

Wilmington Selectboard Agenda
Tuesday, February 18, 2025

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of February 4, 2025 (2 minutes)
3. Action Items (2 minutes)
 - *The Selectboard to possibly approve the Town Road and Bridge Standards*
 - *The Selectboard to possibly approve Certificate of Compliance for Town Road and Bridge Standards.*
4. 1% Local Option Tax Request (5 minutes)
 - *The Selectboard to possibly approve a 1% request from the Chamber for the 2025 Fireworks in the amount of \$15,000.*
5. Town Policies (20 minutes)
 - *The Selectboard to possibly approve the updated Delinquent Tax Policy*
 - *The Selectboard to possibly approve the Delinquent Utilities Policy and rescind the 2007 Delinquent Sewer Policy.*
6. Route 9 Construction Updates (20 minutes)
 - *Gretchen Havreluk to give an update on the East Main St/Route 9 construction projects.*
7. Liquor Commission (5 minutes)

The Liquor Commission to possibly approve;

 - *A First- and Third-Class and Outside Consumption Renewal for Wilmington Village Pub;*
 - *A First- and Third-Class and Outside Consumption renewal for L&W Hospitality dba Nutmeg Inn;*
 - *A Second-Class Renewal for Bearclaw Holdings LLC dba River Valley Market;*
 - *An Open Container Ordinance Exemption and Request to Cater for the Beer & Chili Stroll on March 28, 2025 from 4-7 pm at Memorial Hall, Pickwells Barn, The Village Roost, Bartleby's Books, VT House, Jim McGrath's Art Gallery and Ratu's, catered by WI Foster LLC;*
 - *A First- and Third-Class and Outside Consumption Renewal for WI Foster LLC*
8. Other Business/Correspondence
 - *Assign town meeting articles*
9. Selectboard Members Comments
10. Town Manager's Updates (5 minutes)

Wilmington Selectboard Tuesday, February 4, 2025

Pre-Town Meeting Informational

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

Others Present: Scott Tucker, Jessica DeFrancesco, Christine Richter, Marshall Dix, Jessica Roberts, Matt Murano, Joe Carcich, John LeBron, Bonnie Lorimer, Diane and Lenny Chapman, Ivy Kirby, Sam Kondracki, Scott Moore, Meg Streeter, Barker Willard

Meeting called to order at 5:30 pm

Article 1: Shall the town vote to appoint a moderator for the 2025 Annual Town Meeting?

- **Bob Fisher no longer lives in Wilmington, but is interested in continuing in this position. A VT resident is allowed to be moderator though not necessarily a town resident.**

Article 2: To elect all Town and Town School District Officers required by law AND Shall the Town vote to rescind the operation of licensed cannabis retailers and integrated licensees, except for those licensed cannabis retailers and integrated licensees, operating at the time of any rescission, pursuant to 7 V.S.A. § 863(a)(2) (Australian Ballot –Polls open 7:00 A.M. until 7:00 P.M.)

- **Rescinding this will not affect those retailers currently in business. It does not allow any new retailers. This could be petitioned again in the future to allow new retailers.**

Article 3: To see if the Town will vote to accept the Town Report.

Article 4: Shall the Town vote to raise and appropriate the sum of \$3,625,986 to care for the expenses and liabilities of the General Fund for fiscal year 2026 (7/1/25 to 6/30/2026)?

Article 5: Shall the Town vote to raise and appropriate the sum of \$1,847,744 to care for the expenses and liabilities of the Town Road Budget for fiscal year 2026 (7/1/25 to 6/30/2026)?

Article 6: Shall the Town vote to raise and appropriate \$4,000 to Southeast Vermont Transit/The MOOver whose purpose is to provide year-round public transit services in Windham and southern Windsor counties?

- **First year requesting appropriation. They have lost some state and federal funding and are asking numerous towns to contribute.**

Article 7: Shall the Town vote to allocate the State per parcel payment estimated to be \$26,962 to the Reappraisal Reserve Fund?

- **This helps fund reappraisals which will be happening more frequently.**

Article 8: Shall the Town vote to raise and appropriate \$255,000 to fund the Highway Town Road Equipment Capital Fund?

Article 9: Shall the Town vote to raise and appropriate \$160,000 to fund the Bridge Capital Fund?

Article 10: Shall the Town vote to raise and appropriate \$20,000 to fund Highway Building Capital Fund?

