

Wilmington Selectboard Agenda
Tuesday, January 6, 2026 at 6 pm
Town Hall Meeting Room

1. Visitors, Public Comments, Possible Changes to the Agenda
2. Approve Minutes of December 16 and 19, 2025 (2 minutes)
3. Sewer Commission (5 minutes)
 - *The Sewer Commission to possibly approve a preliminary allocation extension for VT211 LLC.*
4. FY27 Budget (15 minutes)
 - *The Selectboard to possibly approve the FY27 Budget*
5. Energy Committee (10 minutes)
 - *The Energy Committee requests the Selectboard to add a town meeting article for the installation of a solar array system on the roof of the Public Safety Facility*
6. Other Business/Correspondence
7. Selectboard Members Comments
8. Town Manager's Updates (5 minutes)

Wilmington Selectboard Meeting Minutes
December 16, 2025

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

Others Present: Scott Tucker, Sarah Kociela, Alex Miller, Bob Bois, Pam Greene, Jason Dubac, Matthew Horn, Rachael Smith, Andrew Smith (Massari), Bruce Humenik.

Meeting called to order at 6:00 pm

1. Visitors, Public Comments, Possible Changes to the Agenda
 - Omit #4 Liquor Commission, and #8 Executive Session.
 - Dubac asks Fitzgerald if he had something to say to him.
 - Pam Greene introduced herself as the new Executive Director of the Southern Vermont Deerfield Valley Chamber of Commerce and mentioned awards presented at their recent Gala that will appear in the news this week, including a Lifetime Achievement Award given to Randy and Vicki Capitani.
2. Approve minutes of November 18, and December 2, 2025
 - Tribuno moved to approve the minutes of November 18, and December 2, 2025, Rice second; all in favor.
3. Action Items
 - Bois introduced Bruce Humenik and Alex Miller as the Energy Committee's recommendation to fill vacancies. Tribuno moved to appoint Bruce Humenik and Alex Miller to the Energy Committee, Foster second; all in favor.
 - Kociela presented the Errors & Omissions from the Assessor's Office for Abernethy's unfinished basement, recalculation. Tribuno moved to approve the Errors and Omissions Certificate change from \$2,226,570 to \$2,116,580, a difference of \$109,990, Rice second; all in favor
4. Other Business/Correspondence
 - Town Report Dedication names were forwarded to Fitzgerald, and Selectboard will make selection soon.
 - Town employees' Christmas luncheon scheduled for Thursday.
 - Budget Meeting scheduled for Friday, December 19th, 2025 at 8:15 a.m.
5. Select Board Members Comments
 - Tribuno thanked those in the Meeting Room for their attendance.
6. Town Manager Updates
 - Legal Corner: Caplan property under appeal has concluded upholding the BCA decision, non-residential value \$118,000. This decision represents the fair market value.

Meeting adjourned at 6:11 p.m.

Respectfully submitted,
Jessica Archambault

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

Vince Rice, Vice Chair

Tony Tribuno, Clerk

Charlie Foster

John Lebron

Selectboard Budget Meeting Minutes

12/19/25

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

Others Present: Scott Tucker, Jessica Archambault, Christine Richter, John Lazelle, Matt Murano, Scott Moore, Marshall Dix, Sarah Kociela, Therese Lounsbury, Jason Dubac, Sara Molina, Alex Miller

