

Wilmington Selectboard Agenda
October 18, 2022 at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of September 20, 2022 (5 minutes)
3. Action Items
 - *The Selectboard to possibly appoint Kathleen Comeau to the Beautification Committee for remainder of a 4-year term expiring 2023.*
 - *The Selectboard to possibly appoint Bob Bois as WRC representative for remainder of a 1-year term.*
 - *The Selectboard to possibly accept the snow removal bid from Saladino Property Maintenance.*
 - *The Selectboard to possibly approve the purchase of a skidsteer from the Highway Equipment Capital in the amount of \$30,000.*
4. Inclusion Initiative (10 minutes)
 - The Selectboard to hear from Mr. Harnish regarding the Inclusion Initiative and possibly bringing it to Wilmington.
5. Trails (10 minutes)
 - *The Selectboard to receive an update on the Hoot Toot and Whistle Trail.*
6. Health Insurance (20 minutes)
 - *The Selectboard to review and possibly approve a Health Plan for 2023.*
7. ARPA Request (10 minutes)
 - *The Selectboard to consider an ARPA request of \$60,000 from Pettee Memorial Library to aid in their renovations.*
8. Social Services
 - *Deerfield Valley Rescue–appropriation increase*
 - *Windham County Safe Place–New Request*
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 the possible sale of town owned property.*
 - *The Selectboard to possibly approve the resolution and public notice of sale of town owned property.*

Wilmington Selectboard Meeting Minutes September 20, 2022

Present: Tom Fitzgerald, John Gannon (6:48 PM), Sarah Fisher, Tony Tribuno **Absent:** Vince Rice

Others Present: Scott Tucker, Jessica DeFrancesco, Matt Murano, John Lazelle, Jessica Roberts, Marshall Dix, Stacey Trudo, Chris Walling, Mike Garber, Gretchen Havreluk, Carolyn Palmer, Eugene Olanyk, Monique Johnson, Diane and Lenny Chapman, John Lebron, John Lazelle, Allison Maynard, Jessica Lee Smith, Sharon Adams, Brian Holt, Shellie Rosan.

Meeting called to order at 6:00 pm

1. Zoning Public Hearing

- Clarification on Article V, Section 531, outdoor dining
- Public Art encouragement; separated from signs.
- Sign sizes for public events increased because so many were going to the DRB for basic small signs.

Hearing closed at 6:12 pm

2. Visitors, Public Comments, Possible Changes to the Agenda

- Sharon Adams commented that Air B&Bs are keeping them busy and hope the Board passes over registrations and the like for Air B&Bs. Her sons have lost months of rent from a long-term renter not paying rent, and damages from no oil for heat in buildings.
- Introduction of Zoning Administrator Jessica Roberts.

3. Approve Minutes of August 16 and September 9, 2022

- Tribuno moved to approve minutes of August 16, 2022, Fisher second; all in favor (3-0)
- Tribuno moved to approve the minutes of September 9, 2022, Gannon second; 3-0, Fisher abstained.

4. Action Items

- Fitzgerald moved to appoint Erik King to the Planning Commission for the remainder of a 4-year term expiring 2025, Fisher second; all in favor (3-0).
- Wilmington Works is requesting office space at town hall. It would be a good partnership with Gretchen moving downstairs, also. Any maintenance and updating of the space will be up to Wilmington Works.
- Fitzgerald moved to accept, with regret, the resignation of Shelly Suponski from the Library Board of Trustees, Fisher second; all in favor (3-0).
- Tribuno moved to appoint Monique Johnson to the Library Board of Trustees until the next election, Fisher second; all in favor (3-0).

5. Zoning Ordinance

- Fitzgerald moved to approve Zoning Articles V, VII, VIII and X as submitted, Fisher second; all in favor (3-0).

6. Highway Dept

- The product Peckham supplies is a processed stone, not a sand. It is less visible when put on the road, but it does give good traction. It also doesn't freeze in the sand pile. It is

significantly cheaper than the other bid. Tribuno moved to approve the sand bid from Peckham at \$18.60/cy, Fisher second; all in favor (3-0).

- The RFP for sidewalk plowing went out a few months ago, and no bids were received. Furlon has agreed to do day-time removal this year. Another contractor has reached out and said he would do both, but we haven't received his bid yet. If no night-time contractor is found, the burden will fall onto the highway crew, which means more equipment and overtime. The Board would like to see the incoming bid before making a decision.

7. Fidium Fiber

- Stacey Trudo, Fidium Fiber GM in Vermont. The fiber build-out was completed in August. You can check your availability at www.fidium.com. They are working with CUD's in Vermont when creating their build-outs.

Fitzgerald moved to enter into Sewer Commission at 7:01 pm, Fisher second; all in favor.

8. Sewer Allocation

- Gannon moved to approve final allocation for a daycare at 92 Fairview Ave, for 60 gpd, Fisher second; all in favor.
- Tribuno moved to approve preliminary allocation for 24 bedrooms and 10 apartments at 211 VT RT 9 for 3,360 gpd, Fisher second; all in favor.

