

## Wilmington Selectboard Meeting Minutes July 16, 2024

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

**Others Present:** Scott Tucker, Jessica DeFrancesco, Emily Carris Duncan, John Lazelle, Sam Kondracki, Christine Richter, Gretchen Havreluk, Bev Butler, Tanya Powling, Marshall Dix, Bonnie Lorimer, Lenny & Diane Chapman, Chris Brown, Liliias Hart, Alice Greenspan, Bob Bois, Therese Lounsbury, Ivy Kirby, Gary Carver, Kathy Quigley, Jake Moore, Cliff Leinonen, Kathleen Comeau, Anne Saracino

### Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
  - Under Action Items, add \$1,000 to the bid amount for LHMP Planning Services making the total \$13,125.
2. State Rep Candidate
  - State Rep Candidate Emily Carris Duncan introduced herself; lives in Whitingham and running for the Windham-6 seat. She grew up in Rutland and is happy to be home and excited. She is curious about voter concerns. She has worked with zoning and beautification in her travels to different states. Her dad was a Rutland County Senator whom she interned for.  
[www.ecarrisduncan.com](http://www.ecarrisduncan.com) for more information about her candidacy.
3. Approve Minutes of June 4, 13 and 27, 2024
  - Tribuno moved to approve the minutes of June 4 and 27; Fisher second; all favor
  - Tribuno moved to approve the minutes of June 13; Fisher second; 4-0, Rice abstained
4. Action Items
  - Gannon moved to accept the resignation of Alice Greenspan, with a lot of regret, from the Beautification Committee, Fisher second; all in favor.
  - Tribuno moved to accept the resignation of Matt Danzico, with regret, from the Trail Committee, Rice second; all in favor.
  - Tribuno moved to appoint Gary Carver to the Energy Committee, Rice second; all in favor.
  - Tribuno moved to approve granting Voices of Hope a National Opioids Settlement distribution through their fiduciary in the amount of \$5,466.28 to help abate the effects of the opioid epidemic on our community, Rice second; all in favor.
  - The Town's LHMP expires in 2025. The run for five years. Seam Solutions is a VT Women-Owned business. The owner has worked with Vtrans and was on the ground during Irene. Gannon moved to approve the bid from Seam Solutions in the amount of \$13,125 for Local Hazard Mitigation Planning Services, Fisher second; all in favor.
5. Town Hall Re-Location Committee
  - The Re-location Committee updated the Board on their research of possible sites for Town Hall. OSEC, Mill St, Flea Market and old WW building were the four (4) locations researched. With the Route 9 expansion project, would it make sense for the committee to broaden their search to include properties that were in the hydrology report? The Selectboard was in agreement that the committee should include those other properties.

6. Route 9 Water Sewer Expansion Project

- Fisher moved to approve the water quality recommendations as laid out in the Memorandum, Rice second; all in favor. (Memorandum attached; Route 9 water & Sewer Ext/Water Quality & Capacity Recommendations).

Enter Sewer Commission at 6:31 pm

7. Sewer Commission

- Rice moved to approve final allocation for Heather Thomson, 27 East Main Street, 638 gallons for a hair salon, Fisher second; all in favor.

Out of Sewer Commission at 6:32 pm

8. 1% Local Option Tax Request

- Fitzgerald moved to approve funding for appeal letters for the Veteran's Memorial Park in the amount of \$4,000, Rice second; all in favor.
- The ADU Program is an Accessory Dwelling Unit pilot program that came out of a housing study in 2019. This program would be for five residents; they must live on the premises and they could build an attached or detached accessory dwelling unit. The Board would like to see Commercial properties included in the program. Gannon moved to approve funding the ADU Pilot Program from the 1% local option tax fund for \$50,000 plus legal review fees, Tribuno second; all in favor

9. Tax Stabilization

- The property will be four (4) garage bays and second floor space for offices. Gannon moved to approve the tax stabilization request for Cozy Vt Properties at 874 Vt Rt 100, Rice second; all in favor.

Enter Liquor Commission at 6:48 pm

10. Liquor Commission

Rice moved and Tribuno second to approve; all in favor.

- An Outside Consumption Permit for La Casita, One time Occasion permit for Pipe Dream LLC and a Special Event Permit for VT Distillers for the Blueberry block party on August 3<sup>rd</sup> from 4:30-9 pm
- A Request to Cater and Outside Consumption for WI Foster for events at Adams Farm on 8/16, 9/13, and 10/19 from 5-9 pm.
- A Request to Cater and Outside Consumption for Blonde N Boozy for events at Adams Farm on 8/19, 8/2, 8/30, 9/27, 10/11 from 5-10 pm.
- An Open Container Exemption Permit for the Blueberry Block Party.
- Tribuno moved to approve and Fisher second; A Second-Class Renewal for Family Dollar Stores of VT, all in favor.

Out of Liquor Commission at 6:50 pm

11. Other Business/Correspondence

12. Select Board Members Comments

- Fisher felt after a meeting with state officials and others interested in flood resiliency for the town, that this ought to be a Selectboard and town priority, identifying properties in the floodplain along Route 100 and E. Dover Road, since monies are available for this work.