Article 11: Shall the Town vote to raise and appropriate \$265,000 to fund the Fire Department Equipment Capital Fund?

Article 12: Shall the Town vote to raise and appropriate \$60,000 to fund the Police Equipment Capital Fund?

Article 13: Shall the Town vote to raise and appropriate \$20,000 to fund the Old Fire House Capital Fund?

- **Streeter asked if there has been more conversation about keeping this building, for how long, is it making money? It has been a tremendous asset for programs through Voices of Hope, Senior Solutions, and others. It is providing for town storage uses, rather than renting storage units.**

Article 14: Shall the Town vote to raise and appropriate \$20,000 to fund the Memorial Hall Capital Fund?

Article 15: Shall the Town vote to raise and appropriate \$12,000 to fund the Library Capital Reserve Fund?

Article 16: Shall the Town vote to raise and appropriate \$20,000 to fund the Town Hall Capital Fund?

Article 17: Shall the Town vote to raise and appropriate \$5,000 to fund the Transfer Station Capital Fund?

Article 18: Shall the Town vote to raise and appropriate \$80,000 to fund the Public Lands Fences Capital Fund and for the purpose of construction and maintenance on Lake Raponda Dam?

Article 19: Shall the voters authorize payment of real property taxes in two installments, with the due dates being August 29, 2025 and February 27, 2026 by delivery to Town Hall by 4:30 p.m. on the due date or postmarked on or before the due date?

Article 20: Shall the Town allow for the election of a nonresident of the Town, to the position of Town Moderator, so long as that person is a resident of the State of Vermont, pursuant to 17 VSA 2646a?

- **If it passes, it will allow voters to elect a VT resident as moderator, not necessarily a town resident.**

Article 21: To transact any non-binding business.

Meeting adjourned at 6:00 pm

Respectfully submitted,
Jessica DeFrancesco

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Vince Rice, Clerk

Tony Tribuno

Charlie Foster

Wilmington Selectboard Meeting Minutes
Tuesday, February 4, 2025

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

Others Present: Scott Tucker, Jessica DeFrancesco, Jessica Roberts, Christine Richter, Marshall Dix, Barker Willard, Bonnie Lorimer, Daniel Zern, Ivy Kirby

Meeting called to order at 6:01 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of January 21, 2025
 - Tribuno moved to approve the minutes of January 21, 2025, Rice second; 4-0, Fitzgerald abstained
3. Police Dept Vehicle
 - This purchase will replace the 2016 Explorer. The Explorer will be sold rather than traded-in. Police will not be getting the new radios that Fire and Wastewater are buying. After researching the different makes, Chevy came out on top as the most reliable body/frame. This quote is \$200 under state bid price. This quote also includes the upfitting. Willard asked if it came with solid plastic rear seats; it will have a vinyl seat and cage. Tribuno moved to approve the purchase of a 2025 Chevrolet Tahoe from McGovern MHQ, Inc. in the amount of \$69,813.38, Rice second; all in favor.
4. Veterans Memorial Park
 - It has been about a year of raising money for the VMP. There is \$112,000 raised and \$122,000 promised. This grant is a 50/50 and the project is estimated to be about \$300,000. The Selectboard gave their general consent to apply for the Land and Water Conservation Fund Grant for the Veterans Memorial Park.
5. FY 25 Budget Overview
 - For this December report, 50% or less means we are on budget. Some things are spent at the beginning of the year, some are spent at the end of the year.
 - Sewer revenues are at 30%, but we are doing three billing cycles and have only collected for one, so they are on target.
 - Highway; capital funds get moved after first installment of taxes are paid, and the rest after the second installment.
 - General fund is at 59%.

Fitzgerald moved to enter into Cannabis Commission at 6:23 pm, Rice second; all in favor.

6. Cannabis Commission
 - The market is everchanging, may be some saturation, and trying to weather the storm. Zern visits dispensaries to get his business name out there and to create

business. Fitzgerald moved to approve the renewal for S-000010986, Nighttime Land Productions, LLC, Tribuno second; all in favor.

