

**Wilmington Selectboard/Sewer Commission**  
**March 21, 2018**  
**Meeting Minutes**

**Present:** Tom Fitzgerald, Sarah Fisher, Vince Rice, Ann Manwaring, John Gannon (30 minutes by phone)

**Others Present:** Scott Tucker, Jessica DeFrancesco, Bill Hunt, Christine Richter, John & Rachel Lazelle, Janet Boyd, Melanie Lopez, Keith Herbert, Cheryl LaFlamme, Fred Skwirut, Mike Eldred

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of March 9, 2018
  - Rice moved to approve the minutes of March 9, 2018, Manwaring second; Manwaring-aye, Rice-aye, Fitzgerald-aye, Fisher-abstain, Gannon-aye
3. Action Items
  - Actions and Appointments:
    - Fitzgerald moved and Fisher second to reappoint the following incumbents for the upcoming year:
      - Tree Warden** -----Fred Skwirut/1
      - Energy Coordinator** -----Chuck Clerici/1
      - Senior Solutions/Council on Aging Rep** -----Jennifer Fitzgerald/1
      - Town Service Officer** -----Joseph Szarejko /1
      - Fence Viewer**-----Thomas Fitzgerald /1
      - Fence Viewer**-----Nicki Steel /1
      - Weigher of Coal**-----Peter Morris/1
      - Surveyor of Wood & Shingles** -----Fred Skwirut/1
      - Green Up Co-Chair** -----Kathryn Larsen/1
      - Green Up Co-Chair** -----Rebecca Sweeney/1
      - Trail Committee** -----Gary Henry/4
      - Windham County Solid Waste District Supervisor Board**--Merrill Mundell/1
      - Alternate to WCSWD Board**-----Thomas Consolino/1
      - Windham Regional Commissioner** -----Thomas Consolino/1
      - Recreation**-----Randy Knaggs/4
      - Planning**-----Cheryl LaFlamme/4
  - Rice moved to approve a resolution to authorize the finance officer to request new business credit cards on behalf of department heads, Manwaring second; all in favor.
  - The Selectboard reviewed the flower barrel bid for the downtown. The Beautification Committee recommends Andrew Corp even though their bid was \$600 higher than Boyd Farm. Andrew Corp's bid doesn't require the town to supply loam for the barrels, which Boyd's does, which would result in additional cost and labor to the town. The number of hayracks and barrels was also not accurate in the Boyd bid. Janet Boyd commented that it is wonderful is Mary Pike-Sprenger gets the bid. She does a gorgeous job on the flowers every year. She would like to see a more specific RFP next year. Rice moved to accept Andrew Corp's bid for flower maintenance for 2018, Manwaring second; Manwaring-aye, Rice-aye, Fisher-aye, Gannon-aye, Fitzgerald-abstain.  
Gannon left
  - The Selectboard reviewed the quotes for a new highway truck. Delurey came in at approximately \$70,100 after trade-in, Patriot \$83,400. Hunt is comfortable with Delurey's truck. There will be an additional \$70,000 for set up of the plow, etc. This will still leave a balance in the equipment capital account. Rice moved to accept Delurey's bid for a new highway truck, Fisher second; all in favor.

- The town has been awarded a structures grant through the Better Roads program. The grant agreement to finalize this won't be available until after the legislature approves all the funding. If Hunt waits until mid-May to order the box culvert for this project it is very possible the project won't get completed, which may impact our chances of receiving this grant again next year. Fisher moved to approve the purchase of a highway structure prior to receiving an executed grant agreement for the FY19 Better Roads grant in the amount of \$60,000, Rice second; all in favor.

#### 4. 1% Local Option Tax Fund Request

- The Beautification Committee is asking that \$4,000 be allocated from the 1% fund to the Rt 100 flower barrels for 2018 and 2019. This is half of what is normally spent due to a readjustment to how barrels will be placed. Rather than 32 barrels up and down Rt 100, there will be 4 groups of 4 barrels; Adams Dr, Wheeler Farm, TVES, and Coldbrook Rd. It is their hope to have this be built into the town budget for FY20. Boyd commented that the people who were getting a barrel on their property were the ones contributing to the 1%. LaFlamme spoke with every business owner about this switch prior to this meeting, so they are all aware of the changes. The Beautification Committee felt this was a better plan after looking at the properties and the barrel placements. Manwaring suggested and Fisher agreed that since there are still some questions and it is new, maybe the funding should only be for one year. Manwaring moved to approve \$4,000 from the 1% fund for the Rt 100 barrels for 2018, Fisher second; 3-aye, Fitzgerald abstain.

