

CERTIFICATE OF HIGHWAY MILEAGE  
YEAR ENDING FEBRUARY 10, 2016

Fill out form, make and file copy with the Town Clerk, and mail ORIGINAL, before February 20, 2016 to:  
Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section  
One National Life Drive, Montpelier, VT 05633.

We, the members of the legislative body of WILMINGTON in WINDHAM County  
on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305,  
added 1985, is as follows:

PART I - CHANGES TOTALS - Please fill in and calculate totals.

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways	
Class 1	0.000			0.000	0.000	
Class 2	13.340			13.340	0.000	
Class 3	54.02			54.02	0.000	
State Highway	14.692		-0.23	14.462	0.000	
<b>Total</b>	<b>82.052</b>			<b>81.822</b>	<b>0.000</b>	
* Class 1 Lane	0.000			0.000		
* Class 4	6.19	0.95	+ 949	7.14	7.139	0.000
* Legal Trail	0.00			0.00		

\* Mileage for Class 1 Lane, Class 4, and Legal Trail classifications are NOT included in total.

PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.

- NEW HIGHWAYS:** Please attach Selectmen's "Certificate of Completion and Opening".  
+ 0.95 CL 4 Haystack extension TH-47
- DISCONTINUED:** Please attach SIGNED copy of proceedings (minutes of meeting).
- RECLASSIFIED/REMEASURED:** Please attach SIGNED copy of proceedings (minutes of meeting).  
-0.23 mi VT-9 ramp due to reclassification
- SCENIC HIGHWAYS:** Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES IN MILEAGE: Check box and sign below. [ ]

PART III - SIGNATURES - PLEASE SIGN.

Selectmen/ Aldermen/ Trustees Signatures:

*Heather Chapman*  
*Thomas J. Lefebvre*  
*Jacelle White*

T/C/V Clerk Signature:

*[Signature]*

Date Filed:

2/7/16

Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

APPROVED:

*[Signature]*  
Representative, Agency of Transportation

DATE:

5/12/2016



Received

JAN 25 2016

Policy, Planning & Intermodal  
Development Division

## Vermont Statutes Annotated

### 19 V.S.A. § 305. Measurement and inspection

#### § 305. Measurement and inspection

(a) After reasonable notice to the selectboard, a representative of the agency may measure and inspect the class 1, 2, and 3 town highways in each town to verify the accuracy of the records on file with the agency. Upon request, the selectboard or their designee shall be permitted to accompany the representative of the agency during the measurement and inspection. The agency shall notify the town when any highway, or portion of a highway, does not meet the standards for its assigned class. If the town fails, within one year, to restore the highway or portion of the highway to the accepted standard, or to reclassify, or to discontinue, or develop an acceptable schedule for restoring to the accepted standards, the agency for purposes of apportionment under section 306 of this title shall deduct the affected mileage from that assigned to the town for the particular class of the road in question.

(b) Annually, on or before February 10, the selectboard shall file with the town clerk a sworn statement of the description and measurements of all class 1, 2, 3, and 4 town highways and trails then in existence, including any special designation such as a throughway or scenic highway. When class 1, 2, 3, or 4 town highways, trails, or unidentified corridors are accepted, discontinued, or reclassified, a copy of the proceedings shall be filed in the town clerk's office and a copy shall be forwarded to the agency.

(c) All class 1, 2, 3, and 4 town highways and trails shall appear on the town highway maps by July 1, 2015.

(d) At least 45 days prior to first including a town highway or trail that is not clearly observable by physical evidence of its use as a highway or trail and that is legally established prior to February 10, 2006 in the sworn statement required under subsection (b) of this section, the legislative body of the municipality shall provide written notice and an opportunity to be heard at a duly warned meeting of the legislative body to persons owning lands through which a highway or trail passes or abuts.

