

Wilmington Selectboard Agenda

May 6, 2025

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve minutes of April 15, 2025 (2 minutes)
3. Action Items (5 minutes)
 - *The Selectboard to possibly a Liaison to the Ethics Commission*
4. Highway Dept (10 minutes)
 - *The Selectboard to possibly accept the paving bid from Springfield Paving*
 - *The Selectboard to possibly approve the quote from Viking Cives in the amount of \$66,950 for truck equipment*
5. Transfer Station (5 minutes)
 - *A discussion on changing the transfer station hours.*
6. SEVEDs (10 minutes)
 - *The Selectboard to possibly approve the annual funding request from SEVEDs in the amount of \$6765 from the 1% Local Option Tax Fund.*
7. Sewer Commission (5 minutes)
 - *The Sewer Commission to possibly approve preliminary approval for a tri-plex multi-family building with 6 bedrooms at 840 gpd on Fairview Ave*
8. Other Business/Correspondence
9. Select Board Members Comments
10. Town Manager's Updates (5 minutes)
11. Executive Session
 - *The Selectboard to possibly enter executive session for the purpose of discussing employment*

Wilmington Selectboard Meeting Minutes

April 15, 2025

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

Others Present: Scott Tucker, Jessica Archambault, John Lazelle, Therese Lounsbury

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
 - Under action items add approval of the FY25 Grants in Aid Support Work Request and accept \$6500 in grant funds for rec swim program
 - Under other business add review and possible approval of the dog bite hearing decision
2. Approve minutes of April 1, 2025
 - Tribuno moved to approve the minutes of April 1, 2025, Rice second; 3-0, Foster abstained
3. Action Items
 - Rice moved to rescind the 2007 Contracts & Grants Policy, Foster second; all in favor.
 - Tribuno moved to approve the Fiscal Year 26 Grants in Aid Letter of Intent, Foster second; all in favor.
 - Tribuno moved to appoint Marshall Dix as Tree Warden, Foster second; all in favor.
 - Foster moved to approve the FY25 Grants in Aid Support Work Request, Rice second; all in favor.
 - Rice moved to accept \$6500 in grant funds awarded for the Recreation swim program, Foster second; all in favor.

Fitzgerald moved to enter into Sewer Commission at 6:09 pm, Tribuno second; all in favor.

4. Sewer Commission
 - Tribuno moved to approve an allocation request to 44 East Main St at 295 gpd for an assembly hall with 50 seats and 3 employees, Rice second; all in favor.

Out of Sewer Commission at 6:13 pm

5. Town Hall Roof
 - When we went to replace the gutters, major damage to the roof was found. The quotes are for roofing and then repairs to the ceiling and wood rot, as well as repairing the roof next to Jessica's office on the second floor. We reached out to three contractors; two couldn't take on the project. Foster moved to approve a quote for roof repairs to town hall from Walker Industries in the amount of \$23,750 plus additional rot repair, Rice second; all in favor.

Fitzgerald moved to enter into Liquor Commission at 6:20 pm, Tribuno second; all in favor.

6. Liquor Commission
 - Rice moved to approve, Tribuno second; all in favor;
 - A First- and Third-Class and Outside Consumption renewal for VT Golf dba The Stack,
 - A First- and Third-Class renewal for Cask & Kiln Kitchen,
 - An Outside Consumption renewal for Valley Craft Ales
 - Tribuno moved to approve a Request to Cater at Brook Bound Inn on May 14, 2025 from 4-9:30 pm, catered by WI Foster, Rice second; 3-0, Foster abstained.

Out of Liquor Commission at 6:23 pm

7. Other Business/Correspondence

- Tribuno moved to approve the Dog Bite Hearing Decision and Protective Order which includes being chained, tethered, or leashed, Rice second; all in favor.

8. Select Board Members Comments

- Rice and Foster visited Memorial Hall this week. There is a tremendous amount of work to be done that is going to be costly. There are spots that are brittle and falling apart, there are ground level windows that are covered and rotting. There is a main door rotting, the heat isn't so efficient, the lighting needs to be updated. Plaster is cracking due to the heat being turned off in the winter. We could look into composite cedar shingles. If it has to go back to original it needs to be treated more frequently. Foster would like to add this to an agenda to discuss further; possibly hire someone to manage the building.

