

# TOWN OF WILTON

## SELECTMEN'S MINUTES

Date: March 18, 2013  
Time: 6:30 P.M.  
Place: Town Office  
Present: Selectmen Daniel E. Donovan, III, and William F. Condra and Richard Swanson Recording Secretary Mary Guild

The meeting was called to order at 6:30 P.M. by Selectman Donovan.

Jerry Greene was sworn in as Town Treasurer. Richard Swanson was sworn in as Selectman. William Condra was sworn in as Water Commissioner. All were sworn in by Dan Donovan.

Administrative Assistant will check to see the amount of money the previous Town of Wilton Treasurer was bonded for.

Procedures for the Treasurer position were discussed and approved.

Police Chief, Brent Hautanen, addressed the board requesting purchase orders. One was for a 2013 police cruiser from MacMulkin Chevrolet and the other for a new copier from Conway Office Solutions.

Selectman Donovan moved to grant the purchase order. Selectman Condra seconded. All members of the board voted in favor of the requests.

Chief Hautanen inquired about surveying and the sale of Conservation land near Gabel home.

Representatives from the Conservation Commission agreed to bring the sale prospect to the entire Commission. After further discussion it was noted that the Selectmen are currently waiting for word from the Conservation Commission.

Steve Elliott requested a purchase order for a Sidewalk snow plow to be purchased from HP Fairfield, LLC. He passed around the specs and photos of the proposed new plow. The plow is considerably less expensive than what was approved at Town Meeting. Steve requests to purchase a mower for the sidewalk plow from another vendor with the remaining money. The Selectmen approved his request as the money is well within the budget request.

Selectman Condra moved and Selectman Donovan seconded to approve the purchase order for the sidewalk plow with the mower. All members of the Board voted in favor of the motion.

Steve Elliott spoke about the bridge on Old County Farm Road. The current plan calls for Jersey barrier type sides but Steve would like to change the sides to a more aesthetically pleasing look. This change will not increase price. \$68,000.00 was approved at Town Meeting for capital expenditure.

The Board approved the request to change the sides of the bridge.

Selectman Donovan would like the contract with contractor to state the bridge will pass the DOT inspection.

As Old County Farm Road is a town owned road, the property owners are not being assessed for the cost of the bridge.

Discussion followed on the various road classes. Town cannot maintain a class 6 road with taxpayer funds. The bridge is not located on the class 6 portion of the road.

Selectman Donovan told Steve Elliott and the other members of the Select Board that he was approached by Charlie McGettigan regarding the Cemetery Commission. Charlie is considering resigning from Cemetery Commission if a suitable replacement can be appointed. It was determined that someone must be found to serve then Charlie may

resign. Selectman Donovan will relay the information to Charlie.

There was a discussion with Steve Elliott about raises and how they would be distributed.

Rick Swanson then asked who is responsible to close school. The answer was given that it is the responsibility of the School Superintendent. Steve Elliott stated that this year the School Superintendent has not contacted the highway department towards the decision to close school.

The Board commended Steve Elliott on his highway department crew. All the members of the Board agreed that the current employees on the highway department make a good impression.

There was much discussion about Town Meeting.

Bill Condra updated the Board in regard to the "Fishing Camp" on Route 31, North, Stony Brook. Sy Little, Town Counsel, is moving forward with an injunction. Proper procedure was not followed to replace the old buildings on the property. Stop work orders have been issued and were ignored, twice.

The appointment of Select Board representatives to other committees will be chosen next week (3/25/2013) after a more thorough list of committees is created by Selectman Donovan.

There was conversation in regard to the bond application for the fire station and sewer department. The application is for both projects. The Board thinks that the sewer department should handle its own bond and town should handle the fire station bond.

One appointment was made. Dan Donovan moved to appoint Bill Carnduff to ZBA, Bill Condra seconded. All members of the Board

voted in favor of the motion.

List of appointments were approved as follows:

Tax Collector	Jane Farrell
Police Chief	Brent Hautanen
Director of Public Works	Stephen Elliott
Fire Chief	Raymond Dick
Building Inspector	John Shepardson
Health Officer	Gary Zirpolo

Selectman Donovan moved to appoint the list as above. Selectman Condra seconded. All members of the Board voted in favor of the motion.

Selectman Condra amended to make the appointments except for the Welfare Officer. Selectman Donovan seconded. All members of the board voted in favor of the motion.

The Welfare Officer position was discussed.

The Board requested that the Fire Chief procure a contract for the construction at the fire station.

A letter was received from Gary and Deborah Jensen of Seagroves Road in reference to the Veins' property which will be forwarded to the Planning Board.

The minutes from the March 11, 2013 were approved.

The donation to the Trustee of the Trust Funds was approved.

Selectman Donovan volunteered to follow up with a review of the Welfare Guidelines and a review of the town's Emergency

## Management Plan.

The Board discussed that Tom Schultz is to get written Requests for Proposals for work being done at the Water Department. Discussion on water department history followed.

The Community Center Committee will attend the board meeting on March 25, at 6:30 p.m. Selectman Donovan has been approached by several members of committee. Because no money to maintain was approved, the Selectmen could be held financially responsible to the operating budget if they accept the building from the Diocese. Dan Donovan and Bill Condra are not in favor of accepting the building without the financial backing. Dan suggested [03-18-13.html](#) a benefactor for the project. Dan Donovan responded via e-mail that the non-profit organization (Community Center Committee) could accept the property from the Diocese. If the Committee accepted the property, the property would be subject to planning and zoning. The Board is aware that if church doesn't hold services for two years, the town can assess property taxes. There was a discussion on the Catholic Church, its uses and costs.

Selectman Condra made a motion to nominate Dan Donovan for Select Board Chairman, Rick Swanson seconded. Dan Donovan abstained. The motion passed with a majority vote.

Dan Donovan gave explanation of workings of the Select Board. Dan suggested that the Right to Know Law should be studied by Rick. Officially this law is RSA 91-A. Public Records, Public Meetings. Due to the small size of the board no communication on town issues is allowed for the Board except at scheduled, publicized meeting. If necessary, an emergency meeting can be called. More often, Administrative Assistants are used as a liaison between Board members.

Dan Donovan moved to enter into a nonpublic session at 8:23 p.m. Selectman Condra seconded. All members of the Board voted in favor of the motion.

The Board resumed its public meeting at 8:43 p.m.

It was requested that Stan Greene provide an Asset & Depreciation Schedule ASAP.

A motion was made to adjourn the meeting at 8:50 P.M. by Chairman Donovan, seconded by Selectman, Condra, and followed by a vote with all in favor.

Respectfully submitted;

Mary Guild  
Recording Secretary