

Wilmington Selectboard Meeting Minutes

April 7, 2020

Present: Tom Fitzgerald, John Gannon, Vince Rice, Sarah Fisher

Others present: Scott Tucker, Jessica DeFrancesco, Christine Richter, Gretchen Havreluk, Shelly Suponski, Carolyn Palmer, Deb Kingsley, Elizabeth McEwen, Mike Eldred, Fred Houston, Rhea Clark, Scott Moore, Chuck Clerici, Gerry Osler

Meeting called to order at 6:00 p.m. via Zoom electronic format.

1. Visitors, Public Comments, Possible Changes to the Agenda
 - Under liquor commission add a first and third class license renewal for Cask and Kiln Kitchen LLC at 4 South Main St
 - Under Other Business to discuss Joseph Cincotta's letter to the governor.
2. Approve Minutes of March 17, 2020 and April 1, 2020
 - Rice moved, Gannon second; all in favor.
3. Action Items
 - Rice moved to accept, with regret, Amy Swanson's resignation from the Library Trustees, Gannon second; all in favor.
 - Rice moved to appoint Michelle Suponski as Library Trustee until March 2021, Gannon second; all in favor.
 - Gannon moved to waive the penalties imposed for missing dog licensing deadlines until May 1, 2020, Rice second; all in favor.
 - Rice moved to approve a 30-day extension for the grand list filing, Gannon second; all in favor.
4. Fire Department Equipment Capital Account
 - This would be an internal loan rather than taking out a bank loan. The question is if this falls within the purpose of the fund. Being a loan rather than expenditure, the specific use of the fund shouldn't be an issue. This has been done before with Highway and Wastewater. Fisher moved to borrow \$52,000 from the Fire Dept Equipment Capital Acct to NBF Architects as a loan to begin the design phase of the Public Safety Facility Project in anticipation of the FY21 budget, contingent on town attorney approval, Gannon second; all in favor.
5. Property Tax Delinquent Accounts
 - In light of COVID-19, the discussion was to wait until the next fiscal year to hold a tax sale to give tax payers a deferred opportunity to pay. There are 113 properties on the list right now. Of the 113, only 39 weren't on the list last year or "frequent flyers". Twenty-five of the 113 were on the list last year but removed due to the Hermitage Bankruptcy filing and may not be eligible again this year. These delinquent properties make up \$524,000 in taxes. Fisher feels that waiting until fall maybe, but not waiting a whole year, since they were delinquent before the virus hit.
 - There are a couple of taxpayers asking the town what they can do regarding waiving interest and penalties on taxes. Through the Board of Abatement on a case-by-case basis appears

to be the best way to handle taxpayer requests for assistance. The town attorney recommends creating a rubric so there is a standard guideline to follow, when hearing these cases. Payment plans will be offered through the finance office. Gannon believes this will have to be a legislative fix. The Board of Abatement to discuss taxpayer hardship in the time of COVID-19.

6. Transfer Station

- Discussed the measures for health and safety of employees at the transfer station and accepting fees on the honor system due to COVID-19. There is a barricade up to keep people away from the building and promote social distancing, with a drop box for money.

Fitzgerald moved to enter into liquor commission at 6:40 pm, Rice second; all in favor.

7. Liquor Commission

- Rice moved to approve a First and Third Class License Renewal and Outside Consumption Renewal for L&S Inc dba North Star Bowl at 179 Route 100 N; a Second Class License Renewal for Vermont Staple Goods Co Inc dba Riverbend Farm Market at 136 Route 100 N; and a First and Third Class License Renewal for Cask and Kiln Kitchen at 4 South Main St, Gannon second; all in favor.

Out of Liquor Commission at 6:42 pm

8. Other Business

- Joseph Cincotta wrote a letter to Governor Scott suggesting that outside workers could go back to work with certain safety measures. There are some projects that the town has deferred that are on hold due to these orders. Gannon will be happy to write a letter of support on behalf of the Selectboard.

9. Select Board Members Comments

- Rice commented that the police and fire did a fantastic job during the drive by (parade) for Cleon Boyd who died as a result of COVID-19 (our deepest sympathy goes out to the family); there were over 1,000 cars participating. They should be congratulated!
- Gannon wants to make sure that both fire and police have enough PPE on hand. Mutual agreements for departments in case employees are sick.

10. Town Manager's Updates

- Our #1 priority is the health and safety of employees, #2 is service delivery. One employee has recovered completely from a positive test, one isolated due to contact and is healthy, and the third one has been home with a cough/cold. Wastewater is alternating days to limit contact, and Highway is trying out rotating teamwork. All buildings are still locked down. No burn permits are being issued.

11. Executive Session

- Fitzgerald moved to find that premature general public knowledge of our loan criteria, would put the town at a disadvantage, Rice second; all in favor.
- Fitzgerald moved to enter into executive session at 7:05 pm, to include the town manager and Gretchen Havreluk, for the purpose of reviewing revolving loan applications, Rice second; all in favor.

Out of executive session at 7:56 pm; no action taken.

Meeting adjourned at 7:58 pm

Respectfully Submitted,
Jessica DeFrancesco, Administrative Assistant

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Vince Rice, Clerk

Sarah Fisher
