

Wilmington Selectboard Agenda
Tuesday, November 19, 2024 at 6 pm
Town Hall Meeting Room

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of October 15, October 22 and November 5, 2024 (2 minutes)
3. Action Items (10 minutes)
 - *The Selectboard to possibly approve the private road name High Peak Way, off of Haystack Rd.*
 - *The Selectboard to possibly approve the annual road request from Deerfield Valley Stump Jumpers.*
 - *The Selectboard to possibly approve the dissolution of the Town Hall Relocation Committee.*
4. Bi-Town Marketing 1% Request (20 minutes)
 - *The Selectboard to receive a year-end review of the Bi-Town Marketing.*
 - *The Selectboard to possibly approve the Bi-Town Marketing 1% request in the amount of \$115,341.*
5. Moover Funding Request (10 minutes)
 - *The Selectboard to possibly approve the Moover's funding request of \$4000.*
6. MERP Grant (10 minutes)
 - *The Selectboard to possibly accept the MERP Grant in the amount of \$313,155.70*
7. Liquor Commission (5 minutes)
 - *The Selectboard to possibly approve a Third-Class License for Valley Craft Ales LLC.*
8. Other Business/Correspondence
9. Selectboard Members Comments
10. Town Manager's Updates (5 minutes)

Register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/tZwvd-uvrDluE9ZOYPD58gETMIMzgGhf-Vet>

After registering, you will receive a confirmation email containing information about joining the meeting.

Wilmington Selectboard Meeting Minutes
Tuesday, October 15, 2024

Present: Tom Fitzgerald, John Gannon, Vince Rice, Sarah Fisher **Absent:** Tony Tribuno
Others Present: Scott Tucker, Jessica DeFrancesco, Marshall Dix, Christine Richter, Sam Kondracki, Jason Dubac, Jennifer Betit-Engel, Ivy Kirby, Therese Lounsbury, Mel Lopez, Lisa Sullivan

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda

- Jason Dubac received information from the Zoning Administrator on Thursday night containing his permit and site plan (from 4-years ago). The metal sign and 2x6 sign was permitted. He came and apologized to Jessica D and Scott T on Friday and is now here to apologize to the Board. The Board thanked him for his apology.
- Under other business add Wilmington Works 1% request of \$50,000 a year for three years.

2. Approve Minutes of October 1, 2024

- Gannon moved to approve the minutes of October 1, 2024, Rice second; all in favor.

3. Action Items

- Fitzgerald moved to approve the winter sand bid from Mitchell Materials in the amount of \$27.75/cy, Rice second; all in favor.
- Fisher moved to approve the winter salt from Apalachee in the amount of \$91.25/ton, Rice second; all in favor.
- Saladino Property has offered a contract extension for two seasons. The increase is less than 3%, they are very responsive and do a great job. He does do some things as a volunteer; installing flags and Christmas decorations on Town Hall. Gannon moved to approve extending the sidewalk snow removal contract with Saladino Property Maintenance for two seasons, Fisher second; all in favor.
- Fisher moved to adopt a resolution to the Town of Wilmington Cafeteria Plan including a Health Flexible Spending Account, Rice second; all in favor.

4. Fiscal Year 2024 Year-End Review

- Zoning and transfer fees were higher than anticipated. Interest earned on bank accounts ended up higher.
- Assessors and Police expenditures were less than budgeted due to staffing.
- Old Fire House and other department internet lines were a little higher due to moving to a cellular alarm system.

- Health insurance was higher than anticipated the second half the year; the upcoming year will see another increase.
- Tax sale legal costs covered two years of billing; FY23 bill came in late and was paid in FY24.
- GF surplus of \$80,000.
- Highway received more revenue than budgeted.
- Fuel was high but we weren't able to set a diesel price with the vendor.
- HW Surplus of \$50,000
- Water ended with a \$20,000 surplus; Sewer just under \$40,000 in surplus

Fitzgerald moved to enter into Cannabis Control Commission at 6:27 pm, Rice second; all in favor.

5. Cannabis Control Commission

- Fitzgerald moved to approve a renewal for S-000010031, Retailers for Ratu's Cannabis Supply, LLC, Fisher second; all in favor.

Out of Cannabis Control Commission at 6:46 pm

Fitzgerald moved to enter into Liquor Commission at 6:47 pm, Rice second; all in favor.

