

Wilmington Selectboard Agenda
December 5, 2023 at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of November 21, 2023 (5 minutes)
3. Social Services (20 minutes)
 - *VNH*
 - *SafePlace*
4. Action Items (10 minutes)
 - *The Selectboard to possibly approve the Vermont 250th Anniversary resolution*
5. Police Department (20 minutes)
 - *Chief Murano to discuss the need for a Safety Resource Officer at the Twin Valley Schools.*
 - *The Selectboard to possibly approve the hiring of a Safety Resource Officer.*
6. Town Meeting (15 minutes)
 - *The Town Clerk to share her recommendations for Town Meeting.*
7. Stump Jumpers (10 minutes)
 - *The Selectboard to possibly approve the annual road request from Deerfield Valley Stump Jumpers.*
8. Liquor Licenses (5 minutes)

The Liquor Commission to possibly approve;

 - *A Request to Cater and Open Container Exemption permit for an event at Ratu's Market on 12/16 from 12-3 pm*
 - *A Second-Class renewal for Farmhouse Market.*
9. Other Business/Correspondence
 - *Budget Meeting*
10. Select Board Members Comments
11. Town Manager's Updates (10 minutes)

Wilmington Selectboard Meeting Minutes

November 21, 2023

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

Others Present: Scott Tucker, Jessica DeFrancesco, Marshall Dix, Tim Dolan, Gretchen Havreluk, Thomas Simmons, Katie Boyd, Andrea Seaton, Bryce Boyer, Dawn Lowe, Samantha Kondracki, Fred Marra, Bethaney LaClair, Shannon Wheeler, Donna Rooney, Jeanine Quicker, Daniel Derosé, JD Roberto, Chris Lariviere, Arnold Katz, Fred Marra, Hugo Gomes, Morgan Rothblat, Marie Gatti, Shawn Wagner, Michele Carlson, Greg Savino, Kelli Gould, Thomas Elkind, Kevin Barnes, John Lebron, Adam Rinne, Carrie Polglase, Jessica Lee Smith, Lisa Sullivan, Evan Steiner, Therese Lounsbury, Bonnie Lorimer, Mel Lopez

Meeting called to order at 6:01 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of November 7, 2023
 - Gannon moved to approve the minutes of November 7, 2023, Rice second; all in favor.
3. Social Services
 - Senior Solutions; responded to 53 calls from Wilmington seniors, have time at the OFH twice a month, provide 20% match to MOOver for trips made for residents; request \$1,000.
 - Grace Cottage; 31,000 patient visits per year at primary care. Emergency room volume is increasing. The are approved to build a physician clinic. 177 residents from Wilmington use Grace Cottage for primary care; request \$2,500.
 - Wings; re-applying for grant this year which requires a 50% match. Other towns contribute to this program. TVES summer program had over 120 kids registered each week; request \$11,000.
 - VNH; no show
 - SafePlace; no show
4. 1% Local Option Tax Fund Request
 - Bi-Town 2024 Digital Marketing Campaign; the click-rate/search doubled in the fall. Tik-Tok and Instagram reels were utilized. Over 4-million impressions and 9500 clicks on the website, with over 23-million impressions for the year and 54,949 clicks on the website. Offered a partial grant in the amount of \$38,400 from the Vermont GROW Program. Would like to create a new position of content creator. A new campaign will be needed; photos, videos, media. The request is about \$50,000 increase from last year. Gannon moved to approve a funding request for the 2024 Digital Marketing Campaign by Bi-Town Marketing Committee in the amount of \$107,548, Fisher second; all in favor.
5. Action Items
 - Fitzgerald move to re-appoint Jessica Roberts to the Town Hall Re-Location Committee, Tribuno second; all in favor.
 - Tribuno moved to accept, with regret, the resignation of Karen Molina from the Recreation Commission, Rice second; all in favor.
 - Planning Commission Chair Lebron requested that the Selectboard send a section back to the Planning Commission, since he isn't comfortable with the last-minute change. Gannon commented that if people have issues with the outcome from the Planning Commission, they

can speak to it at the Selectboard hearing. Fitzgerald moved to receive the proposed Zoning Ordinance and report, Fisher second; all in favor. Meetings will be December 12th and 19th, with a hearing date on January 9, 2024; all at 6 pm.

