

TOWN OF WILTON  
SELECTMEN'S MINUTES

Date: June 22, 2015  
Time: 6:30 P.M.  
Place: Town Office  
Present: Chairman Richard E. Swanson, Selectmen William F. Condra and Kermit R. Williams.  
Recording Secretary Pamela Atwood.

The meeting was called to order at 6:35 P.M. by Chairman Swanson.

Harry Dailey was first on the agenda to report on the progress of the Wage and Salary Committee. Harry presented a draft salary and grade scale and an evaluation rating scale. He stated that the committee is working on writing up job descriptions and job specific evaluations for each and every job. He explained the evaluation rating scale. He noted that it is very difficult to compare jobs town-to-town because everyone wears different hats in different municipalities. He stressed that the documents he presented tonight are meant to be internal documents. He will give this same presentation to the Budget Committee on July 16<sup>th</sup>. He stated that the Water Commissioner's would like to be part of this process and that it is up to the Selectmen whether the Library and Sewer employees should be included. There was further discussion. Chairman Swanson expressed his satisfaction with the committee's professionalism and Harry's knowledge and time commitment to the project.

Next, Jane Farrell was on the agenda to discuss dog licensing and a billing issue. She said there are 155 unlicensed dogs as of Friday. Her new software allows for much better tracking of dog licenses. State law allows for the use of funds collected from unlicensed dogs to help pay for tracking and administrative duties. She could use a staff member not out of her regular hours if the Board approved. The Selectmen agreed that this would be a good first step. They discussed signage to let the public know of the new fine.

Next, Jane discussed the billing issue with the Selectmen. A number of the first issue tax bills that went out had errors. Jane tried to explain what happened. There was an error in the process of merging a file from Vision into the billing software. Jane doesn't know if it was software error or operator error. She wants to notify these property owners by letter of the error. The Selectmen asked Jane some questions and they agreed that they would like to look at the letter Jane composes to send to property owners.

Jeff Stone, from the Conservation Commission, was next on the agenda to discuss dog waste. He stated that he feels there is a seasonal dog waste problem when dog waste is left on the sides of roads, the school parking lots and sidewalks. There was a discussion about how to enforce RSA 466:31 with Chief Hautanen explaining that it is difficult for his department to enforce, but he will do whatever the Board asks of him. The Conservation Commission suggested periodic notices to dog owners. It was suggested to put a notice in with property tax bills. Chairman Swanson said that he would be in favor of a public relations campaign before an enforcement campaign. Dawn Tuomala told the Selectmen that as part of her Storm water program she is to do a media presentation. She explained that once dog waste enters the storm water drainage system it goes directly into the river and this was going to be one part of her media presentation. Chairman Swanson summarized that as part of the Storm water budget they would be getting the word out about this problem. Chief Hautanen suggested at budget season putting some extra money in the budget to purchase dog waste trash barrels. Steve Elliott will be asked to get a price for a plastic bag dispenser for dog waste.

Deborah Burns of Trespass Towing attended the meeting to discuss getting on the Town's towing rotation. Chairman Swanson asked Chief Hautanen to talk about the current towing rotation policy. Brent explained the policy. They will ask if the person needing a wrecker has a preferred towing company. He feels that each towing company should know what the rules are and be held to the same standard so he came up with a written policy. He used models from the NH State Police, the Town of Peterborough and the Town of Milford to make up his policy. If there is no preference then they go into the tow rotation. The two year stipulation in the policy is intended to avoid having an unknown person with a tow truck who doesn't have a reputable business or someone with new business issues out of the way. The Chief listed the number of times a company on the tow rotation has been called in the last 2 ½ years and Selectman Condra calculated the numbers to equal three vehicles per month per tow company.

Deborah and Mark Burns spoke next. They are asking for the Selectmen to take a look at the 2 year stipulation. They have looked at other towns and have been accepted to a few area towns and they did not require the 2 year stipulation. Mark went on to give the history of Trespass Towing. They are looking at an area on Main Street to store the towed vehicles; they are establishing roots in Wilton. The Selectmen told the Burns that they would need to go before the Planning Board for a site plan. Mr. & Mrs. Burns stated that they would move forward with that tomorrow if the Board would adjust the two year waiting period. Selectman Condra said he is not convinced; they are asking for a leap of faith and he is not prepared to do that. He is not going to ask the Chief to amend his policy. Mark stated that what he is asking is that the Board look at the rule and change it for others as well because he can't find it in any other town. He said that you can't treat this business differently than you treat other businesses. Selectman Condra stated that this is not capricious enforcement because we ask all that participate to go through the process, unless Chief decides to change the policy. Chairman Swanson asked if there might be other ways to vet a business. He suggested a compromise where they go through all permitting process and could come back. Selectman Williams said that he understands what Brent set up. There was further discussion including comments from audience members. Chairman Swanson summed up the Selectmen's decision regarding this topic: When Trespass Towing has a place of business established and reviewed site plans they can return to the Select Board for follow-up. Rick stated that it is his goal to do something fair and he doesn't want to create barriers.

Dawn Tuomala was next discussing the property on Forest Road purchased by Bugeau Realty. The owner is going to convert the barn into a crematorium. Dawn talked about the flood plain area saying that they have to file an amendment to the zoning. 1.45 acres are outside the flood plain. She is asking that the Selectmen complete a Community Acknowledgment form. Dawn stated that her proposal does not touch the floodplain at all. This form just states that the Selectmen are aware of the changes being done to the map.

