

Wilmington Selectboard Agenda
May 18, 2021 at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of May 4, 2021, amend the minutes of April 6, 2021 (5 minutes)
3. Fire Department (15 minutes)
 - *The Selectboard to possibly approve an expenditure from the Fire Department Capital account for the purchase of turnout gear.*
4. Police Department Policy Review (15 minutes)
 - *The Selectboard to review and possibly approve the police department's policy for body worn cameras.*
5. Town Clerk (10 minutes)
 - *Updates from the Town Clerk's Office*
6. Wastewater (15 minutes)
 - *The Sewer Commission to possibly approve the FY22 wastewater budget.*
 - *The Sewer Commission to possibly approve an expenditure from the Wastewater capital account for muffin monster knives for an amount not to exceed \$25,000.*
7. COVID Guidelines (15 minutes)
 - *The Selectboard to discuss the current and upcoming guidelines for COVID-19.*
8. Liquor Commission (5 minutes)
 - *The Liquor Commission to possibly approve an Outside Consumption Permit for Folly Eats LLC dba Folly at 33 West Main St.*
9. Other Business
10. Select Board Members Comments
11. Town Manager's Updates (10 minutes)
12. Executive Session
 - *The Selectboard to enter into executive session to discuss a revolving loan application*
 - *The Selectboard to possibly approve the revolving loan application.*

Northeast Municipal LLC.

207 Kemp Ave.
North Adams Ma, 01247

Estimate

Date	Estimate #
3/18/2021	678

Name / Address
WILMINGTON FIRE P.O.BOX 217 18 BEAVER ST. WILMINGTON,VT 05363

Project

Description	Qty	U/M	Cost	Total
QUAKER AXIS PANT & COAT SET	15		2,025.00	30,375.00
			Total	\$30,375.00

Customer Signature _____

43.0 267.2

2/6/21

FIRE TECH & SAFETY OF NEW ENGLAND, INC.
100 Business Park Dr., Unit 6
Tyngsborough, MA 01879
1-800-256-8700 Fax (978) 649-6833



Estimate

Name / Address
WILMINGTON FIRE DEPT.-VT 18 BEAVER STREET PO BOX 217 WILMINGTON, VT 05363

Date	Quote #
4/2/2021	192504
Valid for 30 Days	



Project	Terms	Rep
	Net 30	BR

Qty	Description	Unit Price	Total
1	LION CUSTOM COAT PER THE WILMINGTON FIRE DEPARTMENT SPECS	1,250.00	1,250.00
1	LION CUSTOM PANTS PER THE WILMINGTON FIRE DEPARTMENT SPECS	900.00	900.00

Total			\$2,150.00
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Notice: One or more of the products listed above may contain PFAS. For detailed product information please call 800-256-8700.

From: BERGERON PROTECTIVE CLOTHING LLC
 To: Wilmington VT Vol Fire Department

Document No. : 208800
 Doc. Date : 03/20/2021

Quantity	Style	Description	Your Cost
1	N1BA267	Helmet Snap/Mic Strap/ 2.5" x 9" Holder Location: Right Chest	
1	190581B	Reinforcement, Cuffs, Black Suede	
1	THMBLOOP	Nomex Wrister with Black Thumb Loop	
1	190756R	Embroidered American Flag, Right Sleeve	
1	GPSR	GPS STD Pocket Reinforcement Kevlar Twill Sewn Inside Pock 5"s Up Standard on Globe gear	
1	1988416	Reinforcement, Pocket, Ara-shield Specify Black, Grey, or Gold Color	
1	1927590	Hanging Strap with Dee Ring Location TBD	
1	HSS-1	Helmet Snap with Self Strap Location TBD	
Subtotal:			<u>0.00</u> \$1,202.66
1	F17	Globe GPS Pant, Pioneer * Contains PFAS	
1	62	GPS Pant Thermal Liner, Glide Ice 2Lyr	
1	E	GPS Pant Moisture Barrier, Stedair 3000 * Contains PFAS Add \$60 for Stedair 4000 Moisture Barrier	
1	27903	Scotchlite Triple Trim, 3" Around Cuffs Color: LY	
1	GPSHDAT	GPS Hook & Dee Out W/ Arashield Strap and Take Up Straps Globe offers a choice of Hook and Dee, Sewn in belt, Belt loops with removeable Nomex belt: No additional charge.	
1	GXTM57	Padded Rip-Cord, H-Back Suspenders	
1	GPSPKT	GPS STD Pocket 2x10x10 Expansion Pocket Reinforced internally with extra layer of Kevlar 1/2 way up. (Std)	
1	N288104C	Arashield Cathedral Knees	
1	N2FL102	Silizone Padded Cathedral Knees Highly recommended option! Add \$30.46	
1	290108B	Black Pant Suede Cuffs Recommended for Durability	
Subtotal:			<u>0.00</u> \$799.72
			Subtotal 2,002.38
			Total 2,002.38