- Proposal to increase costs to the nearest dollar; increase permits by \$5; seniors change to \$3 per bag. Gannon moved to approve the updated Transfer Station Fee Schedule, effective January 1, 2024, Rice second; all in favor.
- Replacing a 2018 RAM with a Ford F6 and can only get the truck body from one place. Truck prices have gone up significantly. Gannon moved to approve the purchase of a highway truck body from Viking-Cives for \$66,000 and a truck from Autosaver for \$45,351 for a total cost of \$111,951, Tribuno second; all in favor.
- Road sale price is the same as last year, with a different vendor. Gannon moved to accept the road salt quote from Cargill in the amount of \$86/ton, Rice second; all in favor.

6. Other Business/Correspondence

7. Select Board Members Comments

8. Town Manager's Updates

- FEMA has sent the final closeout for the Shafter St and Rt 100 N properties.
- Trails is beginning their work on the parking area.
- Assessor's office is working on the statistical reappraisal.
- One BCA case is going to PVR; plan to shire an outside appraiser for that meeting.
- We dropped the case on the Rt 100 property owner (Sheets) as they came into compliance
- Hitt appeal; abutter (The Vermont Lodge, LLC) appealed the change of use; and an ongoing civil case caused the town to join Hitt's in pausing the appeal in E-Court.
- Status conference on a public record request case regarding attorney's fees. Judge is giving them time to submit a brief. Town attorney stated the town could actually be awarded fees.

Meeting adjourned at 7:39 pm.

Respectfully Submitted,

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Vince Rice, Clerk

Sarah Fisher

Tony Tribuno



Town of Wilmington
P.O. Box 217
Wilmington, VT 5363

October 3, 2023

Dear Council Members and Citizens of Wilmington;

We at the Visiting Nurse and Hospice for Vermont and New Hampshire (VNH) would like to offer our heartfelt thanks for the opportunity to have our appropriation request included in 2024 funding. **VNH respectfully requests 6000. This represents level funding from last year's request.**

As an integral part of the community healthcare system in Wilmington, VNH serves to breach an otherwise significant gap in the community's continuum of care. Last year, VNH provided 316 visits to 19 residents of all ages and at all stages of life. VNH is also the foremost team of hospice and home health experts for over 140 communities in Vermont and New Hampshire. We deliver nursing, hospice and rehabilitation services at home with proven effectiveness, integrity and compassion. Just as local families have counted on us since 1907, you can count on us today.

Having our patients maintain their independence is key. Our nurses, therapists and social workers provide assessments, medical care and education to assist people in leading a more self-sufficient life. This includes patients who are frail, elderly and disabled, people with terminal illness, those recovering from major surgery or illness and children with chronic medical needs. They all benefit by receiving the care they need in the familiarity and comfort of home.

Town funding is what allows us to bring down the cost of services provided to those in need. With adequate town funding, we are able to provide and affordable option for home healthcare in the community. To continue meeting these needs, we urge the Town of Wilmington to budget continued financial support of Visiting Nurse and Hospice for Vermont and New Hampshire.

On behalf of the people we serve, we thank you for your consideration of this request.

With kind regards,

Anthony Knox



Anthony Knox
Community Relations Manager
aknox@vnhcare.org
(603) 790-3172

TO WHOM IT MAY CONCERN

Windham County Safe Place served **13 families** from Wilmington this past fiscal year. We would love to be considered for \$1000.00 town grant.

Windham County Safe Place Child Advocacy Center and Special Investigations Unit was established in 2007 and became a certified nonprofit in 2010. We became a nationally accredited center in 2015. Any child or adult that experiences sexual and/or physical trauma throughout Windham County is welcome to receive services and support from our team. We Strive to help survivors to begin their process of healing; to conduct quality investigations and reduce stress and trauma to the victim.

We also provide training and outreach services to professionals, caregivers, schools and more! Our team are considered experts in our field, and we work diligently to uphold this great honor and bring justice the work that we do. We work tirelessly to collaborate and make each case work as seamlessly as possible.



