

Wilmington Selectboard/Sewer Commission
June 21, 2017
Meeting Minutes

Present: Tom Fitzgerald, Vince Rice, Sarah Fisher, Ann Manwaring **Absent:** John Gannon

Others Present: Gretchen Havreluk, Jessica DeFrancesco, Christine Richter, Craig Ohlson, Chief Szarejko, Officer Brewer, Tom Consolino, Eric and Taylor Craven, Ralph Meima, Mike Eldred, Chris Mays

Meeting called to order at 6:01 pm

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

Remove item #6 until Gannon can be present. Under item # 9 the Board need to set a date to set the town tax rate.

Chief Szarejko presented Fred and Meredith Craven with a Citizen's Award. Starting in January 2017, there were issues with an individual in town who was having difficulties. The Craven's were receiving harassing phone calls from this individual. The individual was cited to appear in court, had a no trespass order put against him and was screened by mental health. He was released a short while later and the problems continued. The Craven's called the police department each time there was an issue. Officer's Brewer and Brigg's were often the officers that responded. One night an officer responded and a confrontation occurred which eventually turned physical. Fred Craven helped the officer subdue the individual until other officers arrived on scene. A judge ordered a re-evaluation and he was placed in the mental health system. The Police Department couldn't have gotten this individual the help he needed without the help of the Craven's. Eric and Taylor Craven accepted the award on their parents' behalf.

Eric Craven thanked the Police Department on behalf of his parents. They are sorry they couldn't be here.

Eric thanked the Wilmington Police for being there for their family and doing what they do on a daily basis.

2. Approve Minutes of June 5, 6, 7, 12, 2017

Rice moved to approve the minutes of June 5, 6, 7, 2017, Manwaring second; all in favor.

Manwaring moved to approve the minutes of June 12, 2017, Fisher second; 3-0, Rice abstained

3. 1% Local Option Tax Fund

Havreluk and the Board discussed the Local Option Tax Fund including projected revenues. They also discussed current events and programs and possibly increasing the budgeted amount for some of them.

Fitzgerald commented that the Rt 100 Flower Barrels should be put into the budget and taken out of the 1% now that they are a consistent annual expense.

4. Green Lantern Solar

Ralph Meima of Green Lantern discussed with the Selectboard the possibility of leasing several acres of land at the closed landfill to construct and operate a 150-500kW net-metered solar array. This would be a community solar array. This means that Green Lantern would get any permits, find buyers for the panels and pay the town to use the footprint. The Town would essentially be a landlord. Buyers could be anyone-homeowners, business owners, etc. There was discussion regarding the WSWMD solar project. Havreluk will touch base with them. Meima clarified that this project is completely separate from the WSWMD project. He is asking for the town to lease land to Green Lantern for their own solar project. He would like a letter of intent from the Selectboard. Meima will create a draft letter of interest for their next meeting for review. Havreluk also asked that he supply more information: which parcel he is looking at, potential costs, etc.

5. Financial Update- Regarding deficit budget

-Finance Officer Christine Richter gave the Selectboard an update on the current fiscal year budget. There is still over \$500,000 in delinquent taxes and not all of it is Hermitage. This could potentially turn into

extra revenue next year. The tax rate that was proposed at Town Meeting may still hold because the grand list grew more than anticipated. The deficit is revenue related, not expenditure related. Richter suggested starting the new FY with departments being cautious and only spending money to replace items that are absolutely necessary, until late winter or early spring when we have a better idea of where that budget stands. She also suggested training be monitored and maybe requiring pre-approval and only going to trainings that are most appropriate instead of signing up for all trainings possible. Havreluk stated that revenues can't really be projected. She suggested looking into selling some parcels of land that the town owns. Fitzgerald asked that all department heads be notified that FY18 spending is to be held off unless absolutely necessary. Manwaring would like a work session with department heads to discuss items to hold off on. Highway and Sewer are not part of the general fund.