*Notice: Products marked as 'Contains PFAS Chemicals' are considered notification; pursuant to NH Law154:8-c Firefighting PPE. Financing options available on turnout gear purchases. Prices quoted do not include shipping and handling. Shipping is FOB factory. This quote is based on current prices, subject to change by Manufacturer without notice. TERMS NET 30 Days. Add 3% fee when paying via credit card. Exchanges may incur additional handling charges. Late fee 2% per mo. \$25 returned check fee MC/ Visa /Discover accepted.

FIREMATIC SUPPLY CO., INC.

23 Birch Street, Milford, Mass. 01757
 Phone: 603-206-2340 FAX: (978) 422-9621
 DEricson@firematic.com
 WebSite: www.firematic.com

Quote



DATE 4/22/2021	PAGE 1
QUOTE NUMBER QT88963	
EXPIRE DATE 6/30/2021	

Quoted To
 CAPTAIN ROBERT MAYNARD
 Wilmington Fire Dept
 PO BOX 217
 WILMINGTON, VT 05363

Ship To
 Wilmington Fire Dept
 18 BEAVER ST
 WILMINGTON, VT 05363

CUSTOMER NO. 1850	CONTRACT NO.	PHONE NO. (802)464-8022	SALESPERSON DEAN ERICSON	CUSTOMER PO. NO.
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LINE NO.	ITEM NUMBER	DESCRIPTION	QTY ORDERED	UNIT PRICE	EXTENDED PRICE
1	MORVTWILM00009	LTO 74IGTB PANTS COAT, BLACK, PIONEER	1	1,528.00	1,528.00
2	MORVTWILM00010	LTO 74IGPB PANTS BLACK ARMOR AP	1	946.00	946.00
3	MORVTWILM00011	LTO 74IGTB PANTS COAT W/RANK, BLACK PIONEER	1	1,572.00	1,572.00
4	MORVTWILM00007	S5074IGCB EDGE COAT, BLACK, PIONEER	1	1,199.00	1,199.00
5	MORVTWILM00008	S3974IGPB EDGE PANTS, BLACK, PIONEER	1	793.00	793.00
					\$ 1,992

Comments

Amount By:

~~2,230.00~~
 DEAN ERICSON

FIREMATIC SUPPLY CO., INC.

23 Birch Street, Milford, Mass. 01757
 Phone: 603-206-2340 FAX: (978) 422-9621
 DEricson@firematic.com
 WebSite: www.firematic.com

Quote



DATE 5/06/2021	PAGE 1
QUOTE NUMBER QT89745	
EXPIRE DATE 6/5/2021	

Quoted To
 CAPTAIN BOBBY MAYNARD
 Wilmington Fire Dept
 PO BOX 217
 WILMINGTON, VT 05363