Out of Sewer Commission at 7:08 pm

9. ARPA Request

- The same request was sent to the Whitingham Selectboard. The field is used for visitors very frequently, not just for school kids. TVYS has been renovating the field over the last few years on their own. A request was made for money to be budgeted toward this project in the school's budget for 2023. They have fundraised \$60,000 toward the \$150,000 renovation. The request can be put on the ARPA project list for consideration. Another issue would be the legality of the town improving school property.

10. Stump Jumpers

- Gannon moved to approve the annual request by the Deerfield Valley Stump Jumpers for use of town road for snowmobile access, Tribuno second; all in favor.
- The DVSJ is looking at a new route near Haynes Rd. This requires surveying a piece of town land. The club will assume all costs of surveying the land for their needs. Fitzgerald cautioned that approval of this request does not guarantee approval of use. The state would need to be involved because of the wetlands that would require a bridge. Gannon moved to approve the request made by DVSJ to survey a town parcel located off of Higley Hill Rd, Fisher second; all in favor.

11. Nuisance Ordinance

- The Board discussed the consideration of a noise ordinance and a sub-committee. Fisher and Gannon volunteered, and will include Chief Murano. Their first meeting will be on 9/28/22 at 6:00 p.m., via zoom.

Fitzgerald moved to enter into Liquor Commission at 7:38 pm, Tribuno second; all in favor.

12. Liquor Licenses

- Tribuno moved to approve an Open Container Ordinance Exemption and Museum Malt Beverage Serving Permit for VT Distillers, Vermont Museum of Natural History Inc for an event at Memorial Hall on October 23, 2022; and

- An Open Container Ordinance Exemption and a Request to Cater Permit for La Casita for an event at Memorial Hall on October 22, 2022.
- A First- and Second- Class License application for Valley Craft Ales LLC at 18 North Main St.
- A Request to Cater application from Jezebel's Restaurant & Catering for an event at Adams Farm on September 25, 2022 from 12-6 pm, Gannon second; all in favor.

Out of Liquor Commission at 7:40 pm

13. Other Business

14. Select Board Members Comments

- Gannon stated that grant approval for dispatch in the legislature has been delayed.

15. Town Manager's Updates

- All non-911 calls, that are currently answered by state police after hours, will be dumped into a voicemail system back at the local PD as of October 1st. It could be many hours before that call is received with no dispatch in the office after 5 pm. Chief has been inquiring about instruction being given to DPS dispatch about what is an emergency and non-emergency call, and none seems to be happening. This could cause small issues to become larger issues. Looking at creating a hybrid night-dispatch coverage with Dover, as a possibility.
- E-Court Mediation- Look Rd team has added another attorney and have submitted a request for information.
- Schlatka case is being dismissed without prejudice; and we are still waiting for a determination on the Lane case.
- Participated in a VOSHA informal conference. There were 6 violations and VOSHA is willing to reduce the penalty by 50%, bringing it down to \$16,857. 50.
- E Main sidewalk should be going out to bid this winter, with an extension for completion to December 2025.

16. Executive Session

- Fitzgerald moved to find that premature general public knowledge of the real estate proposal would put the town at a substantial disadvantage, Tribuno second; all in favor.
- Fitzgerald moved to enter into executive session at 8:10 pm, to include the Town Manager, to discuss the possible sale of town owned property, Gannon second; all in favor.

Out of executive session at 8:28 pm

Meeting adjourned at 8:29 pm

Respectfully Submitted,
Jessica DeFrancesco, Administrative Assistant

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Vince Rice, Clerk

Sarah Fisher

Tony Tribuno

Jessica DeFrancesco

From: kathleen comeau <comeaukac@gmail.com>
Sent: Tuesday, October 4, 2022 2:00 PM
To: Scott Tucker
Cc: Cheryl LaFlamme; Anne Saracino; Jessica DeFrancesco
Subject: Re: Beautification Committee Application

Scott - As follow up to Cheryl's email to you on September 22, I am interested in volunteering on the Beautification Committee. I have attended a couple meetings. I've been a homeowner in Chimney Hill since 2014 and full-time since September 2019. I am a member of the Landscape Committee in Chimney Hill and enjoy helping to 'beautify the Hill'. I've always loved landscaping and flowers and think it's wonderful that when you drive into Wilmington it always looks so lovely as well as around Dover. Friends and family that visit comment as well. I, therefore, want to be part of a committee that keeps that beauty going, even if I just help by picking weeds! It will be enjoyable to join like minded people as I have found on the Landscape Committee in Chimney Hill.

Thank you for the consideration. I plan to be at the meeting on October 18 at 6 p.m.

Kathleen Comeau

On Thu, Sep 22, 2022 at 9:16 AM Scott Tucker <stucker@wilmingtonvt.us> wrote:

Good morning Cheryl,

Our next meeting is October 18th at 6:00 p.m. and we will add your recommendation to the Selectboard Agenda. I would ask Kathleen for a little background and interest in volunteering (no more than a page – email is fine) on the Beautification Committee for the Selectboard. The Selectboard likes to have the prospective volunteer attend their meeting in person, if possible.

