

**Wilmington Selectboard/Sewer Commission**  
**July 5, 2017**  
**Meeting Minutes**

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

**Others Present:** Gretchen Havreluk, Jessica DeFrancesco, Craig Ohlson, Brandon Brassor, Tom Consolino, Mike Eldred, Chris Mays

Meeting called to order at 6:02 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of June 21, 26, 29, 30, 2017  
Rice moved to approve the minutes of June 21, 2017, Fisher second; 4-0, Gannon abstained  
Rice moved to approve the minutes of June 26, 29, 30, 2017, Fisher second; all in favor.
3. Recycling Update  
Havreluk gave a brief update on recycling. TAM will be collecting the recycling at both the old highway garage and the transfer station. The cost is \$24,699.45. \$18,000 was appropriated at town meeting to pay for the old highway garage site. As of July 1<sup>st</sup>, composting had to be made available at all municipal transfer stations. TAM will also be handling this. There will be a composting workshop on July 12<sup>th</sup> at 6 pm at the town hall, hosted by Windham Solid Waste Management District. It is open to anyone that would like to participate.
4. Transfer Station Fees  
The Selectboard discussed altering some of the current transfer station fees. Brassor has suggested the following:
  - I. Add an organics compost pass-\$15 which will include a kitchen compost pail, \$10 without the pail
  - II. Increase the charge for vehicles without permits to \$5
  - III. Increase general tipping fee to \$45/cu yd
  - IV. Add construction size bags-\$4/bag
  - V. Seniors receive a free permit, but pay full price per bag

There was discussion on the senior discount. Some of the Board was concerned about the additional cost to seniors. Gannon moved to adjust the Transfer Station fees, effective August 1, 2017, as follows: Add an organics compost pass-\$15 which will include a kitchen compost pail, \$10 without the pail, Increase the charge for vehicles without permits to \$5, Increase general tipping fee to \$45/cu yd, Add construction size bags-\$4/bag, Rice second; all in favor.
5. East Main St Sidewalks  
The Selectboard had approved funding for the East Main Street Sidewalk Project back in 2015. Since then, some costs have increased. Havreluk would like to apply for a VTrans Bicycle and Pedestrian Grant Program to cover the additional costs. The Town's match would be \$16,400. Fisher would like the lighting to be looked at. Some of the recent sidewalk projects in the valley have a lot of lighting and she feels it should be reduced if possible on this project. Gannon moved to execute a resolution to apply for a grant through the VTrans Bicycle and Pedestrian Program with matching funds up to \$16,400, Rice second; all in favor.
6. Action Items

Reardon Bridge Ramp Update–As previously discussed, only one bid came in from the RFP to build a ramp. The Town RFP policy states that the town can deny any and all bids if it is in the best interest of the town. This means that the town could call individual contractors and ask them to quote the project, and hire someone outright. Havreluk has reservations as to if the company that submitted the bid has the ability to complete the project successfully, based on the submitted bid and phone conversations with them. The Board feels it should be rejected.

The Selectboard discussed the Late Payment Penalty on homestead filing. Fitzgerald moved to reinstate the penalty on the late Homestead filing at 8%, Gannon second. Fisher feels that starting out with the maximum penalty of 8% is too much and thinks it should be 4%. Fitzgerald amended his motion to 4%; All in favor.

7. Correspondence to/from Selectboard

8. Other Business

9. Select Board Members Comments and Other Action Items

Gannon– would like the payment plan procedure to be revisited. He feels that the town is being taken advantage of. He also feels that the town should go back to two tax sales a year and is curious why that stopped happening. Last spring there was not town attorney so the tax sale that normally takes place in June didn't happen until September. Richter will need to be consulted on this.

10. Interim Town Manager Updates

West Main St Sidewalks–the contractor has not been able to turn on the lights due to an issue with a property owner. An extension on the grant has been requested to give them time to alter the lighting situation.

Tennis courts were patched today and lined for pickleball.

Fire Dept–had a successful meeting with Dave Larsen as facilitator. Dave will facilitate a couple more meetings with all the officers and the full department. He will create a report after completion.

Look Rd Bridge–on target to finish mid–August.

Greeter Program–two great people were hired for this program. Havreluk has received great feedback regarding how pleasant and helpful the greeters have been.

11. Executive session to discuss the interviews for the Town Manager position.

Gannon moved to enter into executive session to discuss the interviews for the Town Manager position, Rice second; all in favor.

Came out of executive session at 8:50 pm

Discussed TM candidates and the next step in the process.

Discussed contract needs, salary etc.

The Select Board directed John Gannon to draft a contract and to consult the Town attorney.

Meeting adjourned at 8:50 pm

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