

TOWN OF WILTON

SELECT BOARD MEETING

TOWN HALL COURTROOM

DATE: Monday, October 29, 2018
 TIME: 6: 33 PM
 PLACE: Wilton Town Hall
 PRESENT: Chairwoman Kellie-Sue Boissonnault, Selectman Kermit R. Williams,
 Town Administrator Paul C. Branscombe, Administrative Assistant Janice Pack

Chairwoman Boissonnault opened the meeting, noting that Selectman Fish is absent tonight. She invited everyone to join her for the Pledge of Allegiance.

NEW BUSINESS

Kat Tighe – Social Media Strategy Proposal - Kat noted there is a lack of cohesive presence to drive people to the new website. She's done a "soft launch" on social media to see how it would go, and has a plan on how to avoid controversy. Currently she is the only one with access, and she passed out a sheet with basic guidelines. The point is to direct residents to resources in tow. She has been posting mostly on Mondays and Thursdays. She said that there are tools in place to make it more secure; posts can be deleted if they are not appropriate. Guidelines on what to post include Public Events, and she noted that using photographs should be by permission only. She passed around some current posts for all to look at.

Selectman Williams asked if these social media posts would be moderated. He'd prefer that things be reviewed before being posted. Kat said things could be commented on, but the general public could not post.

Mr. Branscombe said that he was worried about further admin besides just Kat. He said Kat has done a super job on this and he'd like to see her continue to monitor this. Kat said that this doesn't allow anyone to just slide in and be the face of Wilton; it would be connected to the website and give you control over the posts. She said that all of the shares have been organic, and she hasn't paid for any promotions.

Mr. Branscombe said he'd really like Kat to be a part of this and Selectman Williams agreed, but said he didn't want to put too much of a burden on her. She said she was happy to do this and did suggest getting a generic email address to tie into this.

Jennifer Beck – Wilton Water Recreation Analysis – Ms. Beck commented on Kat's presentation saying that both of the social media icons are on the website, ready for launch on November 12th. **Selectman Williams said he would move that the Board approve the social media policy as presented; Chairwoman Boissonnault seconded. All were in favor, motion passed.**

Ms. Beck is speaking on behalf of the Wilton Conservation Commission, and this presentation is to address the challenges regarding Garwin Falls, Horseshoe Falls, and the Reservoir such as parking, trash, public safety, etc. They have explored many options, including resident only access, which was illegal. They cannot stop people from accessing the incredibly valuable natural resources of

our town. One option was to do nothing, the second was to wait for residential development, and the third was to manage the properties.

Starting with Garwin Falls, right now they are seeing revenue from the parking tickets being issued. Chief Olesen said that he would not like to see the property being looked at as a revenue source. Ms. Beck continued with Horseshoe, listing current attributes in its current state, and then moved on to the Reservoir. She noted that the public right now has unrestricted access to the water itself, but the land is town-owned and could be controlled.

Ms. Beck moved forward with the second option for each of the properties, noting that there could be additional revenue for taxation. The 3rd scenario is what the WCC is advocating for and she began by saying that the purchase price for Garwin Falls is unknown. The cost for bringing it into recreational use would include police patrols, shared UTVs, and revenue would come from the increase in the tourist market. She would like to bring visitors downtown. There would be reduced revenue from parking tickets if parking was permitted. She said as long as you don't charge for access or parking, you don't have a public liability.

With Horseshoe Falls, the 3 surrounding lots are for sale, waiting for the Town's consideration. The cost would be \$300,000 with another \$50,000 for renovations and parking. She feels they could get approximately \$175,000 from an L-Chip grant. Long term costs would potentially include increased police patrol and shared UTVs. The water is tested by SORLAC, and emergency access could be provided. The Community Gardens and an agricultural field could be located here. Assets transfer to the Town of Wilton and there would be no public liability as long as you don't charge for use. A "Carry in/Carry out" policy would alleviate the need for dumpsters. It is their vision to link the 3 properties with a multi use trail and make this a real asset for the Town.

The proposal for next summer is as follows:

Garwin Falls – a parking lot on town property is not feasible according to DPW. A conservation easement could be pursued, and paid transportation could be provided on high season weekends. It would need to be renovated for breakaway to permit emergency access. She'd like to try to appeal to people to do carry in/carry out and avoid a dumpster.

Horseshoe Falls – rather than having people walk along Burns Hill Road, she'd like to formalize trails from the WLC school parking lot to the Falls. She'd add parking signs and a dumpster.

Ms. Beck suggested that the next step would be for the Select Board to decide how to move forward with what they'd like to see for each site. Additional feasibility studies would need to be done; but she'd like to focus on Horseshoe Falls right now. A non-binding offer has been created by the property owner. She would launch a public funding opportunity, apply for the L-Chip grant and bring it to Town Meeting in 2020.

