

Wilmington Selectboard Agenda

April 1, 2025

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve minutes of March 18 and 28, 2025 (2 minutes)
3. Municipal Ordinance (10 minutes)
 - *The Selectboard to possibly approve the proposed Municipal Property Policy*
4. Sewer Commission (5 minutes)
 - *The Sewer Commission to possibly approve preliminary allocation for 3-bedrooms at 420 gpd.*
5. Tax Stabilization (10 minutes)
 - *The Selectboard to possibly approve a tax stabilization application for Super Girl LLC at 157 Route 100 N*
6. School Board Vacancy (5 minutes)
 - *The Selectboard to consult with the Twin Valley Unified Union School Board and possibly appoint John Haeckel to the school board for the remainder of the term.*
7. Cannabis Commission (10 minutes)
 - *The Cannabis Control Commission to possibly approve a renewal for S-000011793, Outdoor Cultivator Tier 1 Small Cultivator*
8. Liquor Commission (5 minutes)

The Liquor Commission to possibly approve

 - *A First- Class and Outside Consumption renewal for The Village Roost.*
9. Other Business/Correspondence
10. Select Board Members Comments
11. Town Manager's Updates (5 minutes)
12. Executive Session
 - *The Selectboard to enter into executive session for a possible land purchase or lease agreement.*
 - *Action from executive session.*

Wilmington Selectboard Meeting Minutes March 18, 2025

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

Others Present: Scott Tucker, Jessica DeFrancesco, Cory Ross, Christine Richter, Gretchen Havreluk, Marshall Dix, Sam Kondracki, Randy Capitani, Tim Dolan, Bob Bois, Therese Lounsbury

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
 - Under action items; approve annual highway financial plan
2. Approve minutes of March 5, 2025
 - Foster moved to approve the minutes of March 5, 2025, Rice second; all in favor.

3. Re-Appointments

Energy Coordinator	-----	Bob Bois/1
Green Up Co-Chair	-----	Kathryn Larsen/1
	-----	Anthony Martino/1
Windham County Solid Waste District Supervisor Board	-----	Merrill Mundell/1
Windham Regional Commission Rep	-----	Bob Bois/1
		Ann Manwaring/1
Planning Commission	-----	Erik King/4
DRB	-----	Diane Abate/3
	-----	Chrystal Holt/3
Trails Committee	-----	Jeff Menges/4
Rec	-----	Sara Molina/4
DVFiber	-----	Ann Manwaring/1
	-----	Gretchen Havreluk/1

Rice moved to approve the appointments as listed, Lebron second; all in favor.

4. Action items

- Foster moved to approve the Annual Highway Financial Plan, Rice second; all in favor.
- Green Rd bridge deck needs replacing. Bazin is an all-inclusive quote, but will cost quite a bit more and comes in 3-4 pieces. The project should only take a day to get the decking on. Renaud's quote leaves the town responsible for gravel and paving, but comes in 1-2 pieces and will cost the town less. Tribuno moved to approve the quote from Renaud Bros for the Green Rd bridge replacement in the amount of \$101,000, Rice second; all in favor.
- Rice moved to approve the expenditure for the old fire house roof repair from Walker Roof in the amount of \$43,540, Tribuno second; all in favor.

5. 1% Local Option Tax Request

- Tribuno moved to approve a request for the Greeter Program in the amount of \$4,100 (includes porta-potty expense:\$600), Foster second; all in favor.

6. Town Policies

The Selectboard to possibly approve the following policies:

- Fraud Policy
- Credit Card Policy
- Purchasing Policy; separating every day purchasing from grants; puts us in line with procurement needs and federal requirements.

Foster moved to approve the Fraud Policy, Credit Card Policy and Purchasing Policy, Rice second; all in favor.

Entered into Sewer Commission at 6:25 pm

7. Sewer Commission

- Tribuno moved to approve a preliminary application for Rob Marzelli at 35 West Main St for a 2-bedroom house at 240 gpd, Foster second; all in favor.