Best, Scott

From: Cheryl LaFlamme <lafman3@icloud.com>
Sent: Thursday, September 22, 2022 7:06 AM
To: Scott Tucker <stucker@wilmingtonvt.us>
Cc: Anne Saracino <saracinokz@aol.com>; kathleen comeau <comeaukac@gmail.com>
Subject: Fwd: Beautification Committee Application

Good morning Scott

From: Robert Bois <bbois131@gmail.com>
Sent: Wednesday, October 12, 2022 2:16 PM
To: Scott Tucker <stucker@wilmingtonvt.us>
Subject: Appointment to the Windham Regional Commission

Hi Scott,

Please accept this email as my letter of interest in an appointment to Wilmington's one of two positions to the Windham Regional Commission by the Selectboard.

Carol and I are second homeowners in Wilmington and Carol's family has been coming to the area since 1963. I've been retired for several years from various public sector jobs in the environmental area at both the state and local level in Massachusetts. I've worked at the state environmental protection agency for 25 years and retired after 14 additional years as the Environmental Director in Natick, Massachusetts. I was also appointed by the city of Framingham to help administer the wetland protection state law as (Wetland Protection) Conservation Commission chair for 5 years. Presently, I'm serving as President of the Lake Raponda Association and I'm continuing to partner with the town and the state on building a strong bond to support the Lake Raponda Greeter program to prevent invasive aquatic species.

I've recently had a long conversation with Chis Campany, the Executive Director for the Windham Regional Commission about the WRC, its purpose, and many of its programs expressed through its many committees. It seems very interesting to me and I'd like to have an opportunity to serve the Town of Wilmington as one of its two representatives on the WRC. If appointed, and before selecting a Committee to join, I'd like to discuss the needs of the community to see if we can match meeting those needs with my interests and experience. Thank you for your consideration.

Bob Bois
Cellphone: 508-877-7876

Town of

Wilmington

(802) 464-8591 (Voice)

(802) 464-8477 (FAX)

www.wilmingtonvermont.us

September 30, 2022

Joseph Saladino
Saladino Property Maintenance
PO Box 84
West Halifax, VT 05342

RE: 2022-2024 (3-years) Sidewalk Snow Removal

Dear Joseph:

This is to confirm acceptance of your proposal dated September 23, 2022 as follows:

A. SPM (contractor) agrees that:

1. Sidewalks shall be plowed with equipment provided by the Contractor with rates including equipment, operator, and fuel as follows:
 - a. Ventrac w/ sander and v plow \$120.00/hr
 - b. Cat Loader with a 6-yard bucket at \$135.00/hr
 - c. Volvo Loader with an 8-yard bucket at \$145.00/hr
 - d. Cat 295D w/ plow and bucket \$125.00/hr
 - e. 550 w/ v plow \$115.00/hr
 - f. Laborer (if needed) \$60.00/hr
 - g. Daytime call-out \$120.00/push on all sidewalks with use of Ventrac
2. Contractor shall provide a loader for the removal of snow to be placed only in areas indicated by the Wilmington Highway Superintendent or Supervisor. Under no conditions shall snow be dumped in the Deerfield River or Beaver Brook.
 3. Contractor will plow all downtown sidewalks sufficient so that there are no obstructed walkways (making every effort to remove all snow obstructions within 24 hours of end of snowfall). Plowing will be done so as to minimize any damage to poles, signs and steps. Damage caused under this contract to poles, signs, steps, and other property is the responsibility of Saladino Property Maintenance.
 4. Contractor will remove snow if there is a minimum depth of 3-inches from all town sidewalks, including the sidewalks in front of Pettee Memorial Library on South Main Street and at the Public Safety Facility on Beaver Street between the hours of 11 p.m. and 7 a.m.
5. Contractor will remove snow from sidewalks during daytime hours if accumulation reaches 2-4", or if requested by town, using a Ventrac. Contractor will salt and sand sidewalks only as requested by the Wilmington Highway Superintendent or Supervisor, and the Town will supply the salt.

B. Town of Wilmington agrees that:

1. Town will provide electrical power for Contractor's equipment used for sidewalks, if necessary.

Town of

Wilmington

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www.wilmingtonvermont.us

2. SPM may store the Ventrac and skid-steer in one garage bay at 18 Beaver Street.

C. Insurance:

1. Contractor shall provide proof of general liability insurance with limits of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate and shall name the Town of Wilmington as an "additional Insured". Contractor will hold Town harmless and indemnify it from and against any and all liability for personal injury or property damage arising out of any of Contractor's acts, negligence or omissions on the premises or in commission of this agreement. Contractor will obtain and keep in full force both General Liability and Worker's Compensation insurance for the duration of the contract and provide the town with a certificate of insurance documenting such in force coverage and additional insured status.

