

**Wilmington Selectboard Agenda**  
**February 21, 2023 at 6:00 pm**

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of February 7, 2023 (5 minutes)
3. Action Items
  - *The Selectboard to possibly approve the annual certificate of compliance for town road & bridge standards.*
  - *The Selectboard to possibly approve the roads posting for 2023.*
  - *The Selectboard to possibly approve a letter of support for project-based Tax Increment Finance legislation.*
4. 1% Local Option Tax Request (5 minutes)
  - *The Selectboard to possibly approve a 1% request in the amount of \$3965.39 for the Lake Raponda Greeter Program.*
5. Reardon's Bridge (20 minutes)
  - *The Selectboard to review and possibly approve the Reardon Bridge ramp bid.*
6. Flood Resilient Communities Fund (20 minutes)
  - *The Selectboard to discuss and possibly approve the submission of a Flood Resilient Communities application.*
7. Liquor Commission (5 minutes)
  - *The Liquor Commission to possibly approve a Second-Class License Renewal for #147 Wilmington Jolley, and*
  - *A First- Class and Outside Consumption renewal for L&W Hospitality dba Nutmeg Inn, and*
  - *A First- and Third-Class renewal for Dairy Bar Inc, dba Dots Restaurant*
8. Other Business/Correspondence
9. Select Board Members Comments
10. Town Manager's Updates (10 minutes)
11. Executive Session
  - *The Selectboard to possibly enter executive session to discuss a contract.*

**Wilmington Selectboard Meeting Minutes**  
**February 7, 2023**

**Present:** Tom Fitzgerald, Vince Rice, Sarah Fisher, Tony Tribuno **Absent:** John Gannon  
**Others Present:** Scott Tucker, Jessica DeFrancesco, Marshall Dix, Bill Spirka, Kathy Larsen, Anthony Martino, Elaine Ahnell, Amelia Nick, Anne Saracino, Jessica Lee Smith, Alan Gold, Therese Lounsbury

**Meeting called to order at 5:59 pm**

1. Visitors, Public Comments, Possible Changes to the Agenda
  - Under other business, set an alternate date to March 7<sup>th</sup> meeting
2. Approve Minutes of January 17, 24 and February 3, 2023
  - Fisher moved to approve the minutes of January 17, 24 and February 3, 2023, Rice second; all in favor.
3. Action Items
  - Tribuno moved to appoint Elaine Ahnell to the Beautification Committee for a 4-year term expiring in 2027, Rice second; all in favor.
  - Tribuno moved to appoint Anthony Martino as Green Up Co-Chair for a 1-year term, Rice second; all in favor.
  - Rice moved to approve the quote from RK Miles to purchase windows for the meeting room and 2<sup>nd</sup> floor offices in Town Hall in an amount not to exceed \$32,000, Fisher second; all in favor.
  - Fitzgerald moved to adopt a resolution of Amendment #1 to the Town of Wilmington Cafeteria Plan, Rice second; all in favor.
  - Fitzgerald moved to approve the Certificate of No Appeal for the 2018, 2019, 2020, 2021, and 2022 Grand Lists, Rice second; all in favor.
4. Fire Dept
  - Fitzgerald moved to approve the MOU in support of FY 22 Assistance to Firefighters Regional Grant Application serving as the regional host, and the Fire Department match of \$6322.25 and authorize the Town Manager to sign any related documents, Rice second; all in favor.
5. Street Naming Ordinance
  - There was no continuity to what our previous ordinance said and what the practice had been when it came to street signs, especially in private developments. Fitzgerald moved to adopt the proposed Street Naming Ordinance, Tribuno second; all in favor.

Fitzgerald moved to enter into Liquor Commission at 6:50 pm, Rice second; all in favor.

6. Liquor Commission
  - Tribuno moved to approve a Second-Class License Renewal for Ratu's Liquor & Market, Brockton Corp dba Shaw's Beer & Wine, SuperGirl LLC dba C & S Beverage & Dairy, and Bearclaw Holdings LLC dba River Valley Market, and
  - A First- and Third-Class renewal for Cask & Kiln Kitchen, Rice second; all in favor.

Out of Liquor Commission at 6:52 pm

7. Other Business/Correspondence

- March 7<sup>th</sup> meeting reschedule to March 8<sup>th</sup> at 5 pm.

