

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