Out of Sewer Commission at 6:28 pm

8. Economic Development

- The Selectboard gave general consent on the new banner design recommendations.

Entered into Liquor Commission at 6:38 pm

9. Liquor Commission

Foster moved to approve, Rice second; all in favor

- A Second-Class renewal for Ratu's Liquor & Market, Brockton Corp dba Shaws, and Walgreens Eastern Co Inc;
- A First- and Third- Class renewal for The Dairy Bar Inc dba Dots Restaurant; and
- A First- and Third- Class and Outside Consumption renewal for Tim Tom LLC dba Alpenglow, La Casita, Pipe Dream LLC dba the Anchor, WHVT Hotel LLC dba The White House, L&S Inc dba Northstar Bowl, and 19 South Main St Restaurant

Out of Liquor Commission at 6:40 pm

10. Other Business/Correspondence

- Foster attended the Regional Selectboard meeting. One thing that came up a lot is how the smaller towns are having budget crises and sharing resources came up; asked Marshall what resources we currently share. We don't share material per se; but when in a bind some towns may be willing to let us borrow material. Is purchasing material in mass quantity with other towns going to help reduce cost? Dover hauls most of their material, we only haul when we need it fast or have extra time. The transfer station may be the biggest cost-savings. Towns do share equipment when they can, and discuss pricing and contractors at regular meetings.

11. Select Board Members Comments

12. Town Manager's Updates

- Chimney Hill had some road washouts; looking at a plan to correct a road (CHOA) that contributed to a large washout with the heavy rain;
- 43 Stearns Way appeal; status hearing on 3/19; appellant filed a motion for default judgment and town attorney will ask judge to dismiss it.
- High Peak Village has water/sewer access now.
- National movement "hands off" will be taking place in April.

Meeting adjourned at 7:11 pm

Respectfully submitted,
Jessica DeFrancesco

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

Vince Rice, Vice Chair

Tony Tribuno, Clerk

Charlie Foster

John Lebron

Wilmington Selectboard/Sewer Commission Minutes
March 28, 2025 at 8:30am
Special Meeting – Dog Hearing

Present: Absent: John Lebron

Others Present: Scott Tucker, Jessica DeFrancesco, Matthew Murano, Jessica Roberts, Therese Lounsbury, Henry & Linda Darlington, Bevin & William Pennings

8:35

1. Visitors, Public Comments, Changes to the agenda
2. Tribuno moved to approve the Rules of Procedure for Vicious Dog/Domestic Pet Bite Hearings, Rice second; all in favor.
3. Hearing on vicious dog complaint opened at 8:36 am
Oath given to Henry & Linda Darlington, Bevin Pennings, Matthew Murano, Jessica Roberts, Therese Lounsbury

Exhibits: A, B, C, D, E as follows –Photos of wound (8); Complaint from Bevin Pennings; Wilmington Police Report; Owner’s Rabies Vaccination Certificate for “Bob”; Health Officer’s Report.

Complainant (Pennings) will submit the urgent care visit redacted for EP. Exhibit F

Owner (Darlington) has additional 4 photos to submit–Exhibit G

- Testimony of Complainant Bevin Pennings (via Zoom):
3/18 at 6:30 pm; staying on vacation on Mowing Way. She and her daughter were walking back toward their rental, they encountered a dog and she asked the owner if it was a specific breed. As they approached, she asked if the dog was friendly, and before he (owner) could finish saying “yes” the dog darted behind her, and bit her daughter. Her daughter was screaming, while the dog was barking and growling aggressively. The owner tried to control the dog by the collar; she never saw a leash. She quickly assessed her daughter and noticed a wound, so asked the owner if the dog was vaccinated. He said yes. They walked back home and she called her husband and friends. They applied ice and cleaned it out (the wound). She and her husband walked to the owner’s house to obtain the vaccination records and exchange information. Mr. Darlington (owner) did apologize for the incident. That evening they provided the Darlington’s with photos. She tried to confirm with the vet that the records were accurate and the vet wouldn’t give her any information. After many phone calls trying to get in touch with animal control, she made contact with the Wilmington Police Dept. They did bring their daughter to urgent care due to the worsening condition of her daughter’s leg. Urgent care diagnosis is “bitten by dog”. Mrs. Pennings added that this was definitely a bite, not a paw scratch. This dog is 81 pounds and she (daughter) isn’t even 70 pounds. The dog was aggressively barking and growling. Her daughter’s safety was put at risk due to the dog not being on a

