

**Wilmington Selectboard/Liquor Commission**  
**August 3, 2016**  
**Meeting Minutes**

**Present:** Diane Chapman, Tom Fitzgerald, Vincent Rice (6:40 p.m.), John Gannon and Susan Haughwout  
**Others Present:** Town Manager Scott Murphy, Deborah Kingsley, Mike Eldred, Chris Mays, Cheri Allen, Sharon Cunningham and Chief Joe Szarejko.

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

-None

**2. Approve Minutes of July 20, 2016 and July 28, 2016**

-Haughwout moved to approve the minutes of July 20, 2016 Gannon second; All were in favor except for Rice who was not at the meeting yet.

-Fitzgerald moved to approved the minutes of July 28, 2016, Haughwout second; Chapman abstained because she was not present at that meeting, all else approved except for Rice who was not at the meeting yet.

**3. (4) Action Items – Liquor Commission**

-A motion was made by Gannon, seconded by Haughwout, to go into the Liquor Commission, all were in favor.

- Application for “The Edd” for an Open Container Exemption Permit for an event at Memorial Hall on September 3, 2016 from 8 a.m. to 1 a.m. A motion was made by Gannon, seconded by Haughwout, all were in favor.
- Application for Open Container Exemption Permit by the Vermont Distillers, and a special event permit for a concert at Memorial Hall on September 3, 2016 from Vermont Distillers. A motion was made by Gannon, seconded by Haughwout, all were in favor.
- A Request to Cater application from the Hermitage Club for several events held at 441 Coldbrook Rd. on these dates: 8/19-8/22/16, 8/26-8/29/16 and 9/2-9/5/16 from 9 a.m. – 9 p.m. Motion was made by Gannon, seconded by Haughwout, all were in favor.

**4. (5) Events Fund Possible Changes**

Discussion was held concerning changes to the current Event Fund Program. Scott Murphy and Gretchen Haveluk did a draft for the board reflecting changes to the program. They received a copy of the Dover program and used some of the language from that. Discussion also centered on the Fireworks that are held every year. Sharon Cunningham, from the Chamber of Commerce, made some suggestions concerning the program. The board decided to ask for permission to use more of the Dover Program and have Havreluk and Murphy rewrite the draft and come back to the board with those changes.

Mike Eldred had a couple of questions concerning the program as well, which the board addressed.

**5. (6) Restricted On Call Pay Police Officers**

Chief Joe Szarejko came before the board to discuss adding new language for Restricted On Call Pay for Police Officers to the Personnel Policy, plus a definition for Restricted On Call for Police Officers. The basis of the new Policy came from the Vermont State Police policy and was reviewed by Ed Adrian, one of the Town's new attorneys.

Haughwout made a motion to adopt the language as presented to be added to the Personnel Policy. Seconded by Rice, all were in favor.

**6. (7) Town Goals & Key Projects (Planning Commission) Will be rescheduled to another Selectboard meeting when Wendy Manners from the P.C. can attend.**

7. (8) Correspondence to/from Selectboard. Haughwout mentioned that she had received the Certificate of Mileage from the State.
8. (9) Other Business: Gannon & Fitzgerald had a meeting with the officials from Southwest Vermont Medical Center. The discussion concerned having the health center stay in town, which the officials are fully supporting. The Board will have an ongoing dialogue with the officials from the Medical Center.

The Vigilant Guard Exercise in Emergency Management was held on Friday, July 29, 2016. Susan Haughwout was in Northfield and John Gannon with Scott Murphy were at the Command Posts, which changed during the day. Ken March was the Incident Command Officer. According to Gannon and Haughwout everyone did a great job during the event. The groups involved were, the Moover, Fire, Police, Highway, Rescue, Town Administration and National Guard. Rice has some pictures that he will give to Jessica for the Town Report.

9. (10) Gannon had a short discussion concerning Meals on Wheels. The days will be Tuesday and Thursdays. A company will be doing the meals. Someone from Whitingham will be doing the deliveries.
- 10.(11)Town Manager's Report.  
Murphy reported that the final designs for the Look Road Bridge replacement will be done by the end of August and then the RFP can go out with a possible start time in October or early next construction season.

Meeting was adjourned at 7:15 pm.

Respectfully Submitted,

Deborah Kingsley

**Approved by Wilmington Selectboard:**

\_\_\_\_\_  
Thomas Fitzgerald, Chair

\_\_\_\_\_  
Diane Chapman

\_\_\_\_\_  
Susan Joy Haughwout

\_\_\_\_\_  
Vincent Rice, Clerk

\_\_\_\_\_  
John Gannon, Vice Chair