8. Select Board Members Comments

9. Town Manager's Updates

Projects underway;

- Audit Services – Love Cody is retiring;
- Memorial Hall – Vermont Hazard Mitigation Grant Program for floodproofing;
- Reardon's Bridge Ramp – out to bid;
- Town Hall, 2<sup>nd</sup> Floor window replacement project;
- Town Hall, exterior repair and painting;
- Old Firehouse – office roof replacement;
- North Main Street sidewalks – design underway;
- East Main Street sidewalks – easements are complete, GMP pole setting next;
- Water Dept. – AMP loan;
- Highway – Stormwater Master Plan;
- Lake Raponda – Dam Maintenance Program;
- Park & Ride, South Main Street – EVC project underway;
- Listers – hiring process for Admin. Clerk
- Listers – transitioning to Assessor;
- 2018 goal – Route 9 East Infrastructure Expansion Project;

Potential goals;

- Moving town hall
- Reviving valley trail
- New tennis courts

Meeting adjourned at 7:21 pm

Respectfully Submitted,

Jessica DeFrancesco, Administrative Assistant

Approved by the Wilmington Selectboard:

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Thomas Fitzgerald, Chair

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John Gannon, Vice Chair

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Vince Rice, Clerk

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Sarah Fisher

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Tony Tribuno

**Certification of Compliance  
for  
Town Road and Bridge Standards  
and  
Network Inventory**

We, the Legislative Body of the Municipality of WILMINGTON certify that we have reviewed, understand and comply with the Town Road and Bridge Standards / Public Works Specifications and Standards passed and adopted by the Selectboard / City Council / Village Board of Trustees on AUGUST 20, 2019.

We further certify that our adopted standards ☒do ☐do not meet or exceed the minimum requirements included in the June 5, 2019 State-approved template.

We further certify that we ☒do ☐do not have an up-to-date highway network inventory which identifies location, size, deficiencies/condition of roads, bridges, causeways, culverts and highway-related retaining walls on class 1, 2, and 3 town highways, and estimated cost of repair.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Duly Authorized Administrator)

Date: \_\_\_\_\_

For a summary of your community's road and bridge information  
please visit: [tinyurl.com/rdsinfo](http://tinyurl.com/rdsinfo)

## **TOWN OF WILMINGTON    ROADS TO BE POSTED    SPRING   2023**

**Road Name (Town Highway #)**

<b>BALLOU HILL ROAD (TH 26):</b>	<b>FROM ROUTE 9 TO LAKE RAPONDA RD.</b>
<b>BOYD HILL ROAD (TH 34):</b>	<b>FROM CASTLE HILL RD TO RT 100 SOUTH FROM RT 100 SOUTH TO CASTLE HILL RD</b>
<b>CASTLE HILL ROAD (TH 33 S):</b>	<b>FROM END OF PAVED PORTION TO END OF RD</b>
<b>CHIMNEY HILL ROADS:</b>	<b>FROM RT 9 TO ALL CHIMNEY HILL RDS.</b>
<b>FAIRVIEW AVENUE (TH 32):</b>	<b>FROM END OF PAVED PORTION TO END OF RD</b>
<b>LAKE RAPONDA ROAD (TH 4):</b>	<b>FROM RT 9 TO HIGLEY HILL RD. FROM HIGLEY HILL RD. TO RT 9</b>
<b>LOOK ROAD (TH 6):</b>	<b>ALL</b>
<b>NEW ENGLAND POWER RD (TH 31):</b>	<b>ALL</b>
<b>OLD ARK ROAD (TH 14):</b>	<b>ALL</b>
<b>OLD STAGE ROAD (TH 25N):</b>	<b>ALL</b>
<b>SHEARER HILL ROAD (TH 40):</b>	<b>FROM RT 9 TO WHITINGHAM &amp; MARLBORO TOWN LINES FROM MARLBORO TOWN LINE TO RT 9 FROM WHITINGHAM TOWN LINE TO RT 9</b>
<b>SMITH ROAD (TH 15); OLD TOWN ROAD (TH 75); HAYNES ROAD (TH 17):</b>	<b>FROM EAST DOVER RD. TO HIGLEY HILL RD. FROM HIGLEY HILL RD. TO EAST DOVER RD.</b>
<b>SUN AND SKI ROAD (TH 68-67): AND HALL ROAD (TH 27):</b>	<b>ALL</b>
<b>WEST LAKE ROAD (TH 71):</b>	<b>ALL</b>
<b>WHITE'S ROAD (TH 23):</b>	<b>FROM RT 9 TO STOWE HILL RD. FROM STOWE HILL RD. TO RT 9</b>
<b>WOFFENDEN ROAD (TH 24):</b>	<b>ALL</b>
<b>WOODS ROAD (TH 30):</b>	<b>ALL</b>

In accordance with Title 19, Vermont Statutes Annotated, Sections 1109-1110, and the rule made and promulgated by the State Transportation Board and administered by the Agency of Transportation, in accordance with Section 12 of Act No. 246 of 1990, the attached Road Posting notice was filed with the Wilmington Selectboard on February 21, 2023 and posted on February 22, 2023 at: Town Office Bulletin Board, Police Department, C & S Beverage and Dairy Store.