leash and under control of his owner. Her daughter's mental health will take longer to heal than the physical. They had noticed other times during their stay that the Darlington's did have Bob out off-leash.

- Testimony of dog owner Henry & Linda Darlington:
Henry Darlington was walking Bob on his electronic training collar. They were almost home when they saw the Pennings walking toward them. Mrs. Pennings spoke to the dog with a pitch to her voice; they were about side by side at the time and he headed toward them. He put his paw on the daughter, she started screaming and pulled away. He didn't see any marks on the girl's leggings but her legs had scratches. He gave Mrs. Pennings his information and walked home to make copies of the vet records. They were heading toward his house when he headed to theirs to give them the records. They fostered Bob temporarily and they ended up adopting him. A behavior he has is to paw at things and they have continuously tried breaking him of that. They have one prior incident for him being off-leash because a property owner saw Bob on his property on his camera. They believe that the marks may be from Bob's paw, not a bite. They have two house cats that are also vaccinated. They take the health and safety of their community seriously. They are sorry a child was hurt by Bob; they will take actions to keep this from happening again and work with him on these behaviors.
- Testimony of Jessica Roberts, Health Officer:
Every dog bite should be reported to the health officer. She fills out a report, talks to both parties, and records the report to the Town Clerk (as she did in this case).
- Testimony of Police Chief Matthew Murano:
Wilmington PD acts as animal control for Wilmington. Chief mentioned the PD took two previous complaints of Bob running at large. One complaint resulted in two tickets in 2023; running at large and defecation. Chief found this case to be an unprovoked attack. The photos do show some bruising and you can see an upper and lower jaw bite. There was a question of whether or not the dog was leashed, and it has been confirmed he was not. He is recommending that the dog be confined to the residence or leashed at all times. If the child had been alone, this could have ended badly.
- Selectboard comments/discussion:
Foster asked if urgent care had to do any services on the leg or any skin breakage. Pennings said they had to do a cleanse and apply an ointment to prevent infection. Urgent Care did state it was a bite due to the wound marks. Fitzgerald asked if there was no leash or if it was a long spring-loaded leash. There was no leash seen. Pennings is hoping to make sure the dog is leashed when it is out and about in the community. It was a very scary situation for everyone. Fitzgerald asked if there are any other instances of the dog biting? No. How old is the dog? How long have you owned him? 4 years old; 2 years (owners).

How long has he been on a training collar? Every time we go into the woods
Did you try to use the collar at the time of the incident? No. Are there restrictions on
dogs in your association? No positive, but maybe a limit as to how many animals in
total. Tribuno asked if there is physical contact with other people in general. Not on
a day-to-day basis; but they see people in passing on weekends during busy
seasons. They interact more in the summertime at the lake or local festivals. Foster
asked the Chief if he had met "Bob" or if his officers reported him as being
aggressive. Chief did not meet Bob and has no other reports.

