

Wilmington Selectboard/Sewer Commission
August 17, 2016
Meeting Minutes

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

Others Present: Town Manager Scott Murphy, Jessica DeFrancesco, Chris Mays-Brattleboro Reformer, Mike Eldred- Deerfield Valley News, Karen Molina, Nicki Steel, Mace Sebby, Dennis Richter, Gretchen Havreluk, Cindy Hayford, Kristin Mehalick, Alex Beck, RT Brown, Sharon Cunningham,. Adam Grinold, Caitlin Hunt, Bob Fisher, Cami & Doug Swanson, Gary & Laurie Smith

Meeting called to order at 6:05 pm

1. Visitors, Public Comments, Possible Changes to Agenda

Karen Molina addressed the Board speaking about the Old High School and the growing interest for a community center. A petition was presented, but not submitted, with 207 signatures calling for the Selectboard and school board to explore options for a community center at reasonable costs to the taxpayers.

Fitzgerald stated that this would need to be an agenda item at a future meeting in late September or October. Haughwout added that the Board has a policy regarding discussing and/or debating on public comments that are not listed as an agenda item which is why it will need to be on a future agenda.

2. Approve Minutes of August 3 and August 10, 2016

Chapman moved to approve the minutes of August 3 and August 10, 2016, Haughwout second; all in favor.

3. Action Items

The Selectboard is being asked to reaffirm the Town's funding commitment for the West Main St Sidewalk Project that they previously had approved but needs re-affirmation, due to a slight increase in cost. The Town's share of the project was initially \$38,600 but is now \$43,500. Haughwout moved to reaffirm that the necessary funds for the West Main Street Sidewalk Project be disbursed from the 1% Local Option Tax Fund, Gannon second; all in favor.

Fitzgerald moved to enter into Liquor Commission at 6:15 pm, Gannon second; all in favor.

4. Liquor Commission: Liquor License applications

Gannon moved to approve two Request to Cater applications from Jim's Bistro @ The Roadhouse dba The Roadhouse for events held at Memorial Hall on 9/3/2016 and 9/10/2016 from 8PM to 1AM, Chapman second; all in favor.

Came out of Liquor Commission at 6:16 pm

5. Events Fund Possible Changes

The Selectboard reviewed the Town's Event Fund Program that included revisions discussed at their previous meeting, presented by Gretchen Havreluk. Discussion included the payment process, the increase in the maximum award amount, and ways to determine if applicants should receive the full requested amount. Gannon suggested mimicking the Dover Rubric in terms of scoring so that there is less room for scorer to be subjective. Havreluk and Murphy will revise.

6. Façade Grant Program Summary

The Selectboard reviewed the recently completed Façade Program. The Board is in favor of continuing the program and Havreluk has some changes she would like to make so that the process is easier. Havreluk suggested one round with one deadline and all the applications will get scored together. They would then be presented to the Board and they would be awarded until the money was gone. The Board discussed some other changes such as how to offer an incentive to update the complete outside of the building not just the front section. Haughwout stated that there are some buildings that updated the front, but have other sides visible from the road that were left untouched and it just doesn't look good. Havreluk and Murphy will work on these changes and suggestions.

7. Contract for the Collation of Town Economic Development Reports

The Select Board to review and possibly approve a contract with Gretchen Havreluk to compile an independent summary of existing town reports, public opinion surveys, etc. to aid the Selectboard in setting a procedure to fund requests through the 1% Option Tax Fund.

Haughwout moved to enter into Executive Session to include the Town Manager and Gretchen Havreluk to discuss the details of a contract under Title 1 VSA 313 (a)(3) at 6:45pm , Gannon second; all in favor.

Came out of Executive Session at 6:50 pm.

Haughwout moved to approve the contract between Gretchen Havreluk and the Town for the collation of town economic development reports, Chapman second; all in favor.

8. SeVEDS Update with Kristin Mehalik, Project Manager

Kristin Mehalik updated the Selectboard on the ongoing activities of the Southeast Vermont Economic Development Strategies (SeVEDS).

RT Brown discussed the Windham County Economic Development Program and their current project "Instig8" to help those who are working to develop their own business concepts and models.