6. Liquor Commission

- Fitzgerald moved to approve a Second-Class License for Stewarts Shops, Gannon second; all in favor.

Out of Liquor Commission at 6:48 pm

7. Green Mountain Beach

- Cory from WCNRCDC helped the town obtain a grant for the proposed erosion control. The amount not eligible for the grant is \$60,306.90. There is some work that we may be able to do ourselves or apply for some of our own town grants that aren't covered by this grant.

8. Other Business/Correspondence

- Wilmington Works hired their first full-time staff, allowing more activities to be taken on. Summer strolls are back, new banners and benches are up downtown. They received \$30,000 every year since 2015. An increase to \$50,000 will help continue expanding the services and events that are organized. Fitzgerald sits on the Board but was not there when Wilmington Works past this budget and proposal, so he feels he can vote. The other members agreed. Wilmington Works 1% request of \$50,000 per year, for three years, Rice second; 3-0, Gannon recused.

9. Selectboard Members Comments

- Gannon hopes the town will retain expert appraisers for unique businesses in town for BCA.

- Fisher; tonight is her last meeting, resigning effective 10/25/24. Fisher recounted a number of initiatives during her tenure such as a new town manager, building a new Public Safety Facility, new sidewalks, the Route 9 water & sewer extension project, and excellent town staff.

10. Town Manager's Updates

- At Town Fair, municipal highway crews were honored by VLCT for their work during the flooding in July of 2023 and 2024, presenting a Municipal Service Award.
- Jessica will be working remotely for Selectboard meetings through the winter.

11. Executive Session

- Fitzgerald moved to find that premature general public knowledge of the real estate matters would place the town at a substantial disadvantage, Rice second; all in favor.
- Fitzgerald moved to enter executive session to include the town manager, 7:28 at pm, for the purpose of discussing possible real estate matters, Rice second; all in favor.

Executive session adjourned at 8:10 p.m.

- Gannon moved to approve the Authorizing Resolution and Consent and Legal Notice of Terms of Conveyance of parcels to Old Mill Home, LLC in exchange for \$18,860, by quitclaim deed, Fisher second; all in favor.

Meeting adjourned at 8:12 p.m.

Respectfully Submitted,
Jessica DeFrancesco

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Vince Rice, Clerk

Sarah Fisher

Tony Tribuno

Selectboard Special Meeting Minutes
Tuesday, October 22, 2024

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

Others Present: Scott Tucker, Jessica DeFrancesco, Marshall Dix, Christine Richter, Charlie Foster, John Lebron, John Lazelle, Therese Lounsbury, Samantha Kondracki, Jake Moore, Elynn LeBron

Meeting called to order at 5:00 pm

1. Visitors, Public Comments, Changes to Agenda

2. Selectboard Candidate Interviews

- John LeBron is committed to attending meetings and BCA. He is willing to work with the town plan in moving the town office out of the floodplain and the Route 9 water/sewer extension project. LeBron enjoys being involved locally as much as possible. He was on Planning Commission for 10 years and has been President of the Mountain View Homeowner Assoc for 15 years. He thinks that the town is doing well but there needs to be more encouragement for residents and shops to stay open later. His work schedule is flexible and works from home most of the time. LeBron thinks the vacant building ordinance needs to be enforced more often rather than letting them sit for so long. He feels he can overlook what is best for him and do what is best for the town. LeBron supports the Town Manager form of government. Transparency is an issue. He can make the Board better by speaking his mind and keeping the town's interests at the forefront. Education and infrastructure are important for the younger families coming into town.
- Charlie Foster is able to commit to Selectboard and BCA meetings. Foster is in favor of moving the town office and extending the water and sewer outside of downtown. He just finished his 3rd term as President of the Chamber of Commerce. Wilmington needs to support new businesses coming into the valley. He is concerned about the vacant buildings but also about business owners' readying for retirement. There are many people who don't know what the different boards do and getting that information out there could drum up more volunteers. He feels he could absolutely choose the town's good over his own. He is in support of maintaining the Town Manager form of government. He feels there are people who don't know enough about the board and they only know the bad press. The good things like what the 1% (local option fund) does, isn't what is printed and put out there for people to know about. Foster feels he knows a lot of the businesses and the people who don't want or don't know how to bring things to the Board. And he feels he is approachable. It's important how information gets out to the public. To change the perception of the Board you could try word-of-mouth, being positive about what the Board is doing, and maybe talk to some of the papers. He is committed to seeing this town move up.