Out of Cannabis Commission at 6:29 pm

7. Other Business/Correspondence
 - March 4th meeting reschedule to March 5th at 8:30 am for re-organization.
8. Selectboard Members Comments
 - The surplus at the state is running into issues and they don't want to distribute it back to the towns.
9. Town Manager's Updates
 - PVR appeals; waiting for hearing officer to set date/time/location
 - Received \$313,000 for the MERP grant. In the midst of a historic review.
 - PC is working on Article IX re-write with the assistance of Matt Bachler from WRC.
 - Three BCA appeals are going to Superior Court. We received one notice today, waiting for two others.
10. Executive Session
 - Fitzgerald moved to find that premature general public knowledge of the real estate purchase would place the town at a substantial disadvantage, Rice second; all in favor.
 - Fitzgerald moved to enter into executive session at 6:41 pm, to include the town manager, for a possible real estate purchase, Rice second; all in favor.
 - Executive session ended at 6:54 pm. Motion by Fitzgerald to authorize the Town Manager to spend up to \$15,000 from the 1% Fund for the purposes of an appraisal and hydrological study along Route 100, Rice second; all in favor.

Meeting adjourned at 6:55 pm.

Respectfully submitted,

Jessica DeFrancesco

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

John Gannon, Vice Chair

Vince Rice, Clerk

Tony Tribuno

Charlie Foster

TOWN ROAD AND BRIDGE STANDARDS

(June 5, 2019)

MUNICIPALITY OF WILMINGTON, VERMONT

The Legislative Body of the Municipality of Wilmington hereby adopts the following Town Road and Bridge Standards which shall apply to the construction, repair, and maintenance of town roads and bridges.

The standards below are considered minimums. Municipalities that have construction standards / specifications in place that meet or exceed the minimum standards: indicate adoption date and include as Appendix C. **Date of Adoption:** 8/20/2019

Municipalities must comply with all applicable state and federal approvals, permits and duly adopted standards when undertaking road and bridge activities and projects.

Any new road regulated by and/or to be conveyed to the municipality shall be constructed according to the minimum of these standards.

Circle YES or NO below to indicate town adoption of that section of the Standards

Road and Bridge Standards Sections	Hydrologically-connected road segments*	Non-hydrologically-connected road segments**
Section 1 – Municipal Road Standards	<u>YES</u> (Required by Act 64)	<u>YES</u> NO
Section 2 – Class 4 Road Standards	<u>YES</u> (Required by Act 64)	<u>YES</u> NO
Town wide		
Section 3 - Perennial stream- bridge and culvert standards	<u>YES</u> (Required by DEC Stream Alteration Standard)	
Section 4 – Intermittent stream crossings	YES	<u>NO</u>
Section 5 - Roadway construction standards	YES	<u>NO</u>
Section 6 - Guardrail standard	YES	<u>NO</u>
Section 7 - Driveway access standard	YES	<u>NO</u>

Road segments – ANR Resources Atlas includes a map layer of all of Vermont’s municipal roads divided into 100-meter (328 foot) segments, each with a unique identification number.

***Hydrologically-connected road segments** - are those municipal road segments and catch basin outlets, Class 1-4, as shown on the ANR Natural Resources Hydrologically-connected municipal road segment layer (<http://anrmaps.vermont.gov/websites/anra5/>) or the Road Erosion Inventory Scoring (MRGP Implementation Table portal) layer (<https://anrweb.vt.gov/DEC/IWIS/MRGPReportViewer.aspx?ViewParms=True&Report=Portal>).

****Adoption of standards on non-hydrologically-connected road segments** does not indicate that these road segments are then subject to the Municipal Roads General Permit (MRGP).

Municipalities may also find additional resources in the latest version of the *Vermont Better Roads Manual*.
<https://vtrans.vermont.gov/sites/aot/files/highway/documents/ltf/Better%20Roads%20Manual%20Final%202019.pdf>

Road and Bridge Standards Sections

Section 1 – Municipal Road Standards - See Appendix A

These standards are required by Act 64 and the DEC Municipal Roads General Permit (MRGP) for hydrologically-connected roads only.

Municipalities may adopt Section 1 Road standards by road type for non-hydrologically-connected roads/segments/catch basins.

Section 2 – Class 4 Road Standards - See Appendix A

Section 3 - Perennial stream - bridge and culvert standards

Bridge and culvert work on perennial stream crossings must conform with the statewide DEC Stream Alteration Standard.

