**Lyndeborough/Wilton Board of Selectmen**
**Workshop Meeting Minutes**
**July 13, 2016**

**Members Present:** Lyndeborough Chairman Lee Mayhew, Selectman Fred Douglas and Selectman Mark Schultz. Wilton Chairman Kermit Williams, Selectman Daniel Donovan, Selectman William Condra

**Staff Present:** Lyndeborough Town Administrator Russ Boland, Wilton Administrative Assistant Pam Atwood, Wilton Highway Director Steve Elliott, Ambulance Chief Gary Zirpolo

**Public Present:**

**Media Present:** Jessie Salisbury, Ashley Saari

**Recorder:** Russ Boland
The meeting was called to order at 6:10 p.m.

Chairman Williams opened the meeting by introducing the Selectmen and Staff. Following introductions, the pledge of allegiance was conducted.

Chairman Williams recognized Highway Director Elliott to go over the operation and budget of the Wilton Transfer Station. Director Elliot explained the budget is approximately 42% spent as of June 30, 2016. Both Boards' members asked questions and made comments relating to the revenue generated by recycling and the need to continue to develop programs that will provide efficiencies to stabilize or lower costs.

Both Boards were in agreement a positive first step in controlling cost is to develop a sticker program. Residents of the five contributing towns will be required to prove their residence and receive a sticker from the Wilton Transfer Station to be displayed on their vehicle in order to be allowed access to the facility. The Wilton Board of Selectmen granted permission to Director Elliot by the way of consensus to authorize Director Elliot to purchase stickers to begin the program. The Lyndeborough Selectmen agreed this is a positive step to ensure only authorized residents use the facility.

Both Boards agreed the stickers should be given out beginning on August 1, 2016 with an enforcement date of January 1, 2017. The procedure of how the stickers will be issued and by who will issue them is to be finalized by Director Elliot.

Both Boards agreed the reinstitution of the Recycling Advisory Committee should be considered in the upcoming contracts.

Both Boards agreed communication between all communities involved with the recycling center is critical to having the most cost efficient operation for our taxpayers.

Both Boards thanked Director Elliott for his input and look forward to working together to make improvements to the operation.

Chairman Williams recognized Ambulance Chief Zirpolo to go over the Ambulance budget and to bring both Boards up to speed on current operations.

Chairman Mayhew opened the discussion by asking about capital reserve funds for the Ambulance operation and the fact that capital reserve funds are critical to smoothing out capital replacements. Chief Zirpolo gave a history how the capital reserve fund for the Ambulance Department was developed and used over the years. The Boards reviewed the method of contributions by the three towns and came to the conclusion the program is being implemented in a fair and equitable manner.

Chairman Mayhew inquired about the building the Ambulance Department is housed in and if there are any expansion or improvements needed at this time. Chief Zirpolo stated he believes the current building should suit their needs for the next 15-20 years. Members of both Boards pointed out that the building is owned by the Ambulance Association.

Both Boards agreed any safety concerns relating to the building should be incorporated in future budgets and corrected. Chief Zirpolo stated he is working with both Primex and the Wilton Joint Loss Safety Committee to identify problem areas in the building and develop a plan to correct them.

Both Boards thanked Chief Zirpolo for his and his personnel's efficient and professional operation.

Chairman Williams recognized Lisa Davidson of Goss Park Association to join the discussion with the Selectmen regarding the operation and budget for Goss Park. The Lyndeborough Board expressed concern regarding the number of Lyndeborough residents using the park. In 2015 the numbers were not available during budget season. Ms. Davidson acknowledged the concern and reported research has revealed 28 families from Lyndeborough used the park in 2015 and 70 day passes were sold to Lyndeborough residents in 2015. So far in 2016 26 families have purchased family passes and 46 single day passes have been sold to Lyndeborough residents. Both Boards thanked Ms. Davidson for the statistics. General discussion by both Boards and Ms. Davidson regarding the parks future financial needs were discussed. Ms. Davidson brought to light the park is losing the mowing of the ball field effective July 31, 2016 due to the discontinuance of a donation and asked the two Boards to consider taking over the mowing. Both Boards stated they will consider the mowing request and contact Ms. Davidson with their decision in the near future.

Both Boards thanked the representatives from Goss Park for attending and providing valuable information.

Both Boards agreed this meeting was very productive and communication between the two communities is critical. Chairman Williams advised the Town of Wilton is in the final stages of

hiring their first Town Administrator and hopes the addition of the position will increase efficiency and communication both in Wilton's departments but also with their neighboring communities. Both the Lyndeborough Board of Selectmen and Lyndeborough Town Administrator offered any help they could provide to Wilton's new Town Administrator in making the position a success.

The meeting adjourned at 8:50 pm.

Lee Mayhew
Lyndeborough Chairman

Lyndeborough Selectman Mark Schultz

Lyndeborough Selectman Fred Douglas

Kermit Williams
Wilton Chairman

William Condra
Wilton Selectman

Daniel Donovan
Wilton Selectman