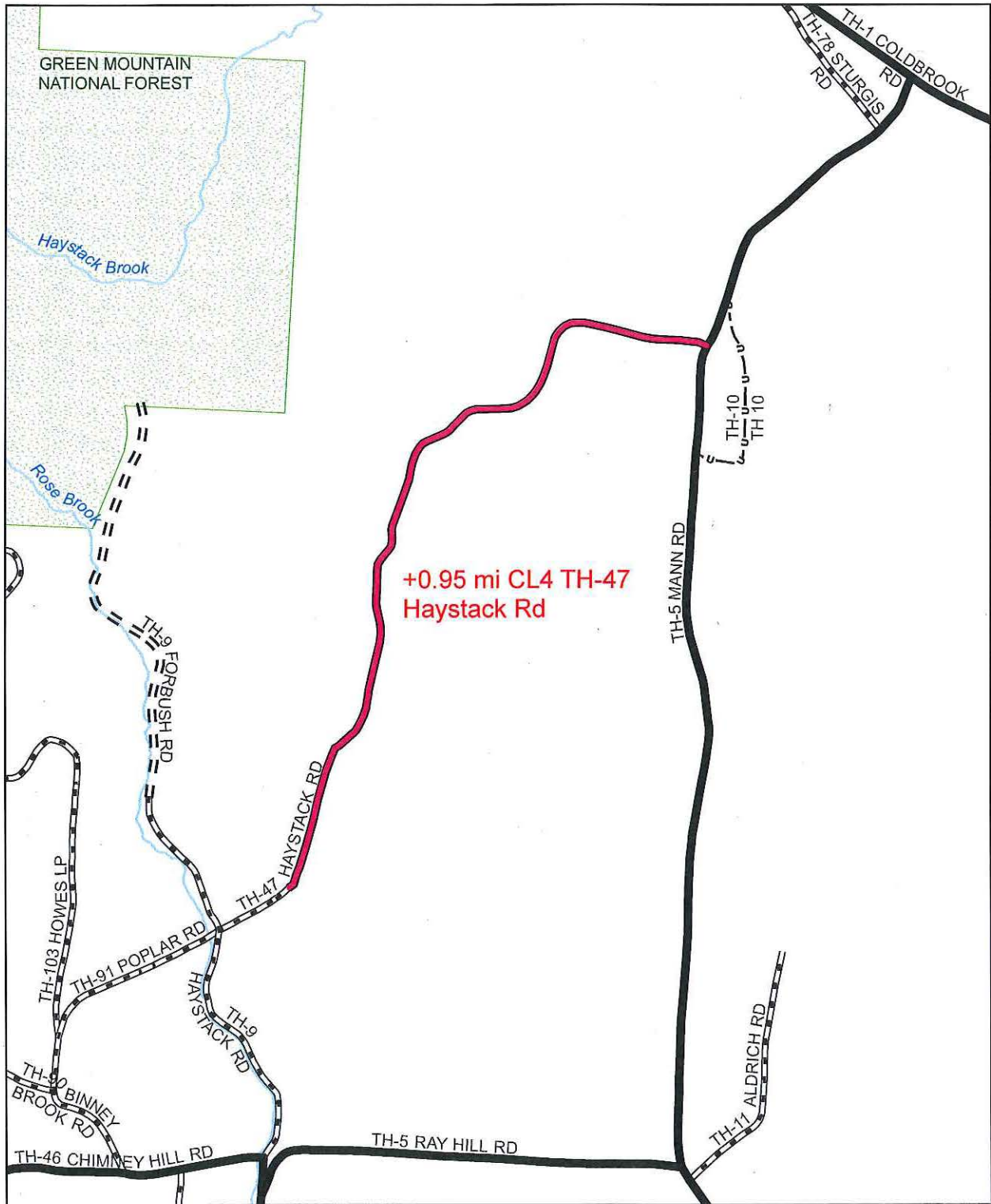
(e) The agency shall not accept any change in mileage until the records required to be filed in the town clerk's office by this section are received by the agency. A request by a municipality to the agency for a change in mileage shall include a description of the affected highway or trail, a copy of any surveys of the affected highway or trail, minutes of meetings at which the legislative body took action with respect to the changes, and a current town highway map with the requested deletions and additions sketched on it. A survey shall not be required for class 4 town highways that are legally established prior to February 10, 2006. All records filed with the agency are subject to verification in accordance with subsection (a) of this section.

(f) The selectboard of any town who are aggrieved by a finding of the agency concerning the measurement, description, or classification of a town highway may appeal to the transportation board by filing a notice of appeal with the executive secretary of the transportation board.

(g) The agency shall provide each town with a map of all of the highways in that town together with the mileage of each class 1, 2, 3, and 4 highway, as well as each trail, and such other information as the agency deems appropriate

Excerpt of 19 V.S.A. § 305 - *Measurement and inspection* from Vermont Statutes Online located at – <http://legislature.vermont.gov/statutes/section/19/003/00305>