D. Payment:

1. A minimum base contract amount of \$7,000 to be paid per month from November 1 - March 31, for a total of \$35,000 per season. Any hours over the base contract amount each year will be charged by the hour and paid out at the end of the season.
2. Contractor will submit a monthly spreadsheet, itemizing dates, hours worked, and equipment used.
3. Any call-out hours that occur in April will be charged at a per hour basis.
4. If the Town requests work above what is specified in this agreement, then the Town shall be charged at the rate specified in A-1 above.

E. Conditions:

This contract is subject to:

1. Selectboard approval
2. This contract may be terminated by either party for lack of performance, with a 30-day written notice.

Please send the required Certificate of Insurance and return one signed copy of this agreement.

APPROVED AND ACCEPTED BY:

Jessica DeFrancesco, Administrative Asst
Scott A Tucker, Wilmington Town Manager

Date



10/6/2022

Joseph Saladino, SPM

Date

Copy: Marshall Dix, Road Supervisor
Christine Richter, Treasurer/Finance Officer



9/9/22

Town of Wilmington, VT

Proposal of purchase for the following:

320 John Deere Skid Steer Loader

DM Furlon Construction, LLC offers the sale of a 320 John Deere Skid Steer Loader.

Vin #1T0320DKHCG228764

Year: 2015

Hours on machine: Approximately 700

Included in sale: Original stock bucket & Original stock tires.

Purchase Price: \$26,000.00

Additional equipment package available:

Heavy Duty 6 – Way Dozer Blade – used as a snow plow

1 Set Pallet Forks

1 Set Winter Snow Tires on Rims

Optional Package Price: \$4000.00

| Proposed FY24 BCBS Standard Plan - Platinum - \$400/\$800 Deductible - \$2,800/\$5,600 Maximum Out of Pocket | | | | | | | | | |
|--|----------------|-----------------|--------------|-------------------|---------------|-----------------------|--|--|--|
| Plan Type | Single | 2-person | Empl + Dep | Family | | | | | |
| # Employees | 4 | 10 | 1 | 11 | | | | | |
| Monthly Prem | \$ 994.55 | \$ 1,989.10 | \$ 1,919.48 | \$ 2,794.69 | | | | | |
| Monthly Total | \$ 3,978.20 | \$ 19,891.00 | \$ 1,919.48 | \$ 30,741.59 | \$ 56,530.27 | | | | |
| Annual Premium Total | | | | | \$ 678,363.24 | | | | |
| HRA Town Contribution | \$ 1,350.00 | \$ 2,700.00 | \$ 2,700.00 | \$ 2,700.00 | | | | | |
| Annual HRA Contribution Maximum | \$ 5,400.00 | \$ 27,000.00 | \$ 2,700.00 | \$ 29,700.00 | \$ 64,800.00 | | | | |
| Proposed Total Town Cost | | | | | \$ 743,163.24 | | | | |
| Employee Share of Cost | \$ 1,450.00 | \$ 2,900.00 | \$ 2,900.00 | \$ 2,900.00 | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| FY24 Total Cost by Line | First 6 months | Second 6 months | HRA | Total fiscal year | Budget FY23 | | | | |
| General Fund | \$ 174,066.24 | \$ 184,510.21 | \$ 37,700.00 | \$ 396,276.45 | \$ 427,755.00 | | | | |
| Highway | \$ 104,010.12 | \$ 110,250.73 | \$ 21,750.00 | \$ 236,010.85 | \$ 245,500.00 | | | | |
| Wastewater | \$ 33,536.28 | \$ 35,548.46 | \$ 5,800.00 | \$ 74,884.74 | \$ 70,000.00 | | | | |
| Water | \$ 16,768.14 | \$ 17,774.23 | \$ 2,900.00 | \$ 37,442.37 | \$ 32,600.00 | | | | |
| | | | | | | | | | |
| General Fund | | | | | | | | | |
| Plan Type | Single | 2-person | Empl + Dep | Family | | | | | |
| # Employees | 4 | 6 | 1 | 4 | | | | | |
| Monthly Prem | \$ 994.55 | \$ 1,989.10 | \$ 1,919.48 | \$ 2,794.69 | | | | | |
| Monthly Total | \$ 3,978.20 | \$ 11,934.60 | \$ 1,919.48 | \$ 11,178.76 | \$ 29,011.04 | | | | |
| Annual Premium Total | | | | | \$ 174,066.24 | | | | |
| | | | | | \$ 184,510.21 | 6% increase estimated | | | |
| HRA Town Contribution | \$ 1,450.00 | \$ 2,900.00 | \$ 2,900.00 | \$ 2,900.00 | | | | | |
| Annual HRA Contribution Maximum | \$ 5,800.00 | \$ 17,400.00 | \$ 2,900.00 | \$ 11,600.00 | \$ 37,700.00 | | | | |
| Proposed Total Town Cost | | | | | \$ 396,276.45 | | | | |
| Employee Share of Cost | \$ 1,450.00 | \$ 2,900.00 | \$ 2,900.00 | \$ 2,900.00 | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| Stipends | \$4,200 | | | | | | | | |
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| Highway | | | | | | | | | |
|---------------------------------|-------------|--------------|-------------|-------------|----|------------|--|--|--|
| Plan Type | Single | 2-person | Empl + Dep | Family | | | | | |
| # Employees | 1 | 4 | 0 | 3 | | | | | |
| Monthly Prem | \$ 994.55 | \$ 1,989.10 | \$ 1,919.48 | \$ 2,794.69 | \$ | | | | |
| Monthly Total | \$ 994.55 | \$ 7,956.40 | \$ - | \$ 8,384.07 | \$ | 17,335.02 | | | |
| Six Months Premium Total | | | | | \$ | 104,010.12 | | | |
| | | | | | \$ | 110,250.73 | | | |
| HRA Town Contribution | \$ 1,450.00 | \$ 2,900.00 | \$ 2,900.00 | \$ 2,900.00 | \$ | | | | |
| Annual HRA Contribution Maximum | \$ 1,450.00 | \$ 11,600.00 | \$ - | \$ 8,700.00 | \$ | 21,750.00 | | | |
| Proposed Total Town Cost | | | | | \$ | 236,010.85 | | | |
| Employee Share of Cost | \$ 1,450.00 | \$ 2,900.00 | \$ 2,900.00 | \$ 2,900.00 | | | | | |
| Wastewater | | | | | | | | | |
| Plan Type | Single | 2-person | Empl + Dep | Family | | | | | |
| # Employees | 0 | 0 | 0 | 2 | | | | | |
| Monthly Prem | \$ 994.55 | \$ 1,989.10 | \$ 1,919.48 | \$ 2,794.69 | \$ | 5,589.38 | | | |
| Monthly Total | \$ - | \$ - | \$ - | \$ 5,589.38 | \$ | 33,536.28 | | | |
| Six Months Premium Total | | | | | \$ | 35,548.46 | | | |
| HRA Town Contribution | \$ 1,450.00 | \$ 2,900.00 | \$ 2,900.00 | \$ 2,900.00 | \$ | 5,800.00 | | | |
| Annual HRA Contribution Maximum | \$ - | \$ - | \$ - | \$ 5,800.00 | \$ | 5,800.00 | | | |
| Proposed Total Town Cost | | | | | \$ | 74,884.74 | | | |
| Employee Share of Cost | \$ 1,450.00 | \$ 2,900.00 | \$ 2,900.00 | \$ 2,900.00 | | | | | |
| Water | | | | | | | | | |
| Plan Type | Single | 2-person | Empl + Dep | Family | | | | | |
| # Employees | 0 | | 0 | 1 | | | | | |
| Monthly Prem | \$ 994.55 | \$ 1,989.10 | \$ 1,919.48 | \$ 2,794.69 | \$ | 2,794.69 | | | |
| Monthly Total | \$ - | \$ - | \$ - | \$ 2,794.69 | \$ | 16,768.14 | | | |
| Six Months Premium Total | | | | | \$ | 17,774.23 | | | |
| HRA Town Contribution | \$ 1,450.00 | \$ 2,900.00 | \$ 2,900.00 | \$ 2,900.00 | \$ | | | | |
| Annual HRA Contribution Maximum | \$ - | \$ - | \$ - | \$ 2,900.00 | \$ | 2,900.00 | | | |
| Proposed Total Town Cost | | | | | \$ | 37,442.37 | | | |
| Employee Share of Cost | \$ 1,450.00 | \$ 2,900.00 | \$ 2,900.00 | \$ 2,900.00 | | | | | |

