

TOWN OF WILTON
SELECTMEN'S MINUTES
WILTON FIRE STATION

Date: July 31, 2017
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.

Chairman Condra called the meeting to order at 6:41 P.M.

Charrette Findings

Jennifer Beck presented the initial findings from the Charrette to the Select Board. Jennifer went through her presentation touching on some of these items: Design concepts, principals to follow; revenue; parking; zoning; housing, etc. She has seven highlights to work on and will need seven more people to put on the team. NRPC will now help with their portion of the project. Jennifer had three requests for the Select Board. 1) Permission is needed from the Department of Transportation to put planter boxes on the bridge rails and plantings in the triangle by Island Street and Burns Hill Road. 2) Apply for National Register of Historic Places. There was further discussion on this item. 3) Apply for Urbanized Shore Land Exemption. Selectman Williams has been working on this with NRPC. Steven Meno can put most of the application together within the next month.

Selectman Williams talked to Eversource about putting poles underground but they have not responded yet. Steve Elliott asked for the results of the charrette. Jennifer told him she is waiting for the final copy at which point she will post it on the website. Jennifer is looking at a 1-3 year plan; she will have more warrant articles for the next town meeting. Selectman Williams met with TD Bank who will talk to the facilities manager regarding signage in that area. This would be a perfect spot to point people down to Main Street. Jennifer extended an invitation to the Select Board for the meeting tomorrow with our state representatives, and she credited reporter Jessie Salisbury for coverage of the charrette which got noticed by the representatives. Jennifer said she is making this presentative to the Planning Board on Wednesday and asked where else she should take the presentation. Selectwoman Boissonnault asked for a list of goals and a timeline. Jennifer will have it on her next visit. She asked the Board to send her people. Chairman Condra thanked Jennifer.

Public Comment:

There was no public comment.

Quinn Abatement. Jim Quinn was in the audience and was asked to join the Board for this discussion. Administrative Assistant Pam Atwood explained that this discussion item was to request a tax abatement, as was done yearly on the Quinn pit. Chairman Condra said that he has been through this for a decade. He is in favor of the abatement. Selectman Williams said it was the fourth year for him and he believes it is a lease and state law says property taxes are to be paid on a lease arrangement. Legal counsel does not agree, but Selectman Williams says the Assessor does. He has not supported it in the past.

Jim Quinn spoke saying he had met with Todd recently and Todd told him about a recent court case that sheds a new light on the subject. Todd says the court case has changed his position. Pam said she may have Todd's most recent opinion in an email. Selectman Williams explained the SegTel issue. TA Scott Butcher agreed that Todd felt there was some implication in that case that changed his mind on the Quinn abatement. He suggested having Attorney Little look at it. Selectman Williams said we have been told we should send them a lease, and he is willing to hear Todd's opinion. He would suggest deferring a decision until they hear from Todd.

Selectwoman Boissonnault asked a question which Selectman Williams answered, explaining the RSA. Chairman Condra said the arrangement was made years ago and he believed the town was selling the overburden. Jim Quinn said that another piece of paper was drawn up with a modification that was requested by Attorney Little. Discussion ensued. Jerry Greene asked why the Assessor's opinion counts more than legal counsel. Selectman Williams said he is uncomfortable with Attorney Little making this determination because he was legal counsel for both the Town and the Water Commission. Selectwoman Boissonnault feels that they should come to terms with some sort of taxation. Jerry said the intent of the agreement at the time was clearly not for them to pay taxes; he asked why the Board would not honor that agreement. Selectman Williams said if they were to get an independent legal opinion from someone with expertise, who isn't a party to the process, he would follow that opinion. After further discussion Selectwoman Boissonnault said the Town has abated it for many years so she feels the abatement is in line. Jim Quinn was asked if he would be coming in for a new lease after this current one runs out; he responded "When the deal is over it's over".

Motion: Selectwoman Boissonnault moved, seconded by Chairman Condra to approve the 2017 tax abatement. The following was added to the motion: To move forward with the approval of the Quinn tax abatement. Vote: Chairman Condra, aye; Selectwoman Boissonnault, aye; Selectman Williams, nay. Motion carries 2-0.

Town asset disposal

TA Scott Butcher asked to speak to an agenda item while the Police Chief was still present. The Chief told the Board about the air conditioner issue he was having in the Police Station. He told about his call to Ciardelli for service. It will be cheaper to replace the units rather than repair them. Their life span is 14-15 years and they are 15 years old. He said the back unit can't handle the whole building. Chief Hautanen is looking for guidance from the Select Board. Selectwoman Boissonnault asked if he had gotten other quotes besides Ciardelli. Scott suggested he could call Joyce or Wetherbee. The Chief will do that.