December 2015



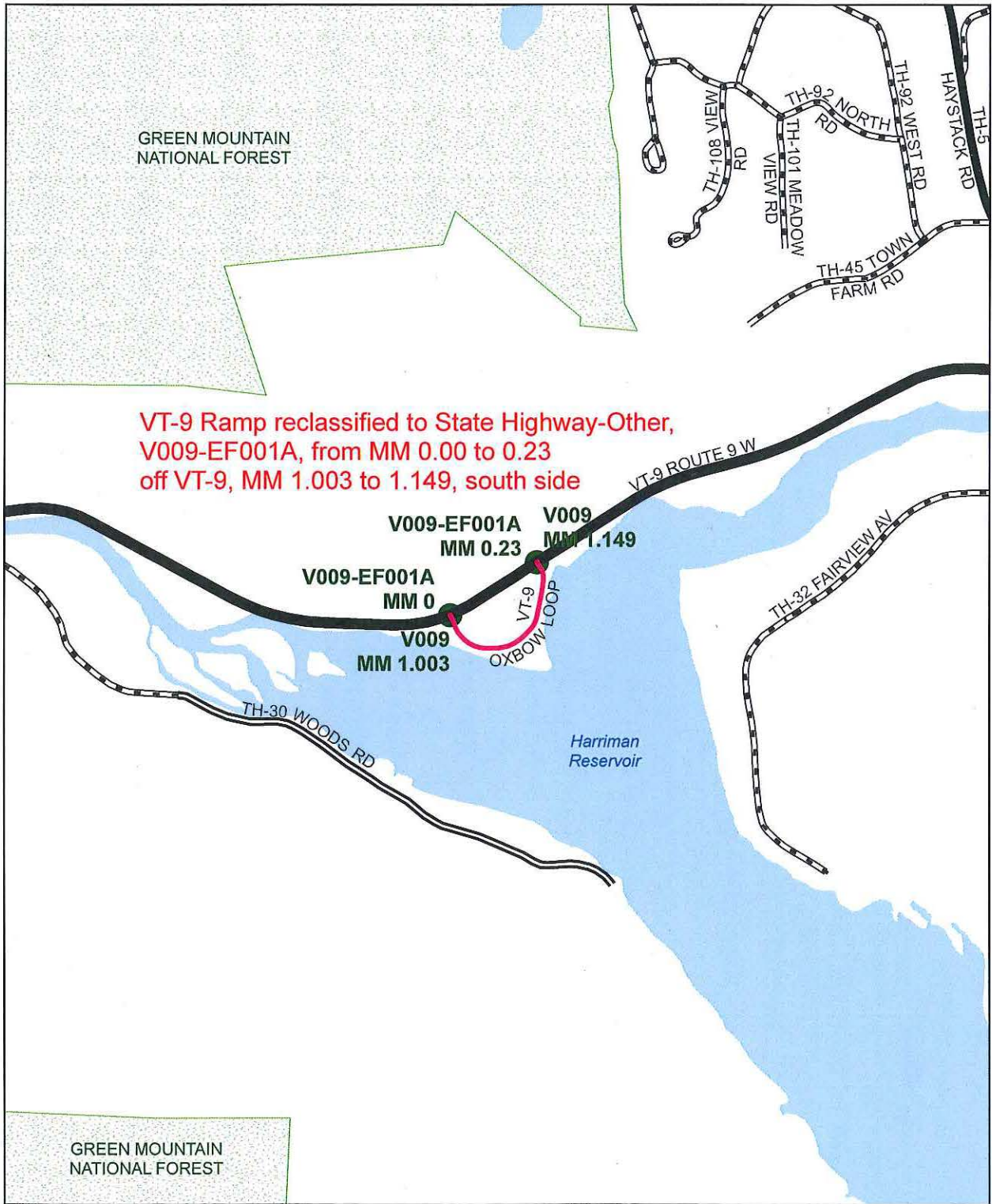
**Mileage Certificate Change 2016  
WILMINGTON**

(CTCODE: 1322)

Mapping Section  
Division of Policy, Planning and Intermodal Development  
Vermont Agency of Transportation - March 2016







## Mileage Certificate Change 2016 WILMINGTON

(CTCODE: 1322)

Mapping Section  
Division of Policy, Planning and Intermodal Development  
Vermont Agency of Transportation - March 2016