**Attest:** \_\_\_\_\_  
**Jessica DeFrancesco, Administrative Assistant**

**cc:    Wilmington Police Department  
         Marshall Dix, Highway Superintendent**

Town of



(802) 464-8591 (Voice)  
(802) 464-8477 (FAX)

[www.wilmingtonvermont.us](http://www.wilmingtonvermont.us)

February 21, 2023

The Honorable Tristan Roberts  
Vermont State House  
115 State Street  
Montpelier, VT 05633-5301  
VIA EMAIL: [troberts@leg.state.vt.us](mailto:troberts@leg.state.vt.us)

Dear Representative Roberts,

As the Vermont Legislature considers ways to increase capacity in rural municipalities, please consider giving rural communities access to the same powerful tool Vermont's urban communities have had for decades: tax increment financing (TIF).

We are writing in support of project-based tax increment financing, a right-sized tax increment financing program that allows small communities to pledge a portion of future municipal and education tax growth to pay off the bonds of a public infrastructure project that catalyzed that growth. This program is significantly different than the existing tax increment financing district program. The existing program allows for multiple infrastructure projects. This program allows just one. The existing program pledges the increased revenue from hundreds of parcels. The project-based program contemplates limiting it to a dozen or so parcels in each community. These big changes mean small towns could rely on the program to help pay for the infrastructure we need to build housing and improve the quality of life in rural Vermont.

We need this tool now. In Wilmington, we are working on a project that could benefit from project-based tax increment financing. Despite the Local Fiscal Recovery Fund money our community received last year and the federal and state competitive funding available, we anticipate our project will require our community to take on significant debt to complete the project. The Route 9 East Infrastructure Expansion Project includes 6,000 feet of water and wastewater to vacant, blighted, and undeveloped properties with an estimated construction cost of \$4 Million. Project-based tax increment financing would enable the community to take on debt for a portion of the project and repay that debt using a portion of the tax increases resulting from the project.

Unlike larger TIF districts, we believe this program will be within reach of even the smallest communities. They will be able to access assistance from regional planning commissions and regional development corporations as well as private consultants to help complete the required planning, implementation, and compliance for these new tax increment projects. The existing program requires a complex network of consultants, accountants and experts that has led to the program being inaccessible.

In previous years, both the House Commerce Committee and the Senate Economic Development Committee have included a version of the project-based tax increment financing program in their economic development

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bills. The Vermont Agency of Commerce and Community Development is once again advocating for project-based tax increment financing during this Legislative session. We hope you will help this year by insisting on including project-based tax increment financing in any capacity, housing or economic development bill that comes before the Vermont Legislature.

Sincerely,

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Thomas Fitzgerald, Chair

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John Gannon, Vice Chair

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Vincent Rice, Clerk

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Sarah Fisher

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Tony Tribuno

cc: The Honorable Michael Marcotte, [mmarcotte@leg.state.vt.us](mailto:mmarcotte@leg.state.vt.us)  
The Honorable Kesha Ram Hinsdale, [kramhinsdale@leg.state.vt.us](mailto:kramhinsdale@leg.state.vt.us)  
The Honorable Emilie Kornheiser, [ekornheiser@leg.state.vt.us](mailto:ekornheiser@leg.state.vt.us)  
The Honorable Ann Cummings, [acummings@leg.state.vt.us](mailto:acummings@leg.state.vt.us)

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February 21, 2023

The Honorable Wendy Harrison  
Vermont State House  
115 State Street  
Montpelier, VT 05633-5301  
VIA EMAIL: [wharrison@leg.state.vt.us](mailto:wharrison@leg.state.vt.us)

Dear Senator Harrison,

As the Vermont Legislature considers ways to increase capacity in rural municipalities, please consider giving rural communities access to the same powerful tool Vermont's urban communities have had for decades: tax increment financing (TIF).

