

## Wilmington Selectboard Meeting Minutes

### August 19, 2025

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

**Others Present:** Scott Tucker, Jessica Archambault, Marshall Dix, Christine Richter, John Lazelle, Jason Dlubac, Senator Bongartz, Gretchen Havreluk, Matthew Moore, Cheryl LaFlamme, Rob Plunkett, Matt Horn, Chelsea Williams

#### Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
  - Under action items; possibly approve the vicious dog bite hearing decision
  - Other business; special meetings
2. Approve minutes of July 15 and 21, 2025
  - Tribuno moved to approve the minutes of July 15, 2025, Rice second; all in favor.
  - Tribuno moved to approve the minutes of July 21, 2025, Rice second; 4-0, Foster abstained
3. Action Items
  - Fitzgerald moved to approve joining the Purdue National Opioids Settlement, Rice second; all in favor.
  - The oil and stone hasn't worked out on Shearer Hill. All State has agreed to pay for half of a base coat to be applied. Rice moved to approve a quote from All State to pave Shearer Hill Rd in the amount of \$42,975, Foster second; all in favor.
  - Tribuno moved to appoint Scott A Tucker as Health Officer, Foster second; all in favor.
  - Tribuno moved to approve the vicious dog bite hearing decision, Rice second; 4-0, Foster abstained.
4. Senator Seth Bongartz legislative discussion
  - Discussed the current portion of the education bill going through the legislature. This would reverse Act60. It also rewrites the Homestead portion.
  - Opportunity for smaller housing projects to get funding
  - Healthcare; took steps to help bring costs down. But hospitals are struggling financially and with staffing.
  - Looking at a substantial loss for paving funds in the next year or two.
  - Richter mentioned some issues with the new tax sale law.
5. Lake Raponda Dam Update
  - MSK Engineering gave an update on the Lake Raponda Dam project. Hairline cracks in the cement wall, erosion and irregular sloping. There is overtopping of the dam during a 1,000-year dam. Some suggestions are to repair the cracks, regrade the crest to uniform elevation, extend the concrete wall, and provide a low-level outlet. An emergency action plan will be required.
6. Planning Commission
  - Foster moved to accept the proposed zoning ordinance from the planning commission, Lebron second; all in favor.
  - The Planning Commission is recommending Jessica Roberts and Scott Tucker for acting Zoning Administrators. The Commission is hoping to have a new full-time recommendation

for the Board soon. Fitzgerald moved to appoint Jessica Roberts and Scott Tucker as acting Zoning Administrators, Foster second; all in favor.

#### 7. Memorial Hall

- We received one construction bid and one electrical bid for the floodproofing work at Memorial Hall. Lebron moved to accept a bid for the floodproofing from GPI Construction and electrical work from Monument Electric for work at Memorial Hall, Rice second; all in favor.

Fitzgerald moved to enter into water & sewer commission at 7:10 pm, Foster second; all in favor.

#### 8. Sewer & Water Commission

Tribuno moved to approve the following allocations, Rice second; all in favor;

- 85 West Main Street – Leinonen. Final allocation needed for 1 bedroom (140 gallons).
- Fairview Ave – Stay Mount Snow LLC (Buono). Final allocation for 6-bedroom (840 gallons) duplex house and a connection permit.
- 35/37 West Main Street – Marzelli. Final allocation for 2 bedroom (240 gallons) single family house and a connection permit.
- 29 Ray Hill Road – Heilmann. Final allocation needed for 3 bedroom (420 gallons) for two apartments.
- 24 West Main Street – Christo. Final allocation needed for 8 restaurant seats (240 gallons).
- 5 North Main Street – Suddell. Final allocation needed for additional 2 bedrooms (230 gallons) for short term rental building.
- Sewer was short in revenues at the end of FY25. The budget is up 3%; the number of ECU's are up to 727. This could lower the ECU rate to 612, but because we are working to build the capital account, we are suggesting leaving it at 625. The water budget is up 19% due to adding a second full-time employee with benefits. It is very similar to the sewer budget. We will need to raise the base rates; the first time since 2021. Rates attached to minutes for reference. Rice moved to approve the sewer and water rates for FY26, Lebron second; all in favor.