**Motion:** Selectman Condra made a motion to support the application for Community Acknowledgement Form as explained by Dawn Tuomala for 343 Forest Road (map B-100). Selectman Williams seconded the motion, followed by a unanimous vote. Motion carries.

The subject of temporary signs being posted at the "Dummy" was up for discussion but there were no audience members present to discuss the topic. Selectman Condra explained the sign ordinance stating that it is not clear whether they can be on Town property. He's part of the group that put the sign in question there, but it is his belief that people can use that spot for temporary signage. Building Inspector John Shepardson said the State has an RSA dealing with political signs which, basically says they are not regulated.

Selectman Williams stated that he thinks there ought to be an articulated policy, memorialized in the minutes saying that private organizations can use Town property to put up temporary signs.

**Motion:** Selectman Condra moves that the Board of Selectmen support the existing land use ordinance and agree with the sign rules in the RSA's. The motion was restated to say: The Board of Selectmen adopt as an official policy to allow the placement of temporary signs as delineated in the Town Sign Ordinance. Selectman Williams seconded the motion. Chairman Swanson stated that signs are a pet peeve of his and he does not agree with allowing signs on Town property. The vote was: Selectman Condra, aye; Selectman Williams, aye; Chairman Swanson, nay. Motion carries 2-1.

Chairman Swanson initiated a discussion on the Town Hall energy bid and rebate. The company Design Day Mechanical has submitted a bid for planning and defining a new heating system; which could be pellet. He stated that it was budgeted for in the Town Hall project and, if approved, he can move ahead. This bid was for \$5,400 and the budgeted amount was \$4,800. Selectman Williams suggested doing the design as close as possible to when we plan to do the construction. The Warrant Article is nonlapsing so we don't have to spend it this year. He doesn't think we need to pay nearly \$6,000. Chairman Swanson said he can go back to the company with these concerns. He went on to say that the budget did not include rebates. Russell Hunt of Eversource feels the energy audit passes the minimum, and he is confident that it will pass. The cost is \$2,000 - 2,500 to do the energy model with half paid by them. Do we approve that model which will potentially save \$17,000; almost \$16,000 would be available because of the rebates. Selectman Williams noted that the State budget proposes to take that 51 million and use somewhere else so there may not be rebates next year. Chairman Swanson will ask for clarification. Selectman Condra said to move forward with a heating plan for this building but keep it closer to the budget laid out at Town Meeting.

New business: Chairman Swanson asked if there is an incentive for people to put solar on their residence. He will ask Assessor Todd Haywood how we value them.

A nonpublic session was called at 8:55 P.M. per RSA 91-A:3,II(d).

The regular meeting was called to order at 9:17 P.M. Chairman Swanson moved to seal the minutes, seconded by Selectman Williams. Motion passed with vote: Swanson, Aye; Williams, Aye; Condra, Aye.

A nonpublic session was called at 9:18 P.M. per RSA 91-A:3,II(c).

The regular meeting was called to order at 9:32 P.M. Chairman Swanson moved to seal the minutes, seconded by Selectman Williams. Motion passed with vote: Swanson, Aye; Williams, Aye; Condra, Aye.

The tax exemption issue of *A Child's Nature Day Care Center* at Pine Hill School was discussed next. It was undecided whether they should abate the taxes or give them an exemption. Assessor Todd Haywood said they don't qualify for a charitable exemption but the Board believes this 501(c)3 has a charitable purpose and qualifies for the exemption. The Selectmen asked Administrative Assistant Pam Atwood to contact DRA for clarification.

To complete the process regarding the Quinn pit tax issue the Board needs to give Jane the authority not to bill the property, but the current bill will be abated.

**Motion:** Chairman Swanson made a motion to abate the property taxes to the Quinn's for the property discussed. Selectman Condra seconded the motion. Vote: Selectman Condra, aye; Chairman Swanson, aye; Selectman Williams, nay. Motion carries 2-1.

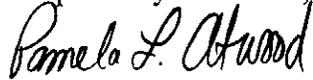
**Motion:** Chairman Swanson moves to abate the Pine Hill taxes. Selectman Williams seconds the motion followed by a unanimous vote. Motion carries.

The following items were approved and signed:

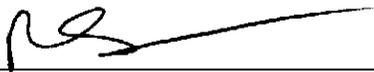
Accounts Payable Manifests  
First Amendment to Agreement (Quinn Pit)  
Notice of Intent to Cut Timber  
Timber Tax Warrant  
Abatement recommendations  
Summary of Benefits Coverage compliance form  
Primex property liability coverage documents  
Meeting Minutes

A motion was made to adjourn the meeting at 10:08 P.M. by Selectman Condra, seconded by Selectman Williams, followed by a vote with all in favor.

Respectfully submitted;



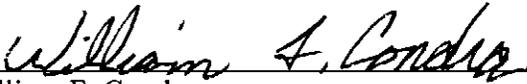
Pamela L. Atwood,  
Recording Secretary



Richard E. Swanson, Chairman



Kermit R. Williams



William F. Condra

7-6-15

Date Signed