

Wilmington Selectboard Agenda
February 7, 2023 at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of January 17, 24 and February 3, 2023 (5 minutes)
3. Action Items
 - *The Selectboard to possibly appoint Elaine Ahnell to the Beautification Committee for a 4-year term expiring in 2027.*
 - *The Selectboard to possibly appoint Anthony Martino as Green Up Co-Chair for a 1-year term.*
 - *The Selectboard to possibly approve the quote from RK Miles to purchase windows for the meeting room and 2nd floor offices in Town Hall in an amount not to exceed \$32,000.*
 - *The Selectboard to adopt a resolution of Amendment #1 to the Town of Wilmington Cafeteria Plan.*
 - *The Selectboard to possibly approve the Certificate of No Appeal for the 2018, 2019, 2020, 2021, and 2022 Grand Lists.*
4. Fire Dept (15 minutes)
 - *The Selectboard 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.*
5. Street Naming Ordinance (15 minutes)
 - *The Selectboard to possibly adopt the proposed Street Naming Ordinance.*
6. Liquor Commission (5 minutes)
 - *The Liquor Commission to possibly 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*
7. Other Business/Correspondence
8. Select Board Members Comments
9. Town Manager's Updates (10 minutes)

Wilmington Selectboard Meeting Minutes January 17, 2023

Present: Tom Fitzgerald, John Gannon, Vince Rice (6:26 pm), Sarah Fisher, Tony Tribuno

Others Present: Scott Tucker, Jessica DeFrancesco, Deb Kingsley, Jerry Osler, Lenny Chapman, Chris Lavoy, Matt Murano, Therese Lounsbury, Ann Manwaring, Elizabeth McEwen, Amelia Nick, Gretchen Havreluk, Wayne Elliott, Russell Beaudoin

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
 - Ann Manwaring is troubled by the funding request from SVMC–Deerfield Campus, as it appears to be for general operating expenses. She has the same issue with the request from Grace Cottage. She is more likely to favor a specific project.
2. Approve Minutes of January 3 and 12, 2023
 - Tribuno moved to approve the minutes of January 3 and 12, 2023, Fisher second; all in favor.
3. Action Items
 - Fitzgerald moved to approve the Annual Certificate of Highway Mileage, Tribuno second; all in favor.
 - Tribuno moved to approve granting Voices of Hope a National Opioids Settlement distribution through their fiduciary in the amount of \$5,947.61 to help abate the effects of the opioid epidemic on our community, Fisher second; all on favor.
 - Fitzgerald moved to approve a letter of support to ACCD for the Route 9 Infrastructure Expansion Project, Fisher second; all in favor.
4. CLA – Common Level of Appraisal
 - With 165 towns in need of a reappraisal, and a lack of appraisers to do them, what is going to happen? If we don't get our CLA up, we will get hit with a large education tax rate. The listers office is talking about doing a statistical for the 2025 grand list. Russ said Wilmington is in a good position to do a statistical and it won't be as labor intensive. Whether or not Wilmington will need to do a full reappraisal in 10 years or less after the statistical is complete, is unknown. A statistical reappraisal will cost \$10–15/parcel. The town can apply now to get approval to do the statistical. Russ could do it for the 2024 grand list. The advantage to starting sooner is hopefully getting the education tax lowered.

Fitzgerald moved to enter into Water Commission at 6:12 pm, Fisher second; all in favor.

5. Water Asset Management Plan
 - There is some training, but if the loan is approved and the AMP is completed on time, the loan will be forgiven 100%. A hydraulic analysis will be run which will show areas of concern, including the Route 9 expansion. Fitzgerald moved to approve the application for the State Revolving Loan Program to complete the Water Asset Management Plan in the amount of \$44,200, and appoint the Town Manager to oversee it, Fisher second; all in favor. Fitzgerald moved to give the Town Manager authority to sign the engineering servicing agreement and any other document related to the project, Fisher second; all in favor.