Eldred inquired about the Lorista properties. They have made a payment plan and made the first payment on that plan. He also asked if it was town policy or state statute that properties can't go to tax sale unless a full tax year is delinquent. It is town policy. Eldred had one last inquiry. Could there be a separate policy for residential vs. commercial properties regarding delinquent taxes? Richter commented that there could be but she isn't sure it would be considered fair and equal treatment.

-Chief Szarejko spoke with the Board regarding the importance of part time officers.

Wilmington Police currently cover 19.5 hours per day seven days a week 365 days a year. There is a 1/2 hour overlap in between shifts to cover cruiser exchanges and day shift briefing the night shift on the day's events. We try to have one day per week in which the supervisors are on together so that we can plan upcoming events discuss law enforcement happenings. It also allows us to have staff meetings or trainings on those days which reduces overtime. We typically have 2 officers on most day shifts and 2 officers on night's at least three night shifts per week including weekends.

We also utilize part-time officers which are very important and needed in the schedule. A part-time officer spends two weeks at the Vermont Police Academy then gets 60 hours minimum FTO time with a field training officer here. We utilize them to supplement shifts during vacations of when a FT officer is sick. Used during holiday weeks to reduce overtime. When they work its per diem; we don't pay benefits to them at all. During the shortages we have had to extend sick time for various reasons of FT officer's when sometimes two were out for several weeks or months part time officers were indispensable.

We also use them for special events such as the fair, 4th of July Fireworks other events and our grant work with Governors Highway safety money. I use this grant money during busy times and often times when there is only one officer on per shift. In the event something happens such as a MV crash or to back up the on duty officer. They are there to assist at no cost to the town.

There is another important reason that is often overlooked. We get a chance to work with an individual who may later be interested in a full time position if one develops. We learn the person's strength's and weakness so we know what we are getting when we hire them. Matt Murano, Patrick Brewer and Shawn Hammond were all part time officers here prior to becoming FT.

Payroll is under by \$8,000 this year.

Manwaring asked for a 5 year comparison of payroll and overtime and they will review it when they meet with department heads.

Havreluk commented that this position is hard to fill as it offers no benefits and it is a lot of nights, weekends, and holidays.

6. Action Items

Reardon's Bridge Ramp update–Havreluk updated the public on the RFP results. There was one bid at \$38,400. Further discussion will be held at a later meeting.

Rice moved to enter into Liquor Commission at 7:29, Manwaring second; all in favor.

7. Liquor Licenses

Rice moved to approve an Open Container Exemption Permit for the Friends of Memorial Hall for events at Memorial Hall catered by Jim's Bistro at the Roadhouse dba The Road house on July 8, July 15, September 9, and October 21, 2017, Fisher second; all in favor.

Out of Liquor Commission at 7:30 pm

8. Correspondence to/from Selectboard

Reviewed letters

9. Other Business

Tax Rate– Meet on Thursday, June 29 at 8 am to set the town tax rate.

10. Select Board Members Comments and Other Action Items

Manwaring–Read about local and state governments joining a VT Climate Pledge Coalition. Should the Board consider joining? Havreluk will look into it and try to get more information.

Rice–Was there any thought about getting a compactor for paper to save money? TAM didn't recommend a compactor in the center of town because it is unsupervised. The transfer station does so little paper compared to the second site, not sure it would be beneficial to spend the extra money on a compactor for the transfer station.

11. Interim Town Manager Updates

W Main Sidewalks–hopeful that it will be completed this Friday

Coldbrook Rd Culvert was placed last week. Finish work is currently being done.

Look Rd Bridge– hoping to be done the beginning of August.

Working with the fire officers to reorganize and create a plan for the department. Havreluk is working with Dave Larsen to facilitate discussion with Fitzgerald, as Selectboard Liaison, and the Fire Department Officers.

Working with Greg Murano to get the Mark Dooley Memorial placed.

Rice moved to adjourn at 7:57 pm, Fisher second; all in favor.

Respectfully Submitted,

Jessica DeFrancesco

Administrative Assistant

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Vince Rice, Clerk

Sarah Fisher

Ann Manwaring