“Perennial stream” means a watercourse or portion, segment, or reach of a watercourse, generally exceeding 0.25 square miles in watershed size, in which surface flows are not frequently or consistently interrupted during normal seasonal low flow periods. Perennial streams that begin flowing subsurface during low flow periods, due to natural geologic conditions, remain defined as perennial. All other streams, or stream segments of significant length, shall be termed intermittent. A perennial stream shall not include the standing waters in wetlands, lakes, and ponds.

Streambank stabilization and other in-stream work must conform with the statewide DEC Stream Alteration Standard.

For River Management Engineer Districts: https://dec.vermont.gov/sites/dec/files/wsm/rivers/docs/RME_districts.pdf

Section 4 – Intermittent stream crossings – See Appendix B for sizing table and graphic. These standards are above and beyond the culvert standards in Section 1.

“Intermittent streams” are defined as streams with beds of bare earthen material that run during seasonal high flows but are disconnected from the annual mean groundwater level.

Section 5 - Roadway construction standards – Sub-base and gravel standards

All new or substantially reconstructed gravel roads shall have ___ inches* thick gravel sub-base, with an additional ___ inches* top course of crushed gravel.

All new or substantially reconstructed paved roads shall have ___ inches* thick gravel sub-base.

*Municipalities shall indicate their own construction criteria.

Section 6 - Guardrail standard

When a roadway, culvert, bridge, or retaining wall construction or reconstruction project results in hazards such as foreslopes, drop offs, or fixed obstacles within the designated clear-zone, the AASHTO Roadside Design Guide will govern the analysis of the hazard and the subsequent treatment of that hazard. For roadway situations, an approved barrier system may be steel beam guardrail with 6-foot posts and approved guardrail end treatment. If there is less than 3 feet from the rail to the hazard, then steel beam guardrail with 8-foot posts shall be used. The G-1D is an example of an approved guardrail end treatment. For bridge rails systems, VTrans bridge rail standards shall be referenced

Section 7 - Driveway access standard

The municipality has a process in place, formal or informal, to review all new drive accesses and development roads where they intersect town roads, as authorized under 19 V.S.A. Section 1111. Municipality may reference Vtrans Standard *A-76 Standards for Town & Development Roads* and *B-71 Standards for Residential and Commercial Drives*; the Vtrans *Access Management Program Guidelines*; and the latest version of the *Vermont Better Roads Manual* for other design standards and specifications.

Passed and adopted by the Legislative Body of the Municipality of Wilmington, State of Vermont on February 18, 2025

Selectboard / City Council / Village Board of Trustees:

**Certification of Compliance
for
Town Road and Bridge Standards
and
Network Inventory**

We, the Legislative Body of the Municipality of Wilmington certify that we have reviewed, understand and comply with the Town Road and Bridge Standards / Public Works Specifications and Standards passed and adopted by the Selectboard / City Council / Village Board of Trustees on August 20, 2019.

We further certify that our adopted standards do do not meet or exceed the minimum requirements included in the June 5, 2019 State-approved template.

We further certify that we do do not have an up-to-date highway network inventory which identifies location, size, deficiencies/condition of roads, bridges, causeways, culverts and highway-related retaining walls on class 1, 2, and 3 town highways, and estimated cost of repair.

_____ Date: _____

(Duly Authorized Administrator)

For a summary of your community's road and bridge information please visit: tinyurl.com/rdsinfo

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: February 4th, 2025

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

\$15,000

July 2nd, 2025

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 2nd, 2025 at Hayford Field, with a rain date of July 6th.

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.



2/04/2025

Date

Signature of Applicant



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 18 years, and the Chamber is proud to have overseen the organization and production of this event over that span. Over 2,000 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 2025. This year we will be partnering with local restaurants to offer a variety of food options for patrons to enjoy alongside the live 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