9. Town Manager's Updates

- LHMP public meeting tomorrow at 5 pm at town hall.
- Working on closing out ARPA
- Green Up Day is May 3rd; meeting at Buzzy Park to hand out bags and give out routes.
- Final stormwater master plan projects; shopping center, highway garage, public safety building, Pond Loop, Lake Raponda Rd Access & Old Stage Rd
- Steep Hill bridge and Lake Raponda bridge are being watched. Cold River thinks Lake Raponda needs a brand new deck membrane and the cost came in around \$750,000.
- Police Dept received a PACIF scholarship up to \$1895 in training for him and his officers.
- RT 9 project; final design almost complete. Archaeological work needs to be done.

10. Executive Session

- Fitzgerald moved to find that premature general public knowledge of employee situation would place the town at a substantial disadvantage, all in favor.
- Fitzgerald move to enter executive session at 7:13 pm, to include the town manager, for the purpose of discussing employment; all in favor

Out of executive session at 7:45 pm

Meeting adjourned at 7:45 pm

Respectfully submitted,
Jessica Archambault

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

Vince Rice, Vice Chair

Tony Tribuno, Clerk

Charlie Foster

John Lebron

Springfield Paving

10 Caajm Rd
Claremont, NH 03743

PROPOSAL

Proposal # 4959

(603) 763-5300 (802) 886-3300

jeremy@sunapeepaving.com

Proposal Submitted to:	Customer Phone	Date
Town of Wilmington 2 East Main St PO Box 217 Wilmington, VT 05363	2025 Paving Bid	4/23/2025
		Job #

We hereby submit specifications and estimates for:	Total
Price to mill 16,000 square yards on ChimneyHill Rd - Binney Brook to Clubhouse Price includes Traffic control, Milling, trimming and sweeping	28,200.00
Price per ton to pave Chimney Hill Rd - Binney Brook to Clubhouse with 1" shim and 1" top will be \$89.88. Calls for 1811 ton.	162,772.68
Price per ton to pave Clubhouse to Binney Brook will be \$89.88. Calls for 596 ton.	53,568.48
Price per ton to pave Upper Dam Rd to rabbit Run will be \$89.88. Calls for 706 ton.	63,455.28
Price per ton to pave Green rd from rte 100 will be \$89.88. Calls for 250 ton	22,470.00
Price per ton to pave Haystack from existing pavement to intersection will be \$89.88. Calls for 908 ton.	81,611.04
Price per ton to pave Town Farm rd to West rd will be \$89.88. Calls for 268 ton.	24,087.84
Price to pave West rd to North rd will be \$89.88. Calls for 373 ton.	33,525.24

WE PROPOSE hereby to furnish material and labor, complete in accordance with above specifications, for the sum of:	\$469,690.56
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Payment to be made as follows:	Due upon completion
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All material is guaranteed to be as specified. All work to be completed in a substantial workman-like manner according to specifications submitted per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.	Authorized Signature <u>Jeremy Zullo</u> Note: This proposal may be withdrawn by us if not accepted within 30 days.
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ACCEPTANCE OF PROPOSAL	
The above prices, specifications and conditions are satisfactory and are hereby accepted.	
You are authorized to do the work as specified.	
Payment will be made as outlined above.	
Signature	Date of Acceptance
_____	_____



All States Construction, Inc.

All States Materials Group®

PO Box 91
Sunderland, MA 01375
413-665-7021
www.asmg.com

May 1, 2025

Jessica Archambault
Administrative Assistant
Town of Wilmington
2 East Main Street
PO Box 217
Wilmington, VT 05363

Dear Ms. Archambault:

We are pleased to submit the following proposal for the Town of Wilmington's Bituminous Concrete Pavement Bid. All work is for year 2025.

<u>Item</u>	<u>Est. Quantity</u>	<u>Unit Price</u>	<u>Total Price</u>
Vermont Type IV Overlay in Place	<u>1,804 TON</u>	<u>\$ 95.50 / TON</u>	<u>\$ 172,282.00</u>
Cold Planing Bituminous Surfaces	<u>15,972 SY</u>	<u>\$ 1.15 / SY</u>	<u>\$ 18,367.80</u>
Vermont Type II in Place	<u>1,773 TON</u>	<u>\$ 95.50 / TON</u>	<u>\$ 169,321.50</u>
Vermont Type III in place	<u>1,065 TON</u>	<u>\$ 95.50 / TON</u>	<u>\$ 101,707.50</u>
Vermont Type II & III in Place Green Road	<u>248 TON</u>	<u>\$ 105.00 / TON</u>	<u>\$ 26,040.00</u>
Total			<u>\$ 487,718.80</u>

*Contractor shall supply flaggers and signage in accordance with MUTCD and State of Vermont regulations for traffic control.