To the Wilmington Selectboard Members,

We, the Pettee Memorial Library Trustee Board, are writing to you to officially request \$60K of the town's ARPA funds, or the 1% funds, for the library renovation fund. We believe that we meet many of the ARPA and 1% requirements for funds.

Early Learning and Healthy Childhood environments:

The Library's story times inside the library and story walks both outside the library and in Molly Stark Park are beneficial to both the children who attend and the parents, instilling a love for reading at an early age.

The children's room is crowded and we will recoup some space by eliminating the large computer. For the health of the children, we have installed a dehumidifier. With the renovation we will purchase new carpeting with a moisture shield underneath. (the floor is cement and damp)

*moisture shield and carpeting: \$2K.

During COVID, the middle and high school age children were severely impacted. The renovation creates a whole space on the main floor dedicated to them to gather or be independent in a safe space. An example of our commitment to this group of community members is that we have met twice with the TVMHS Quality Youth Development group to get their feedback on our plans and tailor the space even more to their needs and wants.

*Desks, chairs and computers: \$12.1K, shelving units: \$6.5K

Negative Economic Impacts:

Nonprofit service aid, obviously the library qualifies

Household services: the library provides computers to use in house and 24/7 internet access for Wilmington residents who are unable to access the internet either because of location or inability to pay. We are purchasing 4 laptop computers for mobility and use in the library (replacing 3 old stationary computers)

*laptops: \$4K

Services to Disproportionality Impacted Communities: Educational assistance is provided via computer use, access to computers and the internet, and librarian aid

Infrastructure:

Broadband is available to all inside the library during open hours and within WiFi distance 24/7. The laptop computers quoted above will expand our offering to more people
A new drinking water cooler has been installed.