SVDV Chamber of Commerce

Independence Day Celebration & Fireworks Display

July 2nd, 2025, Rain Date July 6th

	Name	Memo/Description	Amount
REVENUE			
	Town of Dover		6750
	Town of Wilmington		15000
	Sponsorships		3000
Total Revenue			24750
EVENT EXPENSE			
Advertising & Promotion			
	Meta Ads - Instagram & Facebook	Fireworks	750.00
	Deerfield Valley News	Fireworks	350.00
Total for 4th of July			\$ 1,100.00
Total for Event Marketing & Promotion			
Event Printing & Graphics	Posters		25.00
	Yard Signs		125.00
Total for 4th of July			\$ 150.00
Total for Event Printing & Graphics			
Entertainment			
4th of July			
	Northstar Firework Displays	Fireworks Display	14,000.00
	Sound System	'24 FW Sound System	500.00
Total for 4th of July			\$ 14,500.00
Total for FUND			
Total for Entertainment			
Incidental Labor			
	Wilmington Police Department	'24 - Traffic Control Police Staff	1,200.00
Total for Incidental Labor			\$ 1,200.00
Rentals			
	DBC Rentals Plus	'24 FW Bouncy Houses	1,800.00
	802 Restrooms	Porto Potties for Fireworks	1,200.00
Total for Rentals			\$ 3,000.00
Payroll		5 Employees	1,500.00

Volunteers		15 Volunteers	1,800.00
Trash Pick Up & Removal			250.00
Total for EVENT EXPENSE			\$ 23,500.00

DELINQUENT TAX POLICY

Town of Wilmington

The Town understands that it can sometimes be difficult for people to pay their taxes, however it is the responsibility of all taxpayers to pay their required share or others are required to pay higher taxes to make up the difference. This policy is designed to give clear instructions as to how to avoid being delinquent, provides a system by which people can become whole if they become delinquent, and outlines the steps and methods the Wilmington Collector of Delinquent Taxes will take if a taxpayer does not meet their obligations to the town and its citizens.

U.S. postmarks are accepted as on-time payments, upon date the bill is due.

Paying taxes by installment is acceptable to either avoid delinquency or to pay off a delinquency under a written repayment plan.

Once taxes are delinquent, a warrant is filed with the collector of delinquent taxes.

On each month that taxes are delinquent, the tax collector will send a notice to the delinquent taxpayer. Interest is added on the first day of each month, before the notice is mailed. The Town approved interest rate is one percent (1%) per month for the first three months, and thereafter it is one and one-half percent (1.5%) per month, starting from the due date of each installment. An 8% penalty is added after the February payment is missed. When a taxpayer is delinquent, any payment made will be applied first to outstanding interest and penalties; any remaining payment will then be applied to the principal.

If the taxpayer is more than one (1) year delinquent, the taxpayer will be notified of the date by which full payment must be received or payment arrangements made. It is the responsibility of the delinquent taxpayer to respond to the notice, or the town will initiate steps to collect, either by taking the property to tax sale or utilizing other statutory methods to collect payment. Payment arrangements may be agreed-to provided it will pay the bill in-full within one (1) year. Current taxes will also need to be paid in-full as they become due. A signed repayment plan must be approved by and filed with the Finance Officer to establish payment arrangements.

If no arrangement is made by the specified date or taxpayer defaults on their repayment plan, then the Town will either start tax sale proceedings and/or utilize other statutory methods to collect payment.

If the town utilizes a tax sale, the tax collector will begin the following actions to sell as much of the property as is necessary to pay the delinquent tax, and fees:

The collector will proceed with the tax sale according to the procedures specified in 32 V.S.A. § 5252.

Costs of preparing and conducting the sale, including legal fees up to a maximum of 15% of the amount of the delinquent tax, will be charged to the delinquent taxpayer.

Unless a property owner makes a written request for partial payments to be applied to the principal due, partial payments will be applied first to the interest portion of the amount due, and the remainder will be divided proportionally between the principal amount of the tax and the fee. Penalties and interest will continue to accrue monthly until an account is current and paid in full. If a payment is made within 20 days of a scheduled tax sale, certified funds will be required.

The minimum bid at tax sale will be the amount necessary to satisfy the amounts owed to the Town, including taxes, interest, penalties, legal fees, and legal expenses. Pursuant to Vermont law, the taxpayer has one year to redeem a property sold at tax sale by paying to the Town the amount paid by the successful bidder at the auction, plus monthly interest of 1% on the high bid.

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If a property is being sold for delinquent taxes, the property owner may request in writing, not less than 24 hours prior to the tax sale, that a portion of the property be sold. Such request must clearly identify the portion of the property to be sold, and must be accompanied by a certification from the Vermont District Environmental Commission that the portion identified may be subdivided and meets minimum lot size requirements. In the event the portion identified by the property owner cannot be sold for the taxes and costs, then the entire property may be sold to pay such taxes and costs.