*Contractor shall supply sweeper.

*This proposal allows for price adjustments based on the period price of asphalt by the Vermont Agency of Transportation. The price adjustment will be based on the variance in price for the asphalt cement component only from the Base Price to the Period Price. Posted price for this proposal is \$621.00 per ton.

We guarantee that all materials supplied and work done shall comply with the State of Vermont Agency of Transportation Standard Specifications for Highways and Bridges, as well as those of the Town of Wilmington.

We hope the attached will permit our being of service to you.

Very Truly Yours,

ALL STATES CONSTRUCTION, INC.

Alan L. Chicoine
Vice President Construction



All States Construction, Inc.

PO Box 91, Sunderland, MA 01375 · 413.665.7021

To:	Town of Wilmington VT	Contact:	Jessica DeFrancesco
Address:	P O Box 217 Wilmington, VT 05363	Phone:	(802) 464-5515
		Fax:	(802) 464-8477
Project Name:	Town Of Wilmington, VT - Paving	Bid Number:	
Project Location:	Chimney Hill, Haystack, West, Town Farm, Upper Dam Clubhouse, Wilmington, VT	Bid Date:	5/1/2025

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	HBP-VERMONT TYPE IV OVERLAY Chimney Hill Rd. 1" Depth Shim & 1" Depth Overlay (6250' By 23') -> (902 Tons Each Lift)	1,804.00	TON	\$95.50	\$172,282.00
1A	COLD PLANING BITUMINOUS SURFACES Chimney Hill Rd. (6250' By 23') (15972 SY) *Mill Only*	15,972.00	SY	\$1.15	\$18,367.80
2	HPB-VERMONT TYPE II Haystack Rd. (1800' By 20') VT Type II -> 565 Tons Clubhouse To Binney (1075' By 22') VT Type II -> 371 Tons Town Farm Rd. (530' By 20') VT Type II -> 166 Tons West Rd. (740' By 20') VT Type II -> 232 Tons Upper Dam Rd. To Rabbit Run (1400' By 20') VT Type II -> 439 Tons	1,773.00	TON	\$95.50	\$169,321.50
3	HPB-VERMONT TYPE III Haystack Rd. (1800' By 20') VT Type III -> 339 Tons Clubhouse To Binney (1075' By 22') VT Type III -> 223 Tons Town Farm Rd. (530' By 20') VT Type III -> 100 Tons West Rd. (740' By 20') VT Type III -> 139 Tons Upper Dam Rd. To Rabbit Run (1400' By 20') VT Type III -> 264 Tons	1,065.00	TON	\$95.50	\$101,707.50
4	HPB-VERMONT TYPE II & III Green Rd. (550' By 18') VT Type II -> 155 Tons Green Rd. (550' By 18') VT Type III -> 93 Tons	248.00	TON	\$105.00	\$26,040.00

Total Bid Price: \$487,718.80

Notes:

- Please find the attached Standard Conditions document. By signing below, buyer acknowledges and agrees that it has also read and approved Contractor's Standard Conditions, as required included parts of this contract. This contract constitutes the entire agreement between the Contractor and Buyer and may only be modified by a written amendment executed by both parties. This proposal is accepted upon receipt of Buyer's signature, and the Contract is effective as of the date of Contractor's signature tendered to Buyer. Executed by both parties as a sealed instrument.
- Prices are based upon current liquid asphalt costs, which are not guaranteed by suppliers and, therefore, subject to sudden adjustment during the term of this agreement. The base cost (index) of asphalt for this quote is \$ 610.00 per ton.
- Prices are based on 1 mobilization(s). Additional mobilizations which become necessary will be subject to a charge of \$ 4000 each.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/29/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 45 Constitution Avenue P.O. Box 511 Concord NH 03302-0511	CONTACT NAME: Donna Bickford PHONE (A/C, No, Ext): 800-238-3840 E-MAIL ADDRESS: donna.Bickford@ajg.com FAX (A/C, No): 603-224-8012														
License#: 0D69293 BAZIBRO-01	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A : Union Insurance Company</td><td>25844</td></tr><tr><td>INSURER B : Acadia Insurance Company</td><td>31325</td></tr><tr><td>INSURER C : Continental Western Insurance Company</td><td>10804</td></tr><tr><td>INSURER D : Hanover Insurance Companies</td><td>22292</td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Union Insurance Company	25844	INSURER B : Acadia Insurance Company	31325	INSURER C : Continental Western Insurance Company	10804	INSURER D : Hanover Insurance Companies	22292	INSURER E :		INSURER F :	
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INSURED Bazin Brothers Trucking, Inc. 2425 Back Westminister Road Westminister VT 05158															

