

Wilmington Selectboard Agenda
May 21, 2024 at 6 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of May 7, 2024 (5 minutes)
3. Action Items (5 minutes)
 - *The Selectboard to possibly appoint Tanya Powling to the Beautification Committee for the remainder of a 4-year term expiring 2027.*
 - *The Selectboard to possibly appoint Cheryl LaFlamme to the Planning Commission for the remainder of a 4-year term expiring in 2028.*
 - *The Selectboard to possibly approve the Assessor's request for a 30-day extension to file the grand list under 32 VSA 4342*
 - *The Selectboard to possibly approve a vendor change to Ford of Greenfield for the purchase of the 2024 F600 highway truck.*
4. FY23 Audit (20 minutes)
 - *The Selectboard to receive an overview of the FY23 audit from Sullivan and Powers.*
5. 1% Local Option Tax (5 minutes)
 - *The Selectboard to possibly approve a 1% request from the Chamber for 4th of July fireworks in the amount of \$12,000*
6. Liquor Commission (5 minutes)

The Selectboard to possibly approve;

 - *A First and Third-Class Renewal for Maple Leaf Tavern,*
 - *A First and Third-Class and Outside Consumption Renewal for 19 South Main Restaurant,*
 - *A Second-Class Renewal for Starfire Bakery, and*
 - *A First-, Second, and Third-Class and Outside Consumption Renewal for Hermitage Club*
7. Other Business/Correspondence
 - *Tax Sale Rep*
8. Select Board Members Comments
9. Town Manager's Updates (10 minutes)

Wilmington Selectboard Agenda

May 7, 2024 at 6 pm

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

Others Present: Scott Tucker, Jessica DeFrancesco, Christine Richter, Gretchen Havreluk, Ivy Kirby, Cheryl LaFlamme, Therese Lounsbury, Meg Staloff

Meeting called to order at 6:01 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of April 16 and 25, 2024
 - Tribuno moved to approve the minutes of April 16, 2024, Fisher second; all
 - Tribuno moved to approved the minutes of April 25, 2024, Fisher second; 4-0 Rice abstained
3. Action Items
 - Rice moved to approve the bid from Zaluzny at \$32.45/cy for gravel and \$31.45/cy for ditch stone, Fisher second; all in favor.
 - The town is hoping to auction town properties the same day as tax sale. Gannon moved to approve the land conveyance legal notice and authorizing resolution, Rice second; all in favor.

Entered into Liquor Commission at 6:14 pm.

4. Liquor Commission

Gannon moved to approve;

 - A First-Class and Outside Consumption Renewal for Wilmington Village Pub and The Village Roost,
 - A First and Third-Class Renewal for Cask & Kiln Kitchen,
 - A First and Third-Class and Outside Consumption Renewal for L&S Inc dba NorthStar Pizza and WHVT Hotel LLC dba The White House,
 - A Request to Cater Permit and an Open Container Ordinance Exemption for WI Foster for an event at Ratus on 5/26/24 from 12-3 pm, and
 - A Special Event Permit and Open Container Ordinance Exemption Permit for La Casita for an event at WW Building Supply on 5/13/24 from 4-6 pm, Tribuno second; all in favor.

Out of Liquor Commission at 6:18 pm.

5. 1% Local Option Tax Requests
 - The increase in request is due to the 2020 census. Gannon moved to approve the 1% request from SEVEDs in the amount of \$6765, Tribuno second; all in favor.
 - Gannon moved to approve funding the groundwater availability study by Hoffer Consulting Inc in the amount of \$4150 from the 1% fund, Fisher second; all in favor.
6. Other Business/Correspondence
 - Summer Schedule; to avoid holiday weeks, move the meeting dates to July 16, August 20 and September 17. Keep June 4th
7. Select Board Members Comments
8. Town Manager's Updates
 - Town Depts participated in the Fearless Future Summit at TVMHS

- Stormwater master plan review held on April 30th. There are 5-6 projects to work on that were selected.
- Receiving some complaints about the EVC's and how they work; forwarding complaints to BLINK.
- Recreation Commission has hired a new director and counselors for the summer program.
- Settlement agreement dated April 3rd between 34 Look Rd LLC and the Town of Wilmington was approved.

