

Wilmington Selectboard/Sewer Commission
July 18, 2012 at 6:00 pm
At Wilmington Town Office
MINUTES

Selectboard Members Present: Thomas Consolino, Margaret Streeter, Susan Haughwout, and Diane Chapman

Selectboard Member Absent: James Burke

Others Present: Scott Murphy, Mary Towne, Mike Eldred, Ken March

Meeting called to order at 6:00 pm by Consolino.

1. **Minutes:** Streeter moved and Haughwout seconded to approve minutes of July 3, 2012. Vote: All in favor.
2. **Visitors and Public Comments:** None
3. **Action Items:**
 - a. **Special Traffic Regulations:** Streeter moved and Haughwout seconded to approve Special Traffic Regulations to close a portion of South Main Street from Route 9 to Beaver Street on Saturday July 28 from 4-10 PM for the Blueberry Festival Block Party with a rain date of July 29, 2012. Vote: All in favor.
 - b. **Application for zero interest loan to ANR for Drinking Water Revolving Loan Funds** to pay for water resources engineering cost: The Board signed the application. The Water District will be asked to pay for half of the cost.
 - c. **Bi-Town Economic Development Committee Charge:** Haughwout moved and Chapman seconded to adopt the charge as amended. Vote: All in favor. Dover had made changes after Wilmington had previously approved the charge.
4. **Amended Memorial Hall Business Plan Draft:** Murphy said he and the Memorial Hall Board had met and revised the Business Plan for the hall. The board discussed the draft and the consensus was to try and simplify the document and make it more user-friendly. Perhaps model policies from other towns can be looked at for a start, like the Dover Town Hall policy. Dover lets residents use their town hall for no fee and it has a lot of use. Memorial Hall is a different type of building than Dover's hall and has no kitchen. Haughwout suggested maybe having a "sale" and have no fee or a very low fee to use the hall for a while and see if more people would use it. The Fee Schedule needs to be updated at the same time as the business plan, and the Charge should be addressed also. The Selectboard stressed that they appreciate the hard work of the MH Board.
5. **Evaluate Economic Development Position:** The board discussed the options sheet Murphy had prepared. Murphy said that though he had recommended option 3, he was comfortable with whatever the board decided. The consensus was to hire a part-time person with the budgeted money available. Murphy will draft a job description and details for the best use of the money for review at the next Selectboard meeting.
6. **Update of Haynes Road Bridge:** Murphy briefed the board on the Haynes Road Bridge after a meeting earlier today with State, FEMA, our engineers, and other officials. We will stay with the current design with a few minor tweaks. FEMA has approved the funding. As long as the State is on board with approval of the design, it can go out to bid and it should be ready to go out within 2 weeks. Under the worst case scenario, and there is not time to get the work done this year, it would be all set to go first thing in the spring. It will be a very tight schedule to get it done this year, but we are trying to streamline the process and make it happen.
7. **Follow-up discussion on forming the Long Term Recovery Core Group:** There are 5 volunteers who have come forward. The consensus was to form the group with 5 volunteers, Tom Consolino, and Scott Murphy. The volunteers will be contacted and appointments possibly made at the next Selectboard meeting.
8. **Initial Discussion of Future Use of the former Town Garage:** Consolino handed out a memo from Windham Regional Commission with possibilities for the high school building, dated August 2011. The memo needs to be updated. The town could possibly apply for a planning grant based on the WRC

recommendations. Ken March asked what is going to be the purpose for the property, and was told that is what needs to be decided. The board decided that before any further steps are taken to engage the community, the Selectboard and School Board should meet for a discussion on whether both the high school property and town garage properties should be looked at together or we should just look at the town property. Murphy will set up a meeting of the two boards.

9. Correspondence to/from Selectboard:

- Reviewed Act 250 log – no action taken.
- Other correspondence: None

10. Other Business:

Selectboard Members Comments and Other Action Items

- Haughwout reported on a recent Planning Commission meeting. In addition to “Downtown Designation” the designation of “CLG – Certified Local Government” is also listed in the Town Plan and may be worth pursuing.
- Haughwout reported that the Deerfield Valley Transit Association has received notification they have been awarded a federal grant for approximately \$3 million to build a new administrative and maintenance facility.
- Consolino gave an update on the Downtown Designation: Notices have gone out and information is being gathered. Need to work on finalizing a funding source and preparing a 5-year plan.
- Fire Chief Ken March updated the board on a problem with the new fire truck. The truck started up by itself a few times which is very dangerous. He has had trouble getting service from the company and parts were sent overnight with a critical piece missing. The truck is still out of service but hopefully will be fixed soon.
- Streeter thanked both March and Murphy and other departments for their hard work. There have been several extra things they have had to deal with lately.

11. Town Manager’s updates:

- Moving Date: The Town Hall is 95% done and the offices will be moving back in early August.
- Town Hall Painting: Having difficulty finding a contractor to paint the building. Everyone is busy.

Streeter moved and Chapman seconded to adjourn. All in favor and the meeting adjourned at 7:25 pm.

Respectfully submitted,

Mary Towne, Administrative Assistant

Approved by Wilmington Selectboard:

Thomas P. Consolino, Chair

Margaret L. Streeter, Vice Chair

Diane Chapman, Clerk

Susan Joy Haughwout

James R. Burke