COVERAGES

CERTIFICATE NUMBER: 1142398761

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			CPA5562976	10/7/2024	10/7/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			CAA5562977	10/7/2024	10/7/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			CUA5562978	10/7/2024	10/7/2025	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 PRDUCTS/CMPL OPS AGGR \$ 2,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input checked="" type="checkbox"/> N	N / A	WCA5562979	10/7/2024	10/7/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Leased/Rented Equip Motor Truck Cargo			IHVH392259	10/7/2024	10/7/2025	Limit (1000 Deductbl) 500,000 Limit (1000 Deductbl) 350,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

WC 3A States: VT MA NH

Covering operations of the insured during the policy period. Following applies when required by written contract with the named insured: Certificate Holder, Owner & other required parties are included as additional insureds (ongoing and completed operations) on all liability policies except workers comp on a primary non-contributory basis. Waiver of subrogation in favor of AI applies except where prohibited by law.

CERTIFICATE HOLDER**CANCELLATION**

Town of Wilmington
P.O. Box 217
Wilmington VT 05363
United States

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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2425 Back Westminster Road
 Westminster, VT 05158
 Phone: (802) 463-2077
 Fax: (802) 463-2598

Date: 5/1/2025

Quotation

Project:	2025 Paving	Location:	Wilmington, VT
Customer:	Town of Wilmington PO Box 217 Wilmington, VT 05363		
Phone:	Email		

Following is our price quote for the above referenced project.

Quantity	Description	Price	Extension
16245 SY	Cold Plane - 3" Depth - Chimney Hill Road	\$ 1.50	\$ 24,367.50
4565 TON	Machine Paving - Town Farm Road - West Road - Chimney Hill Road - Haystack Road - Clubhouse Road - Upper Dam Road	\$ 102.00	\$ 465,630.00
255 TON	Machine Paving - Green Road	\$ 115.00	\$ 29,325.00
Total			\$ 519,322.50

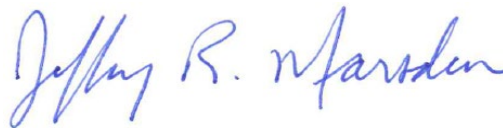
Bazin Brothers Trucking, Inc.
2425 Back Westminister Road
Westminister, VT 05158
Phone: (802) 463-2077
Fax: (802) 463-2598

Date: 5/1/2025

Project: 2025 Paving

1. Permits are by others.
2. Bazin Brothers will not be held responsible for puddles or areas slow to drain due to design issues creating areas with less than 2% slope.
3. Pricing for this project is based upon no retainage. If project is to have retainage, please contact us prior to award to discuss.
4. Price is based upon current liquid asphalt price of \$621/ton. Price to be adjusted to published liquid asphalt price at time of completion.
5. Traffic control included.
6. Shoulder gravel and/or loam at edges of new pavement by others.
7. Pavement markings by others.
8. One mobilization included in above price, \$7,500/each additional mobilization.
9. Compaction testing by others.
10. Customer acknowledges "Seasonal Weather Release" and that work performed after November 1st will not be guaranteed by Bazin Brothers. Work performed after November 1st will be at Customer's sole risk.
11. This quote is valid for 15 days.
12. Payment terms are 15 days.
13. Sweeping included.
14. PG58-28 liquid and no more than 10% RAP
15. Type II base paving, Type III & Type IV wearing course.
16. All millings to Town of Wilmington Town Garage.
17. Town to provide all trucks needed for milling.
18. Tack applied at a rate of 0.025 gallons/SY.

