

Wilmington Selectboard/Sewer Commission
October 30, 2018 at 6:00 pm
AGENDA

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of October 16 and 24, 2018 (5 minutes)
3. Wilmington Water District (15 minutes)
 - *The Selectboard and Water District to sign the MOU and discuss any possible questions regarding the merger.*
4. Health Insurance (20 minutes)
 - *The Finance Officer to discuss health insurance plan options for 2019 and the Selectboard to possibly approve a health insurance plan.*
5. BDCC (20 minutes)
 - *The BDCC to give an update on their current programs and to request annual funding.*
6. Duncan Cable (10 minutes)
 - *Cliff Duncan to discuss with the Selectboard the possibility of recording their meetings again.*
7. 1% Local Option Tax Fund (15 minutes)
 - *Wilmington Works is requesting \$60,000 to be dispersed over two fiscal years.*
8. Liquor Commission (5 minutes)
 - *The Liquor Commission to possibly approve a Special Event Permit for American Crafted Spirits Inc dba SILO Distillery for an event being held at the Wilmington Inn on November 7, 2018.*
9. Correspondence to/from Selectboard
10. Other Business
11. Select Board Members Comments and Other Action Items (5 minutes)
12. Town Manager's Updates (10 minutes)

Requests For Funding Through the 1% Local Option Tax Fund

Name of Person/Organization/Business/Committee

Wilmington Works

Date of Request

10/16/18 (for 10/30/18 meeting)

Contact person, phone numbers, mailing and email address

Meg Staloff, Program Coordinator

Wilmington Works

PO Box 1577

Wilmington, VT 05363

wilmingtonworks@gmail.com

802.380.9417 cell 802.234.1433 office

Amount of Request and Date Funding Needed

\$60,000

This is continued funding for two years: fy2020 @ \$30,000 (due after July 1, 2019) and fy 2021 @ \$30,000 (due after July 1 2020).

Describe in detail the purpose and specific use of the funding

We are requesting continued funding from the town at the same level that was granted for the past 3 fiscal years (2017-2019).

Please provide a financial breakdown of your project/request.

The Wilmington Works operating budgets from fy 2018 (with actuals) and 2019 are attached

Briefly describe the need for the funding and any other information that can support the application.

As described in the State of Vermont's Downtown Program, "Municipalities that receive designation collaborate with local non-profit downtown organizations supporting efforts through funding, staff, partnerships and volunteers." Wilmington Works has been the downtown organization working with the TOW in partnership since the town received designation.

Wilmington Works collaborates with the Town in many ways to support diverse projects. Participation in the downtown program has been a good return on investment, with grants and tax credits leveraged by the program far in excess of the yearly support Wilmington Works has received.

Signature of Applicant

Date

10/18/18



WW FY 18-19

Updated categories 17/18	Budget FY18	notes	Actuals June 2018	notes	Budget FY19
INCOME					
Wilmington Grant	30000.00		\$30,000.00		\$ 30,000.00
Wilmington Fund	0.00				
General Donations	350.00		\$245.00		\$ 350.00
Annual Appeal	16000.00		\$16,104.14		\$ 17,500.00
Town Event Fund	9500.00		\$7,458.06 (includes Salsa requested)		\$ 8,000.00 (not including BPC)
Shared events pay-in			\$345.00		\$ 500.00
advertising payin			\$262.00		
additional fundraising (event?) or transfer from surplus					\$ 2,000.00
Additional funds for walking Tour map					\$ 950.00
	55850.00		\$54,414.20		\$ 59,300.00
EXPENSES					
Program Coordinator/Intern	29000.00	w taxes and fees	\$34,232.59 est. (includes intern), will update Thurs		\$ 36,000.00
Intern	2200.00	w taxes and fees		included above	
Website	500.00	including new fu	\$507.35		\$ 500.00
Bank Fees	50.00				
Annual Appeal Expenses	2000.00		\$2,108.59		\$ 2,000.00
General Liability Insurance	450.00		\$543.00		\$ 600.00
D&O insurance	900.00		\$851.32		\$ 900.00
Workers Comp insurance			\$395.00		\$ 450.00
Programs/ Events	11600.00		\$10,672.85 (not including BPC), includes \$400 for fy1		\$ 10,000.00
General Office Expenses	1000.00		\$389.00 includes postage		\$ 400.00
Accounting	450.00		\$543.00 quickbooks		\$ 550.00
Marketing	6000.00		\$4,657.88 ads, rack cards, banners		\$ 4,000.00
Share banner labor w/town					\$ 650.00
Walking tour maps			\$0.00		\$ 1,800.00
Training/ Prof Developmen	300.00		\$351.01		\$ 400.00
Misc Supplies/Expenses	500.00		\$210.98		\$ 500.00
Dues	300.00		\$295.00		\$ 300.00
Committee misc	500.00				\$ 250.00
	55,750.00		\$55,757.57		\$ 59,300.00