

Wilmington Selectboard/Sewer Commission
October 18, 2017
Meeting Minutes

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

Others Present: Scott Tucker, Jessica DeFrancesco, Tom Consolino, Nicki Steel, Cheryl LaFlamme, Chris Mays, Cliff Duncan, Meg Staloff, Lauren Harkawik, Gretchen Havreluk, Craig Ohlson, Sharon Cunningham, Anna Drozdowski, Heidi Taylor, Ralph Meima, Mike Chase on phone 6:40–7:15 pm

Meeting called to order at 6:01 pm

1. Visitors, Public Comments, Possible Changes to the Agenda

Steel commented that attending the open meeting seminar with Jim Barlow was very informative and hopes that the information gets passed on to committees who didn't have a representative there. She hopes there will be training in the future on minutes and findings. There are mistakes being made and she hasn't noticed corrections being made when the mistakes are pointed out. She has also noticed that Selectboard members tend to "hang out" after a meeting was adjourned, which gives an impression of an illegal meeting, and she hopes that they keep this in mind and leave once a meeting is adjourned.

Duncan commented on the paving project and how the curb across from the town office is now painted yellow, signifying no parking. He also commented on the fact that years ago parking used to be available alongside all of East Main St, not just in the center of town.

Consolino commented that he has noticed some odd voting situations that do not appear to be legal.

Approval of minutes should be October 4, not October 5.

2. Approve Minutes of October 4, 2017

Gannon moved to approve the minutes of October 4, 2017, Rice second; 3–0, Manwaring Abstained

3. Zoning Ordinance Public Hearing

The hearing was called to order at 6:16 pm. This is a second public hearing to receive public comment regarding the proposed amendments to the Zoning Ordinance and the proposed Village Review District.

Steel–Historic paint is still in the ordinance but was agreed upon at last hearing that it would be removed. Historic colors for buildings in the Historic District took a long time to be removed from the ordinance originally; doesn't feel it should be put back in. "substantial Change" was not added in section 212 and 222 A but that also was agreed upon at the last hearing.

LaFlamme–historic paint doesn't need to go before the DRB so the Planning Commission felt it could be left in.

Steel– Zoning Administrator should have a clear set of guidelines rather than using their own judgment to make decisions.

Consolino–Ordinance should be user friendly. Why are we worrying about paint colors and adding burden to residents?

Board agreed to correct the ordinance to remove the historic paint colors and windows in section 531B, and also add "substantial change" to sections 212 and 222A, which were agreed upon at the first hearing but omitted in the current draft.

Rice moved to close the hearing at 6:32 pm, Gannon second; all in favor.

4. Approve Zoning Ordinance
Rice moved to approve the Zoning Ordinance as amended, Gannon second; all in favor.
5. Appoint Zoning Administrator
Gannon moved to re-appoint Craig Ohlson to a 3-year term as Zoning Administrator, Rice second; all in favor.
6. Bi-Town Marketing Update
Havreluk, Cunningham and Chase gave the Selectboard an update on the Bi-Town Marketing Project. They were unable to get businesses to use the dashboard reporting system that was created to allow businesses to report in their sales. The goal was to get a majority of businesses to utilize this tool so that data would show any increase or decrease in sales. The only two businesses reporting in are the valley's largest two businesses. It has been difficult to get regular, consistent bloggers. They are still working on getting more third party bloggers. Currently they are advertising on Trip Advisor, Facebook and Instagram. It was suggested that an email ad may be useful. They are currently in year three, but still have some year two funds to expend before they request the year three funds.
7. Green Lantern
Ralph Meima of Green Lantern gave the Selectboard an update on their study of the landfill for use of a solar array. An environmental consultant did a once over of the site. The site immediately North of the landfill is the best place for the array. The landfill cap is too steep. There would need to be some clearing of trees and vegetation. The next steps would be a site survey, interconnection application with Green Mtn Power, title report, verify with ANR that it is a Preferred Site, and a full esthetic and visual impact survey. Typically when the project reached these next steps Green Lantern requests the landowner enter into lease agreement negotiations to continue. This new lease would void the current lease agreement. Manwaring moved to allow the Town Manager to enter into lease negotiations with Green Lantern regarding the solar array at the landfill site, Rice second; all in favor.
8. Economic Development
Havreluk gave the Board an update on the projects she is currently working on.
 - ~ West Main St Sidewalk Grant–closed out
 - ~ East Main St Sidewalk Grant– received \$157,400 additional funding bringing the total to \$457,400. Construction will be spring of 2019.
 - ~ South Main St Sidewalk Grant– received a \$160,000 grant. Construction will likely be spring 2018.
 - ~ North Main St Sidewalk Grant– she will be working on writing this
 - ~ Hazard Mitigation Grant–still working on getting bids for North Star Bowl
 - ~ Greeter Program–closing out now. Lake Raponda Assoc would like to do it again next year.
 - ~ Façade Grants–have a few that aren't going to happen, and a few left to close out.
 - ~ Wastewater expansion on East side of town
 - ~ Reardon Bridge Ramp– hoping for construction next spring
 - ~ Capital Projects that need attention–relocating emergency services and town offices, creation and retention of businesses and jobs
9. Other Business
10. Select Board Members Comments and Other Action Items
Manwaring recognized Steve Lazelle who recently passed. He was Wastewater Chief Operator for many years and did a wonderful job, as does his son John who currently holds the position. She also inquired

about the process for moving town services to another building. Will we be receiving an update from Windham Solid Waste regarding assessments and the benefit of staying in the district?

Gannon would like to know what other towns are offering their employees for health insurance.

Fitzgerald–budget meetings need to be scheduled.

11. Town Manager Updates

Town Fair– participated in Town Fair in early October. Once the proposed policy is finalized he will forward it to the board.

1st quarter review– Selectboard was sent financials on the first quarter with notes from the Finance Officer.

VLCT PACIF–Wade Masure from VLCT visited. Reviewed claims from 2015 and discussed Experience Mod for workers comp.

Look Rd Bridge–Holden Engineering will be making a site visit next week to determine if the work is complete.

Lake Shore Protection– Met with Amy Picotte as well as Bill and Sheldon to go over grant projects for next year.

Better Roads Grant– We were not awarded a grant this current year to replace a box culvert on Old Town Road. Linda will review this and see if it can be reconsidered.

Goal Setting– met with department heads to discuss goal setting. Selectboard will be given a list of these.

Meeting adjourned at 8:20 pm.

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