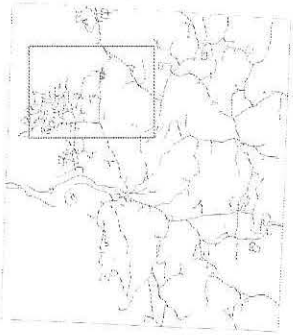


0 Miles 0.2





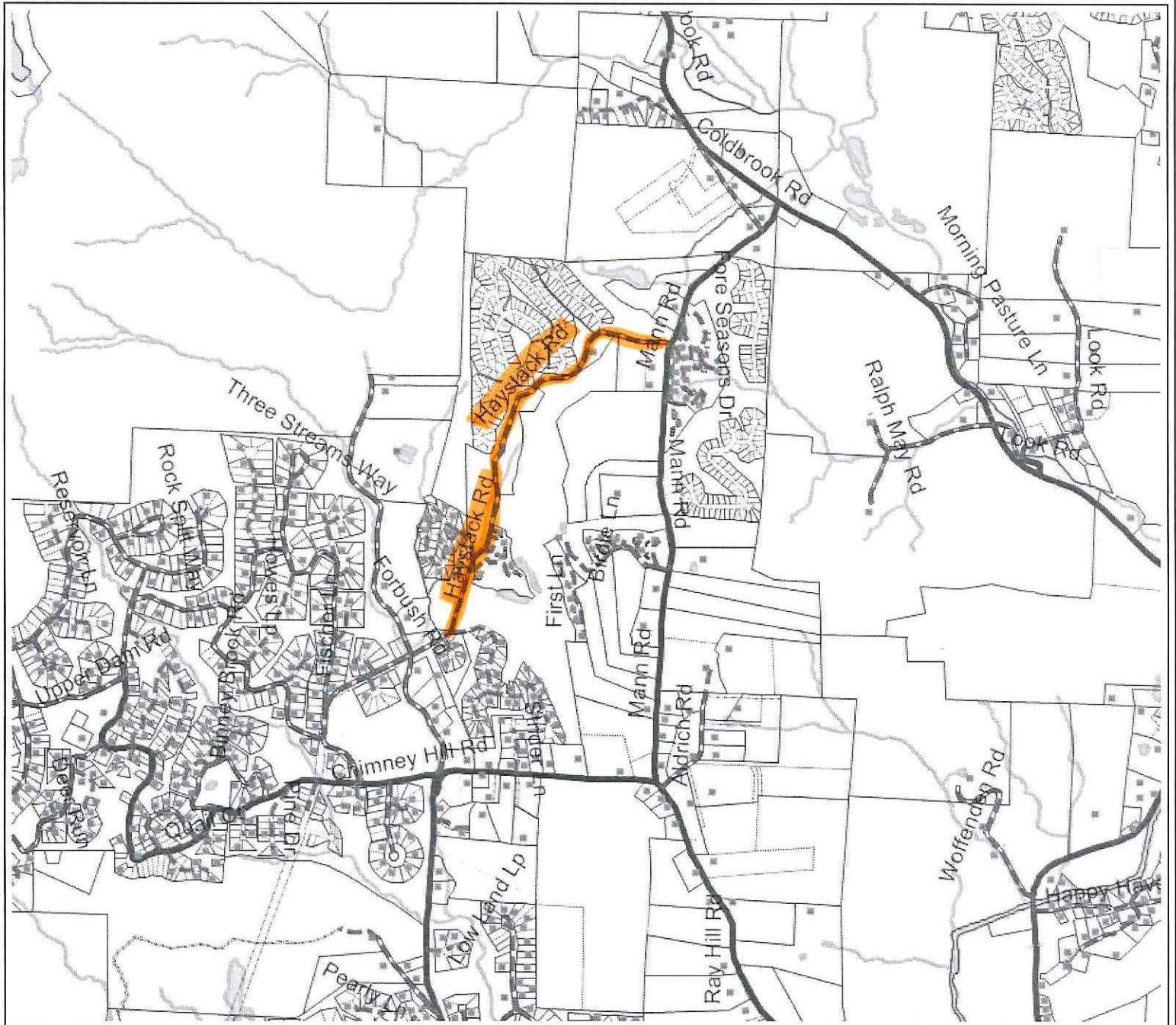
# Town of Wilmington



Map Features:  
Parcel Lines  
Building Locations  
Road Centerlines  
Streams & Ponds

*The Town of Wilmington and CTI assume no liability as to the sufficiency, accuracy, or the user's interpretation of the data delineated hereon. Current to April 1, 2016*

*This map is for assessment purposes only. It is not to be used for description, conveyance, or determination of legal title.*



Map Scale 1:23,000  
1 inch = 1920 feet



Map Printed on  
January 21, 2016





**Wilmington Selectboard/Sewer Commission**  
**July 22, 2015 at 6:00 pm**  
**Minutes**

Present: Diane Chapman, Tom Fitzgerald, Jake White, John Gannon and Susan Haughwout

Others Present: Town Manager Scott Murphy, Deborah Kingsley, Mike Eldred, Chris Mays, Wendy Manners-Seaman, Carolyn Palmer, Peter Wallace, Roberta Carey, Vincent Rice, Anna Drozdowski, Thomas Hall, Melinda Coombs.

**1. Visitors, Public Comments, Possible Changes to Agenda**

-Murphy stated that a special events permit was added to the agenda.

**2. Approve Minutes of July 7, 2015**

-White moved to approve the minutes of June 17, 2015, Gannon second; Susan Haughwout abstained because she was not present, all else approved.

**3. Action Items**

-A request for a new road name, Mountain Ridge Drive, was presented to the Selectboard to be approved. A question was asked about the exact location of the proposed new private road. The request was presented as well to the Police Chief, Fire Chief and Deerfield Valley Rescue, and was approved by them. A motion was made by Susan Haughwout to approve the new name, seconded by Diane Chapman, all were in favor. It is a private road, not maintained by the Town of Wilmington.

A request from Vt. Distillers Inc. for a Special Event permit to the Department of Liquor Control for the Blueberry Festival on August 8, 2015. He will be located on South Main Street. A motion was made by Susan Haughwout to approve the permit, seconded by Jake White, all were in favor.

**4. (5) Diane Chapman moved to go into Sewer Commission Board**

The Town Manager, Scott Murphy, explained to the Board that the sewer budget was approved in January, 2015. As a result of the budget approval the recommended rate for ECU is \$354.64 for the coming year. Last year's rate was \$352.72. A motion was made by Jake White to set the sewer rate at \$354.64, seconded by Diane Chapman, all were in favor.

Scott Murphy informed the board that an application has been received by Sandri Realty, Inc. to reopen the gas station with a Dunkin Donuts store and purchase extra sewer allocation so they might have 10 restaurant seats. This works out to an extra 500 gpd. This would be for a preliminary approval. A question was asked concerning the fee (\$1250) that must be paid before the permit is issued and what happens to that money if the final approval is not given. Scott will check and send e-mail to the board. Susan Haughwout made a motion to approve the preliminary application, Jake White seconded it, all were in favor.

