

# TOWN OF WILTON BUDGET COMMITTEE

Location: Wilton Town Hall: Selectmen Office  
7:00 P.M.

## FINAL MEETING MINUTES May 26, 2016

*Members Present: Cary Hughes, Chairman; Harry Dailey; Joyce Fisk; Donna Pucciarello; William Condra, Selectmen Rep.; and Dawn Tuomala, Secretary*

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

**2. Review and Approval of May 5, 2016 Minutes**

**Motion was made by Mr. Dailey to accept the minutes of May 5, 2016 as written; seconded by Ms. Fisk; all in favor; 5 in favor; motion passes unanimously.**

**3. Public Comments - None**

**4. Budget Expense through April 2016**

The same trending issues are continuing and nothing is self-correcting at this point. Tax Collector Jane Farrell was asked to come in and answer some questions regarding the credit card software and hardware issues. Ms. Farrell explained that the attorney has been reviewing the contract and the Selectmen haven't accepted the contract yet. The payment of taxes by credit card has ground to a halt.

The software people have done what they can do. The software people never touch the money. The Town is not at any risk and the cost of the card usage will be put on the users and not on the Town. The users will need to be made aware of the costs for the service fee will be added to the payment, this lets them make the decision and the Town gets a better return. They will pay 3% which is a whole lot less than the town's 18%.

To begin they will do credit card payments with a machine on the counter. Car registrations will be introduced first. Even though the payments will be computerized they will still have to process the paperwork so it won't be offset by staff saving costs.

The Library Budget was discussed; Chairman Hughes stated that since Ms. Castro has stepped down they have asked the Mr. Dailey be their budget representative. Mr. Dailey doesn't want the Town appropriation treated as income. Their gifts and grants that they receive look to be about 29% but with the Town appropriation in there they are being masked. There was a question regarding where money for the landscaping was coming from. There needs to be a more comprehensive budget put together to make it clearer on both sides. There are monies that come in that are restricted for special purposes. There was a question what does media mean?

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**5. Other Town Comparisons**

Mr. Dailey stated that he tried to make this report consistent between the towns so that an apples to apples comparison can be made and that there is no debt service included. There are differences with Highway Departments and we have a robust repaving program. We need to look at Towns of similar area and road miles. There are major differences between Park & Recreation Departments as some Towns have a Town Pool which adds to the cost.

It has been determined that Hinsdale, Candia and Campton appear to be the most closely aligned with Wilton. Questions like whether they lease or purchase their vehicles, what is their payroll; are the employees full or part time; should be asked. If they are leasing the vehicles are they getting a return on their investment? The request is being made to have the Selectmen ask each one of the Towns for their detailed reports so that we can make better comparisons.

**6. Other Business**

Mr. Dailey explained the Town Administrator timeline. Primex has helped to guide us in the process. By June 1<sup>st</sup> they will have the ad on the web site and a press release. The closing date is June 24<sup>th</sup> and they will review the resumes and have interviews on July 9<sup>th</sup> and July 11<sup>th</sup>. The second interview with the Selectmen will be on July 23<sup>rd</sup> and the intent for the job offer on August 1<sup>st</sup>. The background checks will need to be done and they should be in place by September 6<sup>th</sup>.

There is a problem with the proposed plowing invoices at the schools. Wilton will be charging \$3,500 per each school and Lyndeborough has asked for \$6,600. There was a feeling they should have bought the pickup to save money. They have many complaints that the roads to the school are not plowed and are very bad, the buses couldn't even make it up one storm this year. They are still under negotiation but it is still more cost effective than having a private contractor.

**7. Adjournment**

The next meeting will be on June 23, 2016 at 7:00 at the Wilton Town Hall.

***A motion was made to adjourn the meeting by Ms. Fisk and seconded by Mr. Dailey; all in favor. The Budget Committee was adjourned at 8:12 PM.***

Respectfully Submitted,

Dawn Tuomala, Secretary