

Select Board Meeting

Date: Monday April 23, 2018
Time: 6:30PM
Location: Wilton Town Hall, 42 Main Street, Wilton NH
Present: Kellie-Sue Boissonnault, Kermit Williams
Absent: Matt Fish

K. Boissonnault called meeting to order at 6:30 PM and the Pledge of Allegiance was said.

Appointments

6:30 PM M.A. Bean and J. Lavacchia (Wilton DPW)

Stagecoach Road Bridge

M. Bean reviewed his proposal. His company reaches out to small communities and offers a design, removes the old bridge, and builds a new bridge in about a week. M. Bean, J. Lavacchia reviewed the bridge status. There are a few small areas of spalling under the bridge. Spalling repair will be included in the proposal. The bridge would be out only two or three days. The whole bridge would be replaced in a week. When they leave, they leave the town with stamped engineered designs that can be sent to the state and subsequently the federal government. The town would be able to have the bridge removed from the red list. M. Bean provided many references and encouraged the town to call them all.

M. Bean's company offers an alternative to paving it as part of their contract. He suggested paving the bridge and 25 feet on either side as part of the town's regular paving contract.

K. Williams asked him what would DOT say about your work? M. Bean said he had just completed a bridge in Henniker that was approved by DOT. Many towns are repeat customers.

The Board wanted to be sure that when this bridge is complete, it would be off the red list.

Zoning Board of Adjustment

Neil Faiman, Chair of the ZBA, recommended Jeff Stone as a full member for a full three year term.

K. Williams MOVED to appoint Jeff Stone as a full member of the ZBA. K. Boissonnault. SECONDED. All in Favor.

7:00 PM Sewer Commission – MOU

Sewer Commissioners: Tim Mortvedt, Tracey Ewing & Chris Carter

DPW salary information: The Sewer Commissioners requested information about how much the Town pays DPW workers per person plus benefits. They are requesting this information to determine if it is more economical to use contract labor or use DWP labor. An exact number of hours needed for this work is unknown at this point as it encompasses both regular maintenance and emergency work.

Storage: The Sewer Commissioners would like to store their equipment at the last bay of the DPW garage. The Water Commissioners already store their equipment at the garage. J. Lavacchia said in August the Town is getting an expensive truck (\$187,000), and he would like to get that inside if possible. C. Carter said historically the last bay was dedicated by the Abbotts to the Water Department and the Sewer Department. This was for storing important equipment. The Sewer Dept had a rear-wind, that is the size of the flusher now. To his knowledge, it has always been water and sewer storage. Water meters must be kept in warm storage as they contain trace amounts of water from factory testing. The jetter can be winterized. The heater in that space isn't working. With some housekeeping, everything can be stored there. The compressor should be closer to the front and the jetter can fit in the rear. K. Boissonnault - Either we have water *and* sewer in that bay or we don't have either one. C. Carter said we can fit both their [Water Dept.] equipment and ours. We would be walking around the equipment to get to the shelves.

There is a wall separating this bay from the rest of the garage with shelves. There is a rear room that is used for Wilton Water Works. J. Lavacchia asked if there is there a possibility of cross contamination? C. Carter said no, the jetter is cleaned and the hose is on top.

K. Boissonnault said there shouldn't be a problem with using this bay but this needs to be coordinated with J. Lavacchia. K. Williams said let's wait until we talk with Mike from the Water Department to finalize storage.

Action Item: The Water Department has a meeting scheduled for Thursday as does the Sewer Commission. They will have a conversation with Mike from the Water Department and then the three departments will coordinate the storage.

Action Item: J. Lavacchia will come up with a per hour cost for his workers.

Safety: Hepatitis B vaccines needs to be completed by the DPW and the Sewer commissioners. In the past this was coordinated by Primex and they came down to provide them. Confined space training needs to be done too. Primex offered that in past but others

offer it as well. The Sewer Commission is purchasing gas meters that will include training. The logs will need to be kept up as well. All of this training will need to be done by the DPW if they are going to be working for the Sewer Commission.

Vote of No-Confidence: The Sewer Commission would like this lifted. The Select Board said they hadn't discussed this specifically but what is done, is done. The Select Board decided that the No-Confidence Vote is lifted. The Sewer Commissioners said they have worked hard to move forward and explained some of their reasons for making the choices they made.

Bills: The Sewer Commission asked for an explanation of why their bills weren't being paid? They worked hard to get their manifest signed and they are working off of user fees and make decisions about what can and cannot be paid. The payments to vendors look like they stopped in January. They were particularly concerned about the late bills. In addition, payroll wasn't in the last manifest so they were concerned it wasn't being charged to them. They understood that things were in transition at Town Hall but would greatly appreciate if this got caught up quickly. They expressed concern about what is being missed. Some hook-up fees aren't showing in their accounts and they request to be notified if anything has been drawn from their account.

MOU for the Payment back to Town: The Sewer Commission has not made a decision about the MOU. The numbers provided don't make sense. The Sewer Commission spoke with their counsel who gave them some advice. Can the Select Board show where and how the \$46,000 figure was derived? K. Boissonnault offered to share the report by Tamar Roberts. However, this report only goes back eight years as the previous auditor kept the older records. The Sewer Commission wants to understand how this happened. We should revisit the interest at that time.

7:30 PM Jim Lavacchia - DPW

Email about the Old County Farm Bridge: J. Lavacchia met with Michael from Stone Works regarding the current washout on one side of the bridge. Found a rather large bulge that is concerning. That is showing signs of failure. The good news is that stone arch is in exceptional condition. The erosion stone holding the bank is causing a vortex in the water and eroding part of the bridge. Stone Works gave M. Fish a proposal.

