

**Wilmington Selectboard/Sewer Commission**  
**September 2, 2015 at 6:00 pm**  
**Meeting Minutes**

**Present:** Diane Chapman, Tom Fitzgerald, Jake White, Susan Haughwout, John Gannon

**Others Present:** Town Manager Scott Murphy, Jessica DeFrancesco, Chris Mays, Mike Eldred, Sharon Cunningham, Anna Drozdowski, Christine Richter, Gretchen Havreluk, Ryan Bartlett

The meeting was called to order at 6:00 pm

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

- Mike Eldred commented that at the bottom of Lisle Hill there used to be a sign that said "Keep Right". It is no longer there, and white lines are painted on both sides of the split road, and cars are bottoming out when they veer left. The Town Manager will look into the problem.

**2. Approve Minutes of August 19, 2015**

- Haughwout moved to accept the Selectboard minutes and Sewer Commission minutes of August 19, 2015, White second; all in favor.

**3. Action Items**

- The VLCT Annual Business Meeting will be held on October 8<sup>th</sup> at the VLCT Town Fair. The Selectboard will need to authorize the Town Manager to vote on items at the Fair on behalf of the Town. Haughwout moved to designate the Town Manager to be the voting entity at the VLCT Annual Meeting, Chapman second; all in favor.

**4. Liquor Licenses**

Chapman moved to approve a Request to Cater application by the Hermitage Club for a wedding at The White House, Rt 9 on September 11, 12, & 13 from 8:AM – 1:00 PM, Haughwout second; all in favor.

Fitzgerald moved to approve a Request to Cater by Jim's Bistro at the Roadhouse for the Vt Wine and Harvest Festival on September 18<sup>th</sup> from 5PM to 8:00 PM at the following locations:

- 14 West Main St – Memorial Hall
- 17 West Main St – Bartleby's Books
- 24 West Main St – Sotheby's
- 22B West Main St – Pickwells Barn
- 6 North Main St – Beyond Imagination

Haughwout second; all in favor.

Fitzgerald moved to approve a Special Event Permit for the Vermont Distillers, Inc for 9/18/15 at Chapman's In Town Antiques, a 6x8' area on front porch from 4:30 to 8:00, Haughwout second; all in favor, Chapman abstained.

**5. Selectboard to Possibly Amend Existing Selectboard Policy Regarding the Signing of Off-week Orders**

- Murphy informed the Board that Bob Fisher, the Town's Attorney, feels that the Town is in compliance and disagrees with VLCT. Gannon stated that now that the Board is getting a copy of the orders, he feels the Town is in compliance. Haughwout questioned whether the policy should be amended to add that the Board shall be given copies of the orders. Murphy will have the amended policy for the next meeting.

**6. West Main St Parking Lot**

Back in 2012, Lili Hart, Carolyn Palmer, and Sue Spengler worked with property owners

abutting the West Main St parking lot, to form an agreement for maintaining the lot. Maintenance included snowplowing, sanding, spring clean up and grading. Three of the six property owners signed the agreement. Two other property owners would allow public access to cross their private lot. The agreement expires in 2017 with the option of renewal. Al Wurzberger of 33 West Main St, and Sue Wurzberger of 30 West Main St would now like to possibly enter into this agreement. Mr. Wurzberger has rescinded his permission for public access and has demanded the Town benches be removed from his property, which they have. Haughwout feels that the Board can't discuss a possible agreement without the parties here to participate in the discussion. The invitation was extended on several occasions. Haughwout asked who's responsible for maintaining the trail and picking up trash. Gannon stated that the Trails Committee's goal is to be able to maintain the trail and the trash that accumulates on the trail. They have been in a building mode up until now, so maintenance hasn't been on the top of the list. Gannon feels that this particular trail being connected to a parking lot creates more trash than they may find on other trails. The Board also discussed the trash in the West Main St parking lot and what could be done to keep it from overflowing, especially when there is a special event going on. It was suggested that a Town employee check on the trash receptacles in the mornings and take care of any overflow. Fitzgerald suggested two Board members meet with Mr. and Mrs. Wurzberger to discuss the agreement. Gannon feels that entering into a contract with them will be difficult. He feels that the Town will not be able to plow or maintain the area to his satisfaction. Fitzgerald commented that it will have to be made known to the Wurzbergers that their lots would have to remain open and accessible to everyone and will be maintained to the same level as the rest of the parking lot. Drozdowski stated that Mr. Wurzberger has private agreements with other property owners for parking. Should those people be notified that this agreement may be taking place? Fitzgerald responded that if he is collecting rent for parking spaces, then the Town won't enter into this agreement with him. Fitzgerald agreed to talk with the Wurzbergers.