Chairwoman Boissonnault said that she is concerned about the plans for parking and trails at the WLC and whether or not Ms. Beck has spoken to anyone at the school. Ms. Beck said she had only spoken to Harry Dailey. She has a meeting with Label Art on Thursday. Chairwoman Boissonnault said that Wilton Wanderers maintain the trails, and they already have permission for usage. Chairwoman Boissonnault asked if the Conservation Commission has \$40,000 that they could put toward that plan. Ms. Beck said they think so, and that the purchase of land for public use would be an allowable expense. The balance of \$35,000 is what Ms. Beck plans to bring before the Town to be paid for by taxation.

Selectman Williams asked about the scenic road designation for Sand Hill. Ms. Beck said that was her understanding. Selectman Williams said that a scenic road designation is just something that Town Meeting votes on. He believes that the Planning Board was designated to oversee scenic roads. He'd like to have the complete list of scenic roads available for anyone who might want to see it. He said that as far as the timing of doing some sort of land acquisition with the Horseshoe, he thought that L-Chip would like to see some sort of commitment made by the Town; Ms. Beck said that the public and private donations would take care of this.

Norma Ditri – Violations & Enforcement - Mr. Branscombe joined Norma Ditri, our Building Inspector, who has several properties that she is looking to the Board for guidance on. The first property had a Notice of Decision from the Planning Board with a few conditions that are not being followed. Mr. Branscombe noted that Atlantic Prefab has items stored in the handicapped spots. Selectman Williams said that with Norma's role in the Town, she does not need the Select Board's blessing to go out and talk to a property owner. He hopes that after an initial meeting, they would clean it up. Where she might need the Board's approval is when a property owner refuses to comply. Chairwoman Boissonnault said that the Select Board stands behind her and her decisions as she does her job. Selectman Williams said that she should feel empowered in being able to move forward. Mr. Branscombe noted that Michele Decoteau was being enormously helpful in gathering information.

Another violation has created a situation where a closing had to be put off. Norma detailed the timeline for the 2 buildings on 1 lot, a home and a "cottage". The home burned down, and another home was built. She has one piece of paper that is a building permit, but no inspections. Chairwoman Boissonnault asked if the people who were in the house now were the original owners who rebuilt the house. She was told that the house has changed owners 4-5 times since then. Selectman Williams asked how it was zoned. Norma said it was Res Ag, which has a 2 acre minimum; this is just over an acre. Norma does not feel that the paperwork is all there, as the property with a permit for building a deck also has inspections for plumbing, which doesn't make sense. Chairwoman Boissonnault asked Norma what action she wanted to take. Norma wants this to be classified as a residential home. Is it a single family with a detached accessory dwelling use?

Chairwoman Boissonnault asked Mr. Goddard to join the table. Bill Goddard is the agent representing the sellers on this transaction. He said as recently as 2015 the former owners were renting out the home for \$600. He referred to the definition of Accessory Dwelling Unit, and said it really doesn't fit. There are 2 separate tax cards, 2 different water bills. He feels it is 2 houses on 1 property. Selectman Williams said that he would believe if Bill wanted to explain that to the ZBA, they might rule in favor of the property owners. He does not feel that it is up to the Select Board to make this decision. The mortgage holder spoke up to state that he had spoken to John Shepardson and he was told that this would be fine. He doesn't understand why he is just finding out now that there is a problem. Norma gave some details on the last inspection, May 3rd, and stated that there is no certificate of occupancy. Bruce Morrison said that John Shepardson said that 2 items needed to be done, and that was what Norma inspected. He said that John had indicated that he thought an unlicensed person was doing the plumbing, but that wasn't true.

Leonard Foy of Foy Law Office PLLC, who represents the Owner, Aileen Achfike said he knows there have been multiple opportunities for these questions to have been raised as the property has changed hands. He cannot identify the issue; he can't understand what is holding up this

closing. Selectman Williams said he feels the issue is that the properties need Certificates of Occupancy.

Chairwoman Boissonnault asked what needs to be done at this point. Norma said that final inspections need to be done; however, since the work has been completed, she cannot ascertain that everything was inspected as it went along. She will ask an outside inspector to do the final inspection. She will need the licensed plumber and electrician to verify that the work that is now concealed has been done. Norma explained the process. It is up to the permit holder to call for the inspection, and you're not supposed to go past that point until the inspection is done.

