

**Wilmington Selectboard/Sewer Commission
Special Meeting - September 5, 2013 at 6:00pm
MINUTES**

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

Others Present: Scott Murphy, Mary Towne, Chris Mays of Brattleboro Reformer, Christine Richter

1. **Minutes:** Haughwout moved and Streeter seconded to approve minutes of August 21 and August 28, 2013. Vote: 3 in favor and Chapman abstained. White moved and Streeter seconded to approve minutes of September 4, 2013. Vote: all 4 in favor.

2. **Visitors and Public Comments:** None

3. **Liquor and Tobacco Licenses:** Haughwout moved and White seconded to approve the following three permits:

- a. Request To Cater Permit by Jim's Bistro at the Roadhouse to serve alcohol at Pickwell's Barn, Vermont Country Properties, Beadz Needz, Chapman's In Town Antiques, and Folly Foods on September 20, 2013 from 4 – 9 PM for the Vermont Wine & Harvest Festival.
- b. Application for Special Event Permit for Hall Home Place LLC of Isle LaMotte to serve alcohol inside Bartleby's Book Store on September 20, 2013 from 4 – 9 PM for the Vermont Wine & Harvest Festival.
- c. Application for Special Event Permit for Vermont Distillers, Inc. of West Marlboro to serve alcohol inside Ann Coleman Art Gallery on September 20, 2013 from 4 – 9 PM for the Vermont Wine & Harvest Festival.

Vote: All in favor

4. **Action Items:**

- a. Chapman moved and White seconded to appoint Town Manager Scott Murphy to be the Voting Delegate at the VLCT Annual Business Meeting on October 4th at the VLCT Town Fair. Vote: All in favor
- b. White moved and Chapman seconded to sign the CDBG-DR Form designating Gretchen Havreluk as the person with overall administrative responsibility and Scott Murphy as the authorizing official for an approved grant.

5. **The Town of Wilmington's Health Insurance Summary for 2014:** Finance Officer Christine Richter joined the board and she and Murphy discussed the hand outs they passed out about the new insurance options and mandates. Discussion focused on coverage and cost. The Town will not designate a plan, just a dollar amount and employees then purchase the plan they choose. After discussion the board tabled the issue until their next meeting.

6. **Correspondence to/from Selectboard**

- a. Act 250 log was reviewed and no action taken.
- b. Other correspondence: Streeter moved and Chapman seconded to accept with regret the resignation of Carlotta Gladding from the Memorial Hall Board. Vote: All in favor.

7. **Other Business: Selectboard Members Comments and Other Action Items**

- a. Chapman gave an update on Wilmington Works.
- b. White updated the board on trails

- c. Streeter updated the board on the Bi-Town Economic Development Committee.
- d. The board discussed the flash flooding last weekend and the emergency plan to notify the Selectboard and residents.

8. **Town Manager's Updates:**

- a. Wilmington Water District Merger Follow-up: Nothing new – still waiting for date.
- b. Bids Received from Co-Relocation of Police and Fire Depts. RFP: Nine bids were received and all were quality bids. They have been narrowed down to two companies and will meet with them next week.
- c. The buy-out with Frank Sprague is progressing.
- d. The parking lot is complete. \$31,000 was spent of the \$41,300 grant we were awarded. We will be reimbursed for the amount spent.
- e. Memorial Hall: We are close to awarding a contract for part of the work. The date has been extended to receive bids on the other part of the work.

9. **Executive Session:** Streeter moved and Chapman seconded to go into executive session with Murphy present to discuss a contract. Vote: All in favor and they entered executive session at 7:30 pm. White recused himself at 7:40 pm and left the meeting. The board came out of executive session at 7:45 pm. No action was taken and the meeting adjourned.

Respectfully submitted,

Mary Towne
Administrative Assistant

Approved by Wilmington Selectboard:

Margaret L. Streeter, Chair	<i>absent</i> James R. Burke, Vice Chair	Diane Chapman, Clerk
-----------------------------	---	----------------------

Susan Joy Haughwout	Jacob White
---------------------	-------------