

# TOWN OF WILTON BUDGET COMMITTEE

Location: Wilton Town Hall: Courtroom  
7:00 P.M.

## FINAL MEETING MINUTES December 4, 2014

*Members Present: Cary Hughes, Chairman, Don Davidson, Vice Chairman, Betsy Castro, Harry Dailey, Joyce Fisk, Caitlin Maki, Joe Torre, Kermit Williams, Selectmen Rep., and Dawn Tuomala, Secretary*

### 1. Chairman Hughes called the meeting to order at 7:00 PM.

### 2. Review and Approval of November 20, 2014 Minutes

**Motion was made by Mr. Torre to accept the minutes of November 20, 2014 as amended; seconded by Ms. Fisk;**

Amend Page 2 lines 9 and 10 to refer to the Fire truck as a rescue truck and state that it should be under contract by the end of the year. In addition change Attwood to Atwood throughout the document.

**Motion was called: 5 in favor; 2 abstained; motion passes.**

### 3. Wilton Main Street Association

Mr. David McBee passed out a power point outline presentation speaking about the accomplishments from the previous years. The Main Street was previously thriving but the downtown is now seeing a closing of businesses and a cut back of hours. They have walked around the Town talking with merchants and are establishing an economic program. They will be working on all of Wilton not just the downtown.

They have planted a tree in the park in honor of Richard Sharkey. They sponsored the Farmers Market including music and they have upgraded the electrical service in the park. They are planning on adding more accomplishments this coming year co-sponsoring the Farm to Table Dinner.

Highlights of the budget include an increase in Contract Services for \$10,000 so that they can hire a program manager. Their main fund raising event this summer lost \$1,700. They are asking the Town to increase the contribution from \$5,000 to \$10,000. A comment was made that the Town can't afford to increase the amount when they are losing significant chunks of money. It was felt that the fireworks were the largest loser because there wasn't a major sponsor since it was put together so quickly. There were new people running the event last year. The Golf tournament did not happen since the person was ill last year. They will be moving their time at the River Card Room from January or February to at least March which should provide a better source of revenue. It costs \$3,000 just to join in the gaming but they will at least get \$3,000 back so it has been a wash the past couple of years.

**TOWN OF WILTON BUDGET COMMITTEE**  
**Meeting Minutes for December 4, 2014**

The budget indicates a balanced income and expenses of \$22,060 for the next year. Ms. Tuomala asked Mr. McBee if he was taking a stipend out of the Contract Services line. He stated that he was taking \$100 per month and this was for expenses. He has mileage like when he has to go to Rochester, he needed dinner tonight because he was supposed to go to a dinner in Nashua but was here instead. He also just went to Staples and spend \$3.69 for supplies. Ms. Tuomala pointed out that there is no issue with submitting an expense report and getting reimbursed but to just draw off \$100 automatically was not right when you are volunteering for a position. Mr. McBee stated that his time was worth \$15,000 to \$18,000. Ms. Tuomala pointed out that many many people in the room that have dedicated 10, 15, 20, 30 and even a few over 40 years of volunteering in various positions to the Town without taking a cent. Many meet a couple of times a month and when you total up those hours over 40 years their time is worth much more. Ms. Tuomala pointed out that he hasn't even volunteered for one year in the Main Street and is already taking taxpayer money for personal use.

**4. Building Inspector**

Mr. Shepardson presented his budget stating that his work has increased significantly and presently he has more work than he can handle. He will be increasing his hours back up to 20 hours which is what is in his job description. Some weeks he hasn't put down all of his time. There is an offset of fees from building permits. Mr. Davidson noted that there is still a difference between the expenses and the income. Mr. Shepardson has office hours that aren't chargeable to a permit therefore he is unable to have a balance budget. The fees were reviewed a couple of years ago and were increased at that time. The fee structure will be reviewed again in the next year or two. The bottom line of the proposed budget is \$24,627 or a 24% increase.

**5. Heritage Commission**

Mr. Stan Young presented the Heritage Commission budget requesting a flat budget of \$700. They are planning to put 2 more historical markers up in Town. They have also noticed that the early markers need some touchup which the original sign painter has agreed to do for \$100 each. They're also proposing \$100 in the miscellaneous expense line.