We are writing in support of project-based tax increment financing, a right-sized tax increment financing program that allows small communities to pledge a portion of future municipal and education tax growth to pay off the bonds of a public infrastructure project that catalyzed that growth. This program is significantly different than the existing tax increment financing district program. The existing program allows for multiple infrastructure projects. This program allows just one. The existing program pledges the increased revenue from hundreds of parcels. The project-based program contemplates limiting it to a dozen or so parcels in each community. These big changes mean small towns could rely on the program to help pay for the infrastructure we need to build housing and improve the quality of life in rural Vermont.

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February 21, 2023

The Honorable Nader Hashim  
Vermont State House  
115 State Street  
Montpelier, VT 05633-5301  
VIA EMAIL: [nhashim@leg.state.vt.us](mailto:nhashim@leg.state.vt.us)

Dear Senator Hashim,

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The Honorable Emilie Kornheiser, [ekornheiser@leg.state.vt.us](mailto:ekornheiser@leg.state.vt.us)  
The Honorable Ann Cummings, [acummings@leg.state.vt.us](mailto:acummings@leg.state.vt.us)

## **Request For Funding Through the 1% Local Option Tax Fund**

### **Name of Person/Organization/Business/Committee**

Windham County Conservation District (NRCD)

**Date of Request:** February 16, 2023

### **Contact person, phone numbers, mailing and email address:**

Cory Ross, District Manager Windham NRCD  
28 Vernon Street Suite 332  
Brattleboro, VT 05031  
802-689-3024  
[Ross.wcnrcd@gmail.com](mailto:Ross.wcnrcd@gmail.com)

### **Amount of Request and Date Funding Needed:**

\$3,965.39, May of 2023

### **Describe in detail the purpose and specific use of the funding:**

The funds would be used for the 2023 Lake Raponda Greeter Program. The program is in its 7<sup>th</sup> year and will run from late May until early September in coordination with the Lake Raponda Association, the Lake Raponda Environmental Foundation, the Town of Wilmington and the Windham NRCD. The purpose is to manage the program with paid greeters to educate and inspect boats for invasive species entering Lake Raponda. The greeters will also enter data collected from each day into the state's data management system.

### **Please provide a financial breakdown of your project/request:**

We anticipate the Vermont DEC will provide \$5,230, the same as last year. The Lake Raponda Environmental Foundation is willing to provide funding up to \$5,437. Wilmington's contribution of \$3,965.39 will include the portable toilet. The total proposed budget for the 2023 season is \$14,158.54 with an additional \$3,863 of in-kind matching services. The full proposed budget is attached. This is an increase from 2022 in order to support a \$20/hour rate of pay for greeters, which is necessary to compete with Mount Snow for employees in the current job market.

### **Briefly describe the need for the funding and any other information that can support the application:**

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

**Signature of Applicant**



**Date**

2/16/23

Item	Expenses	Volunteer/Total	
Administration (11 hours * \$55/hour)	605		605
Coordination (11 hours * \$55/hour paid) (10 hours * \$25/hour volunteer)	605	250	855
Greeters (Paid Greeter Hours* \$20 hour) (Volunteer Greeter Hours x \$15/hour)	11824	2520	14344
Organizational			0
Hand Pullers			0
Searchers			0
Bookkeeping (4 hours * \$55/hour)	220		220
Total Personnel	13254	2770	16024
 Total Fringe Costs	 904.536		 904.536
FICA			
Mileage		87.75	87.75
 Equipment	 0	 465.39	 465.39
Portable Toilet		465.39	
  Contractors			
 Miscellaneous			
  TOTAL Expense	  14158.54	  3323.14	  17481.68
Total Income	14166.69		
Balance	8.154		
 <b>Anticipated Income</b>			
VT DEC	5230		
Town of Wilmington	3500		
Lake Raponda Environmental Fund	5436.69		
<b>In-Kind Services</b>	3323.14		
In-Kind Services as a percentage of total budget	19.00928		
Total Match	12259.83		
Total Match as a percentage of total budget	70.1296		
Administrative costs as percentage of total budget	3.460767		
 Total			

