

**Wilmington Selectboard/Sewer Commission**  
**June 7, 2017**  
**Meeting Minutes**

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

**Others Present:** Gretchen Havreluk, Jessica DeFrancesco, Christine Richter, Diane and Lenny Chapman, Melanie Demock, Tom Consolino, Mike Eldred

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda  
Consolino commented that on May 3<sup>rd</sup> the Selectboard approved to set aside \$45,000 from the 1% fund for the Reardon Bridge ramp. He suggested the Board look at where the funding came from to raise the bridge a couple years ago. Richter commented that the funds to raise the bridge came out of left over FEMA money. Gannon commented that there is a lot of concern on the Selectboard about the cost of the bridge. There were 9 hearings in front of the DRB for this bridge.  
  
Havreluk–under item #8, Other Business, we need to add the appointment of a Selectboard member for the June 22<sup>nd</sup> tax sale. Item #11 needs to be removed.
2. Approve Minutes of May 17, 22, and 25, 2017  
Rice moved to approve the minutes of May 17, 2017, Manwaring second; all in favor.  
Rice moved to approve the minutes of May 22, 2017, Fisher second; 4–0 in favor, Gannon abstained.  
Rice moved to approve the minutes of May 25, 2017, Manwaring second; all in favor.
3. Action Items  
The Selectboard interviewed Melanie Demock for a position on the Beautification Committee. She has attended a few meetings and has been helping with the gardening already. She is very excited to be a part of the Board .  
Rice moved to appoint Melanie Demock to the Beautification Committee, Manwaring second; all in favor.
4. 1% Local Option Tax Fund Requests  
Diane and Lenny Chapman of the Wilmington Historical Society presented a 1% application for \$14,000 to help replace the windows at the Historical Society. The cost of the windows is just under \$28,000. There are two grants they are looking to apply for, but they would need matching funds. The Historical Society has been receiving donations for the windows through their newsletter and they have been fundraising. So far they have raised \$6,000. The windows will be vinyl outside and wood inside and hoping to have someone local install them. Gannon moved to approve \$14,000 from the 1% Local Option Tax Fund to the Historical Society to help repair the windows at the Historical Society building, Rice second; all in favor.
5. Financial Update– Regarding deficit budget  
Finance Officer Christine Richter gave the Selectboard an update on the current fiscal year budget. There is an anticipated revenue shortfall of \$175–200,000. There will be approximately \$57,000 in tax sale revenue and hopefully another \$30,000 in delinquent tax revenue. The Board inquired how much is owed by Hermitage. They currently owe \$300–400,000. Not all of their properties are tax sale eligible. The Selectboard would like a projection of revenues for FY18 so they can better plan for the upcoming fiscal year’s expenditures.  
  
Fitzgerald moved to enter into Liquor Commission at 7:17 pm, Rice second; all in favor.
6. Liquor Commission

Rice moved to amend the delineated area outlined in the Outside Consumption Permit for the Nutmeg Inn at 153 West Main St, Fisher second; all in favor.

Rice moved to approve Request to Cater Permits for Friends of Memorial Hall for events at Memorial Hall catered by Jim's Bistro at the Roadhouse dba The Roadhouse on July 8, July 15, September 9, and October 21, 2017 and a Special Event Permit for Go America Go Beverages, dba Whistle Pig Whiskey, for a whiskey tasting at Cask and Kiln 4 N Main St on June 17, 2017, Fisher second; all in favor.

7. Correspondence to/from Selectboard

8. Other Business

The Selectboard discussed the upcoming June 22<sup>nd</sup> tax sale. Manwaring has volunteered to be the representative for the Town.

9. Select Board Members Comments and Other Action Items

The Mark Dooley Memorial was discussed. DeFrancesco will look at last year's minutes to see what had been decided. The Board feels it should be looked at again, since it has been a year.

10. Interim Town Manager Updates

Attended Officer Hammond's graduation on May 26<sup>th</sup>

Attended Municipal Roads General Permitting and Erosion Inventory Session. There is a new grant program being introduced this year. Havreluk and Hunt will work with Windham Regional Commission on this project.

The culvert on Coldbrook Rd will be replaced next week. The road will be closed during the day and evening for that whole week.

The West Main St Sidewalk project is on target even with the delayed fencing.

Scott Moore has taken on tasks at the fire house since Ken's resignation. The officers have also taken on some tasks to ensure things are getting done.

Paving will happen in August. Stowe Hill, Ray Hill, Boyd Hill and Coldbrook Rd are being paved. The Town received a \$175,000 grant to pave Coldbrook Rd.

Look Rd bridge is back on track, hopefully finalizing in the beginning of August.

Two employees have been hired for the Greeter Program

Havreluk will be away Wed-Fri next week, but is available by phone.

11. Executive Session

Removed from agenda

Rice moved to adjourn at 7:45, Manwaring second; all in favor.

Respectfully Submitted,

Jessica DeFrancesco

Administrative Assistant

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