State of Vermont
Division for Historic Preservation
Deane C. Davis Building, 6th Floor
One National Life Drive, Montpelier, VT 05620-0501
www.accd.vermont.gov/historic-preservation

*Agency of Commerce and
Community Development*

Vermont 250th Anniversary Commission

October 25, 2023

Dear Vermont Community:

The 250th anniversary of the Declaration of Independence is coming. In 2020, Governor Scott established the Vermont 250th Anniversary Commission (VT250th) to plan, encourage, develop, coordinate, and promote observances and activities to be held in Vermont in commemoration of the historic events associated with the American Revolution.

To this end, the VT250th Commission will begin commemorations in 2025 with the capture of Fort Ticonderoga and Crown Point, and finish in 2027 with Vermont's signature anniversary year marking the founding of Vermont and the campaign of 1777, which included the battles of Hubbardton and Bennington. This commemorative milestone is an important time that provides the perfect platform to take stock of where we have been and to enable planning for our future.

This three-year anniversary period will allow all Vermont communities to share their histories, which include stories more diverse than are commonly known and can serve to unify all Vermonters. The VT250th Commission encourages every community to take part, no matter how big or small the event(s) or activities. How each town and city commemorate its history will be decided by your community.

We invite you to join us as we commemorate the American Revolution and come together to mark the 250 years since the founding of our state and nation and our continuing march toward a more perfect Union by adopting a resolution to be part of the 250th anniversary. A template has been provided for your consideration. The resolution declares that your town or city officially establishes a VT250th liaison or local committee made up of a diverse group of citizens to work with VT250th Commission on any events and activities related to the 250th anniversary.

This will ensure your town or city to be directly involved in the work of the VT250th Commission, as well as bring attention to the upcoming anniversaries for your community and help build awareness of the important role that Vermont and your town or city has contributed to our shared histories.

We look forward to working with your town or city as you envision and implement a meaningful commemoration for your community for these upcoming anniversary years!

Laura V. Trieschmann, Chair, VT250th Anniversary Commission
Jim Brangan, Vice Chair, VT250th Anniversary Commission

Attachment

DocuSigned by:

Laura V Trieschmann
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DocuSigned by:

Jim Brangan
C72DE9ADE2FE4ED...



Vermont 250th ANNIVERSARY RESOLUTION

A resolution of the [City or Town] of _____, State of Vermont, supporting the Vermont 250th Anniversary Commission;

WHEREAS, Vermont Governor Phil Scott signed an executive order to create the Vermont 250th Anniversary Commission on December 15, 2020, to plan, encourage, develop, coordinate, and promote observances and activities to be held in Vermont in commemoration of the historic events associated with the 250th anniversary of the 1776 signing of the Declaration of Independence, the Revolutionary War between 1775 and 1777, the founding of Vermont in 1777, and the creation of the political foundations of the United States of America;

WHEREAS, the Vermont 250th Anniversary Commission hopes to engage all 252 cities and towns through their many programs, projects, and events over the next several years, thereby inspiring future leaders and celebrating Vermonters' contributions to the nation over the last 250 years;

WHEREAS, by adoption of the Vermont 250th Anniversary Commission, we hope to inspire Vermonters to learn from the history, legacy, and context of the past to build stronger communities for the future.

RESOLVED, the [City or Town] of _____ officially establishes a liaison or local committee made up of a diverse group of citizens or individual to work with the Vermont 250th Anniversary Commission on any or all activities. The participant(s) of the [City or Town] of _____ are voluntary roles and there will be no compensation for participation.

(OPTIONAL) RESOLVED, [City or Town] of _____ may provide funding for planning or implementation of 250th related commemorations in their community or region as available.

RESOLVED, that a copy of this resolution be sent to the Vermont 250th Anniversary Commission.

ADOPTED by the _____ of the [City or Town] of _____, the State of Vermont, this _____ day of _____, 202_.

Mayor/Town Manager/Select Board



WILMINGTON POLICE DEPARTMENT

40 Beaver St / PO Box 76
Wilmington, Vt 05363
T: 802-464-8593
F: 802-464-8595

To: Principal Rebecca Fillion

From: Chief Matthew Murano

Date: November 27, 2023

Re: School Resource Officer

It is my recommendation, consistent with our recent discussion, that we approach both the Windham Southwest Supervisory Union (Twin Valley Elementary and Middle/High School) and the Town of Wilmington to seek funding and approval to pursue a grant to implement a School Resource Officer (SRO) program. As you are aware, the Wilmington Police Department (WPD) has been responding to and assisting both schools as much as our resources allow. An SRO can assist the schools with threat assessments, security, coordination of police investigations, mentorship/informal counselor, as a public safety educator, and with emergency management planning. I believe that this partnership will help provide a more comprehensive approach to school safety concerns and provide better communication for incidents that often impact both the school community and greater community, to include households and neighborhoods.