Public Health Services:

Mental Health service: the library is a quiet, stress-free place to relax, with the renovation we will have comfortable chairs for both adults and young adults with both book and computer access.

*Adult seating space \$5K, (we received an estimate of \$8000 but we strongly believe we can do better)

*Youth seating area \$2.5K

Substance Use service:

The library has both a needle drop box and Narcan for emergency use.

With the proposed renovation there will be more meeting and program space available other than the current small conference room. We are purchasing shelving with casters for mobility allowing the space for author presentations, movies, book club meetings, etc.

*6 units and end caps \$24.8K

Premium Pay:

Our librarian should qualify for her extraordinary hours and organization through COVID19. Pettee was one of the few libraries in Vermont that provided services from the very first week of the epidemic shut down. We would strongly recommend that the Town of Wilmington reward Allison \$5K.

The remainder of the funds required for the renovation will purchase:

*a new circulation desk \$11K (the old circulation room becomes the Youth room)

*stationary shelves for the hallway and main room \$7.5K

*an acrylic rack for periodicals \$1.2K

*a tablet and tablet holder for the hallway \$1.4K.

Please note, the amounts listed above for furniture and equipment total \$78K. The remaining after the town requested funds of \$60 will be paid with already raised funds. The remaining funds we hope will be sufficient to complete the other known renovation requirements:

Removal of old stacks and lighting, some of the shelving will be reinstalled along the walls,
removal of old carpeting

Electrical work: removal of track lights, restoration of existing pendant lights, relocation of
outlets and telephone, rewiring of alarm system and WiFi system, charging ports in
seating areas, lighting on new stacks

Patch and paint the walls and ceiling – perhaps a mural in the youth room

Purchase and installation of a Projector and pull down screen

The primary purpose of ARPA funds is to help communities make strategic investments in long-lived assets. We believe that the Pettee Library is a key asset to Wilmington not only as a library but in its use as a multi-purpose community space with broadband and computer access.

Thank you in advance for your consideration of our request.

Sincerely,

for Pettee Memorial Library Trustees

LIBRACRAFT 72H SHELVING W
DISPLAY END PANELS

LIBRACRAFT 60H MOBILE
SHELVING W DISPLAY END
PANELS

AMERICANA CIRC DESK W DESK
UNIT, DISPLAY CORNER, & OPEN
SHELF UNIT, 32H

MAGBOX LG PERIODICAL
STORAGE ON SHELVES

LIBRACRAFT SF 60H SHELVING
& TABLET HOLDER

AMERICANA BOOK DROP
UNIT, 39H

LIBRACRAFT SF 36H &
60H SHELVING

PALETTE LOUNGE BENCH
& CS SADDLE SEATS
(18H) WITH MOBILE SF
ENGAGE SHELVING (36H)

ENGAGE RECTANGLE
TABLES W STRIVE TASK
CHAIRS

CHECK OUT YOUR VIRTUAL SPACE!
CLICK CAMERA ON PLAN OR SCAN QR



PETTEE MEMORIAL LIBRARY

COMPLEMENTARY DESIGN HOURS
DEMCO HAS PROVIDED TO
SUPPORT YOUR PROJECT

14 HR

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Please be aware that no reliance should be placed on dimensions which have been scaled from this drawing. If you require a full size scale plan, or clarification on a specific dimension or any other detail please contact DEMCO Library Interiors Design Department at 800-747-7561

DLI will rely on certain "Input Material" that you have provided. "Input Material" means all documents, drawings, dimensions, and other materials, and any other data and information provided by you relating to the project.