Civilian Police Prosecutor

Chief Hautanen told the Select Board that he would like to train his current civilian prosecutor to become a police prosecutor. He would send him to school to become certified as a part time officer. This would not cost the Town anything. Brent would be able to pull him during the day if needed to fill in, for example, to serve paperwork in court. The only cost would be for a police vest later on. This would also not change his retirement benefit as he would not be eligible for New Hampshire Retirement. Chairman Condra said it would give the Chief half a man somewhere else if needed.

Motion: Chairman Condra moved, seconded by Selectwoman Boissonnault to support the Chief's intent to train his prosecutor to become a part-time police officer. Motion passes 3-0.

Motion: Chairman Condra moved, seconded by Selectman Williams to go into nonpublic session at 8:04 P.M. per RSA 91-A:3,II(a). Motion passes 3-0.

The regular meeting resumed at 8:29 P.M. Chairman Condra moved, seconded by Selectwoman Boissonnault, to seal the minutes of the nonpublic meeting. Motion passed with vote: Condra, Aye; Boissonnault, Aye; Williams, Aye.

Motion: Chairman Condra moved, seconded by Selectwoman Boissonnault, to enter into a nonpublic session at 8:31 P.M. per RSA 91-A:3,II(a). Motion passes 3-0.

The regular meeting resumed at 8:57 P.M. Chairman Condra moved, seconded by Selectwoman Boissonnault, to seal the minutes of the nonpublic meeting. Motion passed with vote: Condra, Aye; Boissonnault, Aye; Williams, Aye.

Town Asset Disposal Policy

TA Scott Butcher spoke about this subject, saying that disposal of the Water Commission's truck has been resolved in the short term. But, going forward we need to look at how the Town assets are disposed of at the end of their useful life. The most common way is to do a sealed bid, recouping some of the value in the process. Now that the Highway Department has the Water Commission's truck Steve Elliott can get rid of the old cemetery truck. We also have the old rescue truck, ladder truck and a DPW truck still left to dispose of. Old computers also need proper disposal. Scott thinks all items like this should go through the Selectmen's office. The Selectman discussed the Water Commission's authority. Scott will look at other town's policies. He said our assets need to be tracked, tagged, and depreciated. Chairman Condra suggested that Department Heads inventory all their assets.

Job Description Parameters

Selectman Williams stated that he merely wanted the job description discussion to take place when he is here. They have a date of August 9th. TA Scott Butcher stated that he has created a job description for the Emergency Management Director. There was a discussion about combining the Ambulance Chief position with a Deputy Fire Chief position. The Board is agreeable to a dual role; Selectman Williams verifying that the fire department is in favor of it. It was also decided to bypass looking for an interim Ambulance Chief and to look for a permanent chief.

TA Scott Butcher presented another position for which he has created a new job description: Building & Land Use Administrator. He explained that Elizabeth Morison is moving on and that this will be a big loss for the Town. Scott suggested that the Building Inspector could use some administrative help. On the Planning Board side, the Town pays \$70.00 per hour for Steven Meno's time, plus the circuit rider costs for NRPC. Scott did the math; we could get 20 hours per week for the new position he is recommending; and it's a wash. John Shepardson likes the idea, and it will give the public a higher level of service. He suggested a grade 5 level for this position. There was further discussion. The Select Board is fine with the suggestion. Scott will take it to the Planning Board.

Town Administrator Update

TA Scott Butcher spoke about the Revitalization Zones. It is a job incentive program for employers, and it will cover the area where Atlantic Prefab is; to whom the Town made a commitment. They could get up to \$40,000 in tax credits. It's another tool to help attract new business. The only cost is Scott's time. The Board told Scott to proceed with it.

Town Hall water leak update: Scott told the Board that the gutter has rotted away from the building and the water is going down the wall of the little theater all the way down to the new construction. Steve Elliott thinks a dry well or French drain system will be needed. Ingram will give us names of a couple contractors to look at it.

Swimming signs at the New Reservoir: Scott explained the request. Selectman Williams thinks we need a plan on what to do with the New Reservoir. He thinks possibly creating an ad hoc committee before next Town Meeting. Chairman Condra agrees but no decisions were made regarding this property at Town Meeting except we were encouraged to look into it. He does not want to do it piecemeal. The Select Board is interested in pursuing it but they won't be taking down the "no swimming" signs at this point.

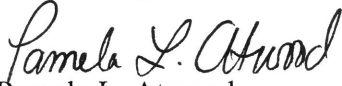
Wilton Ambulance Service Concerns

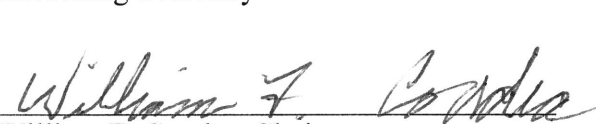
There was discussion about a letter to the editor regarding the Ambulance Service, and a discussion about the meeting scheduled for Sunday morning. Also discussed was the ambulance billing service and the need for some basic maintenance at the Ambulance Bay.