Date	Day	Start Time	End Time
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25-May	Thursday		Greeter Orientation
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26-May	Friday	6:00	7:00 PM
27-May	Saturday	6:00	7:00 PM
28-May	Sunday	6:00	7:00 PM
29-May	Monday	6:00	7:00 PM
30-May	Tuesday	6:00	7:00 PM
31-May	Wednesday	6:00	7:00 PM
1-Jun	Thursday	6:00	7:00 PM
2-Jun	Friday	6:00	7:00 PM
3-Jun	Saturday	6:00	7:00 PM
4-Jun	Sunday	6:00	7:00 PM
5-Jun	Monday	6:00	7:00 PM
6-Jun	Tuesday	6:00	7:00 PM
7-Jun	Wednesday	6:00	7:00 PM
8-Jun	Thursday	6:00	7:00 PM
9-Jun	Friday	6:00	7:00 PM
10-Jun	Saturday	6:00	7:00 PM
11-Jun	Sunday	6:00	7:00 PM
12-Jun	Monday	6:00	7:00 PM
13-Jun	Tuesday	6:00	7:00 PM
14-Jun	Wednesday	6:00	7:00 PM
15-Jun	Thursday	6:00	7:00 PM
16-Jun	Friday	6:00	7:00 PM
17-Jun	Saturday	6:00	7:00 PM
18-Jun	Sunday	6:00	7:00 PM
19-Jun	Monday	6:00	7:00 PM
20-Jun	Tuesday	6:00	7:00 PM
21-Jun	Wednesday	6:00	7:00 PM
22-Jun	Thursday	6:00	7:00 PM
23-Jun	Friday	6:00	7:00 PM
24-Jun	Saturday	6:00	7:00 PM
25-Jun	Sunday	6:00	7:00 PM
26-Jun	Monday	6:00	7:00 PM
27-Jun	Tuesday	6:00	7:00 PM
28-Jun	Wednesday	6:00	7:00 PM
29-Jun	Thursday	6:00	7:00 PM
30-Jun	Friday	6:00	7:00 PM
1-Jul	Saturday	6:00	7:00 PM
2-Jul	Sunday	6:00	7:00 PM
3-Jul	Monday	6:00	7:00 PM
4-Jul	Tuesday	6:00	7:00 PM
5-Jul	Wednesday	6:00	7:00 PM
6-Jul	Thursday	6:00	7:00 PM
7-Jul	Friday	6:00	7:00 PM
8-Jul	Saturday	6:00	7:00 PM

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11-Jul Tuesday	6:00	7:00 PM
12-Jul Wednesday	6:00	7:00 PM
13-Jul Thursday	6:00	7:00 PM
14-Jul Friday	6:00	7:00 PM
15-Jul Saturday	6:00	7:00 PM
16-Jul Sunday	6:00	7:00 PM
17-Jul Monday	6:00	7:00 PM
18-Jul Tuesday	6:00	7:00 PM
19-Jul Wednesday	6:00	7:00 PM
20-Jul Thursday	6:00	7:00 PM
21-Jul Friday	6:00	7:00 PM
22-Jul Saturday	6:00	7:00 PM
23-Jul Sunday	6:00	7:00 PM
24-Jul Monday	6:00	7:00 PM
25-Jul Tuesday	6:00	7:00 PM
26-Jul Wednesday	6:00	7:00 PM
27-Jul Thursday	6:00	7:00 PM
28-Jul Friday	6:00	7:00 PM
29-Jul Saturday	6:00	7:00 PM
30-Jul Sunday	6:00	7:00 PM
31-Jul Monday	6:00	7:00 PM
1-Aug Tuesday	6:00	7:00 PM
2-Aug Wednesday	6:00	7:00 PM
3-Aug Thursday	6:00	7:00 PM
4-Aug Friday	6:00	7:00 PM
5-Aug Saturday	6:00	7:00 PM
6-Aug Sunday	6:00	7:00 PM
7-Aug Monday	6:00	7:00 PM
8-Aug Tuesday	6:00	7:00 PM
9-Aug Wednesday	6:00	7:00 PM
10-Aug Thursday	6:00	7:00 PM
11-Aug Friday	6:00	7:00 PM
12-Aug Saturday	6:00	7:00 PM
13-Aug Sunday	6:00	7:00 PM
14-Aug Monday	6:00	7:00 PM
15-Aug Tuesday	6:00	7:00 PM
16-Aug Wednesday	6:00	7:00 PM
17-Aug Thursday	6:00	7:00 PM
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29-Aug Tuesday	6:00	7:00 PM
30-Aug Wednesday	6:00	7:00 PM
31-Aug Thursday	6:00	7:00 PM
1-Sep Friday	6:00	7:00 PM
2-Sep Saturday	6:00	7:00 PM
3-Sep Sunday	6:00	7:00 PM
4-Sep Monday	6:00	7:00 PM
5-Sep Tuesday	6:00	7:00 PM
6-Sep Wednesday	6:00	7:00 PM
7-Sep Thursday	6:00	7:00 PM
8-Sep Friday	6:00	7:00 PM
9-Sep Saturday	6:00	7:00 PM
10-Sep Sunday	6:00	7:00 PM