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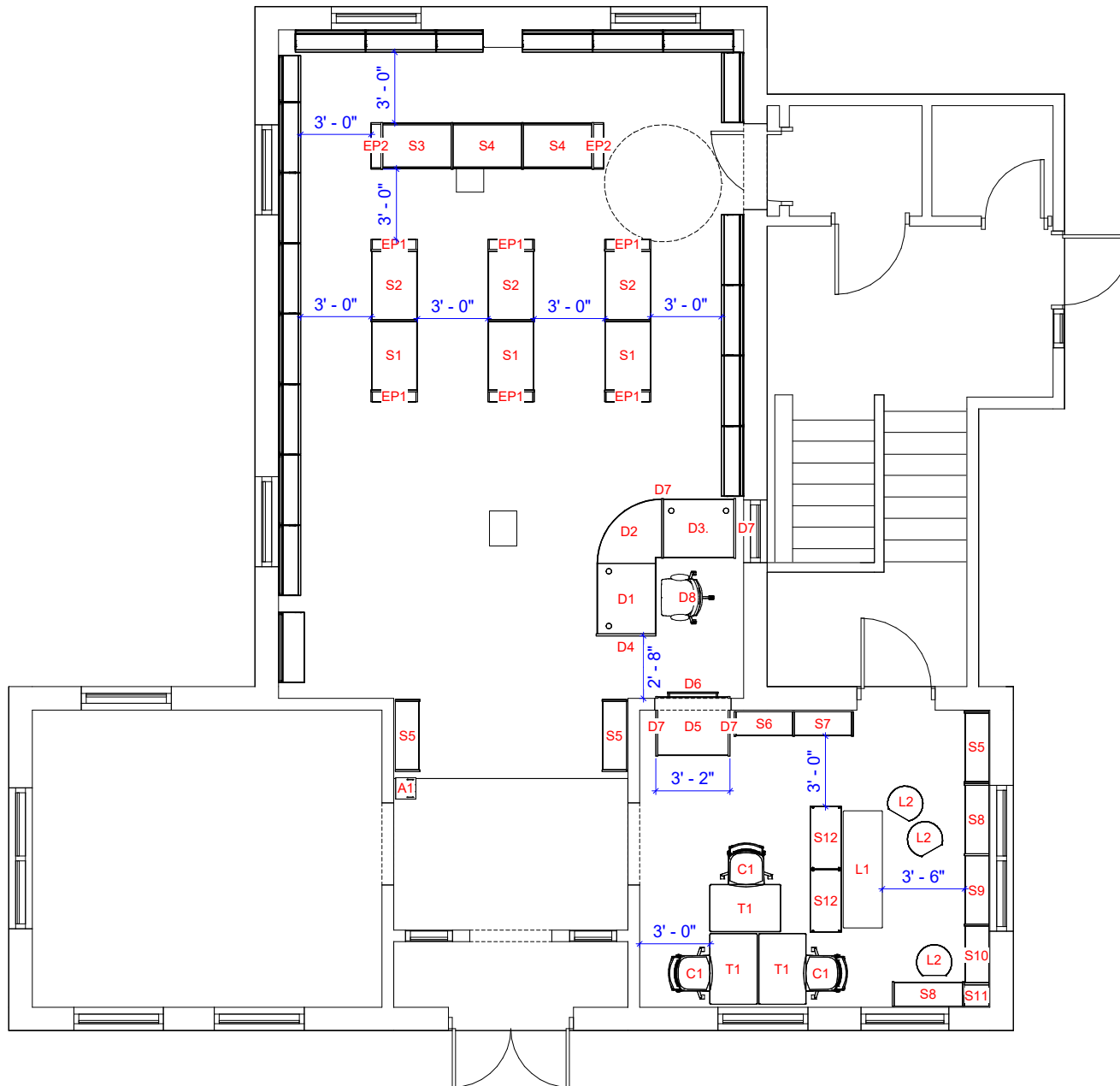
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LAYOUT 3

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| DESIGNER | AB |
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LAYOUT 3, TAGGED PLAN

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VIEW 3

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VIEW 5

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VIEW 6

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Requests For Funding Through the 1% Local Option Tax Fund

Name of Person/Organization/Business/Committee Pettee Memorial Library

Date of Request October 2022

Contact person, phone numbers, mailing and email address

Carolyn Palmer, 8024641466, 121 Boyd Hill Rd Wilmington,
palmer.carolyn@gmail.com

Amount of Request and Date Funding Needed

\$60,000 required 4Q 2022

Describe in detail the purpose and specific use of the funding

see ARPA request attached above for all details

Please provide a financial breakdown of your project/request.

computers \$10K
Furniture \$68K

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

The renovation of the library is necessary because we have outgrown our space. The historic building does not have room for expansion. We cannot continue to grow without changing the inside of the building. The requested amount is only a portion of the funds required for our renovation of the Library to meet current and future needs. The remainder of the funds have been raised through a major fundraising effort and a RDA grant. Total project est \$160K

Signature of Applicant

Carolyn T Palmer
for Pettee Memorial Library Board of Trustees

Date

10/7/22

October 5, 2022

Town Of Wilmington
Budget Committee
PO BOX 217
Wilmington, VT 05363

To Whom It May Concern:

Deerfield Valley Rescue, Inc. provides emergency ambulance service to part of the town of Wilmington. DVR is a volunteer non-profit organization dedicated to providing 24/7 quality pre-hospital emergency medical care and transport to the people of our community. The core of our agency is made up of approximately 20 volunteers, two full time paid staff and part time seasonal attendants.

At this time Deerfield Valley Rescue is requesting for appropriation of \$30,000.00 from the Town of Wilmington. This would be for the July 2023– June 30th 2024 fiscal year.

If the select board or budget committee has questions please feel free to contact us we would be happy to answer any questions.

Deerfield Valley Rescue, Inc. would like to thank you for your consideration of this contribution it is greatly appreciated.

Sincerely,

Heidi S. Taylor
Business Administrator, DVR



WINDHAM COUNTY SAFE PLACE

CHILD ADVOCACY CENTER & SPECIAL INVESTIGATIONS UNIT

Samantha Prince
Executive Director
Interview Specialist

62 Black Mountain Rd
Brattleboro, VT 05301
www.SafePlaceCAC.net

September 19, 2022

To Whomever It May Concern:

Windham County Child Advocacy Center and Special Investigations Unit would like to request funding support/appropriations in the amount of **one dollar per citizen** of the town of
Our center is willing to attend any and/or Selectboard meetings if you so desire.