Tribuno moved to close the hearing at 9:43 pm, Rice second; all in favor

4. Fitzgerald moved to enter into deliberations at 9:45 am, Tribuno second; all in favor.

Respectfully submitted,
Jessica DeFrancesco, Administrative Assistant

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

Vince Rice, Vice Chair

Tony Tribuno, Clerk

Charlie Foster

John Lebron

Municipal Property Management & Disposition Policy

Town of Wilmington

This policy establishes a framework for the responsible management of town-owned properties to: ensure properties serve a public benefit or community need; support economic development while maintaining fiscal responsibility; provide a transparent and structured process for property retention, sale or transfer; encourage development opportunities that align with town planning goals. It is understood that the town is not in the real estate or land development business and should apply a sensible approach to return tax delinquent properties to the tax rolls.

All town-owned properties shall be classified into the following categories:

A. Essential Public Use

Properties that are critical for municipal operations, public services, or community use, including:

- Town Buildings, parks, and recreational spaces
- Public Safety Facilities – fire, police, or EMS
- Infrastructure – water, sewer, facilities, roadways
- Conservation lands and environmentally protected areas

B. Strategic Retention

Properties identified for future municipal, environmental, or economic development use, including:

- Potential sites for future public buildings or services
- Properties reserved for open space or flood mitigation
- Land parcels suitable for controlled future development

C. Surplus Property

Properties that have no foreseeable municipal use and may be eligible for sale or transfer, including:

- Abandoned properties acquired through tax foreclosure
- Underutilized land that does not serve a defined public purpose.
- Buildings or parcels suitable for private redevelopment

Process for Property Evaluation & Disposition

A. Property Review & Declaration of Surplus

The Town Manager and/or Finance Officer will conduct periodic reviews of town-owned properties to determine:

- Current use and condition of each property.
- Marketability and potential for private-sector development.
- Community and economic impact of retaining or disposing of the property.

The Town will not sell any property for below its fair market value, typically determined through professional appraisals. Any offer below fair market value shall generally be rejected unless the Town, at its discretion, determines an exception is warranted. When exercising discretion, the Town will evaluate public interest, community benefit or conditions the adjoining landowner must meet (i.e. maintaining land for green space or conservation purposes).

Properties identified as surplus or upon offer to purchase shall be reviewed by the Selectboard before a final disposition decision is made. Properties that were purchased by the town through state or federal programs typically related to flood buyout programs shall be retained in perpetuity, adhering to federal and/or state guidelines.

Public Notice & Engagement

- Provide public notice through an Authorizing Resolution and Consent of the Town of Wilmington Selectboard, and Legal Notice of Terms of Conveyance by approval of the Selectboard, authorizing the Town Manager or Finance Officer to effectuate the conveyance, unless a petition signed by 5% of the legal voters of the municipality objecting to the proposed conveyance is presented to the Town Clerk in accordance with T 24 VSA 1061(a).
- Public notice is posted and published within the municipality pursuant to T 24 VSA 1061(a)(1). The notice is posted at least 30-days prior to the date of the proposed conveyance in three public locations to include Town Hall, published on the town web site, and in its preferred newspaper.
- The sale, barring any petition, and after the timeline set forth in T 24 VSA 1061 is settled with a Quitclaim Deed, and cashier's check or certified funds.
- The Town Manager or Finance Officer works with the Town Attorney through sales, tax sales, auctions, and dispositions of town owned properties.
- All sales may be through a public bidding process (similar to that used at tax sales – and may be offered at the same time a tax sale is being conducted), unless by resolution the Selectboard authorizes another method of disposition.
- Purchaser shall bear the responsibility for payment of Purchaser's own fees and costs, and for the Town's reasonable attorney fees; additional fees may be required.

An offer to donate or "gift" property to the Town may be considered on a case-by-case basis. In most cases, the Town receives properties through the tax sale process.

The foregoing Policy is hereby adopted by the Selectboard of the Town of Wilmington, Vermont, this 1st day of April 2025 and is effective as of this date until amended or repealed. This Policy adoption effectively replaces "Town Owned Land Guidelines, Approved by Selectboard May 15, 2013."