Authorized Signature:



Date: 5/1/2025

Printed name & title:

Jeffrey R. Marsden, V.P.

The above prices, terms and conditions are accepted.

Authorized Signature:

Date:

Printed name & title:



Viking-Cives of Vermont
74 Armand Lane

Willison, VT 05495
Phone: (802) 660-9991
Fax: (802) 660-9992
www.vikingcives.com

QUOTATION

Error! Reference
Quote ID: source not found.

Page 1 of 2

Customer: Town of Wilmington
2 East Main Street
Wilmington, VT 05363

Quote Number: Wilmington
Quote Date: 04/15/25
Quote valid until: 06/15/25

Contact: Marshall Dix
Phone: 802-464-5515

Salesperson: Mike Murray

Part Number	Description	Quantity	Unit Price	Amount
	F600 LD Plow Hitch	1		
	Housatonic 10' One Way Reversing Plow	1		
	Sabre Blades	1		
	Moldboard Shoes (Pair)	1		
	Rubber Deflector	1		
	Transmission Mounted Pump/PTO	1		
	Stainless Frame Mounted Oil Reservoir w/Valve Enclosure	1		
	Five Section Load Sharing Implement/Spreader Valve	1		
	Electronic Actuated Single Joystick Implement Controls	1		
	EZ Spread 2 Electronic Spreader Control	1		
	Stainless Steel Piping to the Rear w/Plumbing for Rake	1		
	Duraclass SDYB 9' Hybrid SS Dump Body	1		
	3/16" Hi-Ten Floor	1		
	¼ Cab Shield	1		
	Tailgate w/Manual Release and Top Mounted Quick Latch	1		
	DA Under Body Hoist	1		
	Color Camera w/Dual Feeds	1		
	Stainless Pull Out Ladder	1		
	Shovel Holders (2)	1		
	Electric Actuated Body Vibrator	1		
	Pintle Plate w/Receiver and Electrical Plug	1		
	Front Quarter Fenders and Rear Mud Flaps	1		
	Swenson Dual Auger Tailgate Spreader	1		
	LED Cab Shield (4 TIR) and LED Corner Post Strobes	1		
	LED Heated Stop/Tail/Turns and LED Markers	1		
	LED Heated Spot Lights	6		
	LED Ditch Lights	2		
	LED Heated Plow Lights and LED Bar Light	1		

Quote Total:	\$66,950.00
Trade:	
Total Due:	\$66,950.00



Viking-Cives of Vermont
74 Armand Lane

Willison, VT 05495
Phone: (802) 660-9991
Fax: (802) 660-9992
www.vikingcives.com

QUOTATION

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Page 2 of 2

The following items may be added:

Part Number	Description	Quantity	Unit Price	Amount

Customer must fill out the information below before the order can be processed...

Accepted by:	
Date:	
P.O. number:	

1. The price and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by the seller. All quotations and agreements are contingent upon strikes, accidents, fires, availability of material, and all other causes beyond our control. Prices are based on cost and conditions existing on the date of quotation and are subject to change by the seller before final inspection.
2. Typographical and stenographic errors are subject to correction.
3. Conditions not specifically stated herein shall be governed by the established trade customs. Terms inconsistent with those stated herein which may appear on purchaser's final order will not be binding on the seller.
4. Terms are due upon receipt unless prior credit has been established or established accounts are set up with Net 30-day terms.
5. Quoted price does not include any applicable taxes and is subject to state and local tax, as well as Federal excise tax unless proper forms are submitted and established when applicable.
6. All orders are FOB Viking facility unless noted otherwise.

Notes:

SeVEDS fy2026 Request For Funding Through the 1% Local Option Tax Fund

Name of Person/Organization/Business/Committee

- SeVEDS (Southeastern VT Economic Development Strategies)

Date of Request

- 5/6/2025

Contact person, phone numbers, mailing and email address

Adam Grinold, Executive Director/Laura Sibilia, Director of Regional Strategies
Brattleboro Development Credit Corporation
76 Cotton Mill Hill
Brattleboro, VT 05301
(802)257-7731
agrinold@brattleborodevelopment.com; lsibilia@brattleborodevelopment.com

Amount of Request and Date Funding Needed

- \$6,767~~5~~
- Office will bill after 7/1/2025 for fy2026 funding

Describe in detail the purpose and specific use of the funding

- See attached letter dated 8/15/2025 detailing SeVEDS activities

Please provide a financial breakdown of your project/request.