Meeting adjourned at 6:48 pm

Respectfully Submitted,
Jessica DeFrancesco

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Vince Rice, Clerk

Sarah Fisher

Tony Tribuno

Hello,

I saw you had an opening on the committee! I am interested in in filling this spot with a great bunch of community members to help keep our small town beautiful! I'm a born and raised Vermonter and moved all the way from East Dover to Wilmington 3 years ago where I purchased my new home. I hope to help keep our quaint town looking top notch as usual and help with fun new projects as well!

Hope to hear back soon!

Thank you,

Tanya Powling

Form PVR-4342
GRAND LIST EXTENSION REQUEST

Name of Town			Name of Contact Person
Mailing Address			Phone Number
City	State	ZIP Code	Email Address

TO: Director of Property Valuation & Review
Vermont Department of Taxes
133 State Street
Montpelier, VT 05633-1401

Dear Director,

The listers of the Town of _____ request a _____ day extension under 32 V.S.A, section 4342.

Sincerely,

PRINT Name of Chair of Selectboard/Alderman

Signature of Chair of Selectboard/Alderman

Date

Email completed form to **tax.pvr@vermont.gov** or mail to the address above.

32 V.S.A. § 4342. Extensions by the Director
On written application therefor made by the listers or assessors of any town, with the approval of the selectboard of the town or mayor of the city, the several dates fixed by law and extended by section 4341 of this title or the charter of any municipal corporation, on or before which certain acts must be done relating to duties of listers and assessors, may be further extended by the Director and such extensions shall be in writing.