The Board came out of the Sewer Commission.

**5. (6) The board discussed the classification of a section of Haystack Road that runs from Mann Road to its intersection with Forbush Rd. A question was asked concerning the upgrade of the road to a class 3, no commitment has been made from the interested parties. A motion was made by Susan Haughwout to classify the road as a class 4 road, seconded by Tom Fitzgerald, all were in favor.**

**6. (8) A discussion concerning amending the Wilmington Revolving Loan Program. This fund is to help new or existing businesses start up or relocate in the town; as well as help businesses that are already in the Town to expand. This fund is not available for non-profit entities. Susan Haughwout thought the Board should make some changes to Section A – Eligibility, add non-profit. Section B – Have an exception to the loan amount. Suggested Exemption "The maximum loan amount may be waived at the discretion of the Selectboard for projects that have special significance to the town and/or a positive town-wide impact." Tom Fitzgerald inquired about the amount of money in the account. There is \$42,000 in outstanding loans with a cap of \$75,000. More discussion will be held at a later date.**

**7. (4) Mr. Timothy A. Hall came before the Board to be interviewed for a position on the DRB Board. The Board wanted to know why he was interested in becoming a member of the DRB. He responded that he wanted to give back to the community, since he owns a home in Wilmington. He and his wife come up every weekend and it would be no problem for him to be present at the Monday night meetings. He owns his own business, so he sets his own schedule-so attendance would not be an issue. They would like to retire in Vermont and set up a branch office here. The Board gave him a brief rundown of what he would need to do to prepare himself for the position. A motion was made to appoint Mr. Hall to the DRB, seconded by Jake White, all were in favor.**

**8. (9) Wendy Manners-Seaman and Carolyn Palmer came before the Board to discuss the changes that the Board might want for the Historic District. Do they want to extend the Historic District, have different districts within the town. Mr. Gannon has looked up the language in the Bennington District concerning demolishing buildings, which Wendy would like a copy of. No one seemed interested in**



expanding the districts. Might consider have different districts with different requirements. The Board would like to get public input as well.

9. (7) Glebe land lease and well on Haystack Mountain. A letter was received from Attorney Chris Cady, responding to a request from the town to do research on the lease agreement between Wilmington and the Hermitage Club. Susan Haughwout withdrew from the Selectboard and sat with Roberta Cary of the Coldbrook Fire District, a representative of CBFD to explain what needs to happen if the well is transferred to the District. The Fire District would need to be added to the lease in order for the well to be turned over to them. The Selectboard felt that as a courtesy Hermitage should have notified the town concerning the well. The well is not in the watershed district, so no permit was necessary. The Selectboard asked Scott to go back to the Hermitage Club and ask them to seek permission from the town if they are going to do any more wells, plus a map as to where the wells are. Section 14 of the Lease seems to state the Town should be notified.
10. Wilmington Water District update. Susan Haughwout is the selectperson that goes to the water district meetings. If the water district wants to move forward with the merger, it will be a long process. There would be a vote of all the residents, not just the residents in the district. Several concerns were brought up with the funding that is necessary to make changes within the district. If/when the merger happens who will take over the balance of the remaining money owed and will the rate change? Some of the administrative employees of the water district want to leave their positions, so what will happen with billing and collecting funds? A timeline needs to be established as well. Scott informed the selectboard that the town has already offered help to the district if they need it. Scott will get in touch with Ashley Lucht and Wayne Elliot to help with the funding issues and timeline questions.
11. The board went over the correspondence-no comments.
12. Other business-no comments
13. Selectboard comments and Other Action Items:

-Jake White talked about the paving that was done at the Buzzy Towne Playground. There were 4 boys at the park when Jake was there and a suggestion was made to get patches for the boys and make them rangers of the park!  
-John Gannon and Susan Haughwout made comments concerning the police department. Scott and the Board agreed to invite the Chief in to discuss the workings of the Police Department.

There was a request from Dennis Richter, as a member of the Wilmington School Board, to setup a meeting to discuss the use of the High School. Diane said that she had spoken to Dennis, so now it was up to him to set the time.

It was mentioned that Scott's evaluation was supposed to be done last year and it was not done because the format was not an acceptable one. Tom Fitzgerald will look into other evaluation methods and will set a date for the evaluation for the 2<sup>nd</sup> meeting in September. Scott stated that his contract was up in October and it also included a provision for a merit increase or decrease. It has been a 1 ½ years since an evaluation was completed.

14. Town Manager updates:

Scott has received the preliminary design for the pedestrian footbridge elevation. It will need to be raise 4.5 feet on the Route 9 side. The other side will just need a ramp for access. The projected cost is approximately \$2,500, not to exceed \$5,000.

There is an application for new lights for the pergola in town. It was felt that it would be a good idea to withdraw the application and a reference was made to Section 550 Municipal Exemptions of the Zoning Ordinance that requires the Selectboard to decide whether it is in the best interest of the town, it will be discussed at the next meeting.

