

Wilmington Selectboard/Sewer Commission
July 20, 2016
Meeting Minutes

Present: Tom Fitzgerald, John Gannon, Susan Haughwout, Vince Rice **Absent:** Diane Chapman
Others Present: Town Manager Scott Murphy, Jessica DeFrancesco, Christine & Dennis Richter, Nicki Steel, Sharon Cunningham, John Lazelle, Gretchen Havreluk, Craig Ohlson, Mike Eldred-Deerfield Valley News, Bob Fisher

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to Agenda

None

2. Approve Minutes of July 6, 2016 and July 13, 2016

Gannon moved to approve the minutes of July 6 and July 13, 2016, Rice second; all in favor.

3. Re-Open Recessed Public Hearing for Proposed Zoning Amendment Changes at 6:03 pm

Gannon moved to repeal the existing Zoning Ordinance Articles 1-8 and Appendix 1-Definitions, Rice second; all in favor

Gannon moved to adopt the proposed Zoning Ordinance including Articles 1-10 and Appendices 1 & 2, adding "Public Information" after "Government/Signs" of Section 823 D, deleting Appendix 3 and replacing it with Article 10 under section 831, and including the amended map, Rice second; all in favor.

4. Action Items

The Selectboard discussed a request by the Living History Assoc. to use Buzzy Towne Park for demonstrations during the Blueberry Festival Saturday August 6 and Sunday August 7. The Police Chief's only concern was the shooting of blanks out of their rifles but the Director, James Dassatti has assured us there will be no shooting happening. Gannon moved to approve a permit for use of Buzzy Towne Park by the Living History Association, Rice second; all in favor.

5. Plan D, VMERS Retirement Plan for Police Personnel

During last year's budget season the Selectboard had agreed to switch the Police Dept from Plan B to Plan D through Vermont Municipal Retirement System. Due to deadlines they were not able to switch for this current year. FY 18 budget will include the change. Gannon moved to offer all sworn police officers under Chapter 55 of Title 24 VSA Plan D of the Vermont Municipal Retirement System, Haughwout second; all in favor.

Gannon moved to enter into Liquor Commission at 6:14 pm, Rice second; all in favor

6. Liquor Commission: Liquor License applications

Haughwout moved to approve a Request to Cater Permit from Pipedream, LLC dba Anchor Seafood for the Cosmo Tent for the Blueberry Block Party on August 6, 2016 from 4PM – 10PM, Rice second; all in favor.

An application for a Special Event Permit for a table to sell alcohol at the Blueberry Block Party on 8/6/16 from 4:30 -9:00 PM from Vermont Distillers, Inc (includes attached comments from the Police Chief) was presented. The Police Chief did not approve this as there is no location so there in no way to set any restrictions. Haughwout would like administration to contact the applicant and get more information and also to check last year's minutes as she is certain he was approved for this event last year.

Came out of Liquor Commission at 6:19 pm

Haughwout moved to enter into Sewer Commission at 6:19 pm, Gannon second; all in favor.

7. Sewer Commission to set Sewer ECU Rate

Lazelle presented the Sewer Commission with the new ECU rate of \$410.8, which includes one bond payment. Last year's rate was \$355. With increased rents this year, the increase is less than the one bond payment. Fiscal year 18 will have two bond payments of approximately \$39,000 each. Haughwout moved to set the Sewer rate for \$410.8, Rice second; all in favor.

8. Sewer Allocation Request

Patty Farrington of Honora Winery is looking for preliminary sewer allocation of 1844.55 gallons at 211 Rt 9 E. Her Act 250 application is pending waiting on the Wastewater permit. Wastewater will not be approved until she has obtained preliminary sewer allocation from the Town. She is also asking for an extension up to 90 days as she is waiting on some funding to come through. Haughwout suggested to the Board that at a later time they look at the wording within the Sewer Ordinance and possibly amend it to allow for extensions at certain stages to allow more flexibility. Haughwout moved to approve the Preliminary Sewer Allocation request from Patty Farrington of Honora, and also a 90 day payment date to pay the 25% allocation fee, Gannon second; all in favor.

9. Clean Water Infrastructure Asset Management Grant Application

The Selectboard reviewed a grant application for the WW Department to the Vt Dept of Environmental Conservation, Facility Engineering Division to be used to acquire a fully funded planning grant to evaluate 3 sections of our collection system. This grant was brought to the Town's attention by Wayne Elliott of Aldrich & Elliott. This would be 100% funded but is very competitive with only \$280,000 available. Elliott will work with Lazelle to complete the application. The three areas it will focus on is the by the VT House, Laurie Boyd's house and down 8 houses, and the right side of East Main before Mobil bridge. The evaluation and study are internal and external. Haughwout moved to authorize Town Manager Scott Murphy to sign documents in regards to applying for the Clean Water Infrastructure Asset Management Grant with regards to areas described by Lazelle, Rice second; all in favor. Fitzgerald moved to come out of Sewer Commission at 6:36, Gannon second; all in favor.

10. Sugar House Development Discussion

Haughwout recused herself as a member of the Cold Brook Fire District. The Selectboard heard a preliminary proposal by Mark Brett for the development of the Sugar House area, as presented by his attorney Bob Fisher. Last year the Town sold multiple lots to Brett for \$33,400. Haystack Rd starting at Mann Rd is a Town Class 4 right-of-way to the lots but is not maintained during the winter. There will need to be some crossing of utilities, probably underground, and the road will need some improvements. The Highway Ordinance states that if there are 7 houses on the road, the town could be petitioned to take over the road. Gannon stated that last year when classifying Haystack Rd Road Supervisor Hunt felt that bringing the road to a Class 3 wasn't cost effective due to all of the ledge on the road. Fisher stated that "Sugarhouse Rd" will be brought to lesser specs than town roads so it will remain private but it will meet fire requirements with hydrants being installed. Fitzgerald stated that the Town attorney should look at the agreement before anything else.

11. Fiscal Year End Financial Update

Christine Richter reviewed the recently closed FY 16 financial year. A comparative budget for both Revenues and Expenditures was reviewed showing that the shortfall that was expected ended up being about \$6,000 rather than the initial estimate of \$78,000.

12. Correspondence to/from Selectboard

13. Other Business

The Selectboard discussed ways to determine a process for funding 1% Local Option Tax Fund requests. Haughwout feels a policy should be made, and then a committee can be formed to review

the requests and present them to the Board. A majority of the 1% Fund is already committed for the next two fiscal years; so many requests will be for future funding. Gannon commented that the Events Fund and Matching Grants are part of the 1% and should be excluded from this new policy as these funds already have their own policies/guidelines. The Board will have a work session on August 10th at 8 am to discuss the process and possible new policy of the 1% Local Option Tax Fund.

14. Select Board Members Comments and Other Action Items

15. Town Manager's Report

Just had the final walk through of the WWTP. The paving should happen the first week in August. Possible grand opening for the public on September 21. Lazelle added that he appreciated all the support from the Town and the Selectboard on this project. The Board also thanked Lazelle for all of his hard work on the upgrade.

Respectfully Submitted by:

Jessica DeFrancesco
Administrative Assistant

Approved by Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Diane Chapman

Susan Joy Haughwout

Vincent Rice, Clerk