Out of Water Commission at 6:20 pm

6. Nuisance Ordinance

- The Selectboard reviewed the draft Nuisance Ordinance. The ordinance does state that owners of a rental property are required to give a copy of this ordinance to renters. This won't fix all of the noise issues, but it could help with some issues. Licensed businesses would also fall in this ordinance with excessive noise at night. Gannon would like the words "to a store or event" removed from 4(c). Fisher asked to change 8(g) from "6:00" to 7:00, to be consistent with a previous section. The committee will make the changes and send it to the town attorney. Tribuno thinks the fines may need to be increased.

7. Other Business/Correspondence

8. Select Board Members Comments

- Gannon stated in response to Manwaring's comments that both the Health Center and Grace Cottage are running deficits as a result of the pandemic. Their budgets are approved by the Green Mountain Care Board. While school budgets are running a surplus.

9. Town Manager's Updates

- Advertising for an administrative clerk for the listers office, posting will be made internally this week, and externally next week.
- We received the generator for the PSF. Still waiting on finalization of cameras/security for the PD.
- Reardon's Bridge is going out to bid.
- MH flood-proofing grant through VEM and FEMA is still underway.

Meeting adjourned at 7:24 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

Wilmington Selectboard Meeting Minutes
January 24, 2023

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

Others Present: Scott Tucker, Jessica DeFrancesco, Christine Richter, Therese Lounsbury

Meeting called to order at 8:36 am

1. Visitors, public comments, changes to agenda
 - To also review and re-approve the total budget as a few adjustments have been made
2. Town Meeting Articles
 - Tribuno moved to approve the 2023 Town Meeting Warning, Fisher second; all in favor.
 - Fitzgerald moved to approve the revised FY24 budget of \$6,103,207, Fisher second; all in favor.
3. Other Business

Meeting adjourned at 9:20 am

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

*Wilmington Selectboard/Cannabis Meeting Minutes
Friday, February 3, 2023*

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

Others Present: Matthew Horn, Jessica Roberts

Meeting called to order at 8:19 am

1. Issuance & Administration of Licensing (30 minutes)
 - The Cannabis Control Commission to possibly approve;
Fisher moved to approve license S-000001839, Retailers for Matterhorn Apothecary, without conditions, for retail, Rice second; all in favor.

Meeting adjourned at 8:28 am

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

From: Elaine Ahnell <eahnell@gmail.com>
Sent: Friday, January 20, 2023 11:14 AM
To: Scott Tucker <stucker@wilmingtonvt.us>
Subject: beautification committee

Hi, my name is Elaine Ahnell. I have owned my home in Chimney Hill for 37 years and have been a full time resident for 16 years. I taught at TVMS for about 6 years before fully retiring from teaching. I previously taught in Glastonbury, CT I am on the Landscaping committee in Chimney Hill. I love my gardens and am interested in being a member of the Wilmington Beautification Committee. Please, consider my request at your next meeting.

Sincerely,
Elaine Ahnell
860 343 3667

Anthony Martino

"Originally from Massachusetts, I now call Wilmington, Vermont home, moving closer to my wife's family based in southern Vermont. I currently work as the Training and Programs Coordinator at High 5 Adventure Learning Center, a non-profit adventure educational organization based in Brattleboro. During my free time, I enjoy spending time with my two dogs, Miles and Honey, hitting the mountains for some snowboarding, and tending to my garden during the growing season. When I'm not at home, I can be found exploring new hiking trails and breweries with my wife, Bonnie."

Town Hall Window Replacements

RK Miles		\$31,768.85
Pella		\$36,312.17
WW		\$34,483.17

SUMMARY OF MATERIAL MODIFICATIONS #1

TOWN OF WILMINGTON CAFETERIA PLAN

I INTRODUCTION

This is a Summary of Material Modifications regarding the Town of Wilmington Cafeteria Plan (“Plan”). This is merely a summary of the most important changes to the Plan and information contained in the Summary Plan Description (“SPD”) previously provided to you. It supplements and amends that SPD so you should retain a copy of this document with your copy of the SPD. If you have any questions, contact the Administrator. If there is any discrepancy between the terms of the Plan, as modified, and this Summary of Material Modifications, the provisions of the Plan will control.