Scott mentioned to the Board that there was a hole in the pavement in the bridge near Dot's. The state will be down on July 23<sup>rd</sup> to determine how bad the hole is and the possible fix. Billy Hunt and the Town manager are concerned about the condition of the bridge.

The next meeting will be August 5, 2015 and Rep Ann Manwaring and Laura Sibilia will attend that meeting.

Meeting was adjourned at 7:45 pm.

Respectfully Submitted,

Deborah Kingsley




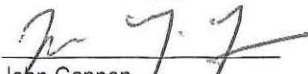
Approved by Wilmington Selectboard:

  
Diane Chapman, Chair

  
Thomas J. Fitzgerald, Vice Chair

\_\_\_\_\_  
Susan Joy Haughwout, Clerk

  
Jacob White

  
John Gannon

**Wilmington Selectboard/Sewer Commission**  
**June 17, 2015 at 6:00 pm**  
**Minutes**

**Present-** Diane Chapman, Tom Fitzgerald, Susan Haughwout, Jake White, John Gannon

**Others Present-** Town Manager Scott Murphy, Jessica DeFrancesco, Chris Mays of Brattleboro Reformer, Mike Eldred of Deerfield Valley News, Bill Hunt, Bob Fisher, James Barnes, Lynn Matthews, Heidi Taylor, Steven Bartlett, Granville Gargiulo, Mary Cooper, Christine Richter, Frank Sprague, Mace Sebby

**1. 6:00 Public Hearing for the Classification of a portion of Haystack Road**

Chapman called the public hearing to order at 6:00 pm. Public comments were heard as follows:

Highway Supervisor Bill Hunt-classifying Haystack Rd as a class 4 road would mean there would be little to no maintenance done on the road other than water structures such as culverts and run-offs. It would cost hundreds of thousands of dollars to bring the length of the road to class 3 standards.

Bob Fisher representing self & Hermitage Inn Real Estate Holdings- Feels it should be upgraded to a class 3 and maintained year round. It could then be used as an alternate route in the busy winter months when the center of town gets backed up. A high percentage of tax payers are in the Chimney Hill area. Different cost avenues were discussed, including developers paying for the upgrades for the town to take it over.

Jim Barnes-public safety and emergency personnel (Deerfield Valley Rescue, Fire, Police) would benefit greatly if Haystack Rd were a class 3 and maintained by the Town. GPS currently directs travelers down this road and many get stuck as it is not always plowed. The majority of the road works today, so it should not cost very much to fix up the rest of the road. The hearing was closed at 6:22 pm. The Board has up to 60 days to discuss and make a decision on this road classification.

**2. Visitors, Public Comments, Possible Changes to Agenda**

- Mace Sebby, concerned parents, and children approached the Board regarding the condition and safety of Buzzy Towne Park. Jack McHale, Isaac Park, Lucas Messing, and Aaron Soskin addressed the Board regarding needles being found, fights breaking out, graffiti on the basketball hoops. They felt trash cans as well as picnic tables would be helpful for the programs (Valley Youth Sports & others) that use the field. Sebby stated that parents and kids would volunteer to clean up the park, and even help put in another playground. The Board made comments about more police presence at the park and also to reiterate that reporting any questionable behavior would be helpful.

**3. Approve Minutes of June 3, 2015 (including date change)**

- Chapman moved to accept the minutes of June 3, 2015 with the date correction, Fitzgerald second; all in favor.

**4. Liquor and Tobacco Licenses**

- Haughwout moved to approve a Request to Cater Permit and an Open Container Ordinance Exemption for the Wilmington Village Pub, Inc being held at Memorial Hall on July 5, 2015 and October 24, 2015 in conjunction with "Friends of Memorial Hall", Fitzgerald second; all in favor.



## **5. Action Items**

- The self-assessment financial management questionnaire completed by the Town Treasurer for compliance with the State Auditors annual request is complete and the Board needs to review and sign it. The Board agreed that it looks ok, Chapman signed the report.
- Patrick Williams reported and assisted fighting a fire near the Nutmeg Inn on April 6, 2015. Fitzgerald moved to recognize and sign a Certificate of Appreciation for Patrick Williams, Chapman second; all in favor.
- Murphy discussed the next step in the WWTP Refurbishment Project. This loan will allow the Town to start construction. The Bond anticipation loan of \$1,597,000 will have 1.2% interest. Haughwout moved to execute the Loan Documents, sign the Loan Resolution, & authorize Signature Card for Treasurer for USDA-required "bridge loan" through People's Bank for interim financing for WWTP Refurbishment Project, Chapman second; all in favor.