Total Paid Greeters Hours

Total Paid Greeter Hours Adjusted for 20% rain outs an

Total Volunteer Greeting Hours

Total Volunteer Greeting Hours adjusted for rain out a



**Hours of Greeting (Paid)    Hours of Greeting (Volunteer)**

12	
12	
13	
13	
13	
0	5
0	5
0	5
12	
13	
13	
0	
0	5
0	5
0	5
12	
13	
13	
0	
0	5
0	5
0	5
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## BID FORM

A. PROJECT IDENTIFICATION

Reardon's Crossing Ramp Improvements

B. PROJECT NUMBER: #17-114

C. THIS BID IS SUBMITTED TO:

Town of Wilmington  
c/o Gretchen Havreluk  
Via Stevens & Associates at Stevens & Associates Office  
95 Main Street  
Brattleboro, VT 05301

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with Owner in the form included in the Contract Documents. Furthermore, the bidder agrees to perform and furnish all work as specified or indicated in the Contract Documents for the Bid Price and within the Bid Times indicated in this Bid.
2. Bidder accepts all of the terms and conditions of the Advertisement or Invitation to Bid and Instructions to Bidders. This Bid will remain subject to acceptance for thirty-five days after the day of Bid opening. Bidder will sign and deliver the required number of counterparts of the Agreement with any other documents required by the Bidding Requirements within fifteen days after the date of Owner's Notice of Award.
3. In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:
  - a. Bidder has examined and carefully studied the Bidding Documents and the following Addenda receipt of all which is hereby acknowledged:

Addendum #1 Feb. 6 2023

Addendum #2 Feb. 7, 2023

- b. Bidder has visited the site and become familiar with and is satisfied as to the general, local and site conditions that may affect cost, progress, performance and furnishing of the work;
- c. Bidder is familiar with and is satisfied as to all federal, state and local laws and regulations that may affect cost, progress, performance and furnishing of the work.
- d. Bidder has carefully studied all reports of explorations and tests of subsurface conditions at or contiguous to the site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the site. Bidder acknowledges that such reports and drawings are not Contract Documents and may not be complete for Bidder's purposes. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all such additional or supplementary examinations, investigations, explorations, tests, studies and data concerning conditions at or contiguous to the site.
- e. Bidder is aware of the general nature of work to be performed by Owner and others at the site that relates to work for which this Bid is submitted as indicated in the Contract Documents.
- f. Bidder has correlated the information known to Bidder, information and observations obtained from visits to the site, reports and drawings identified in the Contract Documents and all additional examinations, investigations, explorations, tests, studies and data with the Contract Documents
- g. Bidder has given Engineer written notice of all conflicts, errors, ambiguities or discrepancies that Bidder has discovered in the Contract Documents and the written resolution thereof by Engineer is acceptable to Bidder, and the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performing and furnishing the work for which this Bid is submitted.

- h. This Bid is genuine and not made in the interest or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.
  - i. BIDDER hereby agrees to commence WORK under this contract on the date of issuance of the NOTICE TO PROCEED and to fully complete the PROJECT within 60 consecutive calendar days thereafter.
  - j. (Any other representation required by Laws and Regulations.)
4. Bidder will complete the work in accordance with Contract Documents for the following prices:

BASE BID:

TOTAL BASE BID (IN WORDS):

Two Hundred - Eighteen Thousand  
Two Hundred Twenty Dollars

TOTAL BASE BID (IN FIGURES):

\$ 218,220.00

UNIT PRICE SCHEDULE:

It is understood that the quantities given in this proposal are approximate only and are given as a basis for comparison of the proposals. The Owner does not expressly or by implication agree that the actual amount of work will correspond herewith, but reserves the right to increase or decrease the amount of any item of the work listed, and the unit prices quoted in the proposal shall apply without change to such variation in the quantity of each of the items.

Item #	Estimated Quantity	Brief Description of Item With Unit Bid Price in Words	Unit Price In Figures	Total Amt. In Figures
1	20 C.Y.	Rock & Boulder Excavation		
		<u>Eighty and No/100</u> per cubic yard	\$ <u>80.00</u>	\$ <u>1,600.00</u>

TOTAL BID FOR UNIT PRICE ITEMS (IN WORDS):

one Thousand - Six hundred and No/100  
Dollars

TOTAL BID FOR UNIT PRICE ITEMS (IN FIGURES):

\$ 1,600.00

Bids for this Work will be compared on the basis of the aggregate sums of the products of the various unit price items multiplied by the quantities given in the Bid schedule for such items, plus the lump sum Base Bid. In case of discrepancy in any Proposal between unit price and amount, or between words and figures, the listed unit price in words will govern in comparing Bids.

