

Wilmington Selectboard/Sewer Commission  
September 17, 2014  
Meeting Minutes

Present: Jim Burke, Diane Chapman, Susie Haughwout, Jake White, Tom Fitzgerald, Scott Murphy, Jessica DeFrancesco

Others Present: Jack Demming, Chris Mays, William Adams, Steven Adams, Janet Boyd, William and Carolyn Herbert, Claire Huntley, Nicki Steel, Wendy Manners, Carolyn Palmer, Adam Grinold, Alice Greenspan, Deborah Canedy, Meg Streeter, Shelley Park, Brian Campion, Sheila Osler, Tamara Bolognani, Crista and John Gannon, Sandra Latif, Willy Hall, Doug Forth, Kori Deluca, Tom Consolino, Marilyn Ward, Seth Boyd, Mike Eldred, Arlene Palmiter, Jennifer Fitzgerald, Christine and Dennis Richter, Ann Manwaring, Gretchen Havreluk, Camille Swanson, Steve Goldfarb, Phil Taylor, Selma Schiffer, Gordon Bristol, Doug Swanson, Betty Crawford, Karen Atwood, Kathy Larsen, Carl Boyd, Liz and Fred Sistare, Fred Houston, Charles LaFuire, Richard Covey, Seth Boyd, Bill Hunt, Chris Huston and others

Meeting called to order at 6:05 pm

Burke made mention that Susie was named Clerk of the Year last week.

Burke asked if there were any possible changes to the agenda. Murphy had two additions to the action items; 1. Sign form for Digitization Grant-CDBG; 2. Consensus on the design of the Gateway Signs needed.

1. Visitors, Public Comments-

Jack Demming inquired about the progress on the construction at Memorial Hall. Murphy replied that it is close to being done, but not quite yet.

2. Approve Minutes of September 3, 2014-

Chapman moved to accept the minutes of September 3, 2014, White second; all in favor.

3. Public Hearing on Proposed Zoning Ordinance Changes-Hearing was open to public comment  
Steve Adams owns the Creamee Stand on Route 100N. Steve Adams feels that all but the first sentence on Article IV, Section 424 F should be removed. He feels that having a truck sign across from the Creamee is necessary for people to know they are there, otherwise you don't realize it until you have passed it. Bill Adams stated that the Town's Zoning Ordinances appear to be mirroring the state regulations, so why not let the state "rule the roost"? He stated that the town went nearly 200 years without all the Zoning regulations, and he doesn't know that all these regulations have made things any better.

Manners stated that the state prohibits off-premise signage but the language is weak, so the Planning Commission decided to remain "silent" to it.

Palmer disagreed with Manners and stated that the statement "no off-premise signage" eliminates any gray matter in the state ordinance. Palmer also stated that businesses can apply for state signs to be placed on the main roads.

Janet Boyd commented that state signs for seasonal businesses mean nothing, as they are only open for a short period of time. Boyd also stated that Section 423 J should be removed. She does not feel that vending machines should be lit 24/7, and it is an awful thing to allow. Boyd also stated that section 424 F states that you are only allowed one motor vehicle sign per property. However, you have businesses like Guy Nido, Swan Electric, and Lane Plumbing who have numerous vehicles with their company name and information parked around town every

day. Steel commented that off-premise signage is mentioned in the ordinance in Section 474 under Setback and Height Limitations. She commented that she feels there needs to be more vigorous enforcement regarding the signs. There are at least two off-premise signs in the village right now, and to her knowledge nothing has been done about it.

Tamara Bolognani addressed the board and stated that the truck sign has helped her as an employee at the Creamee stand. She has noticed more customers, which means more tips. The Creamee doesn't have the possibility of an on-premise sign, as it is setback from the road and Joe's Shack is between the Creamee and Route 100.

Palmer stated that there was an oversight on the Planning Commission's part and in Article IV Section 433 D on page 4 and 5, "home occupations and" should be removed.

B. Adams stated that if we are trying to enhance economic development, the town may want to be careful how difficult it makes it.

Burke stated that the hearing needed to close, as they were out of time. Comments made that there needs to be more time allotted for these hearings, as there is always a lot of public feedback. The public didn't even get to comment on the other two zoning articles.

Another hearing will need to be scheduled.

Haughwout moved to adopt Article IV with the following changes:

Section 424F-delete all sentences after the first one

Section 433 D- delete "home occupations and"

Section 434 4<sup>th</sup> line down, delete "home occupations and"

Chapman second motion. Fitzgerald moved to amend the original motion, also removing section 461 A, B and C; White second.

Houston stated that the motion made is referencing major changes, in which case the ordinance needs to go back to the Planning Commission.

Haughwout and Fitzgerald withdrew their motions, Chapman and White withdrew their seconds.

Burke closed the Public Hearing at 6:51 pm

Murphy asked the Board if they could skip to Agenda Item #6, as the Road Supervisor was present, and there was another meeting about to start at 7 pm. The Board agreed.