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Tax abatement is a process by which a taxpayer may ask to have their taxes lessened, moderated or diminished. Abatement requests should be sent to the Town Clerk and are heard by the Board of Abatement, which is made up of the Board of Civil Authority plus the Assessor and Town Treasurer. For information on abatement of taxes see Vermont Statute 24 V.S.A., section 1535.

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The foregoing Policy is hereby adopted by the Selectboard of the Town of Wilmington, Vermont, this ___ day of _____ and is effective as of this date until amended or repealed.

Selectboard Members

DELINQUENT UTILITY POLICY

Town of Wilmington

The Town understands that it can sometimes be difficult for people to pay their utility bill, however it is the responsibility of all ratepayers to pay their required share or others are required to pay higher rates to make up the difference. This policy is designed to give clear instructions as to how to avoid being delinquent, provides a system by which people can become whole if they become delinquent, and outlines the steps the Town of Wilmington will take if a ratepayer does not meet their obligations to the town and its citizens.

U.S. postmarks are accepted as on-time payments, upon date the bill is due.

On each month utilities are delinquent, the Town will send a notice to the delinquent ratepayer. Interest is added on the fifteenth day of each month, before the notice is mailed.

For those properties on both Town water and sewer, the town will follow 24 V.S.A., Chapter 129 for collection of outstanding bills once they are forty (40) days delinquent.

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For properties that are only on Town sewer or those that have not paid even after shutoff and are more than one (1) year delinquent, the Town will notify the ratepayer of the date by which full payment must be received or payment arrangements made. It is the responsibility of the delinquent ratepayer to respond to the notice, or the Town will initiate the steps to collect either by taking the property to tax sale or utilizing other statutory methods to collect payment. Payment arrangements may be agreed-to provided it will pay the bill in-full within one (1) year. Current bills will also need to be paid in-full as they become due. A signed repayment plan must be approved by and filed with the Finance Officer to establish payment arrangements.

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If no arrangement is made by the specified date or ratepayer defaults on their repayment plan, then the Town will either start tax sale proceedings and/or utilize other statutory methods to collect payments.

If the Town utilizes a tax sale, the Town will begin the following actions to sell as much of the property as is necessary to pay the delinquent utilities, and fees:

The collector will proceed with the tax sale according to the procedures specified in 32 V.S.A. § 5252, as authorized by 24 V.S.A. § 3408.

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Costs of preparing and conducting the sale, including legal fees up to a maximum of 15% of the amount of the delinquent utility, will be charged to the delinquent ratepayer.

Unless a property owner makes a written request for partial payments to be applied to the principal due, partial payments will be applied first to the interest portion of the amount due, and the remainder will be divided proportionally between the principal amount of the utility charge and the fee. Penalties and interest will continue to accrue monthly until an account is current and paid in full. If a payment is made within 20 days of a scheduled tax sale, certified funds will be required.

The minimum bid at tax sale will be the amount necessary to satisfy the amounts owed to the Town, including utility charge, interest, penalties, legal fees, and legal expenses. Pursuant to Vermont law, the taxpayer has one year to redeem a property sold at tax sale by paying to the Town the amount paid by the successful bidder at the auction, plus monthly interest of 1% on the high bid.

If a property is being sold for delinquent utility charges, the property owner may request in writing, not less than 24 hours prior to the tax sale, that a portion of the property be sold. Such request must clearly identify the portion of the property to be sold, and must be accompanied by a certification from the Vermont District Environmental Commission that the portion identified may be subdivided and meets minimum lot size requirements. In the event the portion identified by the property owner cannot be sold for the utility charges and costs, then the entire property may be sold to pay such utility charges and costs.

Tax abatement is a process by which a ratepayer may ask to have their bill lessened, moderated or diminished. Abatement requests should be sent to the Town Clerk and are heard by to the Board of Abatement, which is made up of the Board of Civil Authority plus the Assessor and Town Treasurer. For information on abatement of taxes see Vermont Statute 24 V.S.A. §1535.

The foregoing Policy is hereby adopted by the selectboard of the Town of Wilmington, Vermont, this ___ day of _____ and is effective as of this date until amended or repealed.

