

TOWN OF WILTON
SELECTMEN'S MINUTES

Date: August 31, 2015
Time: 6:30 P.M.
Place: Town Office
Present: Chairman Richard E. Swanson, Selectmen William F. Condra and Kermit R. Williams.
Recording Secretary Caitlin Martin.

Chairman Swanson called the meeting to order at 6:30 P.M.

The first item on the agenda was Alison Meltzer, representing the Main Street Association and Sandy Lafleur representing the Souhegan Valley Food Co-op. Alison and Sandy indicated that the Main Street Association is pursuing a grant opportunity offered through the EPA called "Local Foods, Local Places." The intent of the grant is to provide funds for local farmers and businesses to improve access to local, healthy food. The Main Street Association's intent is to apply for and use this grant to revitalize Wilton's downtown via technical workshops, with particular emphasis on Souhegan Valley Co-op. They would like to give people a reason to come into town to buy local food from local farmers. There was a discussion about the specifics of what the Co-op would be like, where it might ultimately be located, and what progress they have made toward establishing themselves as a business. Michael Conley, President of the Souhegan Valley Co-op, joined the meeting at this time. They came to the Selectmen's Meeting in hopes of getting a letter of support in pursuit of the "Local Foods, Local Places" grant.

Motion: Selectman Condra made a motion to give the Main Street Association and the Souhegan Valley Co-op a letter of support. Selectman Williams seconded the motion, followed by a vote with all in favor.

Chairman Swanson volunteered to write the letter. Selectman Williams asked if the Co-op's activities would compete with the local CSAs. Sandy replied that the two programs actually support one another by generating awareness for local food. Michael agreed that they are hoping to join forces with some of the other local food co-ops, CSAs, and farmers. Chairman Swanson suggested that when the time is right, the Co-op should reach out to the town to discuss what they might need to facilitate their entry as a business in Wilton. Selectman Condra suggested the Co-op be sure to speak to the Planning Board as well. Alison stated that the local business community would be very interested if the town could come up with a "new business packet" that gives the basics of getting started as a business in Wilton. Selectman Williams stated that the Planning Board is working on this.

The next item on the agenda was Dan Donovan, Ambulance representative. Dan introduced himself and stated that he was appearing on behalf of the local volunteer ambulance and rescue association, which has been known as many names over the years, and of which he is the president. He gave a brief history of the organization, describing its history as a non-profit serving the Town of Wilton and surrounding towns. Recently, the 501(c)3 status of this non-profit lapsed, and after pursuing various legal options, the decision was made to start fresh with a new corporation, known as Wilton Lyndeborough Temple Ambulance Association Inc. (WLTAA), which has been incorporated and is pursuing 501(c)3 status. The Secretary of State has granted their charter. The reason for Dan's presence before the Board of Selectmen was because a new Board of Directors is being formed. They want to have 3 categories of directors: 3 Selectmen, 3 Civilians (non-selectmen), and 3 named by ambulance employees (may or may not be members of the Ambulance staff). The Wilton Lyndeborough Temple Ambulance Association needs the Board of Selectmen to appoint a Selectman representative and a civilian representative to the new Ambulance Board

prior to the new corporation taking effect in mid-September. A discussion followed about the specifics of the relationship between the Town of Wilton, the Ambulance Department, and the WLTA.

Motion: Chairman Swanson made a motion to appoint Selectman Condra as Selectmen representative to the Wilton Lyndeborough Temple Ambulance Association Inc. (WLTA), and to appoint Dan Donovan as the citizen representative. Selectman Williams seconded the motion, followed by a vote all in favor. Motion carries.

The next item on the agenda was Bill Abrahams-Dematte to discuss road conditions, but he was not present. The item was skipped.

The next item on the agenda was Patsy Belt representing the Wilton Main Street Association (WMSA) Design Committee. Alison Meltzer of the Main Street Association also joined the presentation. Patsy outlined her two requests. First, the WMSA Design committee would like to take a large rock, currently located on town land, and make a fountain out of it, to be placed in the Main Street Park. She outlined their plans to have a stone crafter carve the rock into an attractive water feature. The WMSA Design Committee was appearing before the Selectmen to ask permission to take the rock. The Selectmen verified that the WMSA Design Committee was not asking for funds, just for the rock. Selectman Williams expressed concern that they had not spoken to the DPW director Steven Elliott about the rock, and wants to speak with him prior to giving the go-ahead to take the rock. The second item Patsy wanted to discuss was the bump out project at the bump out near the Post Office. She stated that the WMSA Design Committee had suggested barrier curbing and stamped concrete matching that around the Town Hall be installed on this bump out, so that the WMSA Design Committee can put in plantings behind the curbing. She wants to know what the status of this project is. A discussion followed regarding exactly where the curbing would be located and what the project entailed. Selectman Williams suggested that an agenda item be created at the next Selectmen's Meeting for DPW Director Steve Elliott to speak to this issue. Patsy pressed for an answer regarding the rock for the fountain so that the stone crafter could begin his steps for the project.