II SUMMARY OF CHANGES

Effective: January 1, 2023

1. Carryover.

For 2023, the most you can contribute is \$3,050. After 2023, the dollar limit may increase for cost of living adjustments. In addition, for 2023, you will be eligible to carryover amounts left in your Health Flexible Spending Account, up to \$610. This means that amounts you do not use during a Plan Year can be carried over to the next Plan Year and used for expenses incurred in the next Plan Year. This amount will be adjusted in future years.

CERTIFICATE OF ADOPTING RESOLUTION

The undersigned authorized representative of Town of Wilmington (the Employer) hereby certifies that the following resolutions were duly adopted by Employer on _____, _____, and that such resolutions have not been modified or rescinded as of the date hereof;

RESOLVED, that Amendment #1 to the Town of Wilmington Cafeteria Plan (the Amendment) is hereby approved and adopted, and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment.

The undersigned further certifies that attached hereto is a copy of the Amendment approved and adopted in the foregoing resolution.

Date: _____

Signed: _____

[print name/title]

**AMENDMENT # 1
TOWN OF WILMINGTON CAFETERIA PLAN**

**ARTICLE I
PREAMBLE**

- 1.1 **Adoption and effective date of amendment.** The Employer adopts this Amendment to the Town of Wilmington Cafeteria Plan ("Plan") to reflect recent changes. The sponsor intends this Amendment as good faith compliance with the requirements of these changes. This Amendment shall be effective on or after the dates the Employer elects in Article II below.
- 1.2 **Supersession of inconsistent provisions.** This Amendment shall supersede the provisions of the Plan to the extent those provisions are inconsistent with the provisions of this Amendment.
- 1.3 **Construction.** Except as otherwise provided in this Amendment, any reference to "Section" in this Amendment refers only to sections within this Amendment, and is not a reference to the Plan. The Article and Section numbering in this Amendment is solely for purposes of this Amendment, and does not relate to any Plan article, section or other numbering designations.

**ARTICLE II
EFFECTIVE DATE**

- 2.1 **Effective date of amendment.** The effective date of this amendment is January 1, 2023.

**ARTICLE III
PROVISIONS**

- 3.1 **Carryover.**

A Participant in the Health Flexible Spending Account may roll over unused amounts in the Health Flexible Spending Account remaining at the end of one Plan Year to the immediately following Plan Year, up to 20% of the statutory amount under Code Section 125(i), as adjusted for increases in the cost of living. The cost of living adjustment in effect for a calendar year applies to any Plan Year beginning with or within such calendar year. The dollar increase in effect on January 1 of any calendar year shall be effective for the Plan Year beginning with or within such calendar year. These amounts can be used during the following Plan Year for expenses incurred in that Plan Year. Amounts carried over do not affect the maximum amount of salary redirection contributions for the Plan Year to which they are carried over. Unused amounts are those remaining after expenses have been reimbursed during the runout period. These amounts may not be cashed out or converted to any other taxable or nontaxable benefit. Amounts in excess will be forfeited. The Plan is allowed, but not required, to treat claims as being paid first from the current year amounts, then from the carryover amounts.

This amendment has been executed this _____ day of _____, _____.

Name of Employer: Town of Wilmington

By: _____
EMPLOYER

Form PVR-4155
CERTIFICATE - NO APPEAL OR SUIT PENDING

We hereby certify that on this date there are not any appeals pending from action of the Listers nor suits pending to recover taxes paid under protest relating to the April 1, 2018 grand list of WILMINGTON, Vermont.

Given under our hands at WILMINGTON in the County of WINDHAM, State of Vermont, this 7th day of FEBRUARY, 2023.

Listers

Selectboard

<u>Gregory B. Osler</u>	
<u>Leonard R. Chapman</u>	
<u>Diane Schepke</u>	

Attested this _____ day of _____, _____.

_____, Town Clerk

Attach to final grand list lodged with the town clerk.

