

Wilmington Selectboard Agenda
February 16, 2021 at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of January 21 and February 2, 2021 (5 minutes)
3. Action Items (15 minutes)
 - *The Selectboard to possibly appoint Brian Holt to the Planning Commission*
4. Property Tax Due Date (15 minutes)
 - *The Selectboard to possibly approve changing the due date for the 2nd installment of 2020 taxes.*
5. 1% Local Option Tax (10 minutes)
 - *The Selectboard to possibly approve funding for the Greeter Program for the 2021 season up to \$2500.*
6. Efficiency Vermont (15 minutes)
 - *Becca White to discuss the Efficiency Vermont's Target Communities Effort.*
7. Liquor License (5 minutes)
 - *The liquor commission to possibly approve a Second-Class renewal for Red Fox Shop LLC at 4 South Main St, Brockton Corporation dba Shaw's Beer & Wine at 97 East Main St and Bearclaw Holdings LLC dba River Valley Market LLC at 661 VT RT 100 N; A First and Third-Class and Outside Consumption Renewal for Pipe Dream LLC dba Anchor Seafood Restaurant.*
 - *A special event permit for Go America Go Beverages dba WhistlePig Whiskey for a whiskey tasting at Hermitage Club at 183 Gatehouse Trail*
8. Other Business/Correspondence
9. Select Board Members Comments
10. Town Manager's Updates (10 minutes)

From: Brian Holt <brian.holt7713@gmail.com>
Date: February 1, 2021 at 10:25:18 AM EST
To: Scott Tucker <stucker@wilmingtonvt.us>
Cc: Brian Holt <brian.holt7713@gmail.com>
Subject: Planning Commission Interest

Greetings,

As discussed by Meg at the last meeting, I am interested in being considered for the vacant planning commission seat.

If I remember correctly from the call you didn't want a CV but a summarised bio. Below is a quick summary.

EDUCATION:

2003 / B.S., Electrical Engineering/Computer Science, Virginia Military Institute, Lexington, VA

2009 / M.B.A., Space Systems Program Management, University of Colorado, Boulder, CO

2012 / M.S. Political Management, The George Washington University, Washington, DC

2015/ M.S. Military Operational Art, Air University, Maxwell AFB, AL

EXPERIENCE:

18 years as an Air Force Officer and U.S. Diplomat; leading multi-million dollar acquisition portfolios in Space, Cyber, advanced engineering projects, and U.S. foreign policy abroad. Experience in leading large scale development projects ranging from \$70M to \$1.3B. Additionally, certified as a Foreign Area Officer/Diplomat for Europe. Led the office of bilateral cooperation out of the U.S. Embassy in Finland, working directly for the U.S. Ambassador.

I have also supported local/municipal committees, fundraisers, charities, etc in Ohio, Colorado, Alabama, Virginia, and Nevada throughout my professional career.

LANGUAGE:

Speak Finnish and German

FAMILY:

My spouse, Chrystal Holt, is a business owner (1a Coffee Roasters) in Wilmington Vermont. I have two daughters, Addison, and Ella who are home schooled at the moment but enjoy being outdoors and skiing in the winter.

WILMINGTON:

Believe it or not, we discovered Wilmington by the Make it on Main Street competition in 2018. Our team, the coffee collective, were one of the top 3 finalists. Since then we have bought a home, opened our business (1a Coffee Roasters) at 123 W Main Street, and now call Wilmington our permanent home. We developed a deep understanding of zoning, ordinances, processes, and new friends associated with Wilmington during the opening of our business. Our business has been open for four months and we feel deeply connected with the town, visitors, and other businesses in the larger valley we are collaborating with.

I am interested in joining the planning commission to help advance and support good policy, ordinances, etc to help reach a balance between economic, social, environmental sustainability, and historic preservation. I look forward to being able to contribute my professional and personal skills to Wilmington for the betterment of all residents, visitors, businesses, and my family.