Selectboard Members

Thomas Fitzgerald

Vince Rice

Tony Tribuno

Charlie Foster

John Lebron

APPLICATION FOR WASTEWATER TREATMENT ALLOCATION PERMIT Page 1 of 3

(Do not write in boxed area - for office use only)

Map No. <u>21-20-025</u>	Fee \$25.00+\$18.00 Recording	Date Received: <u>3/20/25</u>
PSC No. _____	\$43.00 Fee due at application <input type="checkbox"/> paid <input checked="" type="checkbox"/> check <input type="checkbox"/> cash	
SA No. _____	Signature: <u>John Fagella</u>	# <u>2094</u>

Applicant: PAUL HEILMANN ☒ Owner ☐ Owner's Agent ☐ If Agent, letter of agency attached
(Print Name)

Property Location: 29 RAY HILL ROAD Tax Map Number: 21-20-025
(911 Locatable address - Street or Road)

☒ Residence ☐ Commercial Building ☐ Other: (describe) _____

I am applying for the following establishments listed to be connected to the building sewer ☐ or added to existing allocation ☐.

Establishment	Unit	Number	Gallons/Person/Day/Unit	Total Gallons/Day
<i>Example:</i>				
<u>Restuarant</u>	<u>Seat</u>	<u>10</u>	<u>30</u>	<u>300</u>
<u>BEDROOMS</u>	<u>EACH</u>	<u>3</u>	<u>140</u>	<u>420</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

I hereby request an allocation permit as described for gallons per person per day TOTAL 420 gpd

Do not write in boxed area - For administrative use only

SIGNED: Paul A. Heilmann
Paul A. Heilmann
29 RAY HILL RD
(Mailing Address of Applicant)
Wilmington, VT 05363
(City, State and Zip Code)

Credit existing unused gallonage: _____ gpd

Allocation to be purchased Total 420 gpd

CONDITIONS:

1. Total Allocation Fee (420 gpd x \$10/gpd) \$ 4,200
2. 25% of the total Allocation fee (\$ 1,050) is due within 30 days: On or before _____, 20____.
3. The remaining 75% (\$ 3,150) is due before connection or use or within 6 months of Final Allocation, whichever comes first.
4. Other: _____

Preliminary Approval Granted: date _____
Preliminary Approval Expires: date _____ (3 months)

By: _____
Wilmington Board of Sewer Commissioners Agent

Extension of Preliminary Approval granted: date _____
Extension Preliminary Approval Expires: date _____

By: _____
Wilmington Board of Sewer Commissioners

NOTE: Final Approval must be obtained by Preliminary Approval expiration date. To apply for Final Allocation, submit the application on page 2 of this form (on back) once all necessary state and federal permits have been issued and received.

If applicant is unable to obtain permits needed to apply for Final Approval by deadline, he must apply for an extension.

Sewer Commissioners will consider reason for extension (i.e. zoning appeal etc.) and may or may not grant an extension. If not granted, applicant can reapply for allocation.

APPLICATION FOR FINAL APPROVAL (To be completed and returned after you have received necessary state and federal permits.) **DATE DUE:** _____

By signing below, I confirm that I have received the necessary state and federal permits checked and further attest that, excepting local permits, no others are required for the project.

State: Act 250 ☐ Subdivision ☐ Water and Wastewater ☐ Other State ☐ _____

Federal: _____ ☐ Signed: _____
(Applicant)

Do Not Write Below This Line – Administrative Use Only

FEES DUE:

Permit Application Fee: \$25.00 due at application Date Paid _____ Initials _____

Bianchi Filing Fee: \$18.00 due at application Date Paid _____ Initials _____

Connection Permit Fee: \$80.00 due at connection application Date Paid _____ Initials _____

ALLOCATION FEE TOTAL \$ _____

Within 30 days of Preliminary 25% \$ _____ Date Due: _____ Date Paid _____ Initials _____