Alex Beck updated the Board on the high school career awareness program that was brought forward last year. It will launch this year and Twin Valley students will have the opportunity to participate. Several are already signed up. Haughwout asked if they included Government in their internship program, as she has had many successful interns over the years. The current program is a paid internship program which many Government bodies don't have the budget for, but Alex would like to explore the Government side at some point.

Gannon commented that he feels Wilmington struggles to get anything prioritized in the CEDS program when they submit project applications. Grinold commented that the review process is made up of a committee and is not done in house. Gannon inquired about getting assistance in submitting our applications to score higher. Kristin would be more than happy to lend any assistance she can for this. Projects in the area that do impact Wilmington were discussed.

9. The Hermitage Club Application for use of a Summit Well

Attorney Bob Fisher, representing The Hermitage Club, discussed their application for the use of a summit well located on Glebelands, owned by the Town. Last year, the Selectboard approved the construction of a well on the Glebelands but wanted The Hermitage to ask permission when other work involving the well was done. In this case, The Hermitage must submit an application to the Vt Department of Environmental Conservation, which requires the landowner's signature. The well at the mid-mountain cabin failed so another water source is needed. This permit needs to be submitted before the Act 250 application can be approved. Chapman moved to authorize the Town Manager to sign the application to the Department of Environmental Conservation for a source water permit application, Haughwout second; all in favor.

Discussion:

Gannon stated that it is his understanding that there are monies owed to Cold Brook Fire District, there are taxes due August 19th and nothing has been done regarding the Fire Agreement.

Fisher replied that yes there is money owed to Cbfd, he is unsure of the Hermitage tax payment status, and the Fire Agreement is tied to their Act 250 application.

Gannon feels that the Hermitage is not acting as a "good corporate citizen".

Haughwout spoke in support of the Hermitage's current issue with Act 250. With the sale of the airport and east tract, she is not sure why Act 250 has denied approval as she feels it was all made very clean and clear within the deeds.

Chapman moved to enter into Sewer Commission at 7:30, Haughwout second; all in favor.

10. Sewer Commission

Haughwout moved to approve a preliminary allocation request from Susan Lawrence for a new restaurant at 14 South Main St (La Casita) at 1120 gpd, Gannon second; all in favor. Haughwout moved to approve a preliminary allocation request from Gary and Larrine Smith for construction of a new residence on Country Club Road at 420 gpd, Chapman second; all in favor.

Came out of sewer Commission at 7:34 pm.

11. Correspondence to/from Selectboard

12. Other Business

Sharon Cunningham from Southern Vt DV Chamber of Commerce has requested funding for the Vt Wine & Harvest Festival through the events fund but the funds for the year have already been depleted. After attending the previous Selectboard meeting, she decided to re-apply in hopes of the Board raising the fund amount at today’s meeting. As the Board did not approve the new events fund program, she is hoping the Board will still fund the event since it is such a well attended event. The Board discussed with Sharon how she applies to Wilmington and Dover, separating each town’s events in her requests so she is not “double-dipping”. They also discussed how to increase the Wilmington revenues during the festival. Chapman moved to award \$6,550 from the 1% Local Option Tax Fund to the Vt DV Chamber of Commerce for the Vt Wine & Harvest Festival, Haughwout second; 3 in favor, Fitzgerald opposed.

13. Select Board Members Comments and Other Action Items

Gannon attended the recent DRB Hearing on the foot bridge. He believes a design for the ramp has been decided upon. It will be shown to the property owner and Barry Reardon, who donated the bridge.

14. Town Manager’s Report

Lake Raponda Rd is currently being worked on. The Highway Department is working on replacing 7 culverts as part of the plan to fix the road so that it does not wash out like it has been over the previous years. The work that highway is doing will also hopefully make it possible to apply for a paving grant in a few years.

The state has been working on the culvert outside the Town Office building. They have cut the section of road that they will be working on and next week should start culvert work. There will be no parking in front of the building until the project is completed.

Look Rd Bridge is safe to use. Holden Engineering just received the “ok” from the state for the stream alteration permit. The design should be ready within the next two weeks and then the RFP will go out, probably late September. The hope is to receive bids that are more cost friendly to the town budget by asking for bids at the end of the season.

Chapman moved to adjourn at 8:02 pm, Haughwout 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

Vincent Rice, Clerk