## **6. Police/Fire Department Relocation Committee Formation & Charge**

- Chuck Clerici and Chief Szarejko discussed with the Board the draft Charge and potential language changes. It was suggested the ad for volunteers include language as "non first responders" as Fire, Police, & Rescue will already be represented on the committee. Fire Chief Ken March had previously recommended using the Breadloaf study as a basis to build upon. Discussed the six-month deadline and if it was reasonable. Clerici feels it will be possible to accomplish. Gannon would like "consider existing buildings that could be modified to save taxpayers money" added to the charge. Clerici stated that working with the Economic Development Specialist, and possibly looking into a CDBG grant may be helpful in retaining funds to reduce the burden on taxpayers. An ad will be put in the Deerfield Valley News next week.

## **7. Historic District Discussion**

- The Board tabled this discussion until next meeting.

## **8. Reaffirmation (or Not) of Town's Homestead Declaration Waiver Policy**

- Haughwout moved to reaffirm the Town policy regarding the no-charge waiver penalties for late filers of the Homestead Declaration, Chapman second; all in favor.

## **9. Personnel Policy Changes Proposals**

- Pay for On-call Police Officers-Haughwout discussed the process of amending the personnel policy as it has been done in the past. Murphy stated that on-call officers is not addressed in the current policy and it leaves the Town open for liability. Gannon and Haughwout feel a decision should not be made without the cost impact to look at. Chief Szarejko stated that "restricted" officers are not able to leave their house as they have to be ready and within seconds of their cruisers if they get called out. The "restricted" on-call hours would at most be 31 hours per week. White commented that he is in favor of compensating these on-call hours as it is tremendously restricting their lives. Further discussion is tabled until a future meeting.

## **10. Correspondence to/from Selectboard**

- Reviewed mail

### 11. Other Business

- Possible reschedule of July 1<sup>st</sup> Selectboard Meeting-Board decided to meet July 8<sup>th</sup> and 22<sup>nd</sup>.
- The dissolution of former Memorial Hall Board Charge-Charge expired in 2013 and a set of guidelines was put in place. The guidelines should be rescinded. Murphy will put it on the next Board agenda.
- Selectboard representative for Tax Sale June 26, 2015 @ 9:00-Fitzgerald volunteered and the Board discussed which parcels to bid on and which not to.

### 12. Select Board Members Comments and Other Action Items

- Chapman-The hospital has decided to build on the Old School property. Suggested a dialog for the next agenda regarding the Town's role within the Old School.
- Possibly discuss the Revolving Loan limit on the next agenda and project language as well.
- White-there is still ice on Haystack Mtn. A wetlands consultant will be coming out Friday and hiking part of the Valley Trail with him.
- Haughwout-During the last Cold Brook Fire meeting Hermitage requested to drill a well on top of Haystack Mountain. As this is part of the Glebelands, and no request had been made to the Town, CBFD intends to inform the Hermitage that they need to meet with the Town to discuss the Glebelands lease.

### 13. Town Manager's Updates

- Set FY16 Tax Rate with Special Meeting-as the Board of Abatement is meeting at 5:30 pm on June 24<sup>th</sup>, the Board agreed to meet at 6 pm to set the FY16 tax rate.

Meeting adjourned at 8:00 pm.

Respectfully submitted,

Jessica DeFrancesco, Administrative Assistant

**Approved by Wilmington Selectboard:**

\_\_\_\_\_  
Diane Chapman, Chair

\_\_\_\_\_  
Thomas J. Fitzgerald, Vice Chair

\_\_\_\_\_  
Susan Joy Haughwout, Clerk

\_\_\_\_\_  
Jacob White

\_\_\_\_\_  
John Gannon



*Town of Wilmington Public Notice for Information*

**PUBLIC NOTICE**

The Wilmington Selectboard will hold a Special Meeting on Wednesday, June 17, 2015 at 5:00 pm on Haystack Rd when they will inspect the site and gather information to classify the road from Mowing Way to Mann Rd. A public hearing will be held at 6 pm after the site visit at 2 East Main St, Wilmington, in the Town Hall Meeting Room, where public testimony will be heard. No testimony will be heard at the site.

Agenda to follow.

**DISTRIBUTION OF PUBLIC NOTICE:**

**Date:** May 13, 2015

**From:** Jessica DeFrancesco, Administrative Assistant

**Company:** Town of Wilmington, Vermont

**Phone:** (802) 464-8591

**Fax:** (802) 464-8477

**E-mail:** [jdefrancesco@wilmingtonvt.us](mailto:jdefrancesco@wilmingtonvt.us)

**Notify by Email:**

**Wilmington Selectboard Members:** Diane Chapman, Jake White, Tom Fitzgerald, Susie Haughwout, John Gannon

**Send by E-Mail for Information:**

**MEDIA:** Deerfield Valley News, Mike Eldred, Brattleboro Reformer, Duncan Cable TV, The Commons Newspaper, Pettee Memorial Library

**Town Department Heads and Staff:** Scott Murphy, Bill Hunt, Ken March, John Lazelle, Joe Szarejko, Susan Haughwout, Pat Johnson, Craig Ohlson, Christine Richter, Debby Kingsley, Gretchen Havreluk

