

TOWN OF WILTON
SELECTMEN'S MINUTES
WILTON TOWN HALL CONFERENCE ROOM

Date: January 22, 2018
Time: 6:30 P.M.
Place: Fire Station
Present: Chairman William F. Condra, Selectwoman Kellie-Sue Boissonnault and Selectman Kermit R. Williams. Town Administrator Scott Butcher. Recording Secretary Pamela Atwood.

The meeting was called to order by Chairman Condra at 6:30 P.M.

The first order of business was to give budget presentations to the Recycling and Ambulance Member Towns.

Town Administrator Scott Butcher gave the presentations. Present were: Ken Caisse from Temple, Gail Cromwell from Temple, Gary Scholl from Temple, Fred Douglas from Lyndeborough, Mark Chamberlain from Lyndeborough, and Russ Boland from Lyndeborough.

Recycling Budget

Scott presented the Recycling budget first. The preliminary calculations are showing that the contributions from the member towns will increase slightly (3-4%). Scott is waiting for the Budget Committee to finalize their numbers. He spoke about the new scales and told that that he will be proposing a new fee schedule. Gary spoke about his concern that the dumpsters may not be full when they are being hauled out. Scott said when we get a DPW Director on board we will be able to go back to an on-call basis with Waste Management. There was discussion about the sticker program, the cost of computers and TVs, testing, dues and subscriptions, tires, and toxic materials. Scott summary included the fact that the markets are going soft or drying up, so we may have to stockpile some items for some amount of time.

Ambulance Budget

Scott said the good news was that the member town's contributions would be going down for the Ambulance Service. He told about the money spent on ambulance repairs in 2017 and about the plan to do a lease/purchase agreement for a new ambulance. Gail asked where the cost for lease is shown. Scott explained that he can't put it in the budget for this year and he will do a warrant article for this year's payment and next year the lease payments will be in the operating budget. It was the same explanation for the cardiac monitors being leased/purchased. Ambulance Chief Steve Desrosiers spoke about the maintenance of cardiac monitors. Fred Douglas asked Steve for a matrix with equipment costs, inflation, etc. Steve said is working on this and will have something ready in March. There were additional discussions about an inter-municipal agreements, wage increases, and retention issues.

Ambulance Weekend rates

Chief Desrosiers spoke about the weekend schedule and Selectwoman Boissonnault's proposal. He stated that his staff will feel represented with the adjustment he has proposed. Town Administrator Scott Butcher further explained several factors that have helped with the budget, including Karen Artemik taking over the billing, hiring Steve Desrosiers, signing on with a new billing and collections agency, and increasing our fees. Selectwoman Boissonnault would like to have her proposal become effective immediately.

Motion: Selectwoman Boissonnault made a motion to add a \$2.00 shift differential to the weekend shifts from 6 P.M. Friday to 6 A.M. Monday for EMT's, EMT-A's, and Paramedics, effective immediately. Discussion: Gary Scholl asked if it is in budget. Selectman Williams agrees to see if it's in the budget and work it out with the Budget Committee. Chairman Condra stated there is a motion on the table and he seconds it. Selectman Williams said they should defer a vote until Scott and Steve analyze the exact cost for a year. Selectwoman Boissonnault amended her motion to say that the increase would be effective from now until Town Meeting when the wage increase would go into effect. Discussion ensued. Selectwoman Boissonnault withdrew the motion.

Steve explained his service. Selectman Williams just pay them to be at the bay? Steve would increase budget by almost 30k. Scott they have discussed how to reduce response time. Steve to get more people at the bay is the only way to better response time. He has a 5 year plan. Further discussion. Selectwoman Boissonnault who set 6 mile radius? Steve doesn't know. Selectman Williams we could change it. Steve ideal situation would be to have someone at the bay at all times. Chairman Condra thanked the group for attending.

Public Comment

Selectman Williams asked to have an agenda item for the 29th for the New Reservoir and the Riverwalk. Felice Fullam of Burns Hill Road asked about the procedure for minute approval. The Select Board explained, to which Ms. Fullam asked if the minutes would be read out loud. The Board said no; they would be reviewed, signed, posted at Town Hall and on the website, which Chairman Condra explained to the group was not a requirement (the website posting).

Discussion items

Scott Butcher wants to go over all the CIP and warrant articles.

