

Wilmington Selectboard/Sewer Commission
July 17, 2013 at 6:00pm
MINUTES

Selectboard Members Present: Margaret Streeter, James Burke, Diane Chapman, Susan Haughwout and Jacob White

Others Present: Scott Murphy, Mary Towne, Jack Deming of Deerfield Valley News, Tom Consolino, Nicki Steel, Alice Richter, John Gannon, Vin Zito, Tom Grant, Gretchen Havreluk, Laurie Newton, Barbara Cole, Sheila Osler, Barry Reardon

1. **Approve Minutes of July 3, 2013:** Haughwout suggested the following corrections: Item #7: change “asked” to “had been asked by a downtown business owner”. Item #9: “Several roads were listed.” Add “including Parsons, Shearer Hill, Minor, Brown, Haynes, Old Town.” Burke moved and White seconded to approve the minutes with the two suggested corrections: Vote: All in favor.
2. **Visitors and Public Comments:** Tom Consolino asked questions to clarify what was written in a Brattleboro Reformer article about a pending land sale. Notices of the sale of lots will be published in this week’s Valley News and information is available at the town office.
3. **Liquor and Tobacco Licenses:** Burke moved and White seconded to approve the application for an Open Container Exemption Permit for Twice Blessed by Mary Jane Finnegan for use at Memorial Hall on August 24, 2013 and a Request to Cater permit by Wilmington Village Pub for the event, contingent upon the approval of Police Chief Joe Szarejko. Vote: All in favor.
4. **Action Items:**
 - a. Chapman moved and Burke seconded to approve a Resolution for a Community Development Block Grant application for improvements to the Laterre House at 24 East Main St. The resolution authorizes the Town Manager to serve as Authorizing Official (AO) and Isaac Wagner (Director of Housing Development at Windham & Windsor Housing Trust) to serve as Contact Person. Vote: All in favor.
 - b. Burke moved and Chapman seconded to approve a Resolution for a Community Development Block Grant Disaster Recovery application for the digitization of vital public records held at the Town Clerk’s office. The resolution authorizes the Town Manager to serve as Authorizing Official (AO) and Gretchen Havreluk, Town of Wilmington Economic Development Specialist, to serve as Contact Person. Vote: All in favor.
5. **6:15: Public Hearing for CDBG-DR Grant Application:** The Town is making an application through the Community Development Block Grant Disaster Recovery program for the digitization of vital public records held at the Town Clerk’s office. The hearing opened for public comments at 6:15 pm. Comments included:
 - a. Tom Consolino asked how much is left to be done since some records have already been digitized.
 - b. Town Clerk Susan Haughwout said land records were done from 2003 to the flood and are now web-based and current going forward. Prior to 2003 and the gap after the flood need to be done. It is not just land records, but includes vital records and other town records as well.
 - c. Budget: The total grant requested is \$157,542 with a town cash match of \$15,754 (10%) for a total project cost of \$173,296.
 - d. Question whether it is federal funds? It is administered through the state CDBG with federal disaster recovery funds.

There being no further comments, the hearing closed at 6:23 pm.

Murphy said that we have also applied for two other grants through this fund: He received notice that we have received the grant for planning co-location of the fire and police stations. They have not written the grant agreement yet, but gave permission to start incurring expenses and we should be reimbursed. The application for the planning grant for use of the current high school will go before the full board for a decision in August.

6. Conway School Final Report: The Conway School of Landscape Design has submitted their final report: "Village Master Plan for Wilmington, Vermont". Gretchen Havreluk, Wilmington Economic Development Specialist, went over highlights of the report. Several goals were addressed: promote development outside the flood zone; reduce the effects of minor flood events, filter stormwater runoff and enhance ecological systems; create inviting, pedestrian-friendly streetscapes; revitalize existing public parks and create new ones; and calm traffic and define parking areas and spaces.

The report has some really good information in it and Wilmington Works and the Long Term Community Recovery Committee are both very interested in it. The graduate school did the project gratis as a school project and the town supported it with a small contribution. The Selectboard will follow up with discussion at a future meeting after they have had a chance to study it. They want to keep it moving and not have it just sit on a shelf somewhere. The report is posted on the town website and very limited paper copies are available.

7. Review of the Waiver Language in Article V of the Zoning Ordinance: When Article V of the Zoning Ordinance was enacted last year, the Selectboard agreed to review the waiver language in a few months to see how it was working out and whether it needed tweaking. Nicki Steel, Chair of the Development Review Board, gave comments including:

- The DRB approves very few variances, but some seem reasonable and this wording has allowed them if they meet the criteria.
- She questioned Section 513-1 as to why the increase was set at 5% and would like to ask the Planning Commission if they had a reason for that figure.
- She would like to see Section 513-7 to stand as a separate section because as it is now, criteria items 1-6 above it must also apply.
- She invited the Board to look at the findings for recent cases granted including Dot's Restaurant, Coleman Gallery, and one decision pending.
- She said that overall, it is working well and thinks the waivers are good for the village.
- Streeter said she was not aware that building vertically was in the criteria as well as side and front measurements.
- Haughwout agreed that in general it is a benefit to both the DRB and property owners.
- Steel said that before the waiver language, the DRB could not approve some reasonable requests but now this allows property owners to have a chance at getting approvals.
- Wording in 513-7-B "shall be interpreted" should be defined better.

The next step is to summarize these comments and forward to the Planning Commission for them to consider tweaking the language a little.