32 V.S.A. § 4155. Certificate and attestation - No appeal or suit pending

When no statutory appeal as provided by law from the appraisal of the listers and no suit to recover taxes paid under protest is pending on the first Tuesday of February following such lodgment, the selectboard and listers of a town or the mayor and assessors of a city shall endorse a certificate to that effect upon the grand list and the same shall be attested by the town or city clerk with the date of such attestation.

32 V.S.A. § 4156. After appeal and suit determined

When any such appeal or suit is then pending, such certificate shall be made as soon as such appeal or suit has been finally determined.

32 V.S.A. § 4157. Effect of such certificate

From the date of endorsing such certificate upon the grand list as aforesaid to the effect that no such appeal or suit is pending, when offered in evidence in any court in this state, such list shall be received as a legal grand list of such town or city and its validity shall not be put in issue by any party to any action in any hearing or trial in any court.

Form PVR-4155
CERTIFICATE - NO APPEAL OR SUIT PENDING

We hereby certify that on this date there are not any appeals pending from action of the Listers nor suits pending to recover taxes paid under protest relating to the April 1, 2019 grand list of WILMINGTON, Vermont.

Given under our hands at WILMINGTON in the County of WINDHAM, State of Vermont, this 7TH day of FEBRUARY, 2023.

Listers	Selectboard
<u>Kevin B. Allen</u>	_____
<u>Leonard B. Chapman</u>	_____
<u>Diane Joseph</u>	_____
_____	_____
_____	_____

Attested this _____ day of _____, _____.

_____, Town Clerk

Attach to final grand list lodged with the town clerk.

32 V.S.A. § 4155. Certificate and attestation - No appeal or suit pending

When no statutory appeal as provided by law from the appraisal of the listers and no suit to recover taxes paid under protest is pending on the first Tuesday of February following such lodgment, the selectboard and listers of a town or the mayor and assessors of a city shall endorse a certificate to that effect upon the grand list and the same shall be attested by the town or city clerk with the date of such attestation.

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Form PVR-4155
CERTIFICATE - NO APPEAL OR SUIT PENDING

We hereby certify that on this date there are not any appeals pending from action of the Listers nor suits pending to recover taxes paid under protest relating to the April 1, 2020 grand list of WILMINGTON, Vermont.

Given under our hands at WILMINGTON in the County of WINDHAM, State of Vermont, this 7TH day of FEBRUARY, 2023.

Listers

Selectboard

Guilford B. Oyster
Leonard R. Chapman
Diane S. Skyles

Attested this _____ day of _____, _____.

_____, Town Clerk

Attach to final grand list lodged with the town clerk.

32 V.S.A. § 4155. Certificate and attestation - No appeal or suit pending

When no statutory appeal as provided by law from the appraisal of the listers and no suit to recover taxes paid under protest is pending on the first Tuesday of February following such lodgment, the selectboard and listers of a town or the mayor and assessors of a city shall endorse a certificate to that effect upon the grand list and the same shall be attested by the town or city clerk with the date of such attestation.

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Form PVR-4155
CERTIFICATE - NO APPEAL OR SUIT PENDING

We hereby certify that on this date there are not any appeals pending from action of the Listers nor suits pending to recover taxes paid under protest relating to the April 1, 2021 grand list of WILMINGTON, Vermont.

Given under our hands at WILMINGTON in the County of WINDHAM, State of Vermont, this 7TH day of FEBRUARY, 2023.

Listers

James B. Osprey
Leonard R. Chopmer
Diana Schuch

Selectboard

Attested this _____ day of _____, _____.

_____, Town Clerk

Attach to final grand list lodged with the town clerk.

32 V.S.A. § 4155. Certificate and attestation - No appeal or suit pending

When no statutory appeal as provided by law from the appraisal of the listers and no suit to recover taxes paid under protest is pending on the first Tuesday of February following such lodgment, the selectboard and listers of a town or the mayor and assessors of a city shall endorse a certificate to that effect upon the grand list and the same shall be attested by the town or city clerk with the date of such attestation.