Selectboard Members

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APPLICATION FOR WILMINGTON OPEN CONTAINER ORDINANCE EXEMPTION PERMIT

Organization: _SVDV Chamber of Commerce_ Agent Name: _Bethaney LaClair_ Phone: 802-464-8092_

Mailing Address: _21 West Main Street, Wilmington, VT 05363_ Email: _execdir@visitvermont.com_

Date(s) and Hours of Activity: March 28th, 2025, 4 pm to 7 pm_

Location/Building: Memorial Hall_ Number of Participants: _400-450_

Name and contact information of the Vermont Licensed and Permitted Liquor Caterer (see #2 below) who will be serving the alcohol: _The Wilmington Inn, Charlie Foster_

Description of Activity: Beer & Chili samples, live music and information booths stationed throughout the Hall as part of the Vermont Craft Beer & Chili Stroll. 4 oz samples of beer and cider will be provided to ticket holders. Others are invited to enjoy the live music and visit the information booths._

02/04/2025 Date of Application

Bethaney LaClair

Signature of Applicant

Please do not write below this line.

WILMINGTON BOARD OF LIQUOR CONTROL/SELECTBOARD ACTION ON EXEMPTION PERMIT

Date of Action: _____

Restrictions, if any:

1. The legal capacity as determined by the State Fire Marshall, shall not be exceeded.
2. **The alcohol caterer must have a Catering Designation from the VT Department of Liquor Control (DLC) and must also obtain either an Alcohol Catering Permit for the event OR a Special Event Permit, whichever is required by the state.** (An application for the alcohol-catering permit from the DLC must be submitted to the Town Clerk’s Office – please allow sufficient time for the process.) **The Town of Wilmington must receive a copy of the approved DLC Catering Permit or Special Event Permit no later than two weeks prior to the event!** More information on liquor licensing and state application forms: <http://liquorcontrol.vermont.gov/>
3. The holder of the liquor license shall conform to all provisions in the catering permit as well as to all state alcohol laws.
4. Alcohol shall only be served in a closed area. If in a building, you shall post a reminder on exterior doors that no alcohol may be taken outside the building. If an outside area, it must be roped off and signs posted.
5. _____
6. _____

Approved:

Disapproved:

APPLICATION FOR WILMINGTON OPEN CONTAINER ORDINANCE EXEMPTION PERMIT

Organization: SVDV Chamber of Commerce Agent Name: Bethaney LaClair Phone: 802-464-8092

Mailing Address: 21 West Main Street, Wilmington, VT 05363 Email: execdir@visitvermont.com

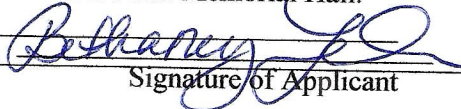
Date(s) and Hours of Activity: March 28th, 2025, 4 pm to 7 pm

Location/Building: See Attached List Number of Participants: 400-450

Name and contact information of the Vermont Licensed and Permitted Liquor Caterer (see #2 below) who will be serving the alcohol: The Wilmington Inn, Charlie Foster

Description of Activity: Beer & Chili tastings stationed inside local businesses throughout West Main Street. Volunteers will be placed at each exit of all tasting stations to ensure alcohol is not consumed outside of the designated areas. We will have live music at Ratu's and Memorial Hall.

02/03/2025 Date of Application


Signature of Applicant

Please do not write below this line.

WILMINGTON BOARD OF LIQUOR CONTROL/SELECTBOARD ACTION ON EXEMPTION PERMIT

Date of Action: _____

Restrictions, if any:

1. The legal capacity as determined by the State Fire Marshall, shall not be exceeded.
2. **The alcohol caterer must have a Catering Designation from the VT Department of Liquor Control (DLC) and must also obtain either an Alcohol Catering Permit for the event OR a Special Event Permit, whichever is required by the state.** (An application for the alcohol-catering permit from the DLC must be submitted to the Town Clerk's Office – please allow sufficient time for the process.) **The Town of Wilmington must receive a copy of the approved DLC Catering Permit or Special Event Permit no later than two weeks prior to the event!** More information on liquor licensing and state application forms: <http://liquorcontrol.vermont.gov/>
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5. _____
6. _____

Approved:

Disapproved:

From: Executive Director <ExecDir@visitvermont.com>
Sent: Monday, February 3, 2025 11:22 AM
To: Jessica DeFrancesco <jdefrancesco@wilmingtonvt.us>
Cc: Charlie Foster <charlie@thewilmingtoninn.com>
Subject: Open Container Permit

Hi Jessica,

Please find attached our Open Container Permit Application for The Vermont Craft Beer & Chili Stroll on March 28th from 4 pm to 7 pm. The list of tasting stations is included below. I noted on our application, but wanted to note here as well that we will make sure to have volunteers at every exit point of the tasting stations to ensure people are being responsible and not wandering around with their glasses full. I will also reach out to Chief Murano to check in on any concerns he may have.