See Timetable Page 3 75% \$ _____ Date Due: _____ Date Paid _____ Initials _____

Conditions of Approval: _____

Final Approval Date _____

By: **Wilmington Board of Sewer Commissioners**

Copy After Final Approval: Date _____ Initial _____

John Lazelle, Chief Operator, WWTP

Christine Richter, Finance Officer

File

Bianchi filed with Town Clerk: Date _____ Initial _____

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**FINAL
PERMIT**

Property # _____
Location _____
Sewer Allocation Permit # _____
Sewer Connection Permit # _____

NEW TOTAL ALLOCATION: **Gal per day**

TOTAL ALLOCATION _____

New Building:

Date Initiated Construction (within 1 year): _____

Date Completed Construction (within 3 yrs): _____

Town of Wilmington

Wastewater Allocation Fee Timetable

1. Application Permit Fee \$25.00 due at Application (non-refundable).
2. Bianchi Recording fee \$18.00 due at Application (non-refundable).
3. * Preliminary Approval granted by Board of Sewer Commissioners
4. Must pay 25% of the allocation fee – within thirty (30) days of Preliminary Approval (The one-time Allocation Fee is \$10.00 per gallon per day) The applicant will have a 90 grace period to withdraw the application and receive a full refund of the allocation fee.
5. Must get Final Approval – within three (3) months of Preliminary Approval (You may apply for Final Approval once you have obtained the necessary state and federal permits and further attest that, excepting local permits, no others are required for the project.)
6. Must pay remaining 75% of the allocation fee – whichever comes first of:
 - A. Within six (6) months of Final Approval or,
 - B. Prior to:
 - a. Use-if adding to an already existing connection or,
 - b. Before connection permit is issued for new connections
7. Begin paying sewer rent – whichever comes first of:
 - A. Within six (6) months of Final Approval or
 - B. Prior to:
 - a. Use-if adding to an already existing connection or,
 - b. When Connection Permit is issued for new connections
8. Must initiate construction – within one (1) year of Final Approval (or allocation reverts to the Town)
9. Must complete construction – within three (3) years of Final Approval (or allocation reverts to the Town)
10. Must also apply for and receive Connection Permit (\$80.00 fee) before connection.

Dear Wilmington Select Board,

I am writing to formally request participation in the Town of Wilmington's tax stabilization program for the four two-bedroom rental units I am currently developing. These units are expected to be completed and ready for occupancy by September 1, 2025, and will provide much-needed low-income housing in our community.

This project has been a significant undertaking, requiring an extensive renovation from the foundation up. The building had substantial structural issues, including rot, outdated wiring, and failing plumbing, which necessitated a full-scale rebuild rather than a simple apartment conversion. To help offset the renovation costs—now exceeding \$500,000—I secured a 10-year forgivable loan from the State of Vermont, ensuring that these units remain affordable to tenants earning up to 80% of the area's median income. This income bracket represents a significant portion of our local workforce, making this project a valuable contribution to Wilmington's housing needs.

I understand that my restaurant building and this new four-unit development are considered part of the same lot. While I plan to renovate the restaurant in the future, my immediate focus—and all of my financial resources—are dedicated to completing these rental units and making them available by the end of summer. Given the financial commitment and the long-term benefits this housing will provide to the community, I respectfully ask for your consideration in granting tax stabilization for this project.

Thank you for your time and consideration. I would welcome the opportunity to discuss this request further and provide any additional information you may need.

Sincerely,

Melissa Nebelski

157 Vermont Rte. 100

Wilmington, VT

3/12/25

Tax Stabilization Request
Super Girl LLC 157 Route 100 North

Request Date: March 12, 2025

Current Value: \$449,030

C&S Building \$291,720

Cup n' Saucer \$97,430

Current Tax: \$5,602.76 Municipal Tax \$1,436.42

Effective Date: Reappraisal Date (TBD)

The applicant was permitted on April 3, 2024 for four 2-bedroom rental units in the old C&S Beverage Store. No assessor inspections have been completed within the permit process. The building has been gutted, insulated and walls framed. No flooring, no sheet rock, or fixtures have been installed.