- SeVEDS requests funding at \$3.00 per person from all 27 towns we serve. Therefore, we ask the Town of Wilmington to appropriate \$6,767 (based on a population of 2,255) to support SeVEDS. SeVEDS annual budget statement can be found in the Annual Report at <https://brattleborodevelopment.com/bdcc-seveds-annual-reports/> (page 11)

Briefly describe the need for the funding and any other information that can support the application.

- See attached letter and Town Impact report for more information

Signature of Applicant



Revised 2/4/16 JLD

Date

4/30/24



August 15, 2024

Town of Wilmington
P.O. Box 217
Wilmington, VT 05363

Dear Wilmington Selectboard:

Every year, Brattleboro Development Credit Corporation (BDCC) asks each of the 27 towns we serve in the Windham region to support long-term economic strategy and programs by funding Southeastern Vermont Economic Development Strategies (SeVEDS). This year, 22 communities, representing 86% of Windham region residents, voted to support the SeVEDS municipal funding effort, resulting in an investment of nearly \$116,000 in regional planning and economic initiatives.

SeVEDS is a grassroots organization that was formed in 2007 based on the realization that no single town can influence major economic indicators acting alone. Through the planning and research of SeVEDS, BDCC is able to foster an approach to economic development that is proactive, long-term and regional.

SeVEDS helped create the area's first regional plan for economic development: the Comprehensive Economic Development Strategy (CEDS). We update the plan yearly through CEDS project submissions, highlighting important local initiatives. Working with state, federal, regional and philanthropic partners, BDCC works to attract resources that move local projects forward, helping towns complete vital community programs and build a more vibrant, resilient economy. In 2024 the CEDS is being updated. Look for a separate communication coming shortly with opportunities to attend public meetings to review the proposed regional goals and give your input.

By leveraging municipal funding for SeVEDS, BDCC has been able to launch innovative, responsive programs including high school career education, business relief and small business lending, and new Vermonter initiatives. It has also launched programs that serve communities directly like the USDA-funded Southern Vermont Economy Project (SVEP). Through these programs, we provide towns and community organizations one-on-one help, trainings, project-specific grants, and help accessing bigger funding resources.

We ask every town in the Windham region to contribute towards regional economic development efforts at the rate of \$3.00 per person. This year, we are asking the Town of Wilmington to fund BDCC at \$6,765 (based on a population of 2255 people per the 2020 U.S. Census), to support continued implementation of SeVEDS efforts in fy2026. This is the same amount we requested last year, based on the 2020 Census population. In the past as a stand-alone request to the Select Board from the 1% fund.

We will follow up to schedule a time to meet with your Selectboard to answer questions regarding this funding request, and to provide updates on regional programs and projects. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Adam Grinold", with a stylized flourish at the end.

Adam Grinold, Executive Director



SeVEDS Impact Statement for Wilmington Town Report March 2025

Improving wages, creating jobs, & attracting and keeping people in the region is critical economic development work that is beyond the capacity of any single community to do on its own. **Southeastern VT Economic Development Strategies (SeVEDS) was founded as an affiliate of the Brattleboro Development Credit Corporation (BDCC) in 2007 to create regional strategies and attract resources that help us act together to build a thriving economy.** BDCC, Southeastern Vermont's Regional Development Corporation, contracts with SeVEDS to develop and implement these strategies in the Windham Region.

Our work is guided by the Comprehensive Economic Development Strategy (CEDS), a 5 year regional plan that is developed with extensive regional input. The CEDS was updated in 2024 to inform the region's economic direction through 2029. The plan's central tenet is: **'Southern Vermont must adapt to the rapid pace of innovation, continuing climate change impacts, and trending demographic shifts.'** The full document is available at www.sovermontzone.com/ceds.

Background & Request

To support this work, SeVEDS requests funding at \$3.00 per person from all 27 towns we serve. **Therefore, we ask the Town of Wilmington to appropriate \$6,765 (based on a population of 2,255) to support SeVEDS.** This request is made through a 1% fund application to the Select Board each May.

