

## **Wilmington Selectboard Meeting Minutes April 16, 2024**

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

**Others Present:** Scott Tucker, Marshall Dix, Ivy Kirby, Jessica Roberts, Therese Lounsbury, John Lazelle, Shelly Sousa, Christine Richter, All State representative.

Meeting called to order at 6 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
  - Under Other Business: Set an agenda item for June 4<sup>th</sup>, at 6 PM (1-hour) with AOT Scoping Engineer Laura Stone, re: Bridge 31 on Route 9 over the North Branch of Deerfield River, for a "Regional Concerns Meeting."
2. Approve Minutes of April 2, 2024
  - Tribuno moved to approve the minutes of April 2, 2024, Rice second; all in favor.
3. Action Items
  - Rice moved to approve the Letter of Intent for the FY25 Grants-in-Aid Program, Tribuno second; all in favor.
4. Paving bids
  - Tribuno moved to approve the paving bid from All State Construction in the amount of \$337,395, Rice second; all in favor.
  - Tribuno moved to approve the paving bid from All State Construction for East Dover Rd in the amount of \$157,493, pending grant approval, Rice second; all in favor.
5. Financial Update
  - The Selectboard received a financial update for FY24 from Finance Officer/Treasurer Christine Richter. The budget review included three quarters of the year.
  - Sewer - collections look good, with four properties on the tax sale list and a small surplus is expected at end of fiscal year.
  - Water - one more billing cycle is due this fiscal year amounting to \$75,000, collecting old bills, the labor line is a little high as we include a part-time assistant water operator, and a small surplus is expected.
  - Highway Fund - we are budgeting for grants this year (a change from previous years) and we see an insurance refund from a previous year. Heating costs are down related to a new heat pump installation, anticipated expenses will be incurred in the last quarter for Shearer Hill paving, and crack sealing. We anticipate a similar surplus as last year.
  - General Fund - getting ready for tax sale in June with 175 delinquent properties, 46 are on the tax sale list for auction, thus far. Typically, this list is reduced as taxpayers make arrangements for a payment plan with the town. Transfer Station hauling costs are increasing, and revenues have increased with the new increase in fees. The county court cost is up significantly based on the CLA of the town Grand List. Revenues increased this year, and interest increased. Overall, we expect to be on target.

- 1% Local Option Tax Fund – see encumbered amounts, and overall revenues into this fund have increased over the past year. The unencumbered amount in the fund may help with anticipated community and economic development projects, as we know costs have increased. In some cases, material costs doubled, with labor increases compared with estimates from a few years ago. Examples: during COVID the town did not need to borrow funds as taxes were delayed; East Main Sidewalk and Sewer Project; North Main Sidewalk Project; Tennis Court Reclamation and Rebuild Project; and others.

6. Local Emergency Management Plan (15 minutes)

- Rice moved to approve the 2024 Local Emergency Management Plan, Tribuno second; all in favor.

Fitzgerald moved to enter into Liquor Commission at 6:36 p.m., Rice second; all in favor.

7. Liquor Commission (5 minutes)

- Fitzgerald moved to approve a First- and Third- Class and Outside Consumption Renewal for VT Golf Hospitality at 70 Spyglass Dr.;
- A First-Class and Outside Consumption Renewal for Folly Eats LLC;
- A First- and Third-Class renewal for Dairy Bar Inc., Tribuno second; all in favor.

Out of Liquor Commission at 6:38 p.m.

8. Other Business/Correspondence

- Selectboard agrees to set an agenda item for June 4<sup>th</sup>, at 6 PM (1-hour) with AOT Scoping Engineer Laura Stone, re: Bridge 31 on Route 9 over the North Branch of Deerfield River, for a “Regional Concerns Meeting,” general consent.

9. Select Board Members Comments

- Tom removed a wreath from the building.
- Sarah (and Selectboard) will move to a summer schedule.
- John is headed back to Vermont.

10. Town Manager’s Updates

- Fearless Futures Fair at Twin Valley Middle/High School, May 1st, 9 AM – 12 PM, held to connect up-and-coming talent (students) with employers, colleges and other Windham County organizations. Town Depts participating are Town Clerk, Highway, Police and Fire.
- East Main Street sidewalk project, anticipate GMP moving poles starting this Spring.
- FEMA with my fourth Program Delivery representative, working on the Water Utility Road project.
- Water Dept Service Line Inventory, 20 locations remaining.
- Stormwater Master Plan review scheduled for April 30<sup>th</sup> at 9:00 AM electronic meeting (Fitzgerald Environmental Associates).
- Windham County Resources Conservation District (Cory Ross) will submit a grant on the town’s behalf, with a letter of support from TM, to create a design for infiltration steps and erosion stabilization practices, improving access to the beach area and improve erosion at two fishing spots (with town approval).
- Green Up Day is May 4<sup>th</sup>! Our thanks to Kathy Larsen and Anthony Martino.
- Recreation Commission is hiring for a new director for summer programs.
- Volunteers are needed to sit on various town committees, commissions or boards. Contact Jessica DeFrancesco for more information to join!

11. Executive Session

- Fitzgerald moved to find that premature general public knowledge would clearly place the town or persons involved at a substantial disadvantage, second by Tribuno; all in favor.
- Fitzgerald moved to enter into executive session at 6:52 p.m. to include the Town Attorney and Town Manager to discuss confidential attorney-client communications made for the purpose of providing professional legal services to the body (1VSA202(a)(1)), Tribuno second; all in favor

Out of Executive Session at 7:02 p.m.

- Fitzgerald moved to approve the "Settlement Agreement, April 3, 2024" between 34 Look Road LLC, the Town of Wilmington, Jennifer Nilsen and Eric Potter as parties to this agreement, regarding an appeal docketed as 34 Look Road, LLC Permit, 22-ENV-00055 to the Vermont Superior Court, Environmental Division, and naming Chair Tom Fitzgerald as Duly Authorized Official and Agent for the Town of Wilmington, Rice second; all in favor.

Meeting adjourned at 7:06 p.m.

Respectfully Submitted,  
Scott A. Tucker

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