

TOWN OF WILTON
SELECTMEN'S MINUTES

Date: January 4, 2016
Time: 6:30 P.M.
Place: Town Office
Present: Chairman Richard E. Swanson and Selectman Kermit R. Williams. Selectman William F. Condra was absent. Recording Secretary Pamela Atwood.

The meeting was called to order at 6:33 P.M. by Chairman Swanson.

Chairman Swanson stated that Selectman Condra is absent tonight due to family matters. There were no appointments, so Chairman Swanson asked for public comments.

Public Comment:

Sewer Commissioner Tom Schultz had a couple issues to discuss. He stated that the Sewer Commission planned to encumber \$50,000 from 2015 funds for the Maple Street extension project. The bids for the project will be renewed; Chris Carter is handling that detail. The Commission felt it made more sense to encumber the surplus funds. All bills for 2015 have been submitted so they know what their surplus will be, he stated. He also commented on the stipend increase proposed for 2016. He stated that this request was in the proposed budget presented to both the Selectmen and the Budget Committee. The increase is based on additional workload and the fact that there has been no increase for several years. Tom said that with a more competitive stipend they may be able to get more people to step forward to serve as commissioners. He welcomed comments from the Board. They propose to increase it from \$1,000 to \$1,200 for 2016.

Chairman Swanson said that it had come to the Board's attention that a stipend increase must be approved by the Board of Selectmen. He does not have a problem with the requested increase; either does Selectman Williams, but they had to approve it. Chairman Swanson indicated that he is pleased that the sewer system is paying their own way now.

Motion: Chairman Swanson made a motion to increase the stipend for the Sewer Commissioners from \$1,000 to \$1,200 per year. Selectman Williams seconded the motion, followed by a unanimous vote in favor. Motion carries.

Mr. Schultz told the Selectmen that the Town of Milford still has still not given Wilton the audited amounts for 2014. The Sewer Commissioners have been asking for this report for months. So, there may be an additional amount owed when the audit is complete.

Personnel Policy discussion:

There was a discussion about the wording of the vacation policy and sick time policy.

Motion: Selectman Williams made a motion to limit vacation time borrowed in advance of earning it to 40 hours. Chairman Swanson seconded the motion, followed by a unanimous vote. The policy will be amended with the new limit.

They would like to have one vacation request form for all town employees to use. They discussed doing the same thing for sick time.

Motion: Selectman Williams made a motion to limit the ability to borrow sick before its earned to a maximum of 40 hours. Chairman Swanson seconded the motion followed by a unanimous vote. Motion carries. Amend the policy as stated.

Next they discussed rolling over unused sick time.

Motion: Chairman Swanson made a motion to amend the sick leave policy to read that up to six unused sick days may be rolled over from one year; not to exceed 12 total sick days. Delete the second sentence and final sentence of that current policy section. Selectman Williams seconded the motion followed by a unanimous vote.

Another item to be added to the personnel policy is the statement that “all employees working 30 hrs per week or more are entitled to health and dental insurance”.

Chairman Swanson said to distribute the personnel policy to all Department Heads and Selectmen, and get their concerns to take up at a future meeting. A discussion on firearms and Town employees took place. Steve Elliott and Tom Schultz voiced their concerns.

The Selectmen discussed choosing a Citizen of the Year. They thought awarding it at Town Meeting would be a good idea. Having it in the Town Report keeps it historical.

Motion: Selectman Williams made a motion to create a policy to present the Citizen of the Year award each year at Town Meeting. Selectman Swanson seconded the motion which was followed by a unanimous vote. Motion carries.

Selectman Williams will go to the next Budget Committee meeting in Chairman Swanson’s absence.

Selectman Williams met with the CIP committee this week. He gave an update. He asked if cleaning up the boiler room could be merged with the Town Hall boiler project. Chairman Swanson will ask.

There was a disagreement about requiring a self-evaluation by the Department Heads, which would need to be done ASAP, by next week. Chairman Swanson was not in favor of changing the Wage and Salary Committee’s recommendations, thus putting a delay in the process they were trying to implement for the very first time. Chairman Swanson said they would wait for Selectman Condra to return next week before further discussing making a change to the process of evaluating the Department Heads.

There was a discussion about Andre Garron’s proposal. Selectman Williams would like a specific proposal; it is not a lot of money for the amount of work proposed but they should do their due diligence. Chairman Swanson will contact Andre and ask for a proposal.

A motion was made to adjourn the meeting at 8:27 P.M. by Selectman Williams, seconded by Chairman Swanson, followed by a vote with all in favor.

Respectfully submitted;

Pamela L. Atwood

Pamela L. Atwood,
Recording Secretary

R Williams

R. Williams

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William F. Condra

Richard E. Swanson

Richard E. Swanson, Chairman

Kermit

1-25-16

Date Signed