The Department of Justice offers a COPS Hiring Program grant. This grant (if awarded) currently provides up to \$125,000 over 3-years (\$41,666.66 per year) towards an officer's salary and benefits. Currently it costs approximately \$120,000 per year for the salary and benefits of an officer at Wilmington Police Department. I will plan on applying for the next COPS grant cycle, which will open in May 2024 and will likely close sometime in August 2024. There is no guarantee that this grant will be awarded. Therefore, I recommend that the Windham Southwest Supervisory Union and the Town of Wilmington, Police Department explore cost sharing and budget for the next fiscal year, as follows:

Officer Salary and Benefits: \$120,000

- Supervisory Share: \$96,000 (80%)
- Wilmington Police Dept. Share: \$24,000 (20%)

During the summer months when the schools are closed and teachers are released, the School Resource Officer would work the majority of those hours reflected in the 20% cost share as a regular officer for WPD or other programming. The SRO would follow the teachers' schedule throughout the school year.

In the event that the grant is awarded then both the supervisory share and the town share for the three grant years would be reduced by the applicable percentage of the grant. So, if the grant is awarded then the supervisory share would be approximately \$62,666.67 and the town's share would be \$15,666.67.

In order to ensure the success of the SRO program and maintain its effectiveness in developing successful working relationships and collaboration within the schools, I recommend that a seven-year agreement be established with an appropriate Memorandum of Understanding that will outline specific responsibilities for both parties. In addition, it is important that we plan to join the National Association of School Resource Officers and commit to both basic and advanced SRO courses designed to prepare SROs, school administrators and/or education professionals to effectively fulfill their roles in a school setting www.nasro.org.

It would be my pleasure to accompany you to both the Supervisory Board and Selectboard meetings to present this proposal.

RECOMMENDATIONS FOR TOWN MEETING 2024

- Town Reports get mailed.
 - Time/Day Change? Evening meeting makes voting day too long – the day starts at 6am to open polls for 7am, and we do have voters at that time (could count to see how many and whether we could open later); by law the polls close at 7pm and BCA has work to do to close out the tabulator and count write-ins, and Town Clerk has transport back to the vault, completing election night results for the Secretary of State's office, and media outlets to contact. Evening hours would also discourage our Seniors. Weekends disenfranchise the residents that work in the hospitality industry, and while it may seem helpful to keep the schools open – that means those residents don't get to attend. There is no legislation providing for virtual attendees. My recommendation is to remain at 10am on the traditional first Tuesday of March.
 - More than one Informational Meeting, choosing different nights of the week. Any of the ten days prior to the election can be used for informational meetings. We could try to do one back-to-back with the school – they traditionally do the 4th Tuesday in February.
 - Make use of social media outlets, the town e-newsletter, and school newsletters. An ad could be placed in three newspapers for a listing of the seats that have terms that are ending.
 - Encourage employers to allow staff to go and not lose pay.
 - I will ask to borrow the tax time sign to announce Town Meeting Day & Voting. The voting signs that are placed at either end of Beaver Street a minimum of four days before the election can be placed a week before and monitored daily for snow removal and visibility.
 - Let's be honest - voting is a fundamental right which is protected under federal and state law; [17 VSA 2666](#) says that the official election materials cannot have "improper influence", and [17 VSA 2017](#), which talks about bribery and undue influence on voters – while that primarily addresses the physical process of voting a ballot, there is no need to blur the lines of the polling place's integrity, or to draw in unregistered voters. We already have an entity providing lunch in the building, and morning coffee & snacks. Residents will have to make their own daycare arrangements – there isn't a space in the OSEC building to accommodate additional children. We cannot combine it with the school meeting – the unified union means it is two towns voting at the same time – you can't vote that from the floor in two separate locations.
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- Things of note for March 5th: Presidential Primary – voters will need to declare which ballot they would like to take to the voting booth; a Presidential Primary tends to increase the voter turnout; the Whitingham BCA will transport the school ballots from Jacksonville to Wilmington at the close of the polls on March 5th.
 - Things of note for November election - Since once again the SoS will be mailing the November election ballots, I am trying to decide on the best method to get people to review their mailing address with the Town Clerk's Office – especially students that often change their residential location.



