

Wilmington Selectboard Minutes May 21, 2024

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

Others Present: Scott Tucker, Jessica DeFrancesco, Marshall Dix, Christine Richter, Bev Butler, Tanya Powling, Rick Brigham, Elaine Ahnell, Anne Saracino, Matthew Moore, Ivy Kirby, Bethaney LeClair, Lisa Sullivan, Therese Lounsbury

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of May 7, 2024
 - Gannon moved to approve the minutes of May 7, 2024, Rice second; all in favor.
3. Action Items
 - Fitzgerald moved to appoint Tanya Powling to the Beautification Committee for the remainder of a 4-year term expiring 2027, Rice second; all in favor.
 - Tribuno moved to appoint Cheryl LaFlamme to the Planning Commission for the remainder of a 4-year term expiring in 2028, Rice second; all in favor.
 - Tribuno moved to approve the Assessor's request for a 30-day extension to file the grand list under 32 VSA 4342, Fisher second; all in favor.
 - The dealer that was approved to purchase a truck in November went out of business. The Highway truck was not in line for assembly so Dix found a new dealership with a price about \$4,000 less. It is one package less than the previous one; a couple items not included on the proposed purchase is heated seats and aluminum wheels. Tribuno moved to approve a vendor change to Ford of Greenfield for the purchase of the 2024 F600 highway truck, Fisher second; all in favor.
4. FY23 Audit
 - Rick Brigham from Sullivan and Powers gave an update on the FY23 audit. The transfer station is an area where the auditors cannot verify the completeness of the cash transactions. The library should be included in the town audit. There was some unbudgeted revenue from grants and land sales. Deficiencies: Transfer station revenues, bond proceeds. Recommendations; fraud risk assessment, documentation of internal control system, accounting procedures manual, procurement and conflict of interest policies.
 - Gannon asked what the response is for the transfer station weakness? Tucker recommends that we offer a receipt with each transaction, and that moving to a coupon book does not seem to make sense right now; it still requires taking cash and we take cash for other things, as well. Fisher: what about the library? Richter talked with the library treasurer and they are on board with turning over their books for audit. Gannon; bond proceeds? They were being treated differently, as in the past, and was not recorded correctly. That will not be the case going forward; new bonds will be put into NEMRC. The recommended policies and procedures will be improved upon, but it will be a process.
5. 1% Local Option Tax
 - Tribuno moved to approve a 1% request from the Chamber for 4th of July fireworks in the amount of \$12,000, Rice second; 4-0; Fisher abstained

Fitzgerald moved to enter into Liquor Commission at 6:41 pm, Rice second; all in favor.

6. Liquor Commission

Rice moved to 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,
- An Outside Consumption Renewal for Valley Craft Ales,
- A Second-Class Renewal for Starfire Bakery, and
- A First-, Second, and Third-Class and Outside Consumption Renewal for Hermitage Club, Tribuno second; all in favor.

Out of Liquor Commission at 6:42 pm

7. Other Business/Correspondence

- Tax Sale Rep; Tribuno volunteered and general consent.

8. Select Board Members Comments

- Gannon; DRB will be having a hearing on a helipad on Mann Rd., and interest in Memorial Hall repairs and increasing its use.

9. Town Manager's Updates

- Bridge #31 meeting on June 4th at 6 pm
- Follow-up with FEMA this week
- Public Notice was issued this week for the flood-proofing of Memorial Hall.

Meeting adjourned at 7:05 pm

Respectfully Submitted,
Jessica DeFrancesco

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Vince Rice, Clerk

Sarah Fisher

Tony Tribuno