Chairwoman Boissonnault said that the Board could give direction to move forward to line up the final inspections, but that would not address the classification of the lots. On the tax card it is still defined as a cottage and a camp. Selectman Williams said as a Board we need to support Norma's opinions on this although the ZBA might overrule that. He asked if Norma were to grant a single CO, could the owner then move forward and go to the ZBA. Mr. Foy said that it's not uncommon for this to happen, and it shouldn't hold up a closing. He suggested we reach out to Town Counsel for an answer, as this creating a real financial hardship for the homeowners. Chairwoman Boissonnault directed Mr. Branscombe to reach out to Town Counsel tomorrow. Selectman Williams said they would do so, but that this Board was not the Land Use Board and it was not their decision to make. Mr. Morrison asked what the dispute was – is it just what to call it? Norma said a final inspection needs to be done. Margaret Byrnes had given an opinion that Norma could refuse to give the second certificate of occupancy due to non-conforming use.

PUBLIC COMMENTS

Thomas Schultz of 122 Burton Highway stated that he is here as a Wilton Water Commissioner and he wanted to address the comments from last week's Select Board meeting. He said that he heard there was a discussion on money and property that was purchased by the WWW, who bought the property with the money from the users. While the Town retains ownership, the money comes from the users and 100 Milford users are involved, too.

Don Nourse, president of the Wilton Fire Relief Association, noted that they will be doing a press release at Firehouse Subs location in Nashua on the 10th of November. He thought that was a great opportunity to showcase the UTV and get some good publicity.

Ralph Buschmann of 123 Sand Hill Road said that it should state the parking restrictions on the website (for the Falls) and that for the Water Resources Development, he feels if we develop any parking lots they should be primarily for Wilton residents. In doing work for the trails, if it's not specifically for the Town residents, he doesn't feel that taxpayer money should be used to fund it.

OLD BUSINESS

Riverwalk Design – Town Counsel has blessed GPI's contract which is ready to be signed.

Chairwoman Boissonnault and Selectman Williams both signed the contract.

Live Stream Audio - We will call to find out why the camera isn't working tonight. As far as the microphone situation, some people say it's clearer, some feel it's not. DJ Garcia said that the fix they suggested was very expensive. He suggested that it could be the hardware that is the issue; Selectman Williams asked if the microphone could be replaced. We will ask the company.

Parking Ordinance Review – Selectman Williams said that we do need to hold another public hearing to vote on the changes. Chief Olesen said that under the revised ordinances it's just some updated verbiage. On the all night parking, it will stay at April 30th to coincide with the signs. He

said that the residents' parking lot is not happening currently; the signs are gone. The snow removal will be changed to April 30th, too, rather than April 15th. He noted the new verbiage for the cemetery parking, and a few other updates that had been made. There is a copy in the Town Administrator's Office for review. Selectman Williams wanted the wording for one section to be consistent with another (27-4 should be the same as it is in 24-2 and 24 -3). Chief Olesen said that they will be working on a Dog Ordinance as the Town does not have one. We will schedule the public hearing for November 12th at 6:00 PM.

Election Staff - Jane Farrell and Bill Keefe joined the table to discuss Election Staffing.

Chairwoman Boissonnault read from the Procedures Manual which stated the process for designating election staff. Jane handed out a list of the volunteers which the Board reviewed. Chairwoman Boissonnault said that these appointments were supposed to be for 2 years. Jane mentioned that the Rules of Necessity do allow a Town to use someone's last known party affiliation. Chairwoman Boissonnault asked if we could reach out to the volunteers to appoint 2 people to be the Inspectors for two years. Bill echoed Jane's comment regarding their goal is to run a fair election and to get people in and out as fast as they can. **Chairwoman Boissonnault made a motion to appoint the listed residents as Alternates. Selectman Williams seconded; all were in favor; motion passed.** Bill said we need more people to count ballots on Election night, and asked residents to volunteer.

Urbanized Shoreland Exemption Application – It was decided to table that until Selectman Fish is here.

TOWN ADMINISTRATOR UPDATES

Chief Desrosiers' SOPs have gone to town Counsel.

Mr. Branscombe went to the Town of Greenfield with Chief Desrosiers and Nick Corigliano to make a presentation of the Wilton Ambulance and EMS Services to the Greenfield Select Board.

We should have an answer back by November 15th regarding their intent to be a participant in the Inter-Municipal Agreement.

MACC Base – Mr. Branscombe said that Selectman Fish didn't realize that his attendance was necessary at all of the meetings; Chairwoman Boissonnault said if he's not going to go, he should let the other Select Board members know so someone else can go in his place.

Mr. Branscombe noted that the Town Treasurer still has not transferred money which he was requested in writing to transfer on October 4th. Selectman Williams will talk to him.

