

Wilmington Selectboard/Sewer Commission
March 30, 2016
Meeting Minutes

Present: Tom Fitzgerald, John Gannon, Diane Chapman, Susan Haughwout, Vince Rice

Others Present: Town Manager Scott Murphy, Jessica DeFrancesco, Christine & Dennis Richter, Mike Eldred-Deerfield Valley News, Cliff Duncan, Nicki Steel, Gretchen Havreeluk, Anna Drozdowski, Adam Grinold, Jake White, Ken March, Wendy Manners, Bob Stevens, Lynne Matthews, Bob Fisher, Phil Taylor, Chris Mays-Brattleboro Reformer

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to Agenda

Murphy removed item #7. Deerfield Valley Rescue is unable to attend and would like to be on the next agenda.

2. Approve Minutes of March 3, and March 23, 2016

Haughwout moved to approve the minutes of March 3, 2016, Chapman second; 4 in favor, Rice abstained
Gannon moved to approve the minutes of March 23, 2016, Chapman second; all in favor
Chapman moved to approve the minutes of March 16, 2016, Gannon second; all in favor

3. Action Items

- Chapman moved to appoint Fred Houston to the Development Review Board as a full time member for a 3 year term that expires in 2019 , Gannon second; all in favor.
 - The Selectboard to complete ex-officio assignments:
 - Ex-officio - Planning Commission -Vince Rice
 - Ex-officio - Recreation Committee -Susan Haughwout
 - Ex-officio- Development Review Board- Tom Fitzgerald
 - Rep- Trail Committee –John Gannon
 - Rep- Bi-Town Economic Development – Tom Fitzgerald
 - Chapman moved to reappoint all Beautification Committee members (Cheryl Rothman, Keith Herbert, Celia Weissman, Alice Greenspan, Katy Little, Fred Skwirut, Lee Schindel, Adele Mattern) retroactive to Town Meeting Day, Haughwout second; all in favor.
 - Gannon moved to approve a new road name for a road off of Chamonix Trail to be named “Upper Mountain Trail”, Haughwout second; all in favor.
 - Chapman moved to re-adopt the Local Emergency Operations Plan (LEOP), Rice second; all in favor.
- Chapman moved to enter into Liquor Commission at 6:14 pm, Rice second; all in favor.

4. Liquor Commission: Liquor License

Haughwout moved to approve a Second Class Liquor License Renewal for Blue Mountain Produce, Inc dba Blue Mountain Produce and a First Class Liquor License Renewal for Jim’s Bistro at the Roadhouse, Inc dba Jim’s Bistro at the Roadhouse, Gannon second; all in favor.

5. Stevens’ and Associates Presentation on the Former High School Building

Stevens and Associates presented part 1 of 2 of their final Work Product results from their analysis of the former High School Building on Beaver St. A second, and final, presentation will occur at the 4/6 Selectboard Meeting. Approximately \$1.5 million in necessary improvements would be needed initially, with another approximate \$1 million in improvements needed over the course of 15 years. Four alternatives were presented:

Alternative A

Knock down old building
No circulation in parking lot
Fitness/Community Room
Gathering Place
Health Center
Supervisory Union

Alternative B

Possible Housing
Circulating parking lot
Town Offices, Police Department
Gathering Place
Health Center at old Highway Garage site
Remove Industrial arts Building
Rents would not be sufficient to cover capital costs

Alternative C

Police Department
Town Offices
Gathering Place
Community Center
Possible alternate owner to 2nd and 3rd floor

Alternative D

Police Department
Town Offices
Gathering Place
Community Center
Health Center on site
Industrial Arts building gone
Supervisory Union

Comments were heard by Michelle Doucette, Cliff Duncan, Wendy Manners, Lynne Matthews, Phil Taylor, Adam Grinold, and Selectboard member Susan Haughwout. The public is invited to attend the final presentation by Stevens Associates at the April 6, 2016 Selectboard meeting.

6. Planning Commission Overview

Hermitage Club attorney, Bob Fisher, and Planning Commission Chair Wendy Manners presented to the Board a Memorandum of Understanding that they would like to put into effect in regards to the Hermitage Club Master Plan Act 250 application. Some items the Memorandum refers to are the East Tract and development rights, recreation activities that will and will not be allowed in certain areas due to wildlife habitat, and possible “school to work” programs. Gannon and Haughwout requested quarterly meetings to follow up on the agreement they have with the Hermitage in regards to Fire Department volunteers. Gannon feels there has been lack of follow up on this issue since their agreement was signed.

Comments were heard from Nicki Steel, Lynne Matthews, and Fire Chief Ken March.

Haughwout moved to authorize the Town Manager as signer of the document when finalized with the additions discussed tonight, Fitzgerald second; all in favor.

7. Deerfield Valley Rescue, Inc

Removed from agenda

8. Town Manager Contract and Goal Setting

Gannon moved to authorize the Chair to execute the contract with the Town Manager, Haughwout second; all in favor. The Board will hold an Executive Session on April 13 at 5 pm to discuss and review the Town Manger’s goals for the upcoming year.

9. Correspondence to/from Selectboard

Reviewed mail

10. Other Business

Chapman asked if the Board should form a Committee for the 1% Local Option Tax Fund. This stems from suggestions made by the public at a meeting held on March 23rd. Haughwout feels that the Board needs to set its priorities first, then charge a committee. They will hold a special meeting at 5 pm on April 20th to discuss 1% priorities, then at the regular meeting possibly appoint a committee.

11. Select Board Members Comments and Other Action Items

No comments

12. Town Manager's Updates

WWTP upgrade is close to completion. Jason Booth of Aldrich & Elliott would like the Board to have a site visit. April 6th at 5:15 was decided. Murphy will check to make sure Booth is available.

There was discussion about the ANR responding to the Bi-Town Committee's letter regarding the state road conditions and plowing on Routes 9 & 100.

Haughwout moved to adjourn at 8:20 pm, Chapman second; all in favor.

Respectfully Submitted by:

Jessica DeFrancesco
Administrative Assistant

Approved by Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Diane Chapman

Susan Joy Haughwout

Vince Rice, Clerk