

TOWN OF WILTON
SELECTMEN'S MINUTES

Date: April 11, 2016
Time: 6:30 P.M.
Place: Town Office
Present: Chairman Kermit R. Williams, Selectmen William F. Condra and Daniel E. Donovan, III.
Recording Secretary Pamela Atwood.

The meeting was called to order at 6:30 P.M. by Chairman Williams.

Jane Farrell was first on the agenda to discuss the credit card system she is proposing. She provided a revised contract from Sandra Rowe for IDC Web Services. Chairman Williams asked if the modifications met Attorney Little's concerns. Jane said yes and spoke further on the specifics, stating that 120 towns have worked with this service contract. The Board reviewed the contract. Chairman Williams said there were no dates on this contract. Selectman Condra asked if we have to get it funded through the budget process every year. Selectman Donovan stated that the contract should say subject to funding. He also said that he was uncomfortable with the wording of the contract; it is not definitive, including the indemnification clause. Jane was asked to go back to Sandra Rowe for further clarification and to Attorney Little for further comment. Jane was asked what transactions would allow payment by credit card and she said they would be for on-line payments only of vehicle renewals, dog licenses, certified copies, and property and utility bills. She would still only take cash or checks at the counter. She was asked who the responsible party would be, and she answered that it would be the Town just as it is now. Chairman Williams stated that he would prefer not to start with property tax payments as these are a significant amount of money; he would want to have a signed receipt for these transactions. The discussion was suspended while the attending Conservation Commission member were appointed and sworn in.

The following appointments were made:

Joseph C. Broyles 3 year term expiring 2019
Jennifer Beck 3 year term expiring 2019
H. Alan Preston 2 year term expiring 2018
William Mahar 2 year term expiring 2018
Spencer Brookes 2 year term expiring 2018
W. Bart Hunter 1 year term expiring 2017
Jeffrey Stone 1 year term expiring 2017
Leslie P. Tallarico – Alternate – not subject to reappointment.

Motion: Selectman Donovan made a motion to make the Conservation Commission appointments as designated above. Selectman Condra seconded the motion. Selectman Condra asked about the procedures going forward. There was discussion on the topic. Chairman Williams summarized by stating that each year the Conservation Commission will come before the Board of Selectmen with their recommendations and then the Selectmen will make the appointments. After further discussion a vote was taken with the Selectmen unanimously voting in favor of the motion. Motion carries.

Town Clerk Jane Farrell swore the members in to office in a joint session, with the exception of H. Alan Preston who was not in attendance.

Public Comment:

Jessie Salisbury spoke about the glass mosaic that was created by FRES 3rd, 4th, and 5th grade students which was to be officially unveiled. She said that it was absolutely beautiful and thought it would be nice to see a Selectman present. Jessie will let the Board know what time on Wednesday morning as soon as she hears.

The Selectmen continued the discussion on credit cards with Jane Farrell. Chairman Williams feels that it is not a big benefit to residents right now to take credit card payments for property tax. He would prefer that we only take online credit card payments for cars, dogs, and water and sewer bills first. Selectman Donovan stated that Attorney Little has raised some concerns. This agreement is not the agreement that 200 municipalities have signed on to. Selectman Donovan would like to see Attorney Little modify the agreement. Selectman Condra agrees. Chairman Williams stated that Attorney Little may have other clients who use IDC and that he and Sandy Rowe should discuss it and come to a conclusion. Jane will return next week after conferring with Attorney Little and Sandy. The Board thanked Jane.

Economic Development Committee: The Selectmen looked at the list of people who are interested in being on the Economic Development Committee. They confirmed that it was not necessary to live in Wilton to be on the committee. Selectman Donovan would like to see a financial person on the committee. They would also like a member of the Planning Board to be on the committee. Chairman Williams will consult with NRPC and Selectman Donovan will look into finding someone with a financial background. Selectman Donovan will be the contact person for Andre Garron.

Town Administrator office location: Selectman Donovan asked where the Town Administrator's office will be. Chairman Williams answered that the long-term answer would be at the north end of the building as part of the renovation plan. And for the short term probably in the Selectmen's office and the Selectmen will hold their meetings in the Courtroom. Discussion ensued on the matter. No decisions were made. Chairman Williams suggested to defer the decision for now. Chairman Williams confirmed that the previous Town Administrator Study Committee is the Town Administrator Search Committee. He will reach out to the rest of the committee members.

Town Hall Renovation proposal: The Board reviewed the Proposal for Architectural Services for the Wilton Town Hall Renovations submitted by Scully Architects. There is no minimum number of bid proposals required as far as Selectman Donovan or Administrative Assistant Pam Atwood know. Selectman Donovan inquired about a scope of work. Scully's proposal is for \$22,900. Chairman Williams stated that \$27,000 was appropriated and we probably won't find a better price. Selectmen Condra and Donovan are comfortable going with this plan, plus we know the parties involved.

Motion: Selectman Condra made a motion to accept Scully Architect's proposal for the redevelopment for the north side of the Wilton Town Hall. Selectman Donovan seconded the motion. Motion carries. A meeting date will be set and the following departments will be invited: Planning, Zoning, Selectmen, Building Inspector, Welfare, Sewer, and Water.

The Selectmen approved a request from NRPC for use of the Courtroom on June 9th.

The Selectmen approved a request from Anchor House to use the Police parking lot for a bicycle event rest-stop.

Old/New Business:

Selectman Donovan discussed the deed from the David Gregg Trust. The deed left the option to the Selectmen of whether they chose the Select Board chairman or an elected official to be one of the Library Trustees. Chairman Williams had a conversation with Library Trustee Ron Brown who recalls that when Dick Rockwood was no longer Moderator the process of electing a Library Trustee fell off the radar. The statute was read and discussed. They decided that the Selectmen should appoint a member and have it on the Town ballot for the next election. The Library Trustees will meet with the Selectmen when they can schedule Terry Knowles from the Attorney General's Office to attend.

Administrative Assistant Pam Atwood updated the Board about the Muster Truck agreement.

Chairman Williams called for a nonpublic session at 9:02 P.M. per RSA 91-A:3,II(c). Selectman Condra seconded the motion, followed by a unanimous vote with all in favor.

The regular meeting was called to order at 9:13 P.M. Chairman Williams moved to seal the minutes, seconded by Selectman Condra. Motion passed with vote: Williams, Aye; Condra, Aye; Donovan, Aye.

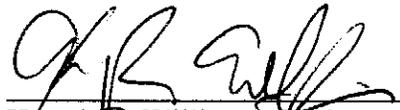
The Board confirmed that there would be no meeting on Memorial Day (Monday May 30th).

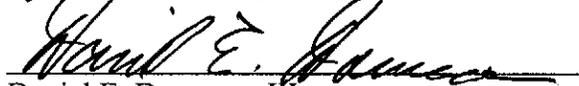
They talked about the storm water issue.

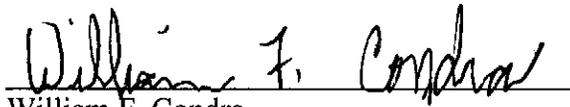
A motion was made to adjourn the meeting at 9:33 P.M. by Selectman Donovan, seconded by Selectman Condra, followed by a vote with all in favor.

Respectfully submitted;


Pamela L. Atwood,
Recording Secretary


Kermit R. Williams, Chairman


Daniel E. Donovan, III


William F. Condra

4-25-16
Date Signed