3. Health Insurance

- Our insurance broker told us we would have a 10% increase. Cigna wouldn't give a quote. Our plan compared to those on the exchange had a higher increase between 14-20%. Our current plan allows for a possible refund based on claims experience. We are doing better this year than last year, so we might see a small refund. Our deductibles increased \$250/\$200. The proposal is to have employees share be \$500/\$1000 on the back half. This year's increase is about \$14,000 less than last year. Tribuno moved to approve health insurance plans for 2025, Rice second; all in favor.

Meeting adjourned at 5:42 pm

Respectfully Submitted,
Jessica DeFrancesco

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Vince Rice, Clerk

Sarah Fisher

Tony Tribuno

Selectboard Special Meeting Minutes
Tuesday, November 5, 2024

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

Others Present: Scott Tucker, Charlie Foster, John Lebron, John Lazelle

Meeting called to order at 9:15 pm

1. Visitors, Public Comments, Changes to Agenda
2. Selectboard to possibly vote to appoint a candidate to the Selectboard (to fill a vacancy).
 - Both candidates (Lebron, Foster) were commended for their willingness to serve on the Selectboard; members mentioned that they were both well qualified for the appointment.
 - Gannon pressed candidates Lebron and Foster on making board meetings and BCA work. Tribuno was interested in continuing to move the town forward, and asked if there were any agendas from the candidates.
 - Charlie Foster is committed to making Selectboard and BCA meetings, while moving from a full member of the DRB to an alternate. He discussed with his wife the commitment he would be making to the town while balancing the needs of his business. He is concerned about the vacant buildings. He is committed to the town and feels tourism is important.
 - John LeBron is committed to attending meetings and BCA. He feels his track record speaks for itself, serving on the Planning Commission for 10 years, and he works from home. He supports the town, and he will consider the issues that come before the board.
 - Fitzgerald moved to appoint Charlie (Foster) to the Selectboard vacancy, Rice seconded; all in favor.

Meeting adjourned at 9:28 a.m.

Respectfully Submitted,

Scott A. Tucker, Town Manager

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Vince Rice, Clerk

Tony Tribuno

Memo

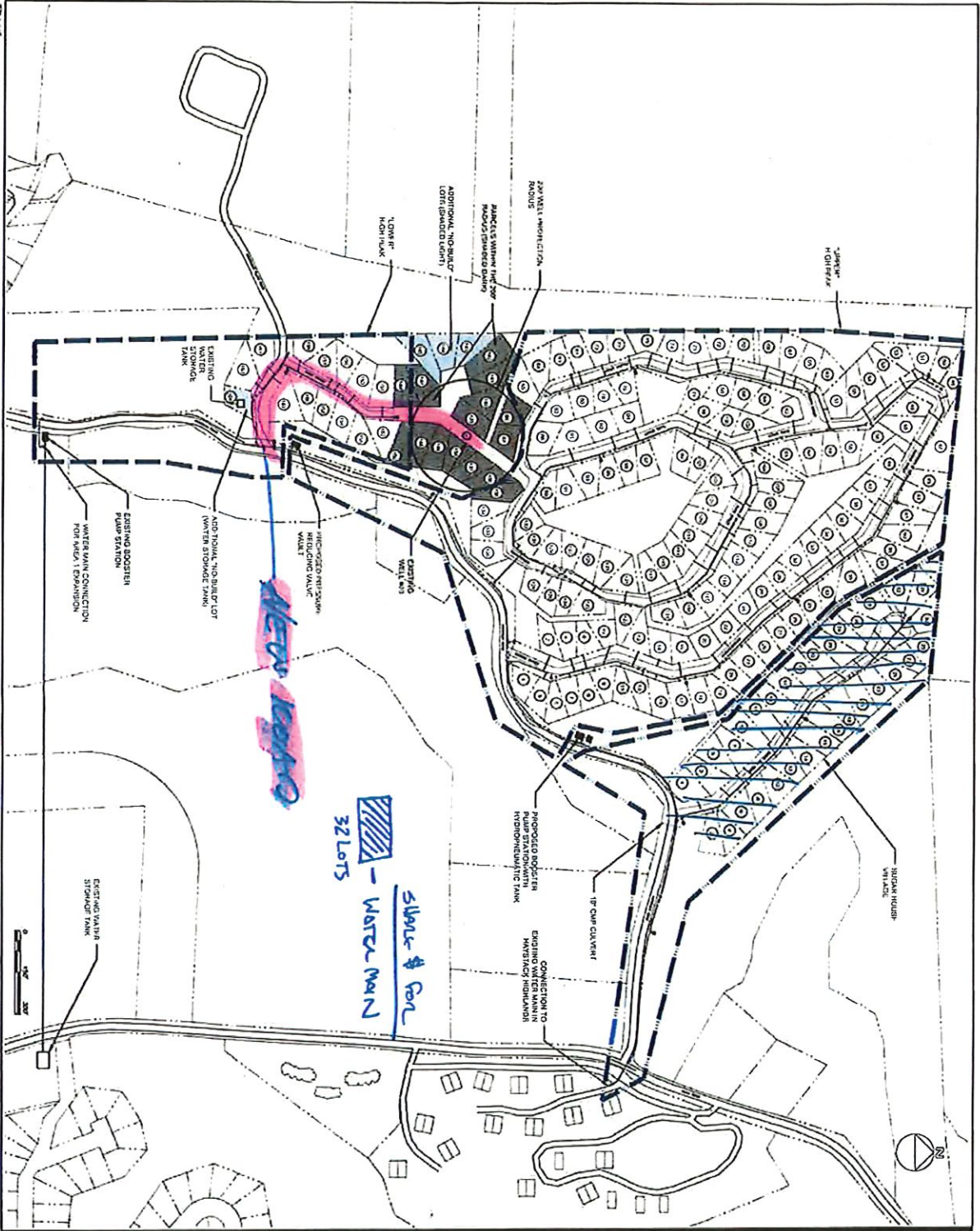
To: Town Manager & Selectboard
From: Sarah Kociela – Assessor's Office & Fire Chief Scott Moore
Date: 10/21/2024
Re: New Road Name – High Peak Way – Private Rd

