

Wilmington Selectboard Meeting Minutes

April 16, 2019

Present: Tom Fitzgerald, Vince Rice, Sarah Fisher, Ann Manwaring

Others Present: Scott Tucker, Jessica DeFrancesco, Christine Richter, Scott Moore, Mike Eldred, Jack Widness, Gretchen Havreluk, Jake Roberts

Meeting called to order at 5:59 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of April 2, 2019
 - Fisher moved to approve the minutes of April 2, 2019, Rice second; all in favor.
3. Action Items
 - Rice moved to appoint Trails Alternate Jake Roberts as a regular member, term expiring in 2023, Manwaring second; all in favor.
 - Rice moved to approve the annual LEMP for 2019, Fisher second; all in favor.
 - Bids were opened last Thursday. Dufresne group conducted the opening as our engineer. Hermann Construction came in the lowest and most capable at \$142,063. Once the bid is approved a contract will be drawn up and they will be bonded. Rice moved to authorize the town manager sign the Notice of Award for Hermann Construction and any other corresponding construction documents for the South Main St Sidewalk Project, Fisher second; all in favor.
4. Finance Update
 - Tax sale will be happening in June. The delinquent list has 241 properties that equals \$590,000. 105 of these properties are on the tax sale list totaling \$377,000.
 - Highway is in pretty good shape. Revenues will be at 100% by the end of the year. Some expenses went over but with the items that haven't been expended, it isn't making a negative impact on the bottom line.
 - Sewer has \$75,000 outstanding in sewer rents. He only needs about \$32,000 to be within his budgeted revenues. There is \$107,000 left in expenditures, which the bond payment will come out of. There shouldn't be any difficulties with this budget finishing out the year.
 - General Fund looks good. This budget is the hardest to judge. Zoning fees, town clerk fees, police fees and memorial hall rent are all low. The interest in the general fund has tripled. Lister expense is low but they are coming into their busy time. Police payroll is only at 66% which includes the sheriff details. The cruiser was paid for in April so it does not show on this report. Healthcare looks better than expected, possibly due to the lack of police officers. Trash disposal should be right on target. Transfer station recycling will most likely be overspent by about \$2000 based on current usage. The 24-hour recycling may be overspent by about \$11,000.
 - The 1% fund has \$789,415 with \$385,779 available after encumbrances. State payments are \$206,713 with one more payment due this year.

5. 1% Local Option Tax Request

- \$5,876 was awarded for the Greeter Program this year. After two years of greeters being at the lake every day, it is being proposed to lower the number of man-hours. Memorial Day to Labor Day is the projected time frame. The data sheets will be done electronically this year. Manwaring moved to approve a request for \$2112 for the 2019 Greeter Program, Fisher second; all in favor. Jack Widness expressed his appreciation to be able to work on this project with the town.

6. Bi-Town Committee Charge

- The Bi-Town Committee has amended portions of their charge: committee membership-removed Hermitage Club and added "one member from the Wilmington business community"; seat vacancy was defined; filling of open seats was defined; attendance requirement. Manwaring asked about reaching out to Whitingham to see if they want to join. Rice moved to accept the amended Bi-Town Committee charge, Manwaring second; all in favor.

Fitzgerald moved to go into the Liquor Commission at 7:14 pm, Rice second; all in favor.

7. Liquor Commission

- Rice moved to approve a First Class and Outside Consumption Liquor License Renewal for The Village Roost LLC dba The Village Roost at 20 West Main St; First Class Liquor License Renewals for White House Inn, LLC Southern Vermont White House at 178 RT 9 E and Jim's Bistro at the Roadhouse Inc at 4 Old Ark Rd; and a Second Class Liquor License Renewal for Sonny's Cup & Saucer Inc dba C&S Beverage at 157 RT 100 N, Fisher second; all in favor.

Out of Liquor Commission at 7:17 pm.

8. Other Business/Correspondence

9. Select Board Members Comments

- Fisher went to the PC hearing on the river corridor. There were a lot of locals in attendance who were opposed to the new ordinance.

10. Executive Session

- Fitzgerald moved to find that premature general public knowledge of the revolving loan contract would clearly put the town at a substantial disadvantage, Rice second; all in favor.
- Fitzgerald moved to enter into executive session at 7:42 pm, to include the Town Manager and Gretchen Havreluk, for the purpose of reviewing revolving loan application # 040219, and updates on current revolving loan contracts, Rice second; all in favor.

Out of executive session at 8:20 pm.

Rice moved to make a \$20,000 loan from the Revolving Loan Fund to applicant #040219, with the first monthly payment due July 1, 2019, Fisher second; 3-yes, Manwaring abstained.

11. Town Manager's Updates

Fisher moved to adjourn at 8:23 pm, Rice second; all in favor.

Respectfully Submitted,

Jessica DeFrancesco

Administrative Assistant

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Vince Rice, Clerk

Sarah Fisher

Ann Manwaring