

## **Wilmington Selectboard Meeting Minutes June 18, 2019**

**Present:** Tom Fitzgerald, John Gannon, Vince Rice, Sarah Fisher, Ann Manwaring

**Others Present:** Scott Tucker, Jessica DeFrancesco, Christine Richter, Diane Abate, Craig Ohlson, Cheryl LaFlamme, Scott Moore, John Lazelle, Meg Staloff, Matt Murano, Shawn Hammond, Andrew Kirkman, Joe Carcich, Angela Yakovleff

Meeting called to order at 6:01 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
  - Chief Murano introduced new hire, Officer Joe Carcich.
  - Chief Murano acknowledged the tremendous community outreach done by Officers Hammond and Kirkman.
  - Add approval of a Letter of Intent to participate in the Grants-in-Aid program to item #3.
2. Approve Minutes of June 4, 2019
  - Gannon moved to approve the minutes of June 14, 2019, Rice second; 4-0 Fisher abstained
3. Action Items
  - Gannon moved to appoint Tom Fitzgerald as representative at tax sale, Fisher second; all in favor.
  - Gannon moved to appoint Scott Moore to a 5-year term as Wilmington Fire Warden, and Michael Mannhaupt as Deputy Fire Warden to a 5-year term, Rice second; all in favor.
  - Gannon moved to accept the financial management questionnaire and authorize the Selectboard Chair to sign, Rice second; all in favor.
  - Fitzgerald moved to appoint Diane Abate to the DRB to a term expiring 2022, Fisher second; all in favor.
  - Gannon moved to approve a Letter of Intent to participate in the Grants-in-Aid program for hydrologically connected road segments, Fisher second; all in favor.
4. Planning Commission
  - Fitzgerald moved to accept Articles IV and VII from the Planning Commission, Gannon second; all in favor. A public hearing will be held August 20, 2019 at 6 pm.
  - Fitzgerald moved to accept the Flood Hazard Regulations from the Planning Commission, Gannon second; all in favor. A public hearing will be held October 1, 2019 at 6 pm. Meeting on August 6<sup>th</sup> at 5 pm to review the Flood and Fluvial Bylaw. Planning Commission will also be asked to join this meeting.

Gannon moved to enter into Sewer Commission at 6:37 pm, Rice second; all in favor.

5. Sewer Commission
  - Rice moved to authorize Wastewater Chief Operator John Lazelle to represent the wastewater system on the Vermont Rural Water Association Board, Fisher second; all in favor.

Fitzgerald moved to come out of Sewer Commission at 6:38 pm, Gannon second; all in favor.

Gannon moved to enter Liquor Commission at 6:38 pm, Fitzgerald second; all in favor.

## 6. Liquor Commission

- Gannon moved to approve a Request to Cater Permit and an Outside Consumption Permit Exemption for an event being held at Memorial Hall on August 10, 2019, catered by Pipedream, LLC dba Anchor Seafood, Manwaring second; all in favor.

Fitzgerald moved to come out of liquor commission at 6:39 pm, Manwaring second; all in favor.

## 7. Financial Review

- Between tax sale and only one week left of bills and payroll, Finance Officer Christine Richter is optimistic and the additional funds voted to spend at town meeting may not be needed.
- Hermitage bankruptcy will most likely take several years. If the tax shortfall is put solely on the tax payers it would probably be about a \$200/year increase for a \$200,000 house.
- For the FY 20, a recommendation is to put a moratorium on the 1% fund and use it as a rainy-day fund to help with any major shortfalls and help pay down the tax rate. The budget was cut by \$119,000 at the end of budget season, so it is already pretty lean. Another recommendation is to cut the school user fees and sit with members of the school board. Delaying some capital projects is an option, but isn't a multi-year solution.
- Gannon is concerned about how the 1% is used due to how the voters approved it. Tucker is suggesting paying the fund back once the tax revenues are received from bankruptcy. Fisher thinks it is the least painful thing that can be done. If we don't use this fund, a loan would have to be taken out in anticipation of taxes. Manwaring doesn't want to be in a place where no economic development can be done. Gannon offered to reach out to the tax Commissioner about the possibility of a relief on the education portion of the taxes held up in bankruptcy.

## 8. Other Business/Correspondence

## 9. Select Board Members Comments

- Gannon mentioned that a new broadband has passed. The new bill should be discussed at a meeting. Planning Grant opportunities will be available a little further down the road. A regional effort would be a great way to go.

## 10. Town Manager's Updates

- Road Supervisor we believe, will remain with the town until the end of September. He is recommending a 3-year bid for sidewalk snow removal
- Officer Kondraski will be promoted to full-time officer.
- South Main St sidewalk curbing is being installed currently; the monument has been moved. Cement being poured tomorrow.
- DRB decision is out regarding the Reardon Bridge Ramp.

## 11. Executive Session

- Fitzgerald moved to find that premature general knowledge of the municipal contract and employee contract would clearly put the town at a substantial disadvantage, Rice second; all in favor.
- Fitzgerald moved to enter into executive session under 1 VSA 313(a) (1) at 7:54 pm, to include the Town Manager, to discuss a municipal contract and an employee contract, Rice second; all in favor.

Came out of Executive Session at 8:28 p.m.

Gannon moved to approve an increase in hours to a minimum of 40 hours per week with an annual salary of \$65,760.81 in part to take on additional duties as Finance Officer for the Wilmington Water District, Fisher second; Vote to approve 4-1 in favor.

Fisher moved to give the Town Manager the authority to negotiate and sign a contract for the Town to provide financial services for the Wilmington Water District, Rice second; all in favor.

Meeting adjourned at 8:35 p.m.

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