Ship To
 Wilmington Fire Dept
 18 BEAVER ST
 WILMINGTON, VT 05363

CUSTOMER NO. 1850	CONTRACT NO.	PHONE NO. (802)464-8022	SALESPERSON DEAN ERICSON	CUSTOMER PO. NO.
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LINE NO.	ITEM NUMBER	DESCRIPTION	QTY ORDERED	UNIT PRICE	EXTENDED PRICE
1	CAI1312	F6 6" STANDARD HELMET FRONT	1	42.00	42.00
2	CAICTRD71M212221/000	1044 BLK HELMET W/BOURKES	1	273.00	273.00
3	CAI1044DSB	HELMET, 1044 DEF FIRE, BLK, CLR, STD	1	258.00	258.00
4	CAICTRD711212221/000	CAIRNS 1044, BLACK, STANDARD	1	264.00	264.00
99	FREIGHT IN	FREIGHT FROM MANUFACTURER	1	0.00	0.00

Def = Defender flip down shield
 Standard = 4" External shield (old style)

Comments

Amount By:

837.00
 DEAN ERICSON

Wastewater						Proposed	Change	%	
	Actual FY19	Budget FY20	Actual FY20	Budget FY21	FY21 to date	Budget FY22	FY21 to FY22	FY21 to FY22	Comments
Expenditures									
Chief Operator	64,290.20	66,219.00	66,218.55	67,543.00	55,853.13	70,219.00	2,676.00	4%	53 pay weeks
Overtime	1,718.36	2,250.00	2,552.65	2,295.00	902.46	2,295.00	0.00	0%	
General Fund Administ.	4,750.00	4,750.00	4,750.00	4,750.00	4,750.00	4,892.00	142.00	3%	
Operator	45,822.45	47,197.00	47,195.23	48,141.00	39,800.80	50,038.00	1,897.00	4%	
Social Security	8,501.58	8,848.00	8,776.30	9,024.96	7,242.63	9,100.00	75.04	1%	
Workers Comp.	5,938.82	6,000.00	6,116.36	6,000.00	5,655.84	6,000.00	0.00	0%	
Health Insurance	48,642.37	52,000.00	52,055.13	58,300.00	51,831.74	73,467.00	15,167.00	26%	
Retirement	6,290.34	6,650.00	6,668.05	6,783.00	5,853.63	7,136.00	353.00	5%	
Disability/Life Ins	616.64	800.00	545.66	800.00	331.20	800.00	0.00	0%	
Electricity/Heat	25,693.64	32,000.00	24,638.99	30,000.00	19,531.19	30,000.00	0.00	0%	
Office/ Cleaning Supplies	1,069.17	1,250.00	1,059.54	1,250.00	916.39	1,250.00	0.00	0%	
Telephone/Pagers	6,853.02	6,000.00	6,625.50	6,000.00	3,990.54	5,500.00	-500.00	-8%	Land to cellular for pump stations
Property/Vehicle Insuranc	5,784.74	6,500.00	4,627.48	6,500.00	4,315.12	6,500.00	0.00	0%	
Water Rent	3,306.60	2,500.00	3,009.04	3,000.00	2,504.70	3,000.00	0.00	0%	
Building/Equip Maint	11,277.22	10,000.00	9,738.97	10,500.00	8,014.05	10,500.00	0.00	0%	
Safety Equipment	709.99	1,500.00	874.73	1,500.00	398.32	1,500.00	0.00	0%	
Engineering Consultant	-	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00	0%	
Chemicals	3,896.13	4,500.00	4,081.82	4,500.00	2,790.70	4,500.00	0.00	0%	
Truck & Equip fuel	1,910.75	2,000.00	1,591.25	2,000.00	1,113.69	2,000.00	0.00	0%	
General Operating	1,306.68	1,750.00	1,649.15	1,750.00	1,163.07	1,750.00	0.00	0%	
Collection System Maint.	2,780.40	2,500.00	2,092.67	2,500.00	958.11	3,000.00	500.00	20%	Several manholes need sealing
New/Replacement Equipment	3,987.82	4,500.00	1,954.49	4,500.00	344.47	4,500.00	0.00	0%	
Sewer Testing	7,035.00	7,000.00	7,270.00	7,500.00	6,610.00	7,500.00	0.00	0%	
Training	607.00	1,000.00	449.96	1,000.00	68.00	1,000.00	0.00	0%	
Truck/Tractor Maint	888.92	1,000.00	1,461.81	1,500.00	348.46	1,500.00	0.00	0%	
Deprecation Expense	169,654.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
Compost/Bio Testing	941.44	1,500.00	908.19	1,500.00	662.37	1,500.00	0.00	0%	
Composting Expense	402.04	1,500.00	1,154.64	1,500.00	422.50	1,500.00	0.00	0%	
Capital Reserve Account	-	0.00	0.00	35,000.00	0.00	35,000.00	0.00	0%	
Sewer Bond Payment	73,494.00	73,494.00	73,494.00	73,494.00	36,747.00	73,494.00	0.00	0%	
Total Expenditures	508,169.32	356,208.00	341,560.16	400,130.96	263,120.11	420,441.00	20,310.04	5%	