The last change in value was in 2024 reevaluation. This request is outside of our policy relating to application for Tax Stabilization must be received prior to starting the project.

The property has two buildings on the parcel, as stated above with the valuations of both buildings. There are no improvements being made to the Cup n' Saucer building. The Assessors Office has figured out a way to manually input the tax stabilization figures into the system for just the C&S Building on an annual basis.

Town Plan Info that was not provided in the letter: This project is consistent with the Wilmington Town Plan adopted in 2018, as stated below:

Housing Section: Goal 7: Ensure the Availability of Housing for all Residents of Wilmington. Policy 1: Provide housing at varied prices, sizes and locations to meet the needs of all residents including low to moderate income and elderly. Embrace a diverse community.

The business would not adversely affect the town. The project adds to our economy by providing much needed housing for the many employment opportunities here in the Deerfield Valley.

The applicant is current with all town taxes and fees.

Respectfully Submitted by,

Gretchen M Havreluk

Gretchen M. Havreluk
Economic Development Consultant

John Haeckel
72 Scoot Circle
Wilmington, VT. 05363
(773) 255-0850

Ms. Kristy Corey, Chair
Ms. Kathy Larsen, Vice Chair
School Board
Twin Valley Unified Union School District
1 School Street
Wilmington, VT. 05363

Dear Ms. Corey and Ms. Larsen,

I write to express my interest in filling what I understand is a currently vacant seat on the School Board with one year remaining in the position's term. My interest is motivated by a desire to become more involved in the Wilmington community and a budding interest in the education system in Vermont.

My wife, Tasha Bouchard as she was known then, grew up in Wilmington, attended the middle school here, and graduated from the high school in 1988. I believe her father, Philip Bouchard was a math teacher in the school system here as well. Natasha's sister is also a school teacher in Brattleboro currently.

I live in Natasha's family home off Shearer Hill Road outside of town. I have been a full-time resident here for 5 years and was regularly here in the 4 years prior.

My background is in finance going back 40 years and I started a renewable energy business a decade ago (I advise farmers and other constituents in the production of renewable natural gas on dairy farms).

I would be pleased to serve if you will have me, and I would be happy to answer any questions either in advance or at the Board Meeting on the 19th which I plan to attend. Thank you for your consideration of my interest.

Best regards,



Twin Valley Unified Union School District

Regular Board Meeting minutes

Wednesday, March 19, 2025 at 6:00 PM

TVMHS 4299 Vermont Rte 100, Whitingham, VT






Attending: Kristy Corey, Jared Kingsley, Ed Dornburgh, Chad Bullock, Jason Hartnett, Kathy Larsen

Also: Superintendent Bill Bazyk, John Haeckel

Attending remotely: Laura Urquhart, Cindy Hayford

- I. Call to Order by Kristy at 6:01 p.m.**
- II. Agenda Additions or Deletions** - Add approval of new cabinet heaters at TVMHS. So moved by Jason, second by Chad. All in favor. Motion passed.
- III. Approval of Minutes** - So moved by Jason, second by Chad . All in favor. Motion passed.
 - 3-5-25
- IV. Fiscal Matters**
 - Warrant Update - Kristy reported that she signed a payroll warrant on 3/13/25 in the amount of \$192,315.52
 - Financial Report Update - Bill stated that new financial software will be implemented on July 1 with improved formatting for financial reports.
 - PDF TV Preliminary Expenditure Report thru Feb 2025
- V. Reports and Updates**
 - TVES Principal Report - NA
 - TVMHS Principal Report PDF TVMHS Board report March 2025
 - Consultant Dave Younce has completed a draft report and is looking for board feedback. Board agreed to a special meeting on 3/25 to respond.
- VI. Hearing of Visitors**
 - Visitor's Rules
- VII. Discussion**
 - SY26 School Calendar DRAFT PDF Draft 25.26 Calendar was shared with the board. It is a statewide calendar which has been recommended by the superintendent's association (VSA). It has also been shared with and accepted by the WSWSU teachers association.
 - Heating Projects - tabled
 - Siding project - tabled
 - Central Office Board Processes are being revised. Details will be shared at superboard next week. Also, Central Office has begun distributing a regular newsletter to all faculty and staff.