Tasting Station
Ratu's
Pickwell's
Jim McGrath
Village Roost
Memorial Hall
Bartleby's
Vermont House

Thank you,

Bethaney

2025 W A R N I N G
ANNUAL TOWN MEETING
Wilmington, Vermont Tuesday, March 4, 2025

The legal voters of the Town of Wilmington are hereby notified and warned to meet at the Old School Community Center (OSEC) in said Wilmington, Vermont, at 10 A.M. on Tuesday, March 04, 2025, to consider and act on the following articles not involving voting by Australian Ballot. (Voting for all Australian Ballot articles will be held at the OSEC in said Wilmington, Vermont, on March 4, 2025, from 7:00 am to 7:00 pm.)

- Article 1: Shall the town vote to appoint a moderator for the 2025 Annual Town Meeting?
- Article 2: To elect all Town and Town School District Officers required by law AND Shall the Town vote to rescind the operation of licensed cannabis retailers and integrated licensees, except for those licensed cannabis retailers and integrated licensees, operating at the time of any rescission, pursuant to 7 V.S.A. § 863(a)(2) (Australian Ballot -Polls open 7:00 A.M. until 7:00 P.M.)
- Article 3: To see if the Town will vote to accept the Town Report.
- Article 4: Shall the Town vote to raise and appropriate the sum of \$3,625,986 to care for the expenses and liabilities of the General Fund for fiscal year 2026 (7/1/25 to 6/30/2026)?
- Article 5: Shall the Town vote to raise and appropriate the sum of \$1,847,744 to care for the expenses and liabilities of the Town Road Budget for fiscal year 2026 (7/1/25 to 6/30/2026)?
- Article 6: Shall the Town vote to raise and appropriate \$4,000 to Southeast Vermont Transit/The MOOver whose purpose is to provide year-round public transit services in Windham and southern Windsor counties?
- Article 7: Shall the Town vote to allocate the State per parcel payment estimated to be \$26,962 to the Reappraisal Reserve Fund?
- Article 8: Shall the Town vote to raise and appropriate \$255,000 to fund the Highway Town Road Equipment Capital Fund?
- Article 9: Shall the Town vote to raise and appropriate \$160,000 to fund the Bridge Capital Fund?
- Article 10: Shall the Town vote to raise and appropriate \$20,000 to fund Highway Building Capital Fund?
- Article 11: Shall the Town vote to raise and appropriate \$265,000 to fund the Fire Department Equipment Capital Fund?
- Article 12: Shall the Town vote to raise and appropriate \$60,000 to fund the Police Equipment Capital Fund?
- Article 13: Shall the Town vote to raise and appropriate \$20,000 to fund the Old Fire House Capital Fund?
- Article 14: Shall the Town vote to raise and appropriate \$20,000 to fund the Memorial Hall Capital Fund?
- Article 15: Shall the Town vote to raise and appropriate \$12,000 to fund the Library Capital Reserve Fund?
- Article 16: Shall the Town vote to raise and appropriate \$20,000 to fund the Town Hall Capital Fund?
- Article 17: Shall the Town vote to raise and appropriate \$5,000 to fund the Transfer Station Capital Fund?
- Article 18: Shall the Town vote to raise and appropriate \$80,000 to fund the Public Lands Fences Capital Fund and for the purpose of construction and maintenance on Lake Raponda Dam?
- Article 19: Shall the voters authorize payment of real property taxes in two installments, with the due dates being August 29, 2025 and February 27, 2026 by delivery to Town Hall by 4:30 p.m. on the due date or postmarked on or before the due date?
- Article 20: Shall the Town allow for the election of a nonresident of the Town, to the position of Town Moderator, so long as that person is a resident of the State of Vermont, pursuant to 17 VSA 2646a?
- Article 21: To transact any non-binding business.

Dated at Wilmington, Vermont this 21st day of January 2025.

Selectboard of the Town of Wilmington

Tom Fitzgerald, Chairman _____ John Gannon, Vice Chair _____

Vince Rice, Secretary _____ Tony Tribuno _____

Charles Foster _____