equipment the Fire Dept needs to get all the way up the buildings.

- c. Chimney Flue on Town Office building is completed.

Consolino asked if the Town had been notified of an official opening date of the Base Lodge at the Hermitage. Murphy commented that a definitive date has not been decided on, but they are planning on the first week of October.

Haughwout asked Murphy if there was a timeframe and cost estimate for the lifting of Reardon's Bridge. Murphy stated that it should be fairly simple, 2 men, 1-1 ½ days, and under \$5,000.00.

Haughwout then mentioned the letter Murphy sent to the DRB regarding the property at 20 W Main St. and the boardwalk proposal. She wants to clarify is that letter constitutes party status, in which case it would have to be brought before the Selectboard and party status be requested. Judy Klein owns the right of way, but the Town maintains it to access the back parking area. Demming asked if the boardwalk on the other side was built by the Town or the property owner. Haughwout stated that it was a "Grass Root Committee" who weren't charged by the Town. It was built by out-of-state volunteers after the flood.

Burke moved to adjourn, seconded by Chapman; all in favor.

Respectfully Submitted,

Jessica DeFrancesco  
Receptionist/Administrative Assistant

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Jim Burke, Chair

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Diane Chapman, Vice Chair

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Susie Haughwout

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Jake White

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Tom Fitzgerald