FORD OF GREENFIELD

1 Main Street
 P.O. Box 1515
 Greenfield, MA 01302-1515
 Tel. (413) 773-5455

**MOTOR VEHICLE CASH
 PURCHASE AGREEMENT**
 For Consumer Use Only

DATE MAY 15th 20 24		ORDER No. 33095	STOCK No.	SALES REPRESENTATIVE MARK J CALOOK	
PURCHASER'S NAME(S) TOWN OF WILMINGTON			ADDRESS HIGHWAY DEPT BOX 217		
CITY WILMINGTON VT		STATE VT	ZIP CODE 05363	TELEPHONE (HOME) (802)464-8022	DATE OF BIRTH
ENTER MY NEW <input checked="" type="checkbox"/> ORDER FOR USED <input type="checkbox"/>		DEMONSTRATOR <input type="checkbox"/> FORMER LEASED CAR <input type="checkbox"/>		POLICE CAR <input type="checkbox"/> TAXICAB <input type="checkbox"/>	EMAIL NONE
Year 2024	Make FORD	Model SUPER DUTY F-6XL 4WD REG CA	Body Type	Transmission Standard <input type="checkbox"/> Automatic <input type="checkbox"/>	(Speeds) Cyl. Pass. Doors
Vehicle Identification No. 1F0FF6LT7RDA07160		Color 1st BLUE	Interior 1st	Top	Odometer XX Miles <input type="checkbox"/> Kilometers <input type="checkbox"/>
TRADE-IN Year 2018 Make RAM		WARRANTY INFORMATION		Price of Unit \$ 70775.00	
Model 5500 Type TRADES Color		<input type="checkbox"/> This vehicle carries an express warranty. You may obtain a copy of such warranty from the dealer upon request.		Additional Equipment/Items	
V.I.N. 3C7WRNAL0JG246360		<input type="checkbox"/> This vehicle does not carry an express warranty.			
Odometer 41677 (mi. <input checked="" type="checkbox"/> km. <input type="checkbox"/>		(Initial Applicable Statement)			
Transmission <input type="checkbox"/> Standard (Speeds) <input type="checkbox"/> Auto		REGISTRATION FEE/TITLE FEE			
No. of Cyl. 6 Pass. Doors		SALES TAX			
Title No. State VT		(2 checks required)			
Previous Owner		Application for Title <input type="checkbox"/>			
City/State/Zip		Application for Reg. <input type="checkbox"/> New <input type="checkbox"/> Transfer			
LIENHOLDER		Registration No.			
Address		Registration Fee \$ N/A			
City/State/Zip		Title Fee \$ N/A			
Acct. No. Check No.		Mass. Sales Tax \$ N/A			
Balance Due \$ N/A		(Pay to Commonwealth of Massachusetts)			
Additional Information-Vehicle Purchased		PURCHASER CONSENTS TO SELLING DEALER AFFIXING DEALERSHIP INSIGNIA, LOGO OR OTHER PLATE THAT ADVERTISES THE NAME OR THE SELLER ON THE ABOVE DESCRIBED MOTOR VEHICLE.			
LIENHOLDER		<input type="checkbox"/> PURCHASER'S INITIALS			
Address					
City/State/Zip					
INSURANCE CO.					
Agent/Branch					
Address/City					
In the event I fail to take delivery of the vehicle purchased by me within forty-eight (48) hours after I have been notified by you that it is ready for delivery and pay the total contract price in the manner indicated, my deposit in the amount of \$ N/A may, at your option, be retained by you to compensate you in whole or in part for any losses sustained by you. Your right to retain my deposit shall be in addition to and not instead of any other right or remedy provided by applicable law including, without limiting the generality of the foregoing, the sale of the car or truck I agree to purchase. If the amount of my deposit exceeds actual damages sustained by you, you will promptly refund the difference to me.					
[] Purchaser's Initials					
THIS CONTRACT IS NOT BINDING UPON EITHER DEALER OR PURCHASER UNTIL SIGNED BY DEALER OR ITS AUTHORIZED REPRESENTATIVE. PURCHASER MAY CANCEL THIS CONTRACT AND RECEIVE A FULL REFUND AT ANY TIME UNTIL HE/SHE RECEIVES A COPY OF THIS CONTRACT SIGNED BY AN AUTHORIZED DEALER REPRESENTATIVE. PURCHASER MUST GIVE WRITTEN NOTICE OF CANCELLATION TO THE DEALER.					
The front and back of this order comprise the entire agreement between the dealer and purchaser and no other agreement or understanding has been made or entered into. IF THIS AGREEMENT IS FOR A USED VEHICLE, THE INFORMATION YOU SEE ON THE (FEDERAL TRADE COMMISSION) WINDOW FORM IS PART OF THIS AGREEMENT. INFORMATION ON THE WINDOW FORM OVERRIDES ANY CONTRARY PROVISIONS IN THE CONTRACT OF SALE. Purchaser represents and warrants that no credit other than that stated above has been extended to him/her by dealer. Purchaser represents and warrants that s/he has read and understands the materials printed on this motor vehicle purchase contract. Purchaser acknowledges receipt of a signed copy of this motor vehicle purchase contract.		* Sales Tax amount is included in right hand column only when dealership check is issued in payment of Mass. Sales Tax.			
X Purchaser's Signature					
X Co-Purchaser's Signature					
X APPROVED-AUTHORIZED DEALER REPRESENTATIVE					
		1. Total Price		\$ 70775.00	
		2. Credit/Over Allowance		\$ N/A	
		3. Trade-In Allowance		\$ 37000.00	
		4. Trade Difference (line 1 - lines 2 & 3)		\$ 33775.00	
		5. Documentary Preparation (itemize)		\$ XXXXXX 549.00	
		6. * Mass. Sales Tax (% of line 4 and 5)		\$ N/A	
		7. Registration		\$ N/A	
		8. Inspection		\$ N/A	
		9. Other WARRANTY		\$ 4955.00	
		10. TOTAL CONTRACT PRICE (total of lines 4, 5, 6, 7, 8, and 9)		\$ 39279.00	
		11. Balance Due on Trade-In		\$ N/A	
		12. Total lines 10 and 11		\$ 39279.00	
		13. Deposit		\$ N/A	
		14. Amount to be Financed		\$ N/A	
		15. Cash due on Delivery		\$ 39279.00	
		16. TOTAL PAYMENT (total of lines 13, 14 and 15) (line 16 must equal line 12)		\$ 39279.00	

COMPANY POLICY: BALANCE BY CASH, CERTIFIED CHECK, OR BANK CHECK. NO PERSONAL CHECKS.

Procedure for Funding Requests of the 1% Local Option Tax Reserve Fund

The following guidelines have been established for the use of the 1% Local Option Tax Reserve Fund:

- The Select Board is the statutorily approved decision making body authorized to determine the use of the Reserve Funds. All requests for funding must be approved by the Select Board.
- Projects that are less than or equal to 20% of the balance in the 1% Local Option Tax Reserve Fund can be approved by the Select Board.
- Projects that are more than 20% of the balance in the 1% Local Option Tax Reserve Fund must be approved by the Select Board and the Wilmington voters at a properly warned Special Meeting.
- Any monies transferred from the Local Option Tax Fund into a town reserve or capital fund for use must receive voter approval at a properly warned Special Meeting. - The Select Board reserves the right not to fund a project should such an undertaking be deemed unacceptable; or to fund it in an amount different from the original request. - The Select Board reserves the right to bring **any** project, regardless of cost, to the voters if they deem it in the best interest of the Town to do so.
- Applicants that are interested in applying for monies from the Reserve Fund will need to **complete a short application form or submit a similar informational Business Plan**. - The Select Board will issue a decision on all applications within four weeks of the presentation of the application at a Select Board meeting provided that the Select Board determines that no additional information is needed to make a decision. If additional information is needed, the Select Board will issue a decision within two weeks of receiving that additional information.
- Approved projects will be able to access the funds with the signing of the next Town warrants (usually within one week).
- The above guidelines will also apply to any Select Board sponsored projects. - The Selectboard has authorized using the Local Option Tax Fund when applying for grants that require matching funds.

Requests For Funding Through the 1% Local Option Tax Fund

Name of Person/Organization/Business/Committee:

Southern Vermont Deerfield Valley Chamber of Commerce

Date of Request: May 14th, 2024

Contact person, phone numbers, mailing and email address

Bethaney LaClair

802-464-8092

21 West Main Street, Wilmington, VT 05363

execdir@visitvermont.com

Amount of Request and Date Funding Needed

\$12,000

July 5th, 2024

Describe in detail the purpose and specific use of the funding

The funds will be used to cover the cost of the fireworks display and event expenses for the annual Independence Day celebration scheduled for July 1st, 2023 at Hayford Field. The cost of fireworks has continued to increase each year.

Please provide a financial breakdown of your project/request.

See attached.

Briefly describe the need for the funding and any other information that can support the application.

See attached.



Signature of Applicant

5/14/2024

Date



SOUTHERN VERMONT
DEERFIELD VALLEY
CHAMBER OF COMMERCE

Description of Annual Independence Day Fireworks Celebration

The Chamber of Commerce hosts the Valley's Annual Fireworks Celebration at Hayford Field in Wilmington. This event has been a staple of the holiday weekend in the Deerfield Valley for over 17 years, and the Chamber is proud to have overseen the organization and production of this event over that span. Over 2,500 people annually travel to the Valley to celebrate Independence Day, and the Chamber hopes to grow this number in the coming years to further support the economic activity in the Valley over this holiday period.

We are excited to continue the tradition of hosting activities and the fireworks display at Hayford Field in 2024. This year we will again be partnering with local restaurants to offer a variety of food options for patrons to enjoy alongside the music and family friendly activities that have been offered in the past. Additionally, we will continue to work closely with regional fire, police and transportation officials to ensure that attendees have a fun & safe Independence Day celebration in the heart of Wilmington, Vermont. The Chamber promotes this event in print & digital publications and on all their social media platforms.

In the past, the towns of Dover and Wilmington have consistently and graciously provided funding for the fireworks at Hayford Field. The Chamber and its Board of Directors thank the voters and decision-makers in both towns for funding for this annual tradition, enjoyed by visitors and locals alike.

Warm Regards,

Bethaney LaClair

Executive Director

Southern Vermont Deerfield Valley Chamber of Commerce

Southern Vermont Deerfield Valley Chamber of Commerce

21 West Main Street, Wilmington, VT 05363

(802) 464-8092

www.visitvermont.com

execdir@visitvermont.com

42nd Annual Independence Day Fireworks Celebration		
<i>Saturday, July 5th, 2024, Rain date July 6th, 2024</i>		
Income		
Wilmington 1% Fund	\$12,000	
Dover 1% Fund	\$6,750	
Sponsorship	\$2,000	
Vendor Site fee (\$50/vendor)	\$250	
Chamber Activities (bouncy house, cotton candy & snow cones	\$3,000	
Total Income	\$24,000	
Expenses		
Marketing-Social Media	\$500	Instagram, Facebook, TicTok boosted post
Marketing - Radio	\$1,920	
Marketing-Print	\$250	Local News Papers
Fireworks Display	\$15,000	
Police & Fire	\$1,200	
Sound System	\$500	
Portable Potties	\$1,000	
Glow sticks and cotton candy supplies	\$500	
Staffing	\$1,000	
Clean up supplies	\$250	
Bouncy house rentals & staff	1895	
Trash Pick up and disposal	250	
Total Expense	\$24,015	
Net Revenue	-\$15	