We are requesting that you approve High Peak Way which will be a private road beginning off of the class 4 portion of Haystack Rd. which is not maintained by the Town of Wilmington. This road will be private and will also not be maintained by the Town of Wilmington. I have attached a map that shows the existing High Peak development area and the new road is highlighted in pink. I also have a second map provided that shows another version of the road from google maps that highlights the road in orange. There will be a turnaround at the end where Cold Brook Fire District has a green water well building. There are no future plans for the road to go any further at this time. I have spoken to the Fire Chief, Scott Moore, concerning the new road and he approves of the name.

Thank you for your consideration,

Sarah Kociela
E-911 Coordinator

Stantec Consulting Services
 1500 ...
 ...
Contract



Legend

- 18" SCHEDULE 80S 6' WATER MAIN
- 12" SCHEDULE 40S 6' WATER MAIN
- 12" SCHEDULE 40S 6' WATER MAIN
- 12" SCHEDULE 40S 6' WATER MAIN
- 12" SCHEDULE 40S 6' WATER MAIN

Notes

1. ...
2. ...
3. ...
4. ...
5. ...

Revisions

No.	Description	Date
1		
2		
3		

Drawings

Scale	Sheet	Total
1" = 150'	1	2

Client/Project:
 COLD BROOK FIRE DISTRICT NO. 1
 HIGH PEAK WATER AND SEWER
 High Peak Area
 Watermain Extension
Project No.: 1561774
Scale: 1" = 150'
Sheet: 0
Total: 2 of 2



Deerfield Valley Stump Jumpers Snowmobile Club

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

November 19, 2024

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 2024-2025. We are requesting the same permissions be granted as in the past year's request.

Fannie Hill Rd with a crossing at Gatehouse Trail to the town line.