#### 5. Budget and Financial Review

- The tax sale list is currently at around \$1 million. Three-quarters of that is Hermitage. Once tax sale notices go out, payments will start trickling in and the list will shrink. The 1% tax fund balance was also discussed.

Fitzgerald moved to enter into Sewer Commission at 7:05 pm, Rice second; all in favor.

#### 6. Sewer Commission

- Bruce Fisher is building a 3-bedroom house on Winter Haven Rd and is applying for 420 gallons. Rice moved to approve a preliminary wastewater allocation permit for Bruce Fischer on Winter Haven Drive for 420 gallons, Fisher second; all in favor.
- The Sewer Commissioners reviewed the FY19 budget and discussed the possible shortfall in 2018. There were 4 properties that relinquished allocation: Fosters, OSEC, Brattleboro Savings & Loan, Red Mill. It comes to about \$18,000 in lost revenue this year, which could leak into next year. They discussed the bond payments and the potential need for 1% money for that. Rice moved to approve the FY 19 Waste Water budget, as previously reviewed during FY 19 budget discussions, Fisher second; all in favor.
- The pump station by Alpine Rentals hasn't been refurbished since 1989. It is a specialized station and only one distributor has the necessary parts. They have been good to work with in the past. The job that he asked to quote on was not to exceed \$40,000, this would leave \$75,000 in the capital account. Rice moved to authorize John Lazelle to use funds from his capital account to refurbish a pump station on Rt 100 not to exceed \$40,000, Manwaring second; all in favor.

Fitzgerald moved to enter into Liquor Commission at 7:36 pm, Rice second; all in favor.

#### 7. Liquor Commission: Liquor License

- Rice moved to approve a First Class Liquor License and Outdoor Consumption renewal for WI Foster LLC dba **The Wilmington Inn**, 41 West Main St and also Folly Foods LLC dba **Folly Foods**, 33 West Main St. Also a First Class Liquor License Renewal for Cask & Kiln LLC dba **Cask & Kiln Kitchen**, 4 North Main St. And an Open Container Ordinance Exemption Permit for Twice Blessed for events at Memorial Hall, catered by Wilmington Village Pub, Inc on 5/26/18, 6/24/18, 7/28/18, 8/25/18, 9/22/18, 10/6/18, Fisher second; all in favor.

Out of Liquor Commission at 7:38 pm

8. Correspondence to/from Selectboard

9. Other Business

10. Select Board Members Comments and Other Action Items

Rice commented that the Board should really start looking at properties for relocating services.

11. Town Manager's Updates

- 26 rural towns across the state are likely to lose cell phone coverage within the next week due to Vanu Coverage Co closing its doors.
- The Gathering Place will be opening its new location in Dover in May and are accepting referrals.
- Wings is trying to put together a 5k Fun Color Run on June 2<sup>nd</sup>. They are working with Chief Szarejko, Chief Moore and Bill Hunt. No road closures are expected.
- OSEC was awarded a \$20,000 grant from National Life Foundation to renovate the lobby.
- There were a couple of minor winter related incidents involving town vehicles during storms.
- Firstnet for First Responders is a broadband network for first responders created so that first responders could have access to reliable, secure and technologically robust cellular network that is now under development. It is a 25 year commitment.
- RT 100 N is now listed #2 on the state's priority list. This may not affect the 2020 project date, but there is a good chance for a skim coat this summer. Manwaring's letter regarding the poor road conditions was sent out this week.
- Bicycle Rodeo Safety Course will be held on April 14<sup>th</sup> at TVES. Free helmets for kids and lunch. Sponsored by Wilmington PD and the Freemasons.
- Reardon Bridge meeting with stakeholders will be March 27<sup>th</sup> at town hall.
- Comtuck does not want to go any further with permitting or litigation, based on that is going on with Hermitage. The stipulation is not a dismissal but it allows Comtuck "restart the case in its current status". Our attorney doesn't believe it can be approved this way, ANR disagrees. Edits will be made and presented to Comtuck. If they agree with the edits, I will sign the dismissal on behalf of the town.
- Hermitage- Our attorney is working with Berkshire bank on delinquent taxes; tax liens are now filed.

Rice moved to adjourn at 8:31pm, Manwaring second; all in favor.

Respectfully Submitted

Jessica DeFrancesco  
Administrative Assistant

Approved by the Wilmington Selectboard:

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Thomas Fitzgerald, Chair

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John Gannon, Vice Chair

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Vince Rice, Clerk

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Sarah Fisher

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Ann Manwaring