Warm regards,

Brian Holt

719.659.4261

Procedure for Funding Requests of the 1% Local Option Tax Reserve Fund

The following guidelines have been established for the use of the 1% Local Option Tax Reserve Fund:

- The Select Board is the statutorily approved decision making body authorized to determine the use of the Reserve Funds. All requests for funding must be approved by the Select Board.
- Projects that are less than or equal to 20% of the balance in the 1% Local Option Tax Reserve Fund can be approved by the Select Board.
- Projects that are more than 20% of the balance in the 1% Local Option Tax Reserve Fund must be approved by the Select Board and the Wilmington voters at a properly warned Special Meeting.
- Any monies transferred from the Local Option Tax Fund into a town reserve or capital fund for use must receive voter approval at a properly warned Special Meeting.
- The Select Board reserves the right not to fund a project should such an undertaking be deemed unacceptable; or to fund it in an amount different from the original request.
- The Select Board reserves the right to bring **any** project, regardless of cost, to the voters if they deem it in the best interest of the Town to do so.
- Applicants that are interested in applying for monies from the Reserve Fund will need to **complete a short application form or submit a similar informational Business Plan.**
- The Select Board will issue a decision on all applications within four weeks of the presentation of the application at a Select Board meeting provided that the Select Board determines that no additional information is needed to make a decision. If additional information is needed, the Select Board will issue a decision within two weeks of receiving that additional information.
- Approved projects will be able to access the funds with the signing of the next Town warrants (usually within one week).
- The above guidelines will also apply to any Select Board sponsored projects.
- The Selectboard has authorized using the Local Option Tax Fund when applying for grants that require matching funds.

Requests For Funding Through the 1% Local Option Tax Fund

Name of Person/Organization/Business/Committee Windham County Natrual Resources Conservation District

Date of Request February 10,2021

Contact person, phone numbers, mailing and email address

Cory Ross (802)689-3024 28 Vernon St Sutie 332 Brattleboro, VT 05301 ross.wcnrcd@gmail.com
Gretchen Havreluk (802)779-2905 ghavreluk@wilmingtonvt.us

Amount of Request and Date Funding Needed \$2,500 May 2021

Describe in detail the purpose and specific use of the funding

The funds would be used for the 2021 Lake Raopnda Greeter Program. The program is in its 5th year and will rund from late May- Labor Day in coordination with the Lake Raopnda Association, the Town of Wilmington, and the WCNRCd. The purpose is to manage the program with paid greeters to educate and inspect boats for invasive species entering Lake Raopnda. The greeters will also enter data collected from each day.

Please provide a financial breakdown of your project/request.

We anticipate the DEC will fund at \$5,500 the same as last year. The LRA will match the contribution from the Town of Wilmington. Wilmington's contribution of \$2,500 will include the portable toilet.
Total budget \$10,500
Expenses of wages & fringe cost, portable toilet, administration/bookkeeping/Supplies \$10,500 providing 534 hours of paid greeters(See Attached)

Briefly describe the need for the funding and any other information that can support the application.

These funds help prevent invasive species in Lake Raopnda which in turn, protects the properties around the lake.

Gretchen M Havreluk

Signature of Applicant

February 10,2021

Date

Expenses:

Item	Expense
Grant Administration	500
Bookeeping	500
Greeter Coordination	200
Portable Toilet	600
Fringe Expense on Above	91.8
Cost of Greeters (includes FICA)	8608.2
Total	10,500

Income:

VT DEC	5500
Town of Wilmington	2500
LRA	2500
Total Income	10500

Amount available to greeters 8608.2

Paid Greeter Hours 533.098

Paid Greeter 8 Hour Days 66.63725 102 days between Memorial Day Weekend and Labor Day Weekend

Efficiency Vermont

2021 Targeted Communities



2021 Targeted Community Overview

- Continuing Communities
 - Barre City
 - Island Pond
- Selection committee worked together to identify the communities hardest hit by the pandemic.
 - Mad River Valley
 - Deerfield Valley
- Each community will have dedicated Community Engagement Managers working with them one-on-one as well as tailored programming.
 - Dover
 - Wardsboro
 - Whitingham
 - Wilmington
 - Tailored program for Jacksonville Electric



“ I am thrilled to be able to serve the Deerfield Valley's surrounding communities to help lower energy costs, support small businesses, and residents who live in Dover, Wardsboro, Whitingham, and Wilmington. As a lifelong Vermonter from White River Junction, I am excited to get to know this part of our state even better.

— Becca White, Community Engagement Manager

2021 Program Offerings

Dedicated Community Manager

Tailored Outreach and Educational Programs

Virtual Home Energy Visits for Residences

Free walk-through for Businesses

Business Bonuses for Specific Measures (TBD)

Enhanced Incentives for Municipality and Non-Profits

Free Walk-throughs and Product for Landlords and Renters

How will this look in a virtual world?

- Virtual webinars and presentations throughout the campaign
- Setting up consistent communication plans via phone and email
- Partner newsletter available for sign up