Wastewater						Proposed	Change	%	
	Actual FY19	Budget FY20	Actual FY20	Budget FY21	FY21 to date	Budget FY22	FY21 to FY22	FY21 to FY22	Comments
Revenues	Actual FY19	Budget FY20	Actual FY20	Budget FY21	FY21 to date	Budget FY22	Change FY21 to FY22		Comments
Sewer Rents Income	339,772.12	321,608.00	312,258.96	387,630.96	364,147.13	407,941.00	20,310.04	5%	
Misc Income/Grant	-	0.00	50.00	0.00	5,656.59	0.00	0.00	#DIV/0!	
Investment Interest	955.98	100.00	578.72	500.00	81.42	500.00	0.00	0%	
Penalties	3,611.39	2,000.00	2,805.98	2,500.00	2,087.16	2,500.00	0.00	0%	
Interest on Delinq. Rent	4,543.64	2,500.00	2,983.29	3,500.00	3,639.28	3,500.00	0.00	0%	
Surplus	-	30,000.00	0.00	6,000.00	0.00	6,000.00	0.00	0%	
Total Revenues	348,883.13	356,208.00	318,676.95	400,130.96	375,611.58	420,441.00	20,310.04	5%	
						TOTAL ECUs	RATE PER ECU		
					FY22	686	595.00	proposed	
					FY21	686	566.00		
					FY20	690	466.00		
					FY19	690.8	496.56		
					FY18	728	445.50		
					FY17	728	410.80		
					FY16	724	354.64		

COVID-19 Emergency Order – Wearing Face Coverings in Town Owned Buildings and Businesses Open to the Public within the Town of Wilmington

WHEREAS, Consistent with Governor Scott’s *Stay Home, Stay Safe* Executive Order related to social distancing as well as the health care measures recommended by the Vermont Department of Health and the Center for Disease Control and Prevention, the Selectboard desires to enact and encourage measures that promote the public health, safety and welfare of its citizens and visitors to further the goal of slowing the spread of COVID-19, and

WHEREAS, the Vermont Department of Health “recommends that all Vermonters wear cloth face coverings when outside the home to help slow the spread of COVID-19,” and

WHEREAS, Governor Scott issued Addendum 14 to his Executive Order on May 15, 2020, which includes in paragraph 3, the following authorization for municipalities: “The legislative body of each municipality may enact more strict local requirements regarding mask use than those set forth herein”, and

WHEREAS, Section 16 of the Vermont Emergency Management statute, 20 VSA § 16, authorizes the towns of the State to make orders, rules and regulations that may be necessary for emergency management purposes so long as they are not inconsistent with any orders, rules or regulations promulgated by the governor or any state agency.

NOW THEREFORE, BE IT RESOLVED that the Selectboard issues the following COVID-19 Emergency Order:

1. Requirement to Wear Face Coverings. Starting May 22, 2020, any member of the public entering a Town-owned building or business located in the Town of Wilmington that will be open to the public must wear a face covering over their mouth and nose that is consistent with the Vermont Department of Health’s guidance on face coverings.
2. Exceptions. The Vermont Department of Health advises that face coverings should never be worn by children under the age of two, anyone who has trouble breathing or anyone unable to remove a mask without assistance.
3. Posting Requirement. Each covered establishment must post signage at the entrance and at other appropriate locations stating that members of the public are required to wear face coverings by order of the Wilmington Selectboard.

Dated at Wilmington, Vermont this 21st day of May, 2020.