

Wilmington Selectboard/Sewer Commission  
August 20, 2014 6 pm  
Meeting Minutes

Present: James Burke, Susie Haughwout, Jake White, Scott Murphy, Jessica DeFrancesco  
Others Present: Chris Mays, Jack Demming, Gretchen Havreluk, Nicki Steel, Adam Grinold, Mike Eldred

Meeting called to order at 6:00 pm

1. (2) Public Comments-

Steel wanted to touch base on an e-mail she had sent to the Selectboard regarding the July 23<sup>rd</sup> minutes. She feels that "no action taken" is vague and there should be more information there so people reading the minutes understand what's being discussed. Burke stated the he and Murphy had discussed this and there was no action taken, therefore no need to add additional information. Haughwout stated that as it was a work session, no action could be taken as there were no agenda items to act on. \*\*Stopped discussion to address agenda item #1\*\*

Public Comments continued-Steel inquired about Wilmington Works using a "W" on the signs they will be putting up for which the funds were approved through the 1% local option tax fund. She feels the signs will look plain. Haughwout told Steel that was something she should have brought up with the design committee. Steel also mentioned the poison ivy growth along RT 100N near Fat City. White commented that RT 100 was state jurisdiction, but maybe the board could mention it to them. Murphy will contact the State regarding the poison ivy.

2. (1) Approve minutes of August 6, 2014-

Haughwout moved to accept the minutes of August 6, 2014 with the following correction; "Haughwout would prefer the Selectboard choose the artist" to be replaced with "Haughwout asked if there could be Selectboard input in the selection of the artist", White second; all in favor 3-0.

3. Action Items- None

4. Liquor and Outside Consumption Licenses-

Honora Winery Special Event Permit and Open Container Exemption Permit for Wine and Harvest Fest at the Memorial Hall Lawn on September 19<sup>th</sup>- the Police Chief was initially worried about the fence on the Memorial Hall lawn, but after looking again, he is ok with it. White moved to accept Honora Winery's application for Special Events and Open Container Exemption; Haughwout second; all in favor 3-0.

Pizzapalooza Outside Consumption Permit at 19 S Main St-the Police Chief is concerned with them having an outside bar with kegs, the Bocci court is not properly supervised, and there is no serving before noon (they are applying to serve 10am-2am). Haughwout moved to approve Pizzapalooza's application for Outside Consumption with the following contingencies- no outside alcoholic kegs or outside bars, the bocci court must be properly supervised, and no alcohol served outside before noon, and can serve until 2am; White second, all in favor 3-0.

Burke moved to go in Sewer Commission, White second; all in favor 3-0.

5. Sewer Commissioners Meeting-

Wastewater Allocation Permit for FJC Construction at 9 W Main for 1640 gpd- It is a 50 seat restaurant on the first floor, storage and office space on the second floor, and an apartment for the manager on the third floor. Burke moved to accept the Wastewater Allocation permit for FJC Construction LLC, White second; all in favor 3-0.

Burke moved to adjourn Sewer Commission, White second; all in favor 3-0.

6. Selectboard to receive Proposal to Zoning Ordinance Changes-

Selectboard received the proposed changes and discussed a hearing date of September 17<sup>th</sup>. Burke moved to set a Public Hearing date for Articles IV, V and Appendix I for September 17, 2014 at 6 pm during their regular scheduled meeting, White second; all in favor 3-0. If the Ordinances are adopted on September 17<sup>th</sup> then they will become effective October 8<sup>th</sup> if there is no petition submitted. Steel inquired about the off-premise signage. Haughwout stated that those questions were better suited for the Public Hearing as the board is just receiving the documents and setting a hearing date. Haughwout moved to officially receive and approve the Zoning Documents as handed to them for Articles IV, V and Appendix I, Burke second; all in favor 3-0.

7. Façade Grant Applications-

There are three applications that don't meet the criteria, but all applications will be discussed tonight. The total amount of all applications applied for is \$42,825. The amount without the disqualified applications is \$32,500 leaving \$17,000 available for future applications. Havreluk pointed out that at this point landscaping, as well as signage not attached to the building, are not approved items.

