

**Wilmington Selectboard/Sewer Commission**  
**July 6, 2016**  
**Meeting Minutes**

**Present:** Thomas Fitzgerald, John Gannon, Susan Haughwout, Diane Chapman, Vincent Rice

**Others Present:** Town Manager Scott Murphy, Jessica DeFrancesco, Cheryl LaFlamme, Adam Grinold, Nicki Steel, Crystal & Richard Martineau, Mike Eldred-Deerfield Valley News, Wendy Manners-Seaman, Fred Houston, Gretchen Havreluk, Johnny Cleanthes, Christine Richter, Brendan Ryan, Bill Hunt, Craig Ohlson

Meeting called to order at 6:04 pm

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

- Add to item #8 Selectboard to sign a resolution to engage new attorney to conduct a tax sale
- Add approval of 6/29/16 minutes

**2. Approve Minutes of June 15, 2016 and June 30, 2016**

Haughwout moved to approve the minutes of June 15 and June 30, 2016, Chapman second; 4 in favor-Rice abstained due to absence at June 30 meeting.

Gannon moved to approve the minutes of June 29, 2016, Chapman second; all in favor

**3. Public Hearing for Proposed Zoning Amendment Changes-Hearing opened at 6:07 pm**

The Selectboard heard public comments on the proposed Zoning Amendment changes. Steel commented that she felt a spreadsheet of different uses and districts would be a helpful tool. She also feels that some items in the ordinance border on micro-management and that steady and consistent enforcement is important.

Due to an error in warning the hearing, the Board was not able to vote on the proposed ordinance. Haughwout moved and Gannon second to recess the hearing until July 20, 2016 at 6 pm where the Board will possibly vote on the adoption of the ordinance presented; all in favor. Haughwout commented that the enforcement of the zoning ordinance has much improved over the last couple of years.

Manner commented that the Zoning Administrator is currently working on a form/report of permits and enforcement.

Hearing recessed until July 20, 2016 at 6 pm

**4. Action Items**

Road Closure Requests:

Haughwout moved to approve the following road closures:

- Beaver St closure for Deerfield Valley Farmers Day Fair for Aug 18-21.
- South Main St on Aug 6<sup>th</sup> for the Blueberry Festival Block Party.

Other Action Item:

- Motor Vehicle Racing Permit for DVFDA Demolition derby

The following item was discussed later in the meeting when Brendan Ryan arrived:

- Brendan Ryan, Mount Snow Director of Projects approached the Selectboard regarding the potential road closure of Coldbrook Rd for the Mount Snow West Lake Project from 7/11 – 9/30/16 (weather permitting) during daylight hours, weekdays only; local traffic will be allowed. The closure will be similar to the one in Dover last year. They attempted closing only half the road but felt it was a safety issue so they closed the whole road down. The project could start Monday, if funding was released, but most likely wouldn't actually

start until July 18<sup>th</sup>. The Board inquired about emergency vehicles passing through. Ryan stated that most all of the equipment can be moved within 5 minutes. Hunt had similar safety concerns and agrees that closing the entire section of road is safest and most efficient. Paving concerns have been worked out between Hunt and Ryan. Ryan stated that they will work to improve the road shoulders as they go. If the town purchases the culvert that needs replacing on Coldbrook Rd, Ryan will be able to place it. Start times and residential impact were discussed. Message boards and signs will be placed. Haughwout moved to approve the road closure of Coldbrook Rd for the Mount Snow West Lake Project from 7/11 – 9/30/16 during daylight hours, weekdays only, Gannon second; all in favor.

**5. 7. Correspondence to/from Selectboard**

Discussed an email Haughwout had received regarding easements. Murphy will respond

**6. 8. Other Business**

The new attorney requested a resolution be signed before they go any further with the tax sale process. This is a blanket resolution and will not need to be signed again for future tax sales. Haughwout moved to sign the resolution to engage the new attorney to conduct tax sales, Rice second; all in favor.

The financial management questionnaire was received later in the meeting

**7. 6. Possible Waiving of Homestead Late-Filing Penalty Fee**

The finance officer, Richter, explained to the Board that last year the Town would have made \$4,000 in fees from 17 properties if the late filing fee hadn't been waived. The Selectboard agreed to keep the current policy to waive the Homestead Late-filing Fee.

Late Tax Payment Penalty-The statute need some clarification but it looks as though a penalty for late payments can be applied to August payments as well as the February installment. This would have to be voted on at a special or annual town meeting as a floor vote. The Board would like to discuss this more in-depth during budget season and get the legal clarification regarding this statute. Haughwout requested the preliminary delinquent tax sale list be emailed to the Board.

**8. 5. Outside Consumption Permit application from Hermitage Inn, LLC dba The White House, 178 Route 9 East, from 10AM to 2AM, permanent request.**

The Police Chief had concerns about this permit where it says "whole lawn". He is asking the permit be approved for the patio and back terrace only and that special events would need to apply for an event permit. Johnny Cleanthes of the Hermitage Club is responsible for all liquor applications and state mandates. He is trained and trains all of the Hermitage employees. Cleanthes stated that previous outdoor consumption permits for the White House had included the entire front lawn as they do many outdoor weddings. Haughwout asked why the changes when this application has been approved in the past. Haughwout moved to approve the Outside Consumption Permit application from Hermitage Inn, LLC dba The White House, 178 Route 9 East, from 10AM to 2AM, Rice second; all in favor.

**9. Select Board Members Comments and Other Action Items**

Haughwout informed the Board that the Lister Chair was in to see her and said they had over 50 grievances and wouldn't expect more than a handful, if any, appeals.

**10. Town Manager's Report**

Employee reviews are just about completed

The sewer note for the WWTP Refurbishment Project has been paid off  
The Town has received about \$200,000 in grant funding for the WWTP project  
The certificate of occupancy has been received and the plant operators are moved in  
A citizen fell in the DI in front of the Town Hall that has been in need of fixing. Murphy has contacted the state numerous times regarding the issue.  
Salt price has been secured at \$81.42/ton through Cargill. The state rate was \$92.89. Buying direct will save the Town approximately \$10,000.

The Selectboard will have a special meeting on Wednesday, July 13, 2016 at 8 am to include an executive session for a personnel issue.

Gannon moved to adjourn at 7:26 pm, Haughwout second; all in favor.

Respectfully Submitted by:

Scott Murphy  
Town Manager

**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