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Form PVR-4155

CERTIFICATE - NO APPEAL OR SUIT PENDING

We hereby certify that on this date there are not any appeals pending from action of the Listers nor suits pending to recover taxes paid under protest relating to the April 1, 2022 grand list of WILMINGTON, Vermont.

Given under our hands at WILMINGTON in the County of WINDHAM, State of Vermont, this 7TH day of FEBRUARY, 2023.

Listers

Selectboard

Handwritten signatures of three listers: Gerald B. Oyer, Leonard A. Chynoweth, and Diana Schepke.

Four horizontal lines for the Selectboard signature area.

Attested this _____ day of _____, _____.

_____, Town Clerk

Attach to final grand list lodged with the town clerk.

32 V.S.A. § 4155. Certificate and attestation - No appeal or suit pending

When no statutory appeal as provided by law from the appraisal of the listers and no suit to recover taxes paid under protest is pending on the first Tuesday of February following such lodgment, the selectboard and listers of a town or the mayor and assessors of a city shall endorse a certificate to that effect upon the grand list and the same shall be attested by the town or city clerk with the date of such attestation.

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From the date of endorsing such certificate upon the grand list as aforesaid to the effect that no such appeal or suit is pending, when offered in evidence in any court in this state, such list shall be received as a legal grand list of such town or city and its validity shall not be put in issue by any party to any action in any hearing or trial in any court.

Memorandum of Understanding
Between

Wilmington Fire Department (Wilmington); East Dover Fire Volunteer Fire Company (East Dover); Newbrook Fire Department (NewBrook); Jamaica Fire Department (Jamaica); ; Marlboro Fire Company (Marlboro) and Deerfield Valley Rescue (DVR).

In support of FY 2022 Assistance to Firefighters Regional Grant Application

This Memorandum of Understanding is enacted between the Town of Wilmington [EN 03-6000636], East Dover Fire Company, Newbrook Fire Department, Jamaica Fire Department, Marlboro Fire Company and Deerfield Valley Rescue, Inc., with each participating department representative agreeing to the conditions of this MOU on the dates indicated with their respective signatures.

The Town of Wilmington will serve as the host for the purposes of this regional grant application, and as such shall be responsible for all purchasing, payment processing, documentation, and reporting as required by the grant program. As host, the Town of Wilmington will abide by all requirements and protocols of the grant program in general and as applicable to this Memorandum.

This grant application specifically addresses the replacement of current apparatus and vehicle mounted mobile radios and personnel handheld portable radios.

The intent of this application is to allow for the replacement of radio communications equipment in the following manners: Provide and install one (1) mobile radio within each engine, tanker, aerial, rescue, wildland, squad, ambulance, staff/command, and utility apparatus for each department; Provide and install one (1) mobile radio within personal vehicles operated by the Fire Chief, Assistant Fire Chiefs, and officers of each department; Provide one (1) handheld portable radio per apparatus seated riding position, as well as the Fire Chief, Assistant Fire Chiefs, and officers of each department; Provide and install (1) vehicle repeater within department apparatus as deemed most appropriate by each department.

This grant will specifically fund 38 apparatus and vehicle mounted mobile radios, in the specific configurations requested by each department (Wilmington- 7, East Dover- 4, Newbrook- 10, Jamaica- 6, Marlboro- 8 and Deerfield Valley Rescue- 3), 96 handheld portable radios, in the specific configurations requested by each department (Wilmington- 25, East Dover-14, Newbrook- 21, Jamaica- 16, Marlboro- 11 and Deerfield Valley Rescue- 9), and 7 vehicle mounted radio repeaters, as specifically requested by each department (Newbrook- 4 and Marlboro- 3).

All department representatives recognize and acknowledge that the AFG Program has the authority to reduce the grant award from the amount actually requested within the application. If reduced grant funding is issued, an appeal may be submitted; however, if the appeal is unsuccessful, each department agrees to accept the funding assistance awarded, and the funding will be applied in compliance with the grant award.

The AFG grant program provides federal funding for 95% of the project cost and requires a 5% local matching share. Each department agrees to contribute 5% of their total respective project costs for the equipment and services to be received by their department as a result of the grant award.