VIII. Items for Discussion with Possible Action

- Board Member Interview / Appointment -  School Board Member Interest Letter
After the board read his letter and interviewed John Haeckel, Kathy moved that the board appoint him to the open seat pending approval of the Wilmington Selectboard. Second by Ed. All in favor. Motion passed. There is only one year remaining in the term so if John decides he wants to remain on the board, he will need to run for election in March, 2026.
- Interim Principal Hire Recommendation - Bill reviewed the interview process and recommended the board appoint Jonathan Cavallo. He provided his resume.
 Dr. Jonathan Cavallo Resume Jason moved to appoint Jonathan Cavallo as a one year interim TVMHS principal, pending successful salary negotiations with Bill and Kristy. Second by Kathy. All in favor. Motion passed.
- Open Position Update/Postings - Bill reported that there are postings on Schoolspring for counselors, and TVMHS art, math and science teachers.
- Teacher retirement/resignations - Bill informed the board of two retirements of long term teachers: Buddy Hayford  Buddy Hayford Retirement .pdf and Laurie Cole  Laurie Cole Retirement . Board accepted the resignation of Gillian Fisher  Gillian Fisher Resignation as moved by Chad. Second by Ed. All in favor. Motion passed.
- Treasurer Appointment - Almira Aekus has retired. No one ran for election for TV treasurer so the board needs to appoint someone to fill the position.. Bill will share a brief job description so we can do some recruiting. Suggested candidates should be sent to Bill and Kristy. Almira will assist with the transition.
- Warrant Signing - Warrants will now be available to be signed twice a month. Bill said with the new financial software being implemented, a more efficient mode of doing business is coming.
- New cabinet heaters will be installed this summer in pods AEF at TVMHS. Bids were received and discussed. Jason moved that the board accept the bid from Alliance for six new heaters for \$61,500. Second by Kathy. All in favor. Motion passed.

IX. Executive Session - no executive session

- Contracts
-

X. Next Scheduled Meetings

- TBD - March 25, 2025 - Special TV
- March 26th, 2025 - Superboard
- April 16, 2025 Regular TV

XI. Adjourned at 7:58 p.m. So moved by Jason, second by Ed. All in favor. Motion passed.

Minutes submitted by Kathy Larsen.

The Cannabis Control Board has received an application for licensure, S-000011793, Outdoor Cultivator Tier 1 Small Cultivator Renewal, that falls within the jurisdiction of your Local Control Commission. The Board's [Guidance for Municipalities](#) explains applicable laws and procedures.

The Local Control Commission may request further information about the proposed cannabis establishment directly from the applicant.

Business Legal Name and Registered: Alternatives: Owl Forest LLC - Dba - Owl Forest

Address: Vermont 05363

Principals and Controlling Entities: Ian Dyer & Brian Holt

Primary Contact's email address:

Primary Contact's phone number:

For this license type, the applicant is asked the following questions which may be relevant to your review:

- *Do you comply with required inspections or permits from other state and local agencies (for example, certificates of occupancy)?*
 - Yes
- *Is your proposed Cannabis Establishment project in a public building?*
 - No
- *Is the physical site of operation on a municipal water supply?*
 - No
- *Are you a home occupancy business?*
 - Yes

All applicants are required to comply with Division of Fire Safety (DFS) requirements. The CCB documents compliance a non-jurisdictional letter or fire safety inspection report.

When your Local Control Commission has acted on the license, please share minutes recording the action by emailing CCB.Applications@vermont.gov

Thank you,

Cannabis Control Board