8. Mount Snow Use of Green Mountain Beach at Lake Raponda: Murphy said that the current policy is that use of the beach is limited to town residents, taxpayers, and their guests due to the small size of the area. Mount Snow is a property owner and taxpayer in Wilmington. Laurie Newton appeared for Mount Snow to explain Mount Snow's request that during the summer of 2014 as part of their summer family camp programs, they would like to bring small family groups to use the beach 2-3 afternoons a week and no weekends beginning the last week of June and running through August. There

would be a maximum of 10 families or about 40 people and parents would be there to be responsible for their children. Lifeguards would be provided by Mount Snow. Discussion included:

- Kayaks are not supposed to be at the beach – they should be at the boat launch area.
- White and Chapman had concerns about the number of people but these numbers seem ok.
- Streeter said she is often at the beach in the afternoon and the counts are not as high as some people imagine.
- The beach has no lifeguard and it is pack-your-own-trash-out.
- Some envisioned tour-busloads, but it would probably be a couple of vans.
- History: The Town bought the land in the 1930's. There was a lawsuit several years ago about non-residents using the beach. Murphy said he had researched and originally only residents and their guests were allowed, but after the lawsuit it was changed to residents, taxpayers, and their guests. Currently it is not monitored and many people who are not residents, taxpayers, or their guests use the beach. At one time tags were issued and someone was paid to check the tags, but this was discontinued.
- Would like to see the "No Dogs" rule enforced.
- It does seem like a change to allow a commercial use. People like that when using the beach during the week, there are not a lot of people there, while on the weekends it is crowded.
- Another local camp used to take campers to use the beach. That camp no longer operates. Also the Red Cross used to provide swimming lessons there.
- If people rent their homes out and those renters use the beach, it is a similar thing.

Consensus: The Board is agreeable to trying it as a first year experiment to see how it works. If a problem comes up, Newton agreed that Mount Snow would be willing to work it out. She also said Mount Snow would assume all liability.

9. **Proposed Projects Using 1% Option Tax Funds:**

- A. Walking Tour Maps of Historic Downtown Buildings:** Alice Richter and John Gannon of the Wilmington Works Board gave the board a detailed budget for the project which they presented at the last meeting. They are requesting \$10,000 from the fund for researching, writing and editing, design and layout of the tour, publishing about 5,000 brochures, and creating numbered plaques to correspond with the brochures. They looked for local vendors and the Historical Society is willing to do research and writing for \$1500 and that would reduce the contractor price by that amount. They may get additional estimates.
- B. Establishing Wi-Fi in the village.** Murphy and Havreluk said that the Wi-Fi zones are being planned as part of the Vermont Council on Rural Development's Vermont Digital Economy Project but there will be a cost of about \$1000 to be paid to Fairpoint Communications to provide the internet services for 1 year.
- C. Current Status:** Murphy said that with the upcoming payment in August, the 1% fund will reach approximately \$200,000. During Fiscal Year 2013 four applications were approved from the Events Fund: \$2,000 for the Moving Wall, \$540 for the Respect the Receptacle program, \$900 for the Village Stroll, and \$2,000 for the Independent Television and Film Festival. For Fiscal Year 2014, funds are allocated to the Fair for \$2,000 for fireworks.
- D. Procedure:** The threshold to take to a Town meeting is \$50,000 and there are no applications for that amount now. Money not spent stays in the capital fund. Procedure for bringing up projects more often than quarterly at the Town Manager's discretion if it is a time-sensitive project will be added.
- E. VOTES:**
 - a. Burke moved and Haughwout seconded to approve the Wilmington Works application for the Walking Tour of Historic Downtown Buildings as presented for an amount not to exceed \$10,000. Money to come from the 1% money. Vote: All in favor.

- b. Burke moved and White seconded to approve the application to establish Wi-Fi in the village as presented for an amount not to exceed \$1,000 for one year. Money to come from the 1% money. Vote: All in favor.
10. **Possible CEDS projects:** SeVEDS has asked communities to submit applications by August 9th for inclusion in the regional CEDS designation process. The projects considered should benefit the community, impact people – jobs, build community, and have an impact on the community and the region. The board discussed projects to possibly submit including:
- Wilmington Water District Merger/Acquisition
 - Wastewater Infrastructure Improvements
 - Relocation of Town Office, Police, and Fire Departments out of the flood zone
 - A Veterans Service Center
 - Sidewalks and Lighting
11. Correspondence to/from Selectboard:
- Reviewed Act 250 log and no action taken.
 - Reviewed other correspondence and no action taken.
12. **Other Business: Selectboard Members Comments and Other Action Items**
- a. White: Trails update – Valley Trail is all cut. Need to place signs and ropes and make the entrance point attractive. Hoot, Toot, and Whistle is going around the DVTA property – needs some bridges. Historic signs will be placed along the trail.
 - b. Burke: Will send article to other members about the workforce in Vermont and small industries.
 - c. Haughwout: Update on town and employee contributions for retirement.
 - d. Streeter: Economic Development meeting update. Invitation to all for Deerfield Valley Airport Grand Opening Saturday. Brattleboro Town Manager going away party on Friday – Streeter and Murphy will attend.
13. **Town Manager’s Updates:**
- a. Whites Road Bridge Construction: The bridge will be closed until the completion of the bridge at the end of September. Detours have been posted directing people to the Stowe Hill Road end of the road.
 - b. Wilmington Water District Acquisition update: He has spoken with consultant and received sample contracts. Will need to have a meeting with the Selectboard and Water District Trustees.
 - c. Town Owned Land Sale Update: The notice has been posted and will be published July 18, after which there is a 30 day period to file a petition.

Meeting adjourned at 8:12 pm.

Respectfully submitted,

Mary Towne, Administrative Assistant

Approved by Wilmington Selectboard:

Margaret L. Streeter, Chair

James R. Burke, Vice Chair

Diane Chapman, Clerk

Susan Joy Haughwout

Jacob White