TOTAL BID:

TOTAL BID FOR BASE BID & UNIT PRICE ITEMS (IN WORDS):

Two hundred nineteen thousand Eight hundred  
Twenty and No/100 Dollars

TOTAL BID FOR BASE BID & UNIT PRICE ITEMS (IN FIGURES):

\$ 219,820.00

The Owner, reserves the right to reject any or all bids.

The unit prices will also be used to determine change order prices for changes to scope of work that are approved by the Owner and Engineer.

5. Alternates: If an Alternate is selected by the Owner, the Bidder proposes to do the Work required by the Contract Documents by increasing or decreasing the Base Bid the following amount. Bidder agrees the work will be done during time period specified in the agreement between owner and contractors and that each alternate will be completed and ready for final payment in accordance with paragraph 14.07 of the General Conditions on or before the final date for each alternate: (Fill in amounts in words and in numbers.)

- a. Alternate #1 for Blue Stone Veneer

Increase or (decrease) base bid by:

\$ N/A

- b. Alternate #2 for Segmental Wall in lieu of CMU. Price must include Stamped PE design of wall and exclusion of any veneer.

Increase or (decrease) base bid by:

\$ N/A

- c. Alternate #3 for \_\_\_\_\_ (Reserved)

Increase or (decrease) base bid by:

\$ N/A

6. Communications concerning this Bid shall be addressed to:

Taylor Shulda  
Stevens & Associates, P.C.  
PO Box 1586  
Brattleboro, VT 05302

7. Time. The bidder proposes to the following dates

A. Proposed Starting Date: April 1st 2023

B. Proposed Date of Substantial Completion: June 1st 2023



8. Terms used in this Bid which are defined in the General Conditions or Instructions will have the meanings indicated in the General Conditions or Instructions.

Submitted on February 15, 20 23.

State Contractor License No. \_\_\_\_\_.

Name: Archie Clark

Company: AS. Clark and Sons

Business Address: P.O. Box 187 Newfane, Vt.

05345

Phone No: (802) 257-1963

End of Bid Form

# Masonry Sub-Contractor

8. Terms used in this Bid which are defined in the General Conditions or Instructions will have the meanings indicated in the General Conditions or Instructions.

Submitted on 2-15, 2023

State Contractor License No. \_\_\_\_\_.

Name: Rubin Harrington

Company: Southern Vermont Masonry

Business Address: Bennington Vt

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Phone No: 802-733-2279

End of Bid Form



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
02/14/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> The Richards Group 27 East Main Street PO Box 248 Wilmington VT 05363		<b>CONTACT NAME:</b> Dot Clark <b>PHONE (A/C, No, Ext):</b> (802) 464-5353 <b>FAX (A/C, No):</b> (802) 254-7110 <b>E-MAIL ADDRESS:</b> dclark@therichardsgrp.com	
<b>INSURED</b> As Clark & Sons PO Box 187 Newfane VT 05345		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Ohio Security Insurance Co <b>INSURER B:</b> Ohio Casualty Insurance Co <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

## COVERAGES

CERTIFICATE NUMBER: 22-23

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			BKS57237117	05/29/2022	05/29/2023	EACH OCCURRENCE \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000				
			MED EXP (Any one person) \$ 15,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			BAS57237117	05/29/2022	05/29/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
			BODILY INJURY (Per person) \$				
			BODILY INJURY (Per accident) \$				
			PROPERTY DAMAGE (Per accident) \$				
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE		AGGREGATE \$				
	DED RETENTION \$		\$				
			\$				
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	XWO57237117	05/29/2022	05/29/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
			E.L. EACH ACCIDENT \$ 500,000				
			E.L. DISEASE - EA EMPLOYEE \$ 500,000				
			E.L. DISEASE - POLICY LIMIT \$ 500,000				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Reardon Crossing ramp improvement

## CERTIFICATE HOLDER

## CANCELLATION

Town of Wilmington PO Box 217 Wilmington VT 05363	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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WESTERN SURETY COMPANY • ONE OF AMERICA'S OLDEST BONDING COMPANIES



# Western Surety Company

## BID BOND

Bond No. 72530507

KNOW ALL PERSONS BY THESE PRESENTS, that we, Winthrop O. and Archie S. Clark dba A.S. Clark &

