

**Wilmington Selectboard/Sewer Commission**  
**March 5, 2014 at 6:00pm**  
**MINUTES**

**Selectboard Members Present:** James Burke, Diane Chapman, Susan Haughwout, Jacob White, and Thomas Fitzgerald

**Others Present:** Scott Murphy, Mary Towne, Jack Deming of Deerfield Valley News, Chris Mays of Brattleboro Reformer, Tom Consolino, Adam Grinold, Nicki Steel, and Gretchen Havreluk

1. **Re-Organization:** Town Manager Scott Murphy opened the meeting and asked for nominations for Chairperson. Chapman nominated Burke for Chair and Haughwout seconded. Vote: All in favor. Burke assumed the meeting as Chair. White nominated Chapman for Vice Chair and Haughwout seconded. Vote: All in favor. Burke nominated Fitzgerald for Clerk. Fitzgerald declined and there was no second. White nominated Haughwout for Clerk and Burke seconded. Vote: All in favor.

**The following actions/appointments were voted unanimously on motions as listed:**

Ex-officio - Planning Commission	Susan Joy Haughwout - (Motion Burke, Second White)
Ex-officio - Recreation Committee	Diane Chapman - (Motion White, Second Burke)
Rep.: Trail Committee	Jacob White - (Motion Burke, Second Chapman)
Rep.: Bi-Town Economic Development	Susan Joy Haughwout - (Motion Burke, Second White)
Meeting Schedule:	1st & 3rd Wednesday 6 PM – (By Consensus)
Official Newspaper	Deerfield Valley News – (By Consensus)
Conflict of Interest Policy Readopted	(Motion White, Second Haughwout)
Rules of Procedure Readopted	(Motion Haughwout, Second White)

Murphy will contact VLCT regarding the legal status of a non-town committee if three Selectboard members are on the committee.

2. **Minutes:** A motion was made by Haughwout and seconded by Chapman to approve minutes of February 19, 2014 and February 24, 2014. Vote: Four in favor and Fitzgerald abstained as he was not present on those dates.

For correction, a motion was made by Chapman and seconded by White to approve minutes of February 19, 2014. Three in favor and Fitzgerald and Haughwout abstained as they were not present on that date.

3. **Visitors and Public Comments:** Jack Deming asked what happens to the \$1000.00 that was in a passed-over article at Town Meeting since the money was not allocated. It will stay in the General Fund and show up as a surplus at the end of the Fiscal Year if not spent.

4. **Liquor and Tobacco Licenses:** Haughwout moved and Chapman seconded to approve the following *renewal applications*:

First class liquor license for Sitzmark Bar & Grill LLC, Anchor Seafood, LLC, and George Douglass, LLC (Nutmeg Inn)

Second class liquor & tobacco for Brockton Corp dba Shaws Beer & Wine, Jolley Assoc. LLC dba Short Stop #147, and Rite Aid of Vt Corp dba Rite Aid #2481

Burke moved and Chapman second to approve an Open Container Ordinance Exemption Permit for a 4/13/14 wedding at Memorial Hall by Rebecca Mahan served by VT Licensed Liquor Caterer Metropolis Wine Bar, with the conditions added by the Police Chief. Vote: All in favor.

5. **Action Items:**

- a. **Road Posting:** The list of Wilmington Roads to be Posted for spring 2014 was filed with the Selectboard.
- b. **Street Closing Request:** Chapman moved and White seconded to approve Special Traffic Regulations to close a portion of South Main Street for Sunday, May 25, 2014 from 4:30 to 9:30 pm for the Memorial Day Fiddlehead Festival. It will be similar to the Blueberry Festival block party. Vote: All in favor.

6. **Chamber Letter Re: Dover Bridge Closing:** A letter from the Chamber of Commerce requested that the Selectboard send a letter to the VT Agency of Transportation in opposition to closing a bridge for repair work in West Dover on Route 100 and rerouting traffic on Wilmington roads. A temporary bridge would be preferred for public safety reasons. The consensus was to write the letter but not send it until after the Dover Selectboard take a position on the issue.

7. **Proposed Article V Changes from Planning Commission:** The board had planned to review the proposed Article V of the Wilmington Zoning Ordinance and decide if they wanted to make any changes before warning their Public Hearing. However, an email was received from Planning Commission Chair Wendy Manners informing the board that the Planning Commission intends to make additional changes to the article so the Selectboard might want to hold off on holding a hearing until they receive the revisions. There were concerns on a timeline as to how long the revisions and new Planning Commission Public Hearing would take.

Nicki Steel mentioned two items that she would like to see revised in the current proposal:

- a. A waiver criterion that the Development Review Board had wanted to remain in the document was removed in the new proposal: *“The proposal is for an addition to an existing principal or accessory building, and said addition does not increase the footprint of the building by more than five (5) percent, or by more than two hundred (200) square feet, whichever is less.”*
- b. She feels that Section 542(7) is not a criterion and should be under a different section.

The consensus of the board was to hold off on a Public Hearing until they receive the new revisions from the Planning Commission as long as the revision is completed in a timely manner.

8. **CDBG-DR Grant Application with Arnett & Muldrow:** Murphy said the town has been working with Arnett and Muldrow on a proposal for an implementation grant application for downtown streetscape improvements through the CDBG-DR program. Although the application is not yet completed, Murphy said they would like to submit the intent to apply to get it in the pipeline. Before the actual application is submitted, it will be brought to the Selectboard for review and final approval or changes. Fitzgerald moved and Haughwout seconded to approve going forward with the application. Vote: All in favor.

9. **Correspondence to/from Selectboard:**

- a. Act 250 correspondence was reviewed and no action taken.
- b. A letter was received from the Development Review Board requesting that a meeting be held with the DRB, Selectboard, Planning Commission, Town Manager, and the Zoning Administrator to discuss issues and better communication. The Selectboard will put this on their next meeting agenda for discussion and possibly setting a date for such a meeting.

10. **Other Business - Select Board Members Comments and Other Action Items:**

- a. Burke welcomed Fitzgerald to the board.

- b. White asked about the Shafter Park research. Murphy has given a copy of the deed to Attorney Fisher to review.
- c. White reported that the Fire Department has been down a pumper truck with a fuel pump and computer problem, but the truck is now back in service.
- d. Chapman said the Historical Society is interested in having Shafter Park remain a park for the town.
- e. Haughwout commented on Town Meeting and having to fight so hard to give voters their money back.
- f. Burke thanked all for the many hours put in recently by the board. He said it upsets him that more hardworking people do not get a voice on issues since they cannot attend Town meeting. It was a refreshing meeting though.
- g. Fitzgerald commented that Town Meeting attendees were mostly older people and we need to make an effort to bring younger people in.

11. **Town Manager's Updates:** Murphy will be out of the office on vacation next week.

Jack Deming said that anyone going to the State Championship basketball finals should wear red for the Twin Valley Wildcats.

Haughwout moved and White seconded to adjourn. All were in favor and the meeting adjourned at 7:05 pm.

Respectfully submitted,

Mary Towne  
Administrative Assistant

**Approved by Wilmington Selectboard:**

James R. Burke, Chair

Diane Chapman, Vice Chair

Susan Joy Haughwout, Clerk

Jacob White

Thomas J. Fitzgerald