Meeting called to order at 8:15 am

1. Visitors, Public Comments, Changes to the agenda

2. FY27 Budget

- Total budget up 7.5%, which is a smaller increase than the past few years. Payroll increases 5% across the board; additional increases Highway Superintendent, Finance, Fire Chief, Corporal, Sergeant, Administrative Assistant
- Town Clerk; copiers are due to be replaced, everything else is on par with last year.
- Assessor; lowered slightly while adjusting to non-appraisal year. Goal is to move Sarah toward certification as an Assessor
- Computer support has been reduced. We have a contract with RMON and have a solid cost. Fewer trainings are happening in person, so there is less mileage reimbursement and a lot of the webinars replacing these are free.
- Police; competing with state police salaries. PD was short a dispatcher for a few months and realized a per diem dispatch position would be needed. Adjusting weekend differential pay for dispatch. Cost of vests have gone up; we do receive grants for 45% of the cost.
- Public Safety Facility; cleaning, small repairs. No capital account currently,
- Fire Dept; radio budget reduced with the new radios. Communication with KMA has been very poor. Keeping the 2001 International a bit longer. Received a FEMA grant for SCBA replacement.
- GMB; Lake Raponda Dam maintenance and funds going into capital for construction. GMB has a grant for some rehab work that will need additional funds. Doing work at Buzzy Park to make it more user friendly and the bank more sustainable along Beaver Brook.
- Social Services; have met with VT Bar, DVR, and SafePlace asking for increases.
- Transfer Station; hired a new full-time attendant/building and grounds. Planning an enclosure off the metal building to store the backhoe, related to state storm water regulations, and increasing storage.
- Legal/Audit; last contract year for the auditor (Sullivan & Powers) so we will need to go out to bid or ask to extend the contract.
- Library; proposing a 2% increase in their funds.

- Memorial Hall; proposing \$100,000 to capital. There are two grants right now, and we still must repair/replace the siding and paint the trim as well.
- Planning Commission; working on the town plan.
- Recreation; expanding activities offered and working with the town on improving Buzzy Park. Adding a part-time rec coordinator; with the expansion of programs, and grant applications/research, it has grown beyond a volunteer role.
- Town hall; adding to the capital to assist in the outstanding projects that need to be completed. HVAC needs to be replaced, a grant for energy and ADA improvements is ongoing.
- Highway; culvert standards have increased, so cost is increasing. Grants are not plentiful. The gravel line has not seen an increase in quite a few years; using more gravel every year. We have gone over our snow removal line every year. Beaver Street rock wall (retaining wall along the cemetery) has a section pushing out. Applied for a planning grant, to help with a design for sidewalks, rock wall replacement, and park improvements, that was not received. The budget reflects the need for engineering to design a replacement for the wall, and add a sidewalk to improve pedestrian safety. Line striping is a bit higher; it did not get done last year, and the cost of the contractor is higher. Planning to try another rehab on a truck, rather than buying new. Looking at purchasing a Ventrack with attachments; we would be able to help with sidewalks during the daytime, and with salting when the contractor is tied up. A bridge capital plan was created. Grant options are declining, so this will help plan a funding timeline. There are some bridges in need of repair or replacement soon.
- Police Capital Fund; increasing to account for rising vehicle costs, and technology (body cams, in-car cams, server).

3. Other Business

- Jessica will send out the town report dedication list and get feedback.

Meeting adjourned at 10:21 am

Respectfully submitted,
Jessica Archambault

Approved by the Wilmington Selectboard:

Thomas Fitzgerald, Chair

Vince Rice, Vice Chair

Tony Tribuno, Clerk

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>21-22-063</u>	Fee \$25.00+\$18.00 Recording	Date Received: <u>9/17/25</u>
PSC No. _____	\$43.00 Fee due at application <input type="checkbox"/> paid <input checked="" type="checkbox"/> check <input type="checkbox"/> cash	#1189 <u>DL</u>
SA No. _____	Signature: _____	

Applicant: VT 211 LLC ☒ Owner ☐ Owner's Agent ☐ If Agent, letter of agency attached

(Print Name)

Property Location: 211 Route 9 East Tax Map Number: 21-22-063

(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>Restaurant</u>	<u>Seats</u>	<u>45</u>	<u>30</u>	<u>1350</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

I hereby request an allocation permit as described for gallons per person per day TOTAL 1350 gpd

Do not write in boxed area - For administrative use only

SIGNED: *Joseph W. Zanc*
(Applicant)

PO Box 295
(Mailing Address of Applicant)

New Fairfield, CT 06812
(City, State and Zip Code)

Credit existing unused gallonage: _____ gpd

Allocation to be purchased Total 1350 gpd

CONDITIONS:

1. Total Allocation Fee (1350 gpd x \$10/gpd) \$ 13,500.00
2. 25% of the total Allocation fee (\$ 3,375) is due within 30 days: On or before 11/7, 2025.
3. The remaining 75% (\$ 10,125) is due before connection or use or within 6 months of Final Allocation, whichever comes first.
4. Other: _____

Preliminary Approval Granted: date 10/7/25

Preliminary Approval Expires: date 1/7/26 (3 months)

By: *Sharon J. French*
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.