#### **7. Façade Grant Qualifications**

The Selectboard discussed possibly changing some of the wording in the guidelines to give them a little more leniency in approving applications. Gannon and Haughwout both feel that changing the guidelines in the middle of the process shows favoritism and shouldn't happen. The Board came to a consensus that they would leave them as is.

#### **8. Façade Grant Applications**

Havreduk gave the Board a brief overview of the applications to-date. There are a few applications that have been granted extensions and their deadlines are approaching. Haughwout asked what happens to the funds if they do not meet the deadline. The money will go back into the 1% fund and the applicant will not be able to access the funds and their commitment will expire. The Board discussed the possibility of creating a cut-off date for new applications, once the funds drop below a certain amount.

- a. **4 Old Ark Road-The Roadhouse:** for new sign, painting of building. The total project cost is \$3,711.35, they are requesting \$2,783.51. Haughwout moved to approve the application, Gannon second; all in favor.
- b. **7 East main St-Masonic Hall:** for painting. Fitzgerald recused himself for this application. The total cost is \$7,500, they are requesting \$5,000. Haughwout moved to approve the application, Gannon second. The issue of lead paint was mentioned. Gannon feels that the Board shouldn't get involved in the lead issue. They will have to get the paint tested and file the results with the Health Officer. Drozdowski asked if the town is liable at all since they are giving funds for the project. Haughwout feels that the property owner would be held liable, not the town. Gannon asked that it be highlighted in the agreement that they must apply for and abide by all necessary permits. Gannon

asked if this was a commercial property. It was discussed and agreed that it was. All in favor; 4-0.

- c. **13 East Main St-St Mary's Church:** for painting. Chapman recused herself for this application. The total cost is \$15,000 for the visible portion of the building, they are requesting \$5,000. Haughwout moved to approve the application, White second. It was asked again if this was a commercial property and agreed that it was. This building may also have lead paint, but they are using a lead paint certified painting company. All in favor; 4-0.

#### **9. Correspondence to/from Selectboard**

- Reviewed mail

#### **10. Other Business**

- None

#### **11. Select Board Members Comments and Other Action Items**

- **Gannon** informed the Board that he and Haughwout will be attending another Vigilant Guard meeting tomorrow. The trail at the West Main St parking lot will be cleaned a bit on Thursday by a group of volunteers.
- **White** stated that the Fire/Police Relocation Committee is meeting the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month at 10 am, and they just had their first meeting.
- **Fitzgerald** mentioned that the OSEC Sub-committee has been finding it difficult to meet because not everyone is available at the same time. There is a tentative meeting scheduled for September 15<sup>th</sup>. The communication between OSEC, the sub-committee, and the Town was discussed.
- **Chapman** had no comments
- **Haughwout** has attended the last couple of DRB Hearing and was impressed at how the Board handled the proceedings. All speakers were on point and prepared. The Board did well managing a number of applications over the last few weeks.

#### **12. Town Manager's Updates**

- Transfer Station Re-Certification is due this year. The process is well underway. The landfill is currently certified for post-closure monitoring. However we are now eligible for custodial care status, which we are in the process of applying for.
- Salt Contract Results: Due to the efforts of Road Supervisor Bill Hunt, the Town can get winter salt for \$81.42 per ton rather than \$93.00 per ton. This will save the Town over \$10,000.
- Town Office Sprinkler Repairs: There is a slow leak in the sprinkler system, and some other minor issues. The repairs will cost about \$4,000.
- Memorial Hall ceiling repairs and painting have been completed. There is an RFP out for insulation and doors with bids due September 21<sup>st</sup>. The goal is to have the project completed before the end of the year.
- The state trimmed back the tree that was blocking the speed limit sign when you are entering town from the East near Wilmington House of Pizza.

Chapman moved to adjourn at 7:25 pm, White second; all in favor.

Respectfully submitted,

Jessica DeFrancesco, Administrative Assistant

**Approved by Wilmington Selectboard:**

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Diane Chapman, Chair

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Thomas J. Fitzgerald, Vice Chair

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Susan Joy Haughwout, Clerk

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Jacob White

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John Gannon