Deerfield Valley Stump Jumpers Snowmobile Club

P. O. Box 1329 Wilmington, VT
05363-1329

November 29, 2023

Scott A. Tucker, Town Manager
P. O. PO Box 217
Wilmington, VT 05363-0217

Dear Scott,

The Deerfield Valley Stump Jumpers Snowmobile Club (DVSJ) along with the Vermont Association of Snow Travelers (VAST) request permission to operate snowmobiles along portions of town roads in Wilmington, Vermont for the winter season of 2023-2024. We are requesting the same permissions be granted as in the past year's request.

Davis Dr. In its entirety (For access to VAST trail).

Look Rd.	From Cold Brook Rd. to Nordic Hills Lodge (For Access to VAST Trail)
Brown Rd.	From Jim Knabe's driveway approx. 500ft. down Brown Rd. (VAST Trail 100 South)
Lisle Hill Rd.	From John Zach's Driveway along town trail TR#61 to VAST trail.
Poplar R.	About 20 yards (For access to VAST trail).
Woods Rd.	From VT Rte. 9 to gait at picnic area (For access to VAST trail).
Wilmington Heights Rd.	From lower portion east to Heights Spur (For access to VAST trail).
Sun & Ski Rd.	Approx. 300 ft. @ Horizon Inn intersecting with Sun and Ski Rd. (For access to VAST trail).
Top of the Hill Rd.	From Stowe Hill Rd. to the end of Top of the Hill Rd. (For access to VAST trail).

CHIMNEY HILL DEVELOPMENT (for access to VAST trail).

Rock Split Way. In its entirety (for access to VAST trail).

Upper Dam Rd. From Shincracker Way to access trail #445 Splatter Foot Close.

Upper Dam Rd. From Rock Split Way to GMNF trail head (for access to VAST trail).

Splatter Foot

Close: In its entirety (For access to VAST trail).

Twin Brook Rd: From Lot #648 to Chimney Hill Rd. (for access to VAST trail).

Beebe Rd: From Lot #B-34 to West Rd. (for access to VAST trail).

West Rd: From Lot #B-30 to Birch Loop (for access to VAST trail).

K-Loop & Bullet

Hole Rd: From Lot #12 to Pond Loop (for access to VAST trail).

Pond Loop: From Bullet Hole Rd. to CHOA trail (for access to VAST trail).

Spruce

Grove Rd: From Lot #312 to Chimney Hill Trail (for access to VAST trail).

Town Farm Rd: From Valley View to Haystack Rd. (for access to VAST trail).

Big Bend Loop: (for access to VAST trail).

Low Land Loop: In its entirety (for access to VAST trail).

East Brook

Crossing: (For access to VAST trail)

North Rd: From east corner of Corner Lane to West Rd. (for access to VAST trail).

Chimney

Hill Rd: From entrance to Chimney Hill Club House Parking Lot (for access to VAST trail).

Snowmobiles will operate for access only to DVSJ and VAST snowmobile trails and only at times when the trails are officially open.

Please feel free to contact me at (860-759-8811) or e-mail march0101@comcast.net should you have questions regarding this request or for that matter any concerns throughout the season. Thank you for your consideration of this request.

Sincerely, Fred March, DVSJ President

cc: Michael Garber, DVSJ Vice President (845-807-1054) partridgerunskihouse@gmail.com

Terry Chandler DVSJ Secretary (973-974-0163) Terry Chandler <terryc@micinsurance.com>

Philip Manzi, DVSJ Treasurer (718-614-2766) pmmsnzi@aol.com

Luke Ferrio, DVSJ Director, Trail Coordinator (203-610-7667) Stratton7667@yahoo.com

Joe Mistretta, DVSJ Director (631-275-3544)

Cc: Chief Matthew Murano
Mathew.Murano@Vermont.gov