**Post:**

Town Clerk's Office Bulletin Board

Peoples' United Bank by email

C & S Beverage and Dairy

Minutes Book of Board

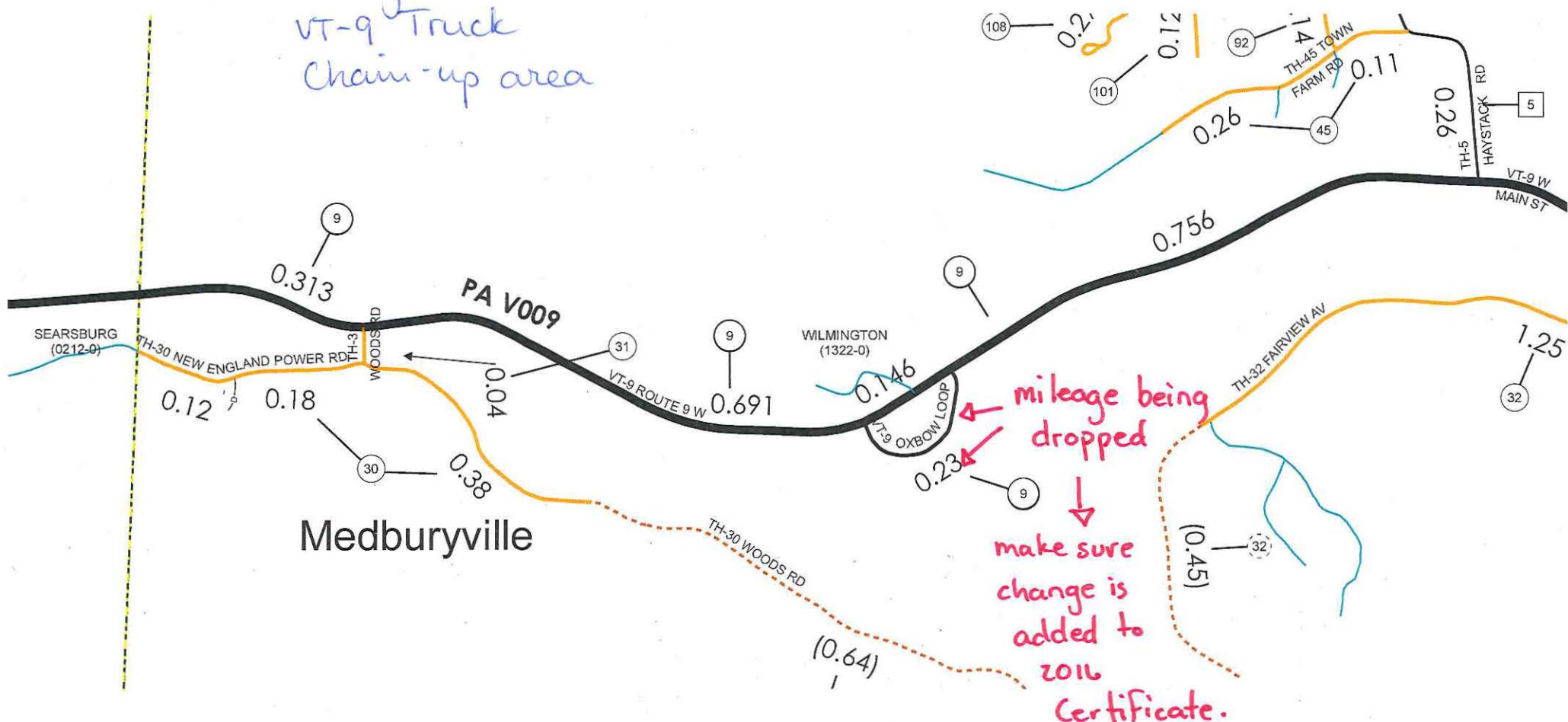
Town of Wilmington Newsletter and Website

## HAYSTACK ROAD

Haystack Road is a dirt road that has poor drainage and poor gravel, although there is ledge present. Approximately half a mile of this road, where there is no development, is closed during winter hours due to inaccessibility.



Wilmington  
VT-9 Truck  
Chain-up area



40,000

**MILEAGE SUMMARY**

CLASS 2		
TH-1	2.730	
TH-2	0.920	
TH-3	3.300	
TH-4	2.900	
TH-5	3.490	
	<b>TOTAL CLASS 2</b>	<b>13.340</b>
CLASS 3		
	<b>TOTAL CLASS 3</b>	<b>54.02</b>
	<b>TOTAL TOWN</b>	<b>67.360</b>
STATE HIGHWAY		
VT-9	7.160	
VT-100	7.302	
	<b>TOTAL STATE HIGHWAY</b>	<b>14.462</b>
STATE HIGHWAY - Ramps		
VT-9	0.230	
	<b>TOTAL STATE HIGHWAY - Ramps</b>	<b>0.230</b>
	<b>TOTAL STATE</b>	<b>14.692</b>

**TOTAL, TRAVELED HIGHWAYS, FEB. 10, 2015: 82.052**  
 (Excludes Class 4, Legal Trail, and Unidentified Corridor Mileage)

