

**Wilmington Selectboard/Sewer Commission**  
**March 6, 2013 at 6:00pm**  
**MINUTES**

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

**Others Present:** Scott Murphy, Mary Towne, Chris Mays of Brattleboro Reformer, Dwayne Coneeny, Jack Deming of Deerfield Valley News, Adam Grinold, Bill Hunt, Carolyn Palmer, Miller Longbothom, Thomas Consolino, Dana Consolino, Renee Galle, Alan Greenspan, Mary Wright, Bruce Mullen, Frank Sprague, Sheila Osler, and others.

1. **Re-Organization:** Town Manager Scott Murphy called the meeting to order at 6 pm and asked for nominations for Chair. Burke nominated Meg Streeter and Chapman seconded. Vote: All in favor. Streeter took over as Chair. Haughwout nominated Jim Burke as Vice Chair and White seconded. Vote: All in favor. Haughwout nominated Diane Chapman as Clerk and White seconded. Vote: All in favor.

Streeter welcomed White to the Board and thanked everyone for their efforts at town meeting and the support of the voters.

2. **Minutes** of February 20 and February 27, 2013 were approved by vote of Streeter, Chapman, and Burke with a correction of the time on February 27 to 6 pm. Haughwout and White abstained.

3. **Visitors and Public Comments:**

Dwayne Coneeny told the board he is not satisfied with the town's maintenance of his parking lot. He has an agreement with the town to use his parking area for public parking in exchange for maintenance and plowing. He recently had to hire someone to come in and clean up the lot. Murphy responded that he has had numerous discussions with Coneeny concerning the agreement which does include plowing snow but not removal of snow. Because of the shape of the lot and curbing it is difficult to plow. Murphy said he hopes to get all of the parties to the agreement together next month and work out any issues. He is working with Road Supervisor Bill Hunt to get better plowing. Hunt said that the town's loader is needed to load the trucks so cannot be used at the parking lot.

Everyone agreed that the new parking area on West Main Street is a great asset to the town and the landowners are appreciated for their agreements to use their land. Gravel, signage, and lights are planned additions. The agreements will be reviewed soon and in the meantime the town will work to get it plowed better. Coneeny said he just wants the town to adhere to their agreement.

4. **Continued Re-Organization:**

The Board made the following appointments and decisions:

<b>Ex-officio - Planning Commission</b>	Susan Joy Haughwout
<b>Ex-officio - Recreation Committee</b>	Diane Chapman
<b>Rep.: Budget Committee</b>	James R. Burke
<b>Rep.: Trail Committee</b>	Jacob White
<b>Rep.: Bi-Town Economic Development</b>	Margaret L. Streeter
<b>Meeting Schedule:</b>	1st & 3rd Wednesday 6 PM
<b>Official Newspaper</b>	Deerfield Valley News

**Conflict of Interest Policy:** A motion was made by Haughwout and seconded by Burke to readopt the Conflict of Interest Policy as written. Vote: All in favor.

**Rules of Procedure:** A motion was made by Burke and seconded by Chapman to readopt the Rules of Procedure as written. Vote: All in favor. Although not specified in the Rules of Procedure, the Board would like Murphy send out a DRAFT Agenda one week in advance of meetings.

5. **Liquor and Tobacco Licenses:** Haughwout moved and Chapman seconded to approve the applications for Brockton Corp dba Shaw's Beer and Wine (2<sup>nd</sup> class& tobacco) and the Red Mill Ltd. (1<sup>st</sup> class hotel). Vote: All in favor.

6. **Action Items:** None

7. **Finalize Procedure for Future Uses of 1% Option Tax:** In previous meetings, the board had touched on the process to be used. Discussion of the process of approving future requests or projects that use the 1% Option Tax Funding included:

- A threshold of \$50,000 or over would go to voters and under that handled by Selectboard.
- Selectboard still reserve the option to take any project to the voters regardless of cost.
- Need to protect ourselves and ask up front for final figures as much as possible so they don't ask just under the threshold and then go over that amount.
- Possibly lower threshold of \$30,000 in order for the public to have knowledge of and give input to a project.
- Confusion between the two pots of money – the FY 2013 and FY 2014. This threshold would refer to the 2014 part.
- Possibly have a special town meeting in September to present projects to the voters for the coming year, then each year do that at the Annual Town meeting. This would be less flexible but give voters more say.
- Good to have budget, but not put up roadblocks. Taking to voters keeps the board from moving fast on something that comes up.
- Audience member: If the 2013 is not set in stone yet, he would like to suggest putting less than \$75,000 in the loan fund.
- Audience member: Need to have some money left for when the gelled plans come through for the Downtown Designation.
- Audience member: Maybe use percentages for the different funds.
- Audience member: Why take the \$10,000 for park out of matching funds instead of using 1%?
- Audience member: The Wilmington Fund is having trouble giving money away. \$75,000 is a lot to tie up if nobody applies for loans.
- Need time of review and monitoring. If the loan fund is not used, then could consider changing.
- The loan fund was an idea that germinated with the Mullin Report, before Irene hit the town.
- The loan fund is a long term process and a tool for economic development. The next step would be to put more money in – either 1% or a CDBG grant.
- Possibly put \$40,000 in loan fund and hold the rest in reserve.
- Audience member: The real problem is high taxes. People are moving out of town because they can't afford to stay. Wonderful to encourage businesses, but we need to change the gold town status so we don't have to send so much to Montpelier.
- We are all frustrated with that and have tried fighting it.

## **SUMMARY:**

- 2013 money is committed as follows: \$75,000 loan fund, \$5,000 recreational trail, \$10,000 event fund. The \$10,000 parking lot lighting will come out of the general fund matching grants line item.
- There will be one more payment of the 1% tax coming in during FY 2013.
- The reserve fund does not have to wait until July 1; it can be set up now. The board will need to decide whether to put the 2013 funds not yet committed into that fund. All of the 2013 money could go into it now.
- Murphy will work on guidelines for the revolving loan fund.
- Murphy will do a draft of a procedure for the 2014 and left over 2013 funds for the next meeting and also look into the “Just Do It” program that Dover has.

8. **Long Term Recovery Steering Committee (LTRSC) Draft Charge:** Burke moved and Haughwout seconded to adopt the revised charge as written. Vote: All in favor.

9. **Discuss the possibility of asking voter approval to establish a Tax Stabilization Policy to help encourage new business:** Murphy gave the Board a copy of Bennington’s policy as a sample. The purpose is to attract new businesses by allowing them to not have to pay full taxes for a period of time. The consensus was that it seems like a good idea to investigate as one more tool for economic development. Murphy will work on adapting a draft for Wilmington and ask the Board of Listers for input.

Frank Sprague suggested expanding the commercial district since there are limited properties in the current commercial districts. He was advised to see the Planning Commission as they are working on re-writing the Zoning bylaw.

## 10. **Correspondence to/from Selectboard:**

- The Act 250 log was reviewed and no action taken.
- Other correspondence was reviewed.

## 11. **Other Business: Selectboard Members Comments and Other Action Items**

- Haughwout:
  - Presented a Certificate of Election to the board
  - Announced that she and Wendy Pratt have arranged for the Moving Wall to come to Wilmington from June 13-17, 2013, sponsored by the American Legion.
- Burke said he would like the town to participate in Earth Hour for our planet. On March 23 at 8:30 pm turn off all lights for one hour.
- Chapman briefed the board on the Trails Committee – the bridge is on target for this spring.
- Streeter:
  - reminded the board about the upcoming SEVEDS meeting March 20 at 8:30 am at Memorial Hall
  - Suggested having VLCT come down and do a training for all volunteer boards and committees

## 12. **Town Manager’s Updates:**

- Downtown Designation Application update: The application was sent in and they have requested a few more items which are being sent in. The state will hear the application in March.

- Review Bids received for construction work on Memorial Hall: 4 bids were received and all were over our budget. We anticipated \$60,000 and the lowest was \$95,500. Murphy is talking with the bidders to separate out the walkway from the restrooms and at least be able to start on the restrooms.
- Event Program Funding procedure: Murphy will have the guidelines and application out to start receiving applications April 1<sup>st</sup>.
- Gretchen Havreluk will be working an additional day starting in mid March.
- Murphy spoke with Green Mountain Power whose building may become available soon. It could be a possible location for fire and police departments.

Burke moved to adjourn and Chapman seconded. All were in favor and the meeting adjourned at 8pm.

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