

TOWN OF WILTON

SELECTMEN'S MINUTES

Date: March 17, 2014
Time: 6:30 P.M.
Place: Town Office

Present: Chairman Daniel E. Donovan, III, Selectmen William F. Condra and Richard E. Swanson, and Recording Secretary Pamela Atwood. Selectmen Elect Kermit Williams was in attendance.

The meeting was called to order at 6:30 P.M. by Chairman Donovan. He noted that all members were present including new Selectman Elect Kermit Williams.

Chairman Donovan stated that there were a set of minutes that needed to be signed by a quorum of the members. With Selectman Swanson absent last week he could not sign the minutes so Dan would stay to make a quorum. Selectman Condra read and signed the minutes.

Chairman Donovan spoke to Attorney Little asking him to hold off on the writ of execution on the 141k due from the Town of Lyndeborough. According to Jessie Salisbury the Lyndeborough Selectmen will be in contact with our Board regarding a payment plan.

There was a discussion regarding the parking ordinance. Dan volunteered to write a draft parking ordinance after the Board had further discussion on the issue.

Dan spoke of a discussion from last week's meeting regarding the condition of the theatre disorganization. He feels it needs to be addressed and he volunteered to write a letter for the Board to approve and sign.

Chairman Donovan said that the final walk-through at the Fire Station

would take place tomorrow. There are a few touch-up items that are still needed and the topcoat of pavement needs to be done. The minutes taken at the walk-through will be forwarded to Pam.

Selectman Condra asked to speak to an issue that is relevant today. He talked about House Bill 1591 which proposes new restrictions on posting notices and agendas. If passed, notices and agendas would need to be posted four days in advance. After further discussion the following motion was made:

Motion: Selectman Condra made a motion stating that the Wilton Board of Selectmen is opposed to House Bill 1591. Chairman Donovan seconded the motion followed by a unanimous vote. Kermit Williams agreed to speak against it on behalf of the Wilton Selectmen at the House of Representatives.

Chairman Donovan recognized Moderator William Keefe to swear in Selectman Elect Kermit Williams.

Next, Selectman Condra stated that he would assume the position of Chairman of the Board as an interim measure. He made the following motion:

Motion: That the Board of Selectmen appoint Sara Spittle as Supervisor of the Checklist. Selectman Swanson seconded the motion followed by a unanimous vote.

Moderator Keefe swore Sara Spittle in as Supervisor of the Checklist.

Next, Selectman Condra extended the following public apology to Moderator Keefe: “Mr. Moderator: Allow me this opportunity to render a public apology for my outrageous behavior at town meeting this past Thursday. On realizing that the elected legislative body, the Board of Selectmen for the Town of Wilton were victim of the parliamentary trick of “Move the Question” and that the Board of Selectmen were not going [to] be allowed to render a majority opinion

on the very controversial, contentious and ethically clouded warrant article 13, then before the town, I became very agitated and vented my anger at you and the office of the Moderator. My actions were disrespectful and unwarranted. I offer you my heartfelt, public and most sincere apology. Thank you.”

Moderator Keefe stated that no apology was needed.

Jerry Greene was sworn in next as Town Treasurer.

Public Works Director Steve Elliott was next on the agenda. He stated that he got sworn in as Water Commissioner this morning. He was before the Selectmen to discuss the truck purchases that were approved at Town Meeting. He gave details on the six wheel dump truck and requested a Purchase Order made out to Liberty International in the amount of \$167,000. The Board approved his request.

Next, Steve discussed purchase of the Ford F-350. He will be able to purchase a 2014 model for \$30,499 and he requested a Purchase Order in that amount made out to Hillsboro Ford. The Selectmen also approved this request.

A discussion about employee raises and Department Head reviews took place. Steve thanked the Town for the raises that were approved this year, saying that they were the largest since he has been employed. Selectman Swanson noted that he wants to schedule performance reviews as soon as possible. Chairman Condra stated that this is one of the unresolved topics for the Select Board to work on. The Selectmen stated that job descriptions should exist for Department Heads; they should be given performance reviews; and then the Department Heads should review their employees.

Chairman Condra requested a nonpublic session per RSA 91-A:3,II(c) at 7:07 P.M. The motion was seconded and followed by a unanimous

vote.

The regular meeting was called to order at 8:03 P.M.

The Accounts Payable manifest was approved.

The minutes were approved.

There was a letter in the correspondence file from the Department of Safety regarding fireworks permitting. The Board discussed this issue and said that they might want to consider creating a policy. Selectman Williams stated that he would like to have a discussion on the topic.

The Route 31 Bridge project was discussed. Selectman Williams will attend the meeting on March 28th.

The Selectmen discussed an on-going issue with a Dale Street landlord regarding building wiring.

Chairman Condra mentioned that the Dam Agreement is on the Water Department's agenda for their next meeting at which time they will send a response to the Selectmen. He then gave the history of the Water Department to Selectman Williams.

Next, the Board of Selectmen made the following appointments and assignments:

Appointments

Tax Collector – Jane Farrell

Police Chief – Brent Hautanen

Director of Public Works – Stephen Elliott

Fire Chief – Raymond Dick

Ambulance Chief – Gary Zirpolo

Health Officer – Gary Zirpolo

Building Inspector – John Shepardson

Assignments

NRPC – Kermit Williams

Planning Board – Kermit Williams

Energy Committee - Richard Swanson

MACC Base – Richard Swanson

Heritage Commission – Rick Swanson

WLT Ambulance Board – William Condra

Recycling Committee – Williams Condra

Budget Committee – William Condra

WLT Ambulance resident member – Daniel Donovan

Regarding the topic of the redesign of the Town website, Pam gave the Selectmen the proposal from Virtual Towns and Schools; the company the Selectmen had chosen to prepare the new website. This proposal had been approved by the Budget Committee and passed as part of the budget at Town Meeting. Selectman Williams asked if he could contact the company and if they could come back and give their presentation again. The Board agreed.

Selectman Swanson discussed last year's budget process saying that he was frustrated with how the process was reactive. He suggested meeting with the Treasurer before the process in the hopes of being better able to instruct the Department Heads with what is needed. Selectman Condra talked about the school funding project, noting that one needs to pay attention to the School budget.

The Selectmen discussed a letter presented by Water Commissioner Steve Elliott requesting information regarding an employee of the Water Commission. Chairman Condra read the letter and stated that most of the requested information was public information. There was further discussion on the item and Bill stated that he thinks the request should be made through the Water Department as Mr. Bergeron is a Water Department employee. Selectman Williams agreed saying that the Water Commission as a whole should ask for the information and

the request should have two signatures.

A motion was made to adjourn the meeting at 9:58 P.M. by Selectman Williams, seconded by Chairman Condra, followed by a vote with all in favor.

Respectfully submitted;

Pamela L. Atwood,
Recording Secretary