4. 6. The Selectboard to review open Highway Position-

The Selectboard wanted to review any full time job openings that came about. One highway crew member is retiring in December, which would create a full time opening.

Hunt stated that each year there are higher expectations for the road crew to meet. More flaggers are needed on some projects, and they do odd jobs for some town committees. The highway crew plows both school parking lots, and another seven parking lots in town. Years ago, the department lost a mechanic and the position was never filled. The department is keeping trucks for 10 years, whereas they used to keep them for only seven, so there is more vehicle/equipment maintenance. Murphy stated that excluding Hunt and the retiring member, they have five crew members. This leaves them shorthanded for vacations and the like.

Burke stated that the Board would finalize this discussion at the next meeting.

5. Liquor and Outside Consumption Licenses-

Haughwout moved to accept the Catering application and an open container ordinance exemption permit for the Wilmington Village Pub to serve alcohol at Memorial Hall on October 4, 2014 from 2-11pm for a wedding, White second; all in favor.

Haughwout moved to accept a first class, second class, and restaurant liquor license and tobacco application for the Hermitage Club LLC, to include an outside consumption permit, White second; all in favor.

6. 7. 7:00 pm-Joint meeting between the Selectboard and the Wilmington School Board- Chris Huston from Breadloaf Architects discussed potential tenants and renovations needed at the former Twin Valley High School. He presented a construction breakdown. Gordon Bristol then discussed the proposed five year budget breakdown and funding sources. Haughwout inquired about the user fee that the school is getting, as the building is no longer a school, and Burke asked if it was even legal for them to use the user fee to offset these costs, if it is not being used as a school. Manwaring gave her opinion on the matter, stating that some investment is needed to get the building operational for the community. The state administration is drafting a change so that there are incentives rather than penalties for consolidating schools, and shutting some of them down. Grinold asked how the school would secure a mortgage without ownership, and who would hold the mortgage? Gordon responded stating that a lease hold agreement type situation may be possible. Grinold then asked what would happen to the building if the loan defaulted. Willie Hall, from SVMC, asked for clarification on the probable cost. Mrs. Herbert inquired about the likelihood of getting the building insured with numerous tenants like this? Gordon replied that it is very possible, and may even be able to keep the same insurance company that is now insuring the building. Havreluk stated that there would be a separate informational meeting held for the public at a later date.  
Joint meeting was closed at 8:00 pm.

7. 4. Action Items-  
Digitization Grant-Burke moved to approve the resolution for the CDBG Digitization Grant, Chapman second; Haughwout recused, in favor 4-0.  
Resolution for a Municipal Planning Grant to help the Planning Commission update the Town Plan- this is done every five years and it is due in 2015. Chapman so moved, Burke second; all in favor.  
On August 6<sup>th</sup> the board approved a 1% option tax request for gateway signs in the amount of no more than \$20,000. Wilmington Works Design Committee has recommended a proposal from the Village Woodcarver, Dale Doucette. The board affirmed this decision.

8. Façade Grant Applications-  
Havreluk has two applications this week.  
Ed Erhard had an application that the Board tabled last week, but held the funds for the project. He is asking that the Board release the reserve from his West Main St application and allow him to use it on his 6 North Main St application. Fitzgerald moved to release the reserve on Erhard's West Main St property and apply it to his 6 North Main St property application, Haughwout second; all in favor.  
On the second application, the owner of 35 West Main St is asking for \$4,251.19. Fitzgerald moved to accept the application on 35 West Main St, Haughwout second; all in favor.

9. Correspondence to/from Selectboard  
Reviewed Act250

10. Haughwout stated that she spoke with Michael McGillion from Fisher and Fisher about the possible acquisition on the Water District. Possible avenues to move along in the acquisition are being looked at and he will talk with Water District Attorney.
11. Town Manager's Updates-
  - Heat at Memorial Hall should be completed soon, possibly this weekend. The electrical inspector may be a holdup as he is only in town once a week.
  - West Main watermain project-work will not begin before Columbus Day Weekend.
  - Windham Regional Commission Director Chris Campani will be at the Board's next meeting.
12. Board went into Executive Session at 8:45 pm to Review Contracts  
Board came out of Executive Session at 8:50 pm with the following results:
  - a. Haughwout moved to approve the revolving loan fund application of September 17, 2014, Chapman second; vote-no one in favor, all opposed. Motion failed
  - b. Haughwout moved to reimburse cost for flood related dumpster as promised by the previous Town Manager during the flood, per the invoiced amount to citizen who provided invoice, Fitzgerald second; all in favor

Meeting closed at 9:00 pm

Respectfully Submitted,

Jessica DeFrancesco  
Receptionist/Administrative Assistant

Approved by Selectboard

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James Burke, Chair

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Diane Chapman, Vice Chair

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Susan Joy Haughwout, Clerk

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Jacob White

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Thomas Fitzgerald