The following pre-unit costs are estimated and applied for as part of this grant application:

Mobile radios – dual band/single head - \$4752	95% Fed Cost - \$4514.4	5% Dept Cost - \$237.6
Mobile radios – dual band/dual head - \$5466	95% Fed cost - \$5192.7	5% Dept Cost - \$275.95
Mobile radios – tri band/single head - \$5842	95% Fed cost - \$5549.9	5% Dept Cost - \$292.1

Portable radios – single band -	\$2672	95% Fed cost - \$2538.4	5% Dept cost - \$133.6
Portable radios – dual band -	\$3469	95% Fed cost - \$3295.55	5% Dept cost - \$173.45
UHF Vehicle repeaters -	\$1499	95% Fed cost - \$1424.05	5% Dept cost - \$74.95
Installation		Varies with each department needs	

Based upon these cost estimates, the cost per department is as follows:

Wilmington:	Mobile radio – dual band/single head	5 @ \$4752	
	Mobile radio – tri band/single head	2 @ \$5842	
	Portable radio – dual band	25 @ \$3469	
	Installation	\$4276	
	Total Department Share		\$126,445
	Department 5% Match	\$6322.25	
East Dover:	Mobile radio – dual band/single head	4 @ \$4752	
	Portable radio – dual band	10 @ \$3469	
	Portable radio – single band	4 @ \$2672	
	Installation	\$2440	
	Total Department Share		\$66826
	Department 5% Match	\$3341.3	
Newbrook:	Mobile radio – dual band/single head	10 @ \$4752	
	Portable radio – dual band	10 @ \$3469	
	Portable radio- single band	11 @ 2672	
	UHF Vehicle repeater	4 @ \$1499	
	Installation	\$8588	
	Total Department Share		\$126,186
	Department 5% Match	\$6310	
Jamaica:	Mobile radio – dual band/single head	4 @ \$4752	
	Portable radio – single band	8 @ \$2672	
	Portable radio – dual band	8 @ \$3469	
	Installation	\$3360	
	Total Department Share		\$81,720
	Department 5% Match	\$4086	
Marlboro	Mobile radio – dual band/single head	5 @ \$4752	
	Mobile radio – dual band/dual head	3 @ \$5466	
	Portable radio- dual band	11 @ \$3469	
	UHF Vehicle repeaters	3 @ \$1499	
	Installation	\$7621	
	Total Department Share		\$90,435
	Department %5 Match	\$4521.75	
DVR:	Mobile radio – dual band/dual head	3 @ \$5466	
	Portable radio – dual band	9 @ \$3469	
	Installation	\$1530.00	
	Total Department Share		\$50,199
	Department 5% Match	\$2509.95	

Following receipt of the grant award, the Town of Wilmington shall be responsible for all required purchasing procedures. Representatives from each department will meet collectively to review all bid documents, equipment proposals and specifications, and service proposals prior to the selection of a vendor, or ordering of specific equipment to be purchased. In the event bid costs exceed the amount of funding awarded, the Putney Fire Department shall pursue a grant amendment in order to attempt to obtain full coverage of the actual bid costs. In the event an amendment is not approved, each department agrees to pay their respective cost differences for equipment and services received by their department.

East Dover Volunteer Fire Department, Newbrook Fire Department, Jamaica Fire Department, Marlboro Volunteer Fire Company and Deerfield Valley Rescue each agree to provide their respective cost match funds to the Town of Wilmington, in whole, following the grant award receipt, but prior to any equipment orders being placed. The Town of Wilmington agrees to receive these funds, and along with their own local match funds, pay all appropriate and grant related invoices for equipment and services.

All department representatives agree that the equipment and services purchased under this grant will be received and inventoried by the Town of Wilmington (Fire Department) for grant documentation purposes. At the time the equipment is received, the Town of Wilmington shall notify the vendor and receiving department of any missing or noticeably defective equipment. At that point, all equipment will be distributed to each department, in strict accordance with their originally placed order, for programming, installation, and use. Each department shall be responsible for their own programming and installation scheduling with the selected vendor. Wilmington shall not be responsible for the condition or functionality of any equipment received, other than ensuring it is maintained in the same condition and in a secure area, after receipt and before distribution to the participating departments.