Sons,

as Principal, hereinafter called the Principal, and WESTERN SURETY COMPANY, 151 North Franklin, 17th Floor, Chicago, IL 60606, as Surety, hereinafter called the Surety, are held and firmly bound unto

Town of Wilmington, 2 East Main Street, Wilmington, VT 05363

Name, Address, City, State, Zip, Phone Number

\_\_\_\_\_, as Obligee, hereinafter called the Obligee, in the sum of

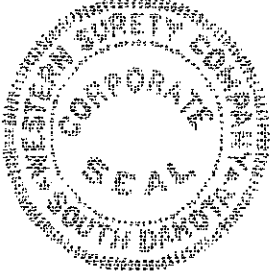
\_\_\_\_\_% of the amount of this bid not to exceed Five Percent of Amount Bid  
Dollars (\$ 5%), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns firmly by these presents.

WHEREAS, the Principal has submitted a bid for Construction of Retaining Wall As Asphalt Ramp With  
Handrail To Existing Pedestrian Bridge

NOW, THEREFORE, If the contract be timely awarded to the Principal and the Principal shall within such time as specified in the bid, enter into a contract in writing or, in the event of the failure of the Principal to enter into such contract; if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

PROVIDED, HOWEVER, neither Principal nor Surety shall be bound hereunder less Obligee prior to execution of the final contract shall furnish evidence of financing in a manner and form acceptable to Principal and Surety that financing has been firmly committed to cover the entire cost of the project.

SIGNED, sealed and dated this 15th day of February, 2023.



Winthrop O. and Archie S. Clark dba A.S.  
Clark & Sons

By Archie S. Clark Principal

Title Partner

WESTERN SURETY COMPANY

By Paul T. Bruffat

Paul T. Bruffat, Vice President

# Western Surety Company

## POWER OF ATTORNEY - CERTIFIED COPY

Bond No. 72530507

Know All Men By These Presents, that WESTERN SURETY COMPANY, a corporation duly organized and existing under the laws of the State of South Dakota, and having its principal office in Sioux Falls, South Dakota (the "Company"), does by these presents make, constitute and appoint Paul T. Bruflat

its true and lawful attorney(s)-in-fact, with full power and authority hereby conferred, to execute, acknowledge and deliver for and on its behalf as Surety, bonds for:

Principal: Winthrop O. and Archie S. Clark dba A.S. Clark & Sons

Obligee: Town of Wilmington

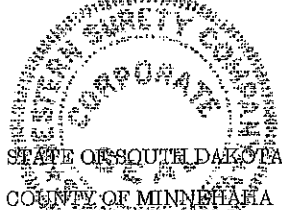
Amount: \$1,000,000.00

and to bind the Company thereby as fully and to the same extent as if such bonds were signed by the Vice President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said attorney(s)-in-fact may do within the above stated limitations. Said appointment is made under and by authority of the following bylaw of Western Surety Company which remains in full force and effect.

"Section 7. All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

If Bond No. 72530507 is not issued on or before midnight of May 16th, 2023, all authority conferred in this Power of Attorney shall expire and terminate.

In Witness Whereof, Western Surety Company has caused these presents to be signed by its Vice President, Paul T. Bruflat, and its corporate seal to be affixed this 15th day of February, 2023.

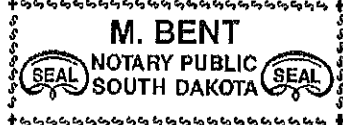


WESTERN SURETY COMPANY

*Paul T. Bruflat*

Paul T. Bruflat,  
Vice President

On this 15th day of February, in the year 2023, before me, a notary public, personally appeared Paul T. Bruflat, who being to me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of WESTERN SURETY COMPANY and acknowledged said instrument to be the voluntary act and deed of said corporation.



*M. Bent*

Notary Public - South Dakota

My Commission Expires March 2, 2026

I the undersigned officer of Western Surety Company, a stock corporation of the State of South Dakota, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable, and furthermore, that Section 7 of the bylaws of the Company as set forth in the Power of Attorney is now in force.

In testimony whereof, I have hereunto set my hand and seal of Western Surety Company this 15th day of February, 2023.

WESTERN SURETY COMPANY

*Paul T. Bruflat*

Paul T. Bruflat, Vice President

To validate bond authenticity, go to [www.cnasurety.com](http://www.cnasurety.com) > Owner/Obligee Services > Validate Bond Coverage.