In 2024, 22 communities, representing 86% of Windham region residents, voted to invest in SeVEDS. We use this municipal funding in three key ways:

1. To directly **fund implementation** of programs & projects serving local communities, businesses and people.
2. To build **regional economic development capacity**. SeVEDS uses municipal funding to create programs, conduct research and planning, secure and administer grants, and to help regional partners.
3. As **seed funding**. We leverage your dollars to bring additional money to the region to provide technical assistance and programs: **every dollar contributed by towns is matched to bring in outside funding.** In FY24 we helped bring over **\$7.5 Million** to our region – funding that supports the work of our region's towns, businesses and nonprofits.

Program Impacts

- BDCC's newly expanded **Business Services** provides technical assistance and lending. We work with businesses of any size, from startup to retirement. We encourage every local business to reach out – if we can't help, we'll connect you with someone who can. We'll also connect local business owners with new **"BizConnect" events now happening every month around the region.** A very well attended Deerfield Valley event took place in Wilmington in November.
- 3 additional businesses from Wilmington entered our direct business service pipeline this year, for a total of 10 businesses we've worked with over the past two years.
- Regionally, we **support jobs** for the many Wilmington folks who commute out of town to work, by working with hundreds of businesses, including many of the area's largest employers.
- Our **Workforce Team** creates programs like **Pipelines and Pathways**: a program that in 2023 provided career training and support to students in area High Schools, including Twin Valley. The **Southern Vermont Young Professionals** group helps young adults in their 20's-40's advance their careers and deepen their connections in the region.
- **The Welcoming Communities** program has supported **207** New Americans who have filled positions in **51** local companies, keeping our regional economy thriving.
- **The Southern Vermont Economy Project** helps towns and non-profits improve community vibrancy through local projects. Since 2017 SVEP has provided 100+ trainings with over 2,000 participants to help community projects solve problems and find resources. We were delighted to welcome several Wilmington projects to a Grant Writing Workshop held at the Old School in August, and always see many Wilmington attendees at our flagship conference, the Southern Vermont Economy Summit, in May.

More SeVEDS-Led Programming

For a deeper overview of our programs, visit our website at www.brattleboro-development.com. There you can sign up for our e-newsletter to get updates including state and federal economic and community development resources, or download our annual report (you can also call the office to receive your own copy: 802-257-7731).

APPLICATION FOR WASTEWATER TREATMENT ALLOCATION PERMIT Page 1 of 3

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

Map No. <u>20-21-025</u>	Fee \$25.00+\$18.00 Recording	Date Received: <u>2/28/24</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 Lazell</u>	

Applicant: Stay Mount Snow LLC Mat Buono ☒ Owner ☐ Owner's Agent ☐ If Agent, letter of agency attached
(Print Name)

Property Location: Fairview Avenue Tax Map Number: 20-21-025
(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 ☐: New Connection!

Establishment	Unit	Number	Gallons/Person/Day/Unit	Total Gallons/Day
Example: Restuarant	Seat	10	30	300

Triplex/multi-family building	Bedrooms	6	120	840
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This is a revised application replacing the preliminary approval granted to the preivous owner, Andrew Kotsaftis.

I hereby request an allocation permit as described for gallons per person per day TOTAL 840 gpd

Do not write in boxed area - For administrative use only

SIGNED: _____
(Applicant)

64 Mayflower Road
(Mailing Address of Applicant)

Windsor CT 06095
(City, State and Zip Code)

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.

Credit existing unused gallonage: 0 gpd

Allocation to be purchased Total 840 gpd

CONDITIONS:

1. Total Allocation Fee (840 gpd x \$10/gpd) \$8,400
2. 25% of the total Allocation fee (\$2,100) is due within 30 days: On or before n/a PAID, 20____.
3. The remaining 75% (\$6,300) 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

APPLICATION FOR WASTEWATER TREATMENT ALLOCATION PERMIT Page 2 of 3

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 2/28/24 Initials JL

Bianchi Filing Fee: \$18.00 due at application Date Paid 2/28/24 Initials JL

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

ALLOCATION FEE TOTAL \$ 8,400

Within 30 days of Preliminary 25% \$2,100 Date Due: 4/6/24 Date Paid 8/6/24 Initials JL

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 _____

Do not write in boxed area - For administrative use only

**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.