- \$30,250 for ambulance capital reserve fund but leasing. Selectman Williams Said Budget Committee only does the operating budget not capital reserves. Scott said the lease payments will be in the operating budget going forward.
- \$70,000 to town hall heating system capital reserve fund for heating system replacement. He needs to get updated numbers for costs. The Board supports \$70,000.
- \$34,000 to capital reserve for fire alarm and sprinkler system. We need a sprinkler system upstairs. Scott recommends putting it off for a year or set aside a small amount of money for the design. After further discussion the Board agreed to keep it on the list for now.
- Dissolve Cooley Park Fund.
- Sand Hill dam property - \$200,000 estimated cost with \$50,000 to that fund this year. Selectman Williams wait for discussion. No engineering expenses. Scott rough cost from HTE. Selectman Williams is not in favor of spending money with HTE. The 2011 analysis and hasn't changed much per DES. Selectman Williams said we don't really have a plan. Selectwoman Boissonnault wants to put something in there to be prepared, \$25,000. Chairman Condra agrees. Reduce to \$25,000.
- \$100,000 to Fire Department Vehicle Equip capital reserve fund for either engine 1 or 3. Jim Cutler joined the discussion. They didn't fund it last year. Selectwoman Boissonnault thought there was going to be a study done. Scott can do that in parallel. Nothing in there now. BOS agrees to \$100,000.
- \$100,000 to Highway Vehicle Equipment capital reserve fund to replace 2003 freightliner in 2019. With \$161k in there now there should be enough to purchase a Mack 6 wheeler. Selectman Williams be sure we will purchase and not lease because you can't lease out of a cap res fund. Scott only entertained leases due to timing and unexpected need. BOS leave at \$100,000.

- Design, replacement and land acquisition for new highway garage scheduled for \$75,000 this year. Continue with that.
- \$56,000 for Stagecoach Road bridge replacement fund but we rebuilt that bridge already. Chairman Condra said still put it in. Selectman Williams said we're doing King Brook this year - we should raise and appropriate money to apply to King Brook Road Bridge. We would vote to make it available for future bridge work. Scott - need a dollar amount.
- Library roof repair for \$15,000. Selectman Williams told them to do grant applications. Town building.
- \$30,000 for police cruiser replacement. We are leasing and there is 28 k in fund already so Scott recommends skipping this year or reduce amount. Selectman Williams - skip it.
- Replacement baler for Recycling Center estimated cost \$75,000. Selectman Williams said wait for an inter-municipal agreement. Scott we set aside cap res money and build it into their budget. Selectman Williams scales paid out of revolving fund, that's how we should pay going forward. Scott rather build into operating budget so not so confusing. Selectwoman Boissonnault agrees. Scott need baler, fears safety. Selectwoman Boissonnault leave it. Chairman Condra agrees.

Town Administrator Update

The office is busy working on budgets.

Old Business

Scott signed the agreement with DTC Lawyers, would like to open that up for full legal counsel.

Motion: Selectman Williams moved that the Town engage DTC Lawyers as its representative/town counsel, and authorize Scott to enter into a contract. Chairman Condra brought Selectwoman Boissonnault up to date. Selectwoman Boissonnault was ready to put them into place two weeks ago. Selectwoman Boissonnault seconded the motion. Motion carries 3, 0.

Projected revenues

The Board reviewed the numbers presented.

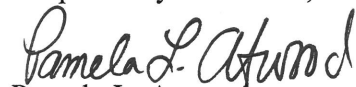
Motion: Selectman Williams move to approve the income items as amended. Chairman Condra seconded the motion. Selectwoman Boissonnault asked if they could vote on this because it wasn't on the agenda. Selectman Williams said it is not spending any money. It's no different than signing approvals, he said, it's something that is done every year. Chairman Condra is comfortable calling the vote. Motions, carries 2, 0 with 1 abstention.

Town Administrator Scott Butcher asked for a nonpublic session for a labor item. Chairman Condra moved to go into nonpublic session at 9:14 P.M. per RSA 91-A:3,II (a). Selectman Williams seconded the motion.

The Board reviewed the petition warrant article and asked that it be sent to Town Counsel.

A motion was made to adjourn the meeting at 10:11 P.M. by Selectwoman Boissonnault, seconded by Selectman Williams, followed by a vote with all in favor.

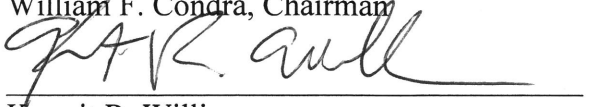
Respectfully submitted;



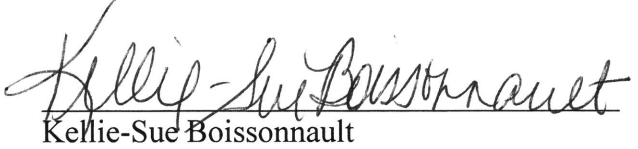
Pamela L. Atwood,
Recording Secretary



William F. Condra, Chairman



Kermit R. Williams



Kellie-Sue Boissonnault

1-29-18

Date Signed