Once the equipment is received and in use by each department, each respective department shall assume ownership of that equipment. As such, all future maintenance, repairs, and replacement of the equipment shall be the sole responsibility of that department.

In the event excess grant funds remain following completion of the grant award, all departments agree to follow the grant program requirements relative to the use or return of those surplus funds.

All departments agree to provide any and all requested documentation that may be necessary for the application, management, or reporting requirements for this grant.

By signing this agreement, each signatory represents that they are authorized by their department to enter into this agreement and that the terms of this agreement will remain binding throughout the completion of this grant award process.

For Wilmington Fire Department: _____ Date: _____

Print Name/Title: _____

For East Dover Fire Company: _____ Date: _____

Print Name/Title: _____

For NewBrook Fire Department : _____ Date: _____

Print Name/Title: _____

For Jamaica Fire Department: _____ Date: _____

Print Name/Title: _____

For Marlboro Volunteer Fire Co.: _____ Date: _____

Print Name/Title: _____

For Deerfield Valley Rescue : _____ Date: _____

Print Name/Title: _____

STREET NAMING AND ADDRESSING ORDINANCE

SECTION I- PURPOSE

In accordance with 24 VSA Section 2291 (16) and 24 VSA Section 4421, the Wilmington Selectboard hereby establish the following policy in order to develop a more uniform street naming and street addressing system throughout the Town to enable people to locate addresses effectively for providing emergency services and deliveries.

SECTION II-STREET NAMING

The Selectboard shall name all streets within the town or may change the names of streets within the town when necessary to promote the public welfare.

Any new private road construction within the town must make a request to the Selectboard for a road name. All private roads, regardless of the number of houses on it, must follow the requirements herein.

Each street or road shall be assigned a name that is separate and distinct from any previously assigned name in the town.

Through streets shall be named: Drive, Street or Road. Cul-de-Sacs shall be named: Court, Place, Lane, Way, Circle, Heights, Row or Alley.

The approval of a road name request is at the discretion of the Selectboard.

SECTION III-STREET SIGNS

All private roads intersecting town roads, approved by the Selectboard, will have the first road sign purchased and installed by the town. Any necessary maintenance to or replacement of private road signs subsequent to the first installation will be the responsibility of persons living on said road.

All private roads intersecting with another private road, approved by the Selectboard, will have road signs purchased, installed, and maintained by persons living on said roads.

All signs shall conform to a uniform format: DOT reflective green with white letters; according to the *Manual on Uniform Traffic Control Devices*.

All signs shall be installed and maintained to the highest degree possible.

SECTION IV-GENERAL NUMBERING SYSTEM GUIDELINES

Low numbers shall start nearest the center of town and increase as they head out of town.

Even numbers shall be assigned to the left side of the street and odd numbers to the right, as they head out of town.

All physical E-9-1-1 addresses, including new construction, will be assigned by the town's E-9-1-1 coordinator, appointed by the Selectboard, following all standards as outlined in the Vermont Enhanced 9-1-1 Addressing Standards.

SECTION V- Repeal of Prior Ordinances

Upon the effective date of this ordinance, any other ordinance heretofore adopted by the Town of Wilmington is hereby repealed.

SECTION VI-APPEAL

Citizens of the Town of Wilmington are further hereby notified that within forty-four (44) days from the date of adoption they may petition for a vote on the above Ordinance at an annual or special meeting as provided in 24 V.S.A. 1973.

SECTION VII-ADOPTION

This Ordinance is hereby adopted by the Selectboard of the Town of Wilmington on the seventh day of February, 2023, and shall, unless a petition is filed as provided by law, become effective upon sixty (60) days from this date.

Wilmington Selectboard

Thomas Fitzgerald

John Gannon

Vince Rice

Sarah Fisher

Tony Tribuno