Motion: Selectman Williams made a motion to donate one of the town's rocks to the Main Street Association for the purpose of creating a fountain, conditional upon agreement of the DPW director. Selectman Condra seconded the motion. A discussion followed, with Charlie Mcgettigan in the audience giving of the history of the rock. A vote followed, all in favor. Motion carries.

Chairman Swanson stated that the WMSA Design Committee should plan to come back in two weeks to discuss the bump out.

Chairman Swanson opened the floor for public comment. Tracy Ewing asked to hear a status of the solar panel project on town owned property. Chairman Swanson stated that the Energy Committee has had a few experts on solar panels come out and help the town understand what opportunities are out there. The Committee has not identified any specific properties to do this on.

Chairman Swanson then revisited the topic of road conditions, and stated that he had spoken to Bill Abrahams-Dematte (not present) about the conditions on his road, which had bad potholes. That road has been dug up and redone, and a culvert installed. He asked the audience generally if there was anything in that topic they wanted to discuss. Charlie Mcgettigan stated that he had nothing to state, as it would do him and the town no good. He alluded to a previous request with the right to know law, which was declined. He stated that he felt that he deserved an answer, and that when he asked questions of a public official, he deserved to know. He stated that it was written up in the minutes sometime last year. Selectman Condra asked if his right to know request regarded a public session, or non-public session. He stated that non-

public meetings are non-public for a reason, but that Charlie was always entitled to the minutes of a public meeting. Charlie countered that nothing should be secret, and that if it is town business, he should be able to know about it. Chairman Swanson stated that it is the Board of Selectmen's intent to be as transparent as possible. Charlie explained that it got under his skin. He stated that another town found out that they were wrong about the right to know law. He referenced an editorial from the National Telegraph which stated that if he doesn't say something, he's just as much at fault as someone who breaks the law. Chairman Swanson thanked Charlie for saying something. Charlie replied that he's not done, just done for right now. He stated that later he "might do more than just grumble about it."

Next on the agenda was Gary Zirpolo to discuss the Ambulance Budget. Gary presented multiple quotes for an alarm system in the ambulance bay with a variety of price points. A discussion followed on the merits of various companies and the costs of their alarm systems. Once Source Security came in as the lowest reasonable quote at \$6,035.61. Gary is not familiar with them personally, but many colleagues in the industry feel comfortable with them. His second choice is Monadnock Security, which came in at \$12,056.03, and with whom Gary is personally comfortable with. The budget line item for this project is \$10,000.00. The Selectmen confirmed that this money has already been accounted for in the budget. Gary was looking to have the Selectmen approve the quote from One Source Security, which would save nearly \$4,000.00 on this line item.

Motion: Selectman Condra made a motion to approve the purchase of a new alarm system for the Ambulance Bay, as seen on the quote from One Source Security. Selectman Williams seconded the motion, followed by a vote all in favor. Motion carries.

Gary then brought up a different Ambulance Budget problem. The Ambulance Department needs new uniforms for existing and new employees, but the budget line for this type of expenditure is already at 95% with only \$50 left. Gary would like to take \$700 of the money just saved on the alarm system and put it toward new uniforms for the staff. He had been hoping to push the purchase off until the new budget season in January, but has decided that it really needs to be done now. The Selectmen then discussed budgeting with Gary to determine the exact reasons for the additional uniforms. Chairman Swanson also asked about the budget item for radio repair, which is also at 95% of budget. Gary explained that it was a one-time expense, and should not exceed that amount for the year. Selectman Williams asked if what Gary was asking for was for approval for the Ambulance Department to overspend their budget, and confirmed with Selectman Williams that the Ambulance Department will not overspend their overall budget.

Motion: Selectman Williams made a motion to approve the request for additional spending on the uniform line of the Ambulance Service. Selectman Condra seconded the motion, followed by a vote all in favor. Motion carries.

Discussion items were next on the agenda, beginning with Jim Jasper's Electrical Quote, which was in response to the report provided by the Joint Loss Committee. The Selectmen discussed how the quote fit into the town repair budget, considering that the work in question was not considered when the budget was created. Chairman Swanson stated that the repairs are for safety issues, but also suggested that he was open to getting other quotes for the work. Selectman Condra remarked that the Town Budget was currently under, with only four months left in the budget cycle, and suggested that the Selectmen consider having the project accomplished, rather than continuing to do things piecemeal.

