

Wilmington Selectboard Agenda
December 4, 2018 at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of November 20, 26 and 29, 2018 (5 minutes)
3. Budget Meetings (5 minutes)
 - *Set additional budget meeting dates*
4. 1% Local Option Tax Fund Request (15 minutes)
 - *The Selectboard to possibly approve the Old Home Week Committee's 1% request for \$30,000.*
5. Bi-Town Marketing (30 minutes)
 - *The Selectboard to possibly approve funding for the Bi-Town Marketing Committee as previously presented.*
6. Action Items (10 minutes)
 - *Gretchen Havreluk to give a brief update on the South Main St sidewalk project.*
7. Tax Stabilization (15 minutes)
 - Havreluk to give an update on the tax stabilization policy.
8. Liquor Commission (5 minutes)
 - *The Liquor Commission to possibly approve a First Class Liquor License for Southern Vermont White House Inn at 178 Route 9 East and for The Maple Leaf Tavern LLC dba The Maple Leaf Tavern, at 3 North Main St.*
9. Correspondence to/from Selectboard
10. Other Business
11. Select Board Members Comments
12. Town Manager's Updates (10 minutes)

Request for funds - Nov. 1, 2018

The planning for Old Home Week 2020 is in its early stages. We have formed a committee, elected officers and set the dates (July 30 & 31, Aug. 1 & 2, 2020). Another of the first tasks is a request for funds from the Town of Wilmington. The Town and its citizens has always been very generous in supporting this wonderful tradition and the OHW Committee knows it will put on another outstanding event.

It is hard to make up an accurate budget as the event is still 21 months away. What we did was look at the budget from 2010 and make some estimates from that. We anticipate that the traditional and popular events such as the parade, dinner(s) and reunions will continue. Some new-in-2010 events like the Village Night, the ice cream social, the Memory Wall and the house tour will also be on the 2020 schedule. We anticipate that revenue will continue to come from ticket sales, donations and sales of memorabilia.

The OHW Committee 2010 received a total of \$35,000 split into two payments, one in 2008 and one in 2009. The Committee was able to return \$22,897.54 to the Town. The largest single cost was the parade (just under \$14,000 for bands, prizes, security). The catered dinner lost money as the Committee wanted to keep the ticket cost down and so subsidized some of the cost. Another major cost was PR and supplies at \$2,642.48. The Committee was able to work with Farmers' Day to share the costs of a tent and porta-toilets which helped keep costs down.

We figure that most costs will only have gone up although we have identified a couple of areas where costs might be cut. We will work with both Farmers' Day and the Blueberry Festival to share costs whenever possible but those savings are unknown at this time. We will be "sharing" the four days with the Blueberry Festival and, although the dates have not been decided yet, we are hoping that the Fair will be the following week so that we could again share some expenses.

All this being said, the Old Home Week Committee would like to request \$55,000 from the Town. These monies would be used initially for deposits on items like bands and tents. These often need to be done at least a year ahead. We also plan to do some early mailing and a save-the-date magnet in late spring/early summer of 2019. Other expenditures such as publicity, paying for memorabilia would be mostly in the spring and summer of 2020. Therefore, the Committee would like to request an initial amount of \$30,000 from the 1% Fund and the balance from the Town budget (or from future 1% monies). This would allow the 1% money to be used, if needed, before July 1, 2019 when Town budget monies would be available. While it is the Committee's expectation that some monies will be returned to the Town after Old Home Week our main objective is to put on a wonderful event that honors our past, celebrates our present and looks forward to the future.

The Old Home Week 2020 Committee

Nicki Steel - Chair DJ Boyd - Vice Chair Carol Bogard - Secretary Mary Towne - Treasurer
Deb Boyd, Heather Maynard, Julie Moore, Carl Swanson, Heidi Taylor

Description	YEAR ONE		YEAR TWO		YEAR THREE	
	Proposed	Actual	Proposed	Actual	Proposed	Actual
As of August 17, 2016						
Income						
Wilmington	\$30,706.00	\$30,706.00	\$33,000.00	\$33,000.00	\$24,018.45	\$24,018.45
Dover	\$30,706.00	\$30,706.00	\$33,000.00	\$33,000.00	\$24,108.45	\$24,108.45
Expenses						
Digital Ads						
Creative	\$0.00		\$10,000.00	\$10,000.00	\$25,000.00	\$900.00
Ad Buy	\$0.00	\$0.00	\$25,000.00	\$22,570.00	\$25,000.00	\$34,536.00
Tracking Set up	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SEM	\$3,132.00	\$3,132.00	\$7,000.00	\$6,242.00	\$7,000.00	\$3,066.16
Social Media	\$1,500.00	\$1,500.00	\$5,000.00	\$1,500.00	\$5,000.00	\$0.00
SEO						
Software	\$830.00	\$ 830.00	\$1,992.00	\$1,601.11	\$1,992.00	\$0.00
Blogs/Articles	\$2,080.00	\$ 900.00	\$4,992.00	550	\$4,992.00	\$500.00
3rd Party Blogs & Sites	\$0.00		\$10,000.00	\$2,400.00	\$10,000.00	\$0.00
Reporting						
Initial Set-up	\$15,000.00	\$ 15,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Hosting	\$80.00	\$ 80.00	\$240.00	\$240.00	\$240.00	\$100.00
Administration						
Bookkeeping	\$290.00	\$ 290.00	\$696.00	\$560.00	\$696.00	\$600.00
Director	\$500.00	\$ 500.00	\$1,200.00	\$800.00	\$1,200.00	\$600.00
Total	\$28,412.00	\$22,232.00	\$66,120.00	\$46,463.11	\$81,120.00	\$7,734.73

Scott Tucker

From: Edward Adrian <eadrian@msdvt.com>
Sent: Monday, November 19, 2018 11:36 AM
To: Scott Tucker
Cc: Gretchen Havreluk
Subject: Re: Wilmington Tax Stabilization Article for Town Meeting

Hi Scott and Gretchen

You have requested language for the TMD Article on giving the Selectboard general authority to enter into commercial or industrial property tax stabilization agreements for a period of up to 10 years. I know that there is a policy in place. That policy will need to be revised should the article pass. If you need assistance in drafting a new policy please let me know.

Here is what I would suggest for article language to achieve what you have outlined below:

"Shall the Town vote to give the Selectboard general authority to enter into tax stabilization contracts, as application is made, with owners, lessees, bailees, or operators of commercial or industrial property, for a period of up to ten years, pursuant to 24 V.S.A. § 2741(b)(1)."

That covers everything you need for the article, with as little verbiage as I can think of. Please note this article needs 2/3s to pass pursuant to 24 V.S.A. § 2741(b)(1).

I think it would make sense for someone to explain the current authority the Town has given the Selectboard and the need for the expanded authority. This could be done before hand through an informational campaign on Front Porch Forum or similar service.

Please let me know if you need anything else in respect to this matter.

Best,
Ed

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