

Wilmington Selectboard/Sewer Commission
May 15, 2018
Meeting Minutes

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

Others Present: Scott Tucker, Jessica DeFrancesco, Gretchen Havreluk, Eric Durocher, Sharon Cunningham, Jeanette & Mike Linnehan

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
 - Remove item #5—it will be added to the June 5th agenda
2. Approve Minutes of May 1 and 8, 2018
 - Gannon moved to approve the minutes of May 1, 2018, Fisher second; Vote 3-0, Rice abstained
 - Fisher moved to approve the minutes of May 8, 2018, Rice second; Vote 3-0, Gannon abstained
3. Bi-Town Marketing Update
 - Havreluk, Durocher and Cunningham gave an update on the Bi-Town Marketing project. They gave an overview of ad results (Facebook, Instagram, and TripAdvisor). An overview of the whole campaign and how the traffic on the site is recorded was shown. They also discussed the dashboard and how that project is still struggling. Business owners don't take the few minutes to input their data, even with the Chamber sitting with them and showing them how to do it. The Guilford welcome center display is still being used. It is switched out 2-3 times a year with various displays showing the different attractions the valley offers during different times of year. The free and paid for blogs were mentioned also.
4. 6. 1% Local Option Tax Request
 - Mike & Jeanette Linnehan discussed the Tae Kwon Do studio that has been in Wilmington for 30 years. They feel as though they need to find a new space, and OSEC approached them about a space in their building. Aerobics will also be using the space for now due to the fact that the rent was too high. The goal is to eventually be able to afford the space on their own. They are asking for \$2500 for new padding, paint, cleaning supplies, and other minor repairs. They have families that have volunteered time to help them move and paint, etc. Gannon urged them to get an agreement in place for signage. They have great signage where they are now, and it would be a shame to end up with none. Gannon moved to approve the 1% request of \$2500 for Vermont Valley Tae Kwon Do, Inc, Rice second; all in favor.
5. Listers Reappraisal
 - Removed from agenda
6. 4. Financial Update
 - Finance Officer gave an update on the FY18 budget. The 1% balance and expenses were reviewed. The sewer budget will end the year with approximately \$16,000 in deficits. Highway will close the year with close to \$29,000 in deficits. These two very rarely have trouble like this and usually have money left over each year. The general fund, should everything go as hoped, will end the year with about \$200,000.
7. Action Items
 - The Selectboard discussed Tuesday meetings and possibly making them permanent. Gannon has a hard time on Tuesdays while he is in session, so Mondays would work better for him. Fisher suggested this be discussed when all 5 members can be present. Gannon doesn't go back to session until January, so Tuesdays will remain until November. This will be addressed again in September.

Rice moved to enter Liquor Commission at 8:11 pm, Gannon second; all in favor.

8. Liquor Commission

- Fitzgerald moved to approve an Outside Consumption Permit for Scalias Pizza LLC at 19 South Main St, Fisher second; all in favor.

Out of Liquor Commission at 8:19 pm

9. Correspondence to/from Selectboard

10. Other Business

11. Select Board Members Comments and Other Action Items (5 minutes)

12. Town Manager's Updates

- Greeters received training from ANR to prevent the spread of invasive species at the public access point on Lake Raponda.
- Detective Denault wrote a letter of recognition to Chief Szarejko about an investigation by Officer Hammond regarding a phone scam where he was able to ensure an elderly person's loved one was safe, the package was intercepted at FedEx, and monies were recovered.

Meeting adjourned at 8:41 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