Motion: Selectman Condra made a motion to accept the \$4,200 bid from Jasper Electric. Selectman Williams seconded the motion. Chairman Swanson opened the floor for discussion. Selectman Condra stated that he'd love to see a second quote, but considering how long it took to get the first quote, he did not

want the town to spin its wheels. His main concern was getting the work done in a timely fashion. Tracy Ewing asked the Board of Selectmen if the work of the roofers (who had been working on the roof of the Town Hall for the last week) was included in the current budget figures. After some discussion, it was determined that the invoice for the cost of the roofers, while budgeted for, was not currently accounted for in the budget line item, leaving fewer surplus funds than expected. Selectman Condra withdrew the motion. Chairman Swanson asked that the minutes reflect that the issue is the commitments of budget, and that the Board of Selectman wants to know how long the project will take. Motion fails.

The next discussion item was appointing a MACC Base Representative.

Motion: Chairman Swanson made a motion to appoint Selectman Condra to be the MACC Base Representative. Selectman Williams seconded the motion, followed by a vote all in favor. Motion carries.

The next discussion item was the Board of Selectmen returning to a regular meeting schedule, once weekly. Selectman Swanson suggested starting the week after Labor Day (September 14th).

Motion: Chairman Swanson made a motion to return to a weekly meeting schedule starting September 14th. Selectman Condra seconded, followed by a vote all in favor. Motion carries.

The next discussion item was the Town Administrator study. Chairman Swanson asked about the progress the Selectmen had made on finding committee appointees. After a short discussion, Chairman Swanson suggested that they keep the item on the agenda until the next meeting.

The next discussion item was the Town Hall Warrant Issue Project. Chairman Swanson provided an invoice from Design Dave Mechanicals for an energy model for the Wilton Town Hall Energy Project. He stated that it wasn't a part of the recommendations that went into the warrant issue, but that the Selectmen had approved it a few weeks ago. He further stated that Eversource was ready to approve the Town for the rebates, but needed to see this energy model. The cost to the Town was supposed to be \$1,500.00, but actually came to \$1,250.00. Eversource has looked at it and has approved the Town for the rebates, which should amount to \$20,000 off of the total project of \$58,000 approved at Town Meeting. Chairman Swanson mentioned possible knob and tube wiring that would need to be replaced, and a discussion followed of possibly including this project due to the savings from the Eversource rebates. Selectman Williams suggested asking the Administrative Assistant to obtain quotes from appropriate contractors.

The discussion then moved to a design study for a new heating system, which the Energy Committee is interested in having as a warrant issue at the next Town Meeting. Chairman Swanson stated that at a meeting a few months ago, the Board of Selectmen opted to wait on having the study done. There was a brief discussion on timing, and the necessity of making a decision so that a quote could be considered for a warrant issue at the next Town Meeting. Selectman Williams noted that it costs around \$5,000 to get a quote for this project. Alison Meltzer clarified that the cost is more than just feasibility, it pays for the actual construction documents from a mechanical engineer, which the contractors will use to draft their bids. There was a brief discussion about the quote, what it included, and the qualifications of the quote.

Motion: Chairman Swanson made a motion to approve the heating system design at \$4,800.00 (the bid minus the cost of overseeing the construction). Selectman Condra seconded the motion, followed by a vote all in favor. Selectman Williams asked if the \$4,800 figure was valid. Chairman Swanson responded yes, he already spoke to the engineer about that. The original quote was slightly over due to a line about construction oversight. Motion carries.

Chairman Swanson then opened up the floor for old or new business. Hearing none, he opened the floor for public comment. Hearing none, the Board of Selectmen moved on to the approval items for the evening.

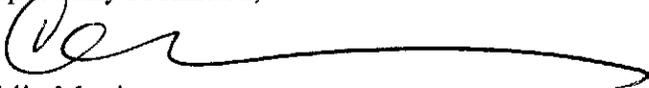
There was a discussion about obtaining a quote for 3rd party electricity. Chairman Swanson noted that Standard Power of America was in the processing of obtaining copies of bills in order to provide a quote.

A discussion followed concerning a quote from Staples Advantage for new desking for the Selectmen's Office, which houses the Administrative Assistant and the Selectmen's Assistant, including reorienting the room to better accommodate both desks. The total cost was \$2,502.36, and was included in the budget this year.

Motion: Chairman Swanson made a motion to approve the purchase of two desks and two desk chairs. Selectman Condra seconded the motion, followed by a vote all in favor. The motion carries.

Motion: Selectman Condra made a motion to adjourn the meeting at 9:09 P.M., seconded by Chairman Swanson, followed by a vote all in favor. Motion carries.

Respectfully submitted;



Caitlin Martin,
Recording Secretary



Richard E. Swanson, Chairman

Kermit R. Williams



William F. Condra

9-14-15

Date Signed