

Wilmington Selectboard/Sewer Commission
September 21, 2016
Meeting Minutes

Present: Tom Fitzgerald, John Gannon, Diane Chapman, Vince Rice; **Absent:** Susan Haughwout

Others Present: Town Manager Scott Murphy, Jessica DeFrancesco, Carol & Bill Herbert, Bette Crawford, Mary Towne, Tom Consolino, Mike Eldred-Deerfield Valley News, Mike Quinn, Gretchen Havreluk, Wayne Elliott, John Lazelle, Bob Fisher, Chris Mays-Brattleboro Reformer, Claudette Hollenbeck

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to Agenda

September 7, 2016 minutes can't be approved due to lack of quorum

2. Approve Minutes of August 17, 2016 and September 7, 2016

Chapman moved to approve minutes of August 17, 2016, Gannon second; all in favor, Rice abstained

3. Action Items

Aging in Place approached the Selectboard asking them to re-allocate their previously approved 1% Local Option Tax funding so that they could print more newsletters. They were originally approved for \$5,000- \$3,000 for newsletters and \$2,000 for a resource guide. However, the group found a much more affordable way to print and distribute the resource guide so they have a balance of \$1,771. So far they have established a loan closet where those in need can borrow some medical equipment, they held a lecture series at Memorial Hall, and they host a men's coffee group. The Selectboard agreed to allow the remaining funds to be used for more newsletters and resource guides.

4. Liquor Commission: Liquor License applications, if any

None

5. Aldrich and Elliott Final Report on the WWTP Project

Wayne Elliott from A & E summarized the refurbishment project that was recently completed at the Wastewater Treatment Plant. Elliott also discussed some financials. Murphy stated that the remaining invoices include \$5,000 left to be paid to A & E, \$65,000 to be paid for paving, and \$7,500 to be paid to Penta. There is approximately \$89,000 left in grant funds, which will cover these invoices and leave a small amount that can be used to purchase smaller items that are still needed. The town's out-of-pocket expense for this project was \$495,000 which will come out of the Sewer Capital Account, leaving approximately \$150,000 in that account. Lazelle commented that he would like to keep \$125,000 as a minimum in the account for emergencies. There are two pump stations that are from the 80's that will need to be upgraded soon. The bond payment for this project is \$78,876/year for 30 years at 2.75% interest.

6. Gretchen Havreluk to Present Commissioned Report

Gretchen Havreluk presented her report, commissioned by the Selectboard, summarizing existing town reports, public opinion surveys, and other materials in a PowerPoint presentation. During this process Havreluk reviewed many projects and reports such as the Conway School Report, Long Term Recovery Project, Planning Commission Report, and the Mullin Report to collect her data. Many projects were identified including but not limited to: broadband/ fiber expansions; advertising opportunities such as an events brochure, recruitment using surveys and business packets; streetscape, banners, green space, pavilion, and amenities such as drinking fountains and public restrooms; the water district merger; housing; a community center; police/fire/town office relocation; emergency preparedness.

Gannon asked if anything on the list was low hanging fruit and could be done “right now”. Havreluk mentioned the elimination of sidewalk weeds. Murphy stated that quotes for pavilions were gathered when the town was looking at options for the “Sprague” property and that he has those, if needed. Havreluk commented that a business “incubator” is important and should be looked at.

7. Possible Letter of Support for The Hermitage Inn Real Estate Holding Co.

The Selectboard reviewed the draft letter of support to the Act 250 Natural Resources Board on behalf of the Hermitage’ divesture of the East Tract and Airport lands. Fitzgerald signed the letter as Chair.

8. Sugarhouse Development Agreement

At a previous meeting, the Selectboard discussed the possibility of an individual making improvements to Haystack Rd from the intersection of Mann Rd to “Sugarhouse Rd”. Murphy has spoken with the Town attorney who believes there will be a substantial cost to check into the proposed agreement with the “Sugarhouse” development. The agreement had proposed that the development would bring this section of Haystack Rd up to Class 3 road standards with the hope that the town would eventually take it over. Attorney Bob Fisher, representing Mr. Mark Brett of the Sugarhouse Development, stated that Mr. Brett is more focused on getting town permission to work in the Right-of-Way (ROW) so that he can start on water and sewer installation, and not so much on improving this specific section of Haystack Rd. Mr. Brett will want to make improvements to the road eventually but to keep things moving he is focusing on the ROW permit for now. Gannon moved to allow the Sugarhouse Development to obtain a Right-Of-Way access permit within Haystack Rd for water and sewer, Rice second; all in favor. DeFrancesco will email a permit application to Fisher’s office.

9. Correspondence to/from Selectboard

10. Other Business

11. Select Board Members Comments and Other Action Items

Gannon-The DRB held another hearing regarding the Reardon Bridge this week. The design is a wooden ramp, similar to the bridge, with metal railings. The DRB would like to see the pricing before they vote. Gannon is unsure why they want to see the pricing since that is not part of their authority. Chapman-OSEC had a meeting this week. They feel the School Board is moving forward with a couple of ideas and will probably be approaching the Selectboard to ask if they have any plan to move the town offices into that building. Gannon commented that no one seems to know what OSEC’s long-term plan is and that it’s important to have all the information.

12. Town Manager’s Report

Look Rd Bridge construction draft plans were reviewed today. Hopefully they will be finalized by tomorrow. The ad for bids should be in the paper next week, a pre-bid meeting will be held on October 4th with bids due October 13th. Holden Engineering will review the bids from October 14-17 and hope to then have a contract ready for the Selectboard by October 19th. There is a slight chance that the work can be done in late fall, but work will most likely happen in the spring 2017.

Mike Eldred asked if the petition that was brought to the Selectboard last month is going to be on an agenda any time soon. Fitzgerald commented that the Selectboard and School Board have been able to work together behind the scenes, so it probably will not. Gannon commented that the Selectboard has done a lot of work that no one sees and some people feel like both the Selectboard and School Board have been doing nothing. They are working with the School Board trying to find a solution that works.

Respectfully Submitted by:

Jessica DeFrancesco
Administrative Assistant

Approved by Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Diane Chapman

Susan Joy Haughwout

Vincent Rice, Clerk