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

Wilmington Selectboard Meeting Minutes December 5, 2023

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

Others Present: Scott Tucker, Jessica DeFrancesco, Matt Murano, Andrew Kirkman, Mike Garber, Therese Lounsbury, Bonnie Lorimer, Nicki Steel, Anthony Knox, Charlie Foster, Joe Testa, Cliff Leinonen, Pat Drury, Matt Santiago, Rachel Rosenbloom, Hugo Gomes, Meg Streeter

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
 - #7-add an addition of Fannie Hill
 - #8 add 2 liquor requests
 - Streeter complimented the police department; she thinks they are doing a wonderful job.
2. Approve Minutes of November 21, 2023

Tribuno moved to approve the minutes, Rice second; all in favor.
3. Social Services
 - VNH; still providing support in long-term and maternal health program, and are not able to accept patients in home health or hospice due to staffing shortages.
 - SafePlace
4. Action Items
 - Fisher moved to approve the Vermont 250th Anniversary resolution, Rice second; all in favor.
5. Police Department
 - Chief Murano discussed the need for a School Resource Officer at the Twin Valley Schools. There has been discussion over the years about starting an SRO position. There have been increasing incidents at the TVMHS to which WPD has responded. This causes some strain on staffing and the school issues are becoming more complex. A letter was sent to the school principals and the Chief is waiting for an official word to go forward. This is very early in the planning and there are a lot of unknowns at this point. The proposed SRO would spend time at both schools. Gannon is concerned about the process since this was voted down about 10-years ago at town meetings. The SRO would mentor students, while promoting safety and security. The SRO would carry the full gear as any police officer.
6. Town Meeting
 - The Town Clerk shared her recommendations for Town Meeting (attached).
 - The idea of mailing town reports to every voter will increase the cost of printing and postage significantly; in 2013, voters approved distribution when requested, with an electronic version available on-line.
7. Stump Jumpers
 - Fisher moved to approve the annual road request from Deerfield Valley Stump Jumpers, Tribuno second; all in favor.
 - Tribuno moved to approve adding Fannie Hill Rd with a crossing at Gatehouse Trail to the town line subject to the approval of HMC, Rice second; all in favor.

Fitzgerald moved to enter into Liquor Commission at 6:55 pm, Rice second; all in favor.

8. Liquor Licenses

Tribuno moved to approve;

- A Request to Cater and Open Container Exemption permit for an event at Ratu's Market on 12/16 from 12-3 pm, catered by Wilmington Inn;
- A Second-Class renewal for Farmhouse Market, Rice second; all in favor.

9. Other Business/Correspondence

- Budget Meeting; December 18th at 1:30 pm

10. Select Board Members Comments

- Fitzgerald commented on attending the Cannabis Control Board training.

11. Town Manager's Updates

- Hall Road Dam with culvert/structure and dry hydrant replacement is complete.
- Heading into interrogatories in Teitelbaum case in federal court.

Meeting adjourned at 7:09 pm.

Respectfully Submitted,

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Vince Rice, Clerk

Sarah Fisher

Tony Tribuno

Requests For Funding Through the 1% Local Option Tax Fund

Name of Person/Organization/Business/Committee *Bi-Town Marketing Comm.*

Date of Request *Nov. 19, 2024*

Contact person, phone numbers, mailing and email address

*Gretchen Haveluk ghaveluk@wilmingtonvt.us
(802) 464-8591 ext. 117
P.O. Box 217 Wilmington, VT 05363*

Amount of Request and Date Funding Needed

\$115,341 January 2025

Describe in detail the purpose and specific use of the funding

*Summer 2025 Marketing Campaign - See attached for details
Fall.*

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.

This funding helps our local economy by advertising to Yang adults, families, and adventurers - to visit the Deerfield Valley. Our data indicates an increase in our tourism.

Gretchen M. Haveluk

Signature of Applicant

Nov. 13, 2024
Date

MOO^{VER}!

October 22, 2024

Wilmington Select Board
c/o Jessica DeFransesco

Dear Select Board:

This is a letter of request for a \$4000 appropriation from the Town of Wilmington for next year to support public transit services provided by Southeast Vermont Transit/The MOOVer.

We provide public transportation for 34 Vermont towns. We have fixed route, demand response, and volunteer driver services. Last year The MOOVer provided 1,392 trips to 44 Wilmington residents at a cost of \$38,422. These were for Medicaid medical trips and riders who were aged 60 and over or who were disabled. This excludes rides on all five fixed routes that operate in Wilmington.

State and federal funding has not kept up with the rising cost of operations. Like many non-profits, funding is frozen or in some cases declining while operation costs continue to climb. More than ever, we need local funds to sustain the existing level of transportation to a rising number of needy riders.

I look forward to addressing the Select Board at whatever day and time you determine.

Thank you for considering our request.

Sincerely,



Randall Schoonmaker
CEO