**6. Library**

Mr. Dick Rockwood and Pat Fickett presented the library budget explaining that they are requesting additional funds for the 3 full time employees to be able to enter into a retirement program like the Town employees are. They are anticipating \$4,100 to come from the Town to finance this program. They will contract with Edward Jones to set up the retirement fund. They have also put in a 3% raise for their employees.

There is a trust fund that they can take \$20,000 out of every year but that was specifically set up for building maintenance and not for employees or other expenses. The \$20,000 doesn't go very far when it comes to maintaining that building given it's age and construction. It was requested that next year they will supply the committee with a separate expense report outlining where the \$20,000 is spent. These monies are used under the sole discretion of the Library Trustees and the Town will not be voting on this.

# **TOWN OF WILTON BUDGET COMMITTEE**

## **Meeting Minutes for December 4, 2014**

Mr. Rockwood explained that recently there was a lot of water damage in the basement level of the building and they have had to do emergency drainage repairs on the back side of the building. The drains that come from the roof and meet the original clay footing drains have collapsed and filled in over time. The drains were first installed when the building was constructed.

They are asking for 2 warrant articles one for \$50,884 to seal the foundation, install foundation drains and pipe the drainage to the existing storm drainage. Recently they have found out how much rock there is in the hillside. The second article will be an additional \$17,500 for contingency blasting of ledge but they don't expect to have to spend that money. They have already received a bid of \$50,000 to estimate the cost of the warrant article.

Mr. Torre stated that the wages and salary line appears to be a 5% increase and not a 3% as presented. This is due to a new employee who was hired at a lower rate who needs to be brought closer to where she should be and that makes up the difference.

### **7. Conservation Commission**

Bart Hunter presented the budget for the Conservation explaining that they have been in before the Selectmen and have requested an increase so that they can catch up on trails maintenance. They now have a secretary that is listed under the labor line who will keep them on tract. They now have a mission statement that they didn't have before. They have budgeted to send one person to a conference but they don't pay for the gas.

The additional money in the Trails Maintenance line will be to improve the Right of Way across the field from Maple Street to the Frog Pond. They will need to put new culverts to get a fire truck or an ambulance up there if someone were hurt or there was a fire. There is also a failed water bar off Whiting Hill Road that is now putting drainage down into neighboring basements. This needs to be fixed to redirect the drainage again.

The responsibility of the maintenance falls to the Conservation Commission as they are the custodians of these lands. Therefore, they should be allocating the funds instead of coming out of another Town budget. The \$2,000 raised at Town Meeting to cut the tree down to prevent it from falling on a house off Maple Street was accomplished for \$1,000. The Selectmen allowed the Committee to use the additional \$1,000 for the secretarial fees. Mr. Davidson noted that many of the small boards and committees are spending 20 to 30% of their budget on secretarial services just to write a few things down.

### **8. Goss Park**

Another cold winter and summer had the membership down by 10 families but they still have to staff the building and facility no matter how many are there. Last year they painted the building and dredged the pond due to the drainage depositing the sand from the beach into the water. They have addressed the problem at the basketball court but this year they will need to address the drainage from the parking lot. The insurance is up to \$2,735; they go through the local government but are having a hard time insuring the facility.

For the past 3 years a college student ran the arts and crafts for free but is a senior now and won't be back next year. There has been a request to continue the program so it is now in the

# **TOWN OF WILTON BUDGET COMMITTEE**

## **Meeting Minutes for December 4, 2014**

budget. The trash and the electric have also gone up. Payroll expenses will remain the same. The overall proposed budget is up to \$52,600 with Wilton's portion being \$21,300 an increase of \$2,110.

### **9. Planning Board**

Alec MacMartin presented the Planning Board budget and has knocked down the labor and postage due to the lack of planning applications. Many of the items have remained roughly the same as in previous years. They have been working on a multi-year project of updating the Master Plan. NRPC has been contracted to work on a couple of chapters per year. Under their contract money will be encumbered from this year since they have not completed the work yet. They will be continuing next year with a few more chapters. There appears to be an accounting error in the NRPC circuit Rider line because almost all of this has been spent but is not reflected in the numbers. There was a question raise about why there is a negative number of -170 for uplift under the income. Overall the proposed budget is \$45,145 which is down 4.9% from last year.