Building a wing wall with the stone that is already on the causeway and sloping down to the walkway. That appears to be what was done on the other side. Taking with Michael from Stone Works, that might cost the same as repairing the washout but it will be more stable. We can repurpose the fill from the Fire Station. M. Fish is working with Thistle Stone Work. J. Lavacchia posted a 6 ton limit on that bridge and ordered a "car traffic and trucks with permit only" sign. All the trees, 15 feet on either side, need to come down. Fred Roedel [an abutter] was fine with that. In addition, the Roedels are also ok with the sloping as that will

be partially on their property. If an emergency vehicle needed to cross the bridge that would be ok, but we don't want them to stop on the causeway. The tree work might be able to be done by DPW but will need to hire tree removal contractor for some things.

Action Item: M. Fish can share numbers from Thistle Stone Works.

Action Item: J. Lavacchia will contact emergency services about the road posting. If they need to go in, recommend using alternative routes that are class VI but in good condition.

Update: Construction is ongoing on Russell Hill Road to bring fiber optics with conduits to Kimball Physics The road is closed during construction but this is not a public road. They are working quickly. Fire and Police are communicating with them every day.

Kings Brook Road: The historical review has been done by Holden. It is in the state's hands. J. Lavacchia did look into LPA (Local Public Agency) training but won't be available until the fall. It might be possible to go to another state since it is federal training. This training must be completed on any project that uses Federal money.

Truck Lease: The truck lease is ready but the leasing company is asking for the first interest payment before the truck is delivered. J. Lavacchia will contact the company to let them know the Town isn't going to pay until the truck is here.

Public Comment

Ralph Bushman (123 Sand Hill) Two things:

1 - the work on the dam needs to be done soon. Are we going to make the deadline?

Response: the date was changed to September.

2 - MRI was going to conduct exit interviews, did that happen? Response: Yes, it is in the works. Jensen MacLean is in the process of making this happen. Question: Will that be public? Response: The Select Board has the right to decide as it might impact the privacy of individuals. J. McLane is planning on providing a summary that can be made public.

Ruth Smith (307 Burns Hill Road) Are you going to fill all three positions in the Select Board Office? I see you are going to replace the TA. Do you think we need one? Response: the TA position is very much needed. We are looking for a TA search committee. As far as the other two positions, MRI is looking at the tasks that are done by the Select Board office. K. Boissonnault - my opinion is that we need both full time positions. We are waiting for MRI to give their assessment. K. Williams - my opinion is that we move slowly and figure out what we need before we make hires.

R. Smith asked if there was a job description? Response: As soon as we have the TA job description, we will share it. MRI is going to write it. If anyone is interested in the TA position, they can send their resume to TOW@wiltonnh.org.

R. Smith asked why don't we just have a regular audit of the books? Answer: When one tax collector leaves, the state requires an audit. It is not required when a Treasurer leaves. It is certainly possible to do it. We would have to identify someone to do it. A forensic audit is expensive and time consuming. We do have a town auditor, Roberts and Green. When they do an audit, there are selected portions of the town's books that are selected randomly. They typically look at larger transactions.

R. Smith said she is requesting that an audit be done. There are innuendos, but we need to stop that. There may have been things not well done, but the implications and unnecessary accusations need to stop. Response: When you have problems underneath you, and you don't address them, it is the management's problem. K. Boissonnault said she takes responsibility for her part in it. We can heal and move forward as a town.

Robin Maloney (10 Stagecoach Road) If you take down the bridge, please save the timbers underneath. The bridge they are designing is ugly. Can we add railings by the guard rails? Can we make this bridge charming? People want to stop and look at the water.

Response from J. Lavacchia - this will be wide enough for pedestrians. We will make it as cute as we can. The shock of the tree removal will impact the neighborhood but the trees will grow back.

Discussion Items

Letter from Alan Gould: Since John MacLean has such limited time, MRI is offering other staff. If the Town is interested they can provide some resumes and see if we are interested in having one as an interim Town Administrator. This would be an interim, but if we liked them and they were interested in it, we could hire them. We might have to pay MRI a finder's fee. This could be for a short period of time. K. Williams thinks this is worthwhile and K. Boissonnault concurred.

Action Item: Next week the people who are interested in joining the TA search committee can come before the board.

Shelves and storage:

K. Boissonnault **MOVED** to accept Gary Jensen's proposal for \$1383 to put in shelves in the Land Use/Building office closet and the kitchen closet, and also to reconfigure the closet in the Land/Use Building office by removing the closet doorway in that office and relocating it to the hall by the restrooms. The proposal also includes relocation of an electrical outlet in the hall. K. Williams **SECONDED**. All in Favor.

Office configurations, scanning of records, and closet space were discussed.

Approval Items

1. **Payables**
2. **Meeting Minutes**
3. **Exemption paperwork**

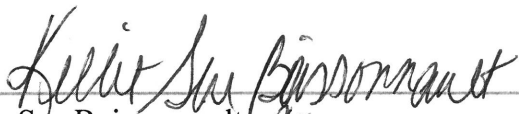
Adjourn

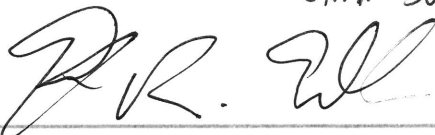
K. Williams MOVED to Adjourn at 9:20. K. Boissonnault SECONDED. All in Favor.

Respectfully submitted,
Michele Decoteau, Building and Land Use Administrator

4/30/18

Date


Kellie-Sue Boissonnault, *CHAIR SELECTION*


Kermit Williams,


Matt Fish