Mr. Branscombe said that Mr. Chalmers had come in today with an invoice. Mr. Branscombe thought it should be presented to the Select Board in a nonpublic session, but Mr. Chalmers said he wanted it done in public. The invoice is a result of minutes which were reviewed at Mr. Chalmers' request by his own attorney. Mr. Chalmers wants the Town to pay this invoice in the amount of \$1,017.50. Mr. Branscombe said that in all of his years of municipal work, he has never known an elected official to present the Town he represents with a bill. Chairwoman Boissonnault said she does not support this. Selectman Williams said that he feels if someone has a dispute with the Town, he would need to actually go through with a court case. He said the only way payment of this invoice would be justified is if the court makes a decision.

RSA 79E- Tax Relief Incentive – Mr. Branscombe is waiting for Ms. Beck to give him the changes she would like to see on this form.

Mike Bergeron and Dave Boissonnault have updated the Emergency Management Plan.

The Draft Audit – Tamar told Mr. Branscombe that she has lost staff, but Wilton IS a priority. She is also doing the MS-535.

Mr. Branscombe had a conversation with Frank Biron from Melanson and Heath and he has asked

for the Board's guidance in moving forward with an RFP. Frank would like to come out and present to the Select Board. Chairwoman Boissonnault would also like to speak to the other firm, Plodzik & Sanderson, P.A. and Selectman Williams said he would like to have an open RFP and invite all to participate.

SELECT BOARD ITEMS

Selectman Williams said that Tom Schultz had brought up the subject of the funds from the Quinn project; Chairwoman Boissonnault asked him to wait and discuss that when Selectman Fish was present. The next item on his list had to do with the previous acceptance of the subdivision road; this will be on the agenda for next week. Selectman Williams said he heard from Mike Bergeron that part of the goal in that subdivision was to have Town Water and Sewer so that the lots could be smaller. Mike was designated to observe the process and he was present for a large portion of the installation. While Mike is not an engineer, he is very knowledgeable about construction methods and familiar with the firm who did the work. He said there is no question that is a properly constructed Class V Road, not a driveway. He said the road was accepted when only one house was occupied, which was the agreement. He said they built 14 houses and each time a house was built, the company that digs the cellar brings in very large construction equipment and if that road had not been properly constructed, it would be a mess right now. He has plowed that road when filling in as a Town snow plow driver. Selectman Williams would like to put the Quinn property under Old Business for next week for further discussion.

PUBLIC COMMENTS

Ruth Smith said she's sick of this business with the Town Treasurer. She feels that the Select Board has bent over backwards to work with him. She wonders how much longer we're going to put up with this guy. She said if she has to pay one penny of that bill, she's moving out of town.

Chairwoman Boissonnault reminded all that our meeting of November 5th will be at the Fire Station since we will need to set up here for voting the next day.

At this time, 9:16 PM, the Select Board moved into nonpublic session. **Chairwoman Boissonnault motioned to enter nonpublic under RSA 91-A:3, II (a). Selectman Williams seconded. All were in favor; motion passed.**

Chairwoman Boissonnault moved to exit nonpublic session. Selectman Williams seconded. All were in favor; motion passed.

At 9:34 PM the nonpublic session ended. It was agreed that the minutes did not need to be sealed.

At 9:35 PM, Chairwoman Boissonnault made a motion to enter nonpublic under RSA 91-A:3, II(a). Selectman Williams seconded. All were in favor; motion passed.

Chairwoman Boissonnault moved to exit nonpublic session. Selectman Williams seconded. All were in favor; motion passed.

At 9:42 PM the nonpublic session ended. It was agreed that the minutes did not need to be sealed.

Chairwoman Boissonnault made motion to enter nonpublic at 9:42 PM; Selectman Williams seconded. All were in favor; motion passed.

Chairwoman Boissonnault made motion to exit nonpublic at 10:00 PM; Selectman Williams seconded. All were in favor; motion passed.

Selectman Williams moved to seal the minutes; Chairwoman Boissonnault seconded. All were in favor; motion passed.

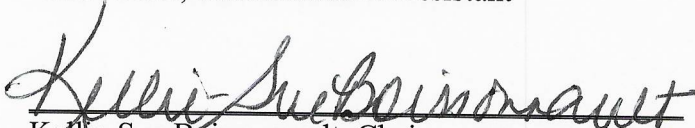
APPROVALS: MINUTES, MANIFESTS AND ITEMS IN THE SIGNATURE FILE

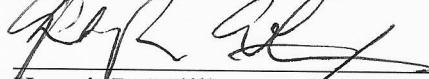
The Board reviewed and approved the Payroll and Checks manifests, Minutes, and Correspondence.


Selectman Williams moved to adjourn. Chairwoman Boissonnault seconded. All were in favor; motion passed. The meeting adjourned at 10:26 PM.

Respectfully Submitted:

Janice Pack, Administrative Assistant


Kellie-Sue Boissonnault, Chair


Kermit R. Williams


Matthew S. Fish