13. Town Manager's Updates

- Major roof repairs at Town Hall and Memorial Hall to replace damaged roof hatches. We are still down A/C in the Meeting Room and an aging unit for the rest of town hall.
- Wilmington Works just had a successful summer stroll at the end of June with many shops staying open and events happening throughout downtown.
- Police Dept. have three openings for sworn patrol officers – one went to DMV, one is transferring to SRO, and another one is departing in August.
- WWTP had a minor permit violation last month for effluent suspended solids.
- US District Court, Teitlebaum v. O'Neil, et. al. Docket No. 2:23-cv-88; a Stipulated Dismissal with Prejudice ordered by the Court on July 11<sup>th</sup>, 2024, bringing this matter to a conclusion, with a fully signed General Release; final settlement on behalf of the town and officer is \$59,500; Vermont League of Cities and Towns is the insurer for the town.

Meeting adjourned at 7:11 pm

Respectfully Submitted,  
Jessica DeFrancesco

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

Town of

*Wilmington*

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TO: Selectboard Members

FROM: Scott A. Tucker, Town Manager

DATE: July 11, 2024

RE: Route 9 Water & Sewer Ext. / Water Quality & Capacity Recommendations

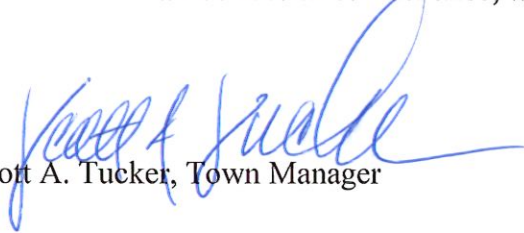
At the behest of the Selectboard, AE Wayne Elliott presented a memo dated May 17, 2024, to address concerns regarding water quality and capacity with respect to the Route 9 Water & Sewer Extension project (A+E Project # 22028). Topics covered included Water Quality with respect to Sampling and Modeling, Existing Storage Tank, Pipe Size, Flushing, Pipe Isolation, and Booster Disinfection Facility. Next, the Water Supply Capacity was explained, followed by Recommendations (short-term).

These short-term recommendations were made by A+E prior to other long-term operating and structural measures being evaluated:

1. Collect the sampling data over the summer (2024) so that the model can be used to simulate the initial low demand conditions and determine if other measures may need to be implemented to maintain the chlorine residual.
  - a. **Chris Lavoy is working with Wayne Elliott and started three to four weeks ago submitting data on agreed upon locations. These samples will be taken until mid-September. These measures will provide data on residuals for modeling to the extensions east on Route 9 and south on Route 100.**
2. For the existing storage reservoir, experiment with operating one vs. two cells to reduce the water age. This operating mode will need to be checked to confirm adequate contact time is provided.
  - a. Wayne has expressed his opinion that “managing water age starts at the existing water storage tank, which has 2 cells and a combined total volume of 810,000 gallons.” [See May 17, 2024 as a reference to a more complete description].
  - b. The state (Sille Larson, Engineering and Water Resources Program Manager) reviewed Wayne’s assessment of using one cell instead of two, and agree that:
    - storage size is sufficient to meet ADD (average daily demand) and fire flow,
    - PHF (peak hourly flow) of 250 gpm is reasonable per review of monthly reports, and is a better measure than a theoretical multiplier of 5,
    - sufficient contact time is achieved with 1 cell.

They then asked a couple questions 1) will the baffling factor change by reducing the tank from two to one cell, and 2) will there be any DS pressure changes with the new tank configuration. Further, they stated that "Until the area served by the proposed line has been developed, reducing the storage tank capacity is a good step towards achieving the needed chlorine residual at the end of the line. The Water System should monitor the residual at the end of the line and make further adjustments, if needed."

- c. At this point, this recommendation will be considered as part of the Water Department's operational tool box, available to the Town after the water extension installation, when further analysis will take place.**
3. For the new pipe section on Route 9 from Route 100 to Ballou Hill Road, reduce the pipe size from 8" diameter to 4" diameter with a flushing hydrant at the end to supply only domestic demands and reduce the water age.
- a. **While the goal to reduce water age is important and a 4" diameter pipe is less costly, Fire Chief Scott Moore feels strongly that it is important to maintain the 8" diameter for fire suppression; meeting building codes, fire safety standards, operational efficiency, and future growth to accommodate additional fire suppression systems. The recommendation is to install the 8" pipe.**
4. Regarding the water supply concerns, initiate a study to identify potential groundwater sources in the Route 9 and 100 service area. The Town has already approved this proposal with Hoffer Consulting, so this study is in progress. **It has been completed.**
- a. **The Hoffer report identified six potential sites in the geographic area of the Route 9 Water & Sewer Extension Project to investigate further. The recommendation is to investigate potential sites and meet with land owners to determine viability of one or more sites. A site must be able to meet the source water protection area of a 200 feet circumference, which is about 3-acres at a minimum.**



Scott A. Tucker, Town Manager