Windham County Safe Place Child Advocacy Center and Special Investigations Unit, established in 2010, is a non-profit, nationally accredited agency that provides support to all Windham County residents, and to those who were victimized in Windham County. We were created to: help children and their families begin the process of healing after a child has been a victim of sexual abuse or egregious physical abuse; conduct quality investigations; reduce stress and trauma to the victim; and protect the victim in the community. Because of our continued efforts, we can anticipate and respond to the needs of children and their families more effectively, lessen the stress of the court process, and increase access to resources needed by the family.

What We Do

- Provide direct services to children and families upon the commencement of an alleged child abuse case, for as long as needed, regardless of judicial outcome.
- Provide direct services to adult victims of sexual abuse, for as long as needed, regardless of judicial outcome.
- House a child-friendly interview room and a private family waiting room.
- Ensure that our investigators and case coordinator stay abreast of current best practices
- Maintain a Multi-Disciplinary Team, which, promotes cooperative efforts between disciplines: law enforcement, child protective services, prosecution, medical, mental health, victim advocacy, schools and child advocacy center staff.
- Provide school and community outreach.
- Serve as a resource to any adult working with children.

Windham County Child Advocacy Center and Special Investigations Unit appreciates your consideration of our request. Please do not hesitate to contact me at if you have any questions (802-579-1358).

Sincerely,
Samantha Prince,
Executive Director



Fiscal Year 2022 Insights



Healing starts with Safe Place.

Safe Place is a multifaceted center that offers direct services (interviews + victim advocacy) as well as referrals for an array of client needs.

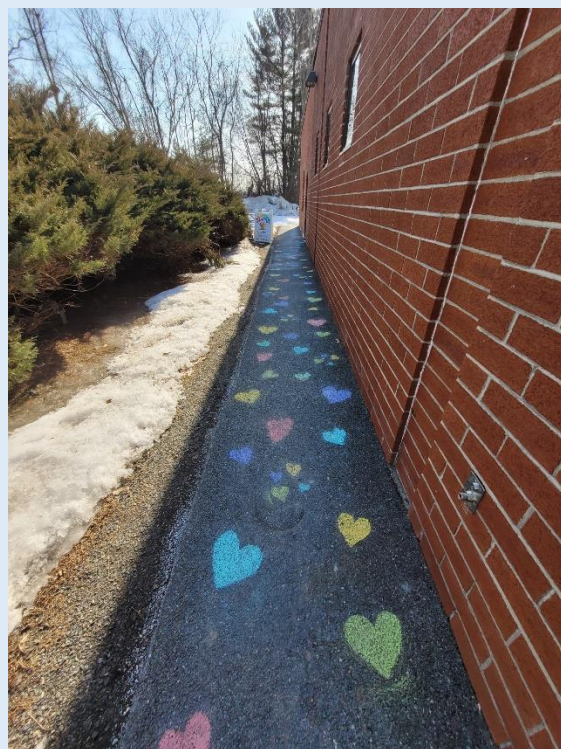
Although the folks we serve are those that have reported sexual or physical abuse allegations, Safe Place is able to assist all clients meeting an array of their needs. Our multi-disciplinary team can address concerns and needs based on their individual profession. [Click here](#) to learn more about the MDT and what each role is responsible for!

Our center is a calm, clean and safe space that is welcoming to all ages. On site we have many resources and brochures, some educational materials about kid's bodies, and our advocate is available to assess and review client needs during every meeting. We also use our center for joint meetings and trainings during times that we are not conducting interviews.

Aside from our interviews, advocacy, and team approach for case work, we also provide outreach education and training within the community. We are thrilled to meet with providers that encounter children and/or adults that may benefit from the knowledge and skill set of our staff. We provide trauma-informed approach guidance, interview/conversation support, internet, and body safety education, and more. [Email us](#) to learn more or schedule!



Windham County Safe Place



We understand that making a report and beginning the disclosure process can be very intimidating. Research estimates that only 33% of children will ever disclose their abuse. We see delayed disclosures very often. We are also aware that not everyone wants a full investigation, but sometimes people still want to talk about their experience. Please [click here](#) to view our report form, as well as options for making a report and what happens after.



Safe Place and our partners are the county's frontline responders to reports of child sexual abuse, serious physical abuse, and commercial sexual exploitation of children under the age of 18. Co-located with the Brattleboro Police Department and other partner agencies, we are Windham County's only nonprofit organization that coordinates the efforts of child protection, law enforcement, prosecutors, advocates, medical experts, and trauma clinicians under one roof.

Our services-most of which are provided free of charge- include:

- forensic interviews
- family advocacy, support, and crisis services
- evidence-based trauma assessment and intervention
- specialized medical services, including evidence collection
- transportation for families' visits to the center
- training and consultation for professionals and community members

