

Wilmington Selectboard Meeting Minutes
November 15, 2022

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

Others Present: Scott Tucker, Jessica DeFrancesco, Marshall Dix, Christine Richter, Scott Moore, Jessica Roberts, Matt Murano, Gretchen Havreluk, Andrea Sumner, Maggie Lewis, Merrill Mundell, Bethaney LeClair, Therese Lounsbury, Shannon Wheeler, Melissa Boyles, Amelia Nick, Adam Grinold, Tim Dolan, Charlie Foster, Meg Streeter, Lisa Sullivan, Jessica Lee Smith, Tim Shannon, Eric Durocher, Andrea Seaton

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
 - Addition of Request to Cater permit and an Open Container Exemption Permit under Liquor License
 - Addition of health insurance to Other Business
2. Approve Minutes of October 18 and 26, 2022
 - Gannon moved to approve the minutes of October 18, 2022, Rice second; all in favor.
 - Gannon moved to approve the minutes of October 26, 2022, Rice second 4-0, Fitzgerald abstained
3. Action Items
 - Gannon moved to accept, with regret, the resignation of Melanie Lopez from the Beautification Committee, Tribuno second; all in favor.
 - It has been difficult to get salt quotes this year. Our usual supplier is only supplying the state. Another supplier cannot guarantee product until end of December/beginning of January. The salt from Apalachee is a very dry salt, which is a better product. Gannon moved to approve the salt quote from Apalachee at \$91.25/ton, Rice second; all in favor.
4. 1% Local Option Tax Request
 - A large portion of the budget would go toward ad campaigns for the Bi-Town Marketing Campaign; updating and expanding the website; itineraries, unique landing pages, and wedding destination content. There is a possibility for a TikTok channel, and to build email marketing. Streeter, Foster, Grinold, and Sullivan all spoke in favor of the continued funding, giving anecdotal accounts. Gannon moved to approve a funding request for the 2023 Bi-Town Marketing Campaign in the amount of \$72,153, Tribuno second; all in favor.
5. Windham Solid Waste Management
 - WSWMD Rep, Merrill Mundell gave the Selectboard a brief update. They had a surplus which helped with the budget this year. Hazard Waste Collection Day may be cut back to once a year. They have had to increase the size of their compost collection. Solar is doing great. The cost of single stream recycling has sky-rocketed in price. Wilmington's assessment is going up \$1410 (for a total of \$15,556).
6. Zoning Fees
 - ZA Roberts recommends updating the fee schedule, which has not changed since 2007. Town fees, like warnings in newspapers, have gone up and the permit fees are not covering

those costs. Gannon moved to approve the updated zoning fee schedule, Fisher second; all in favor.

7. Chamber of Commerce

- Bethaney LeClair updated the Selectboard on the Chamber of Commerce. All five major events the Chamber organizes were all executed this year. They attracted over 7,000 people. They are working on membership and adjusting the membership structure to try and help grow it. Monthly mixers were reinstated this year. The Visitor Center walk-in traffic is heavier than is typical for this time of year.

8. Police Department

- Chief Murano and Det. Kondraski said it is crucial for investigations to retrieve information on mobile devices like cell phones as fast as possible. Over the past several months, it has taken several agencies to get evidence off of a phone. Gannon's only concern is the company itself. There are other agencies using Cellebrite. Other equipment was reviewed, but this particular one is used in Vermont and by the Feds. This is a one-year license, so it will be an annual budgetary item. There are some grants that may help with licensing. When they get caught up on their backlog, there could be some agency assistance offered. Gannon moved to approve an expenditure of \$15,000 for Cellebrite Digital Forensics equipment, Rice second; all in favor.

9. Trails Update

- The Trails Committee would like to move on to the permitting process of the Hoot, Toot and Whistle Trail. There are varying levels of necessity along the trail. They would like Weston and Sampson to receive a list of necessary permits and costs, and then the Committee can apply for grants. They will come back once they know how much the permits are going to cost. Gannon has questions about trail heads and needs at least one member of the Committee to be present to answer some questions.

10. Social Services

- Grace Cottage-New Request; the pharmacy is seeing many more Wilmington residents since the issues with Walgreens started. They have over 8,000 primary patients right now. With more doctors' offices taking in fewer new patients, they are now seeing more and more patients and just hired two new doctors. They ask 20 towns for funding each year, totaling \$20,000. Request will go on the warning.
- Senior Solutions-Increase (no one present)
- Gathering Place; received funding for two years for a satellite site. They have a website and new brochure, marketing materials. A run was coordinated before Baconfest in Dummerston and raised \$10,000. They are rebuilding from Covid still. One Wilmington member is attending Monday -Friday, open - close. Still providing transportation to and from. Request will go in the warning.
- Kids in the Country-New Request; it has been in existence for about 50 years. They are almost at capacity. Childcare is important to maintain workforce. Request will go on the warning.

Fitzgerald moved to enter into the Liquor Commission at 7:36 pm, Gannon second; all in favor.

11. Liquor License

- Gannon moved to approve a First- and Third- Class Liquor Application for Roberts Roadhouse at 4 Old Ark Rd. and;

- A Request to Cater permit and an Open Container Exemption Permit for an event at Memorial Hall on December 9th and 10th, catered by Alpine Kitchen LLC dba Trail 87, Rice second; all in favor.

Out of Liquor Commission at 7:40 pm

12. Other Business

- Budget meeting December 13th at 8 am; general consent.
- Health Insurance; BCBS Blue Edge looks like it might save the town some money and still provide the employees with similar coverage. It is more of a high deductible plan. The price of the plan is based on your history of claims. The general fund could be decreased by about \$70,000. If employees' use comes in under the proposed claims, the difference is a bonus split between the town and BCBS. The employees will pay 400/800 vs \$2000+. Selectboard agrees to move forward, general consent.

13. Select Board Members Comments

- Fisher suggested the Board go back to meeting twice a month; Gannon agreed. This will begin in January.
- Gannon would like to hold a special meeting to approve Ratu's application, that is expected to be the first one for our Cannabis Control Commission.

14. Town Manager's Updates

- Listers; our current vendor feels we should have our own assessor, and has suggested an interim agreement until we find one. We will advertise for assessor and/or assistant.
- VOSHA violations should be corrected and ready to be sent out, hopefully next week.
- Transfer station was visited by DEC. While it wasn't operational at the time, he did a perusal of the area and we have answered most of his questions so far.
- Mediation for 34 Look Rd occurred in October. Everyone met with the mediator via zoom; after 12 hours no resolution was reached, so we will be going to trial.

15. Executive Session

- Fitzgerald moved to find that premature public knowledge of the fire contract would place the town at a substantial disadvantage, Rice second; all in favor.
- Fitzgerald moved to enter into executive session at 8:18 pm, to include the Town Manager and Fire Chief to discuss a fire contract, Fisher; all in favor.

Out of executive session at 8:31 pm

No action taken

Meeting adjourned at 8:32 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