Out of water & sewer commission at 7:27 pm

Fitzgerald moved to enter into liquor commission at 7:27 pm

#### 9. Liquor Commission

- Fitzgerald moved to approve a Request to Cater for WI Foster for an event on 8/30 from 2–5:30 pm at Chimney Hill Clubhouse and on 9/6 from 4:30–10 pm at Brook Bound, Rice second; 4–0, Foster abstained.

Out of liquor commission at 7:29 pm

#### 10. Wilmington Revolving Loan Fund

- Fitzgerald moved to approve the amended Revolving Loan Policy establishing the loan amount of \$30,000, Rice second; all in favor.

#### 11. Other Business/Correspondence

- Cancel September 2<sup>nd</sup> meeting. Special meeting on September 4<sup>th</sup> at 9 am with WheelPad.

#### 12. Select Board Members Comments

- Lebron mentioned the animal control ordinance doesn't really mention dogs needing to be leashed. He would like to have it updated. He attended the 7/21 DRB Hearing. He feels there

is an issue with STR regulations. He is asking the Selectboard to review the STR's and facilitate an annual licensing program.

- Tribuno saw a letter to the editor in the Reformer from a person in Londonderry. It causes concern that someone unhappy chooses to boycott local businesses. He is hoping people realize that town employees are doing the best they can with the taxpayers' best interest at heart.
- Foster reports that some feel the Beautification Committee has been neglecting River Bank Park.
- Rice commented that the stonewall on Beaver St is getting worse.

#### 13. Town Manager's Updates

- Blueberry Splash, Picnic in the Park and "Rooted" at Memorial Hall were great successes.
- PD has several candidates and hopes to make a selection this week
- Planning is interviewing and hoping to make an appointment for Zoning.
- PVR Appeals; Caplan & Wilson were both continued

#### 14. Executive Session

- Fitzgerald moved to find that premature general public knowledge of the revolving loan application would place the town at a substantial disadvantage, Rice second; all in favor.
- Fitzgerald moved to enter into executive session at 8:03 pm to include the town manager and Gretchen Havreluk, to discuss a Revolving Loan Application, Rice second; all in favor.

Out of executive session at 8:15 pm

- Tribune moved to approve a Revolving Loan Application for Mill & Whistle LLC in the amount of \$30,000, Foster second; all in favor.

Meeting adjourned at 8:16 pm

Respectfully submitted,  
Jessica Archambault

Approved by the Wilmington Selectboard:

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Thomas Fitzgerald, Chair

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Vince Rice, Vice Chair

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Tony Tribuno, Clerk

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Charlie Foster

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John Lebron

August 19, 2025  
Town of Wilmington Water District  
PO Box 217  
Wilmington VT 05363  
**Billing: 802-464-8591; Utility Servicing: 802-258-7445**  
**crichter@wilmingtonvt.us**

Dear Customer,

Effective July 1, 2025, rates will be adjusted as listed below to cover the operating costs of the water district. Billing is three times a year at this time.

Rate Code	2022	2023	2024	2025
<b>R1: Single-family Home</b>	\$ 97.50	\$ 130.00	\$ 130.00	\$ 170.00
<b>R2: Small Non-Profit</b>	\$ 49.92	\$ 66.56	\$ 66.56	\$ 87.50
<b>C2: Small Commercial</b>	\$ 195.00	\$ 260.00	\$ 260.00	\$ 340.00
<b>C3: Large Commercial</b>	\$ 330.33	\$ 440.44	\$ 440.44	\$ 575.00
<b>S1: Sprinklers</b>	\$ 2.86	\$ 2.86	\$ 2.86	\$ 3.00
<b>Usage</b>	\$ 8.65	\$ 8.65	\$ 8.65	\$ 10.00

The Water Commissioners hold meetings on the first and third Tuesday of each month at the Wilmington Town Hall. The rates were voted at their meeting on August.

Any further questions should be directed to the billing phone or email bolded above.  
Thank you kindly,

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Christine Richter, Finance Officer

**Rate Code Water Classifications**

**Single Family Home** – Residence for one family, no rental units or commercial use

**Small Non-Profit** – Churches, Food Pantry, Historical Society, Masonic Hall

**Small Commercial** – Single Family w/apart, Retail less than 2000 sq ft, Office w/ 6 or fewer employees, short-term rentals

**Large Commercial** – Retail over 2000 sq ft, residential w/3 units or more, restaurants, car wash, laundromats