### **10. Zoning Board**

The Zoning Board Budget is proposed to be flat at \$3,531 next year. If more cases are presented next year they need enough in the budget to cover them. The income from the applications matches the expenses with the exception of the contract services. The board needed to consult an attorney on a case and it cost them \$140, otherwise they would have broken even.

### **11. Community Center**

Joanna Eckstrom, director explained that they have recently received their 501(3)C status and that it is retroactive back to October 25, 2012. Anyone who has made a donation can claim it on an amended tax return. They have already received a donation since they have made the announcement and are expecting to receive more. They can now also apply for grants. The grants will be looking to see if the community supports them and they are before the Budget Committee tonight asking for the same \$1,500 donation as was raised at Town Meeting last year.

Donna Crane, president described many of the activities the group has performed this past year. Their greatest event this year sold out with 100 people attending was the Farm to Table. They collaborated with every restaurant in Town to make appetizers and the local farmers sourced locally grown veggies and meat. They had a booth at Old Homes Days this year and have maintained the flowers on Main Street and the Community Garden. They have monthly pot luck dinners. During the recent power outage people without power were unable to make a dish to contribute but they came anyway and were all served a warm dinner. There have been many educational series presented at the Library.

Sandy is presently making center pieces with greenery and the extras were brought down to Edgewater Estates. They have dialed back their events due to the size of the budget but they hope to grow it each year. There have been inquires about having an actual facility that has a

# **TOWN OF WILTON BUDGET COMMITTEE**

## **Meeting Minutes for December 4, 2014**

senior center, a teen center and a child care center. They have been keeping busy and hoping to do a lot more with the fund raising this year.

Last year they bought in a little more than they planned and they spent less due to the generous matching gifts of donors. They have balanced the 2015 proposed budget totaling \$5,250.

### **12. Health and Welfare**

The Health Officer is Gary Zirpolo and the budget he is proposing totals \$595. This budget was in different line items last year under the Town Budget. There is a stipend of \$500, dues of \$35 and Mr. Zirpolo is required to go to a convention for \$60.

Andy Clifford is the Welfare Director and explained that there is a total increase of \$975 from last year's budget. It is difficult to predict the oil prices right now they are going down but they are still very volatile. The rental costs are up by \$1,250 which will only support one additional person asking for. Last year Phone wasn't budgeted for but there is a need for the phone; this is for a land line so that a person can use it to get a job or an interview. This is not for a cell phone. Health care has been dropped by \$1,000 since there is less uncertainty about Obama Care this year. There is another new category for Vehicle; this is for a couple of clients that needed to have their cars repaired so that they could get to work. They can't afford to buy a new one. This is a net win for the Town with them being able to get themselves back and forth to work. The total proposed budget is \$45,974.

### **Charities**

There are a number of them listed on the sheet. Some of them were not supported last year but they are asking again for money and/or contributions. The Blue Bus aka Souhegan Valley Rides are requesting \$1,500 this year but it has disappeared from the sheet. This was supported last year by Milford Rotary and the Lions Club because it was too late in the budget process to add it to the Town Budget. Many of the organizations support Wilton people who have no other avenue to receive the care that they need especially in the mental health field. Mental Health is not always covered under many of the health insurance companies.

### **13. Other Business**

Mr. Dailey and Mr. Davidson both expressed a need to have a cheat sheet with the bottom lines of every department. The smaller budgets presented always look good in the beginning but they add up in the end with their \$18,000 increases.

Employee raises were discussed about who should be setting the amount, whether it should be the same across the board or varied. Mr. Williams explained that the Selectmen have been working on performance reviews which have never been done. The thought was to reimburse and recognize those employees who work the hardest and not just handing out an across the board increase. This will be a way of rewarding those that do a great job. Mr. Davidson would like to see the Department Heads come up with the raise amount. The pay scales should be reviewed against surrounding similar towns to see where we stand.

**TOWN OF WILTON BUDGET COMMITTEE**  
**Meeting Minutes for December 4, 2014**

**14. Adjournment**

The next meeting will be on December 11, 2014 at 7:00 at the Wilton Town Hall.

***A motion was made to adjourn the meeting by Mr. Davidson and seconded by Mr. Dailey; all in favor. The Budget Committee was adjourned at 8:31PM.***

Respectfully Submitted,

Dawn Tuomala, Secretary