- a. 9 S Main St-project is \$17,000 and asking for \$5000 for façade improvements.
- b. 48 N Main St, 6100 building- project cost is \$6500, asking for \$2500 for façade improvements.
- c. 10 W Main St, Crafts Inn- project cost is \$36,000 and asking for \$5000 for façade & roof improvements.
- d. 179 RT 100, North Star Bowl-project cost is \$10,180 and asking for \$5000 for paint & exterior improvements.
- e. 7 W Main St, Chapman's Antiques-project cost is \$10,850 and asking for \$5000 for façade improvements.
- f. 26 W Main St, Jezebels-project cost is \$6700 and asking for \$5000 for façade repair & paint.

Haughwout moved and White second to approve the above projects, all in favor 3-0.

- a. 19 E Main St-this application was disqualified as it is a single-family home and although they have plans for a basement apartment, no permits have been applied for to show this action being taken. If they receive a zoning permit to change the residence to a multi-family unit, and a permit for the basement apartment, they can reapply.

- b. 225 RT 9W, Moosehead Cedar Log Homes- It is listed as a residence, not commercial, and the owner lives there. This application was tabled, to determine its official use.
  - c. 14 E Main St, Split Ends- this application was table until the next meeting, as this was a landscaping application. The definition of façade needs to be looked an d possibly redefined in terms of these projects.
- 8. Proposed Social Media Policy-

Many towns are starting to put a policy in place, and Murphy feels it is something the town should be considering. Burke reviewed some definitions laid out in the draft given to the Selectboard. Haughwout feels that the policy is overkill and should be simplified. She also stated that many town departments have individual social media pages that people aren't even aware of. After some discussion it was decided that the policy should be simplified. Murphy will review and resubmit the social media policy.
- 9. Wilmington Water District Merger-

Haughwout stated that from what she understands, the water district is waiting on the Town to make the next move to re-engage merger discussions. Haughwout asked the water district at their last meeting if it would be OK for the Town Manager to speak with their attorneys? The water district gave their permission for such discussions. Havreluk commented that this merger is a key piece to the growth of the town, as there are a lot of vacant buildings outside of downtown that are on town water.
- 10. Correspondence to/from Selectboard-

Reviewed mail folder and Act25 log
- 11. Other business- None
- 12. Town Manager Updates-

W Main St sidewalks- the sidewalk construction to replace a water main will start in mid-late September. They will start at Chapman's Antiques and go down to the former VT House. Merrill Mundell is coordinating this, and they are just waiting for a few owners to sign off on the project.

Former Sprague Property-Two River Ottaquechee Regional Commission is funding a Re-use Design Grant. Murphy is proposing a possible pavilion on the existing concrete pad, and a future restroom made of concrete, a gravel parking lot, and a future path to eventually tie into the Valley Trail. Murphy is currently working on the design with the Windham Regional Commission. Haughwout questioned the process for Grants that they use-doesn't the Selectboard have to approve the application before it can be submitted? Haughwout also stated that she feels there are enough picnic areas, and the town should consider some type of community garden. Burke commented that there are many people in town who feel the town has enough picnic areas and others who feel the town needs more.

High School building- Breadloaf is finishing up their presentation and there will be a joint meeting between the school board, Breadloaf and the Selectboard to view it. Haughwout asked if the ownership issue had been resolved yet. Murphy stated he didn't believe so.

Burke moved to adjourn the meeting at 7:55 pm, White second; all in favor 3-0.

Respectfully submitted,

Jessica DeFrancesco  
Receptionist/Administrative Assistant

Approved by Wilmington Selectboard:

\_\_\_\_\_  
James Burke, Chair

\_\_\_\_\_  
Diane Chapman, Vice Chair

\_\_\_\_\_  
Susie Haughwout, Clerk

\_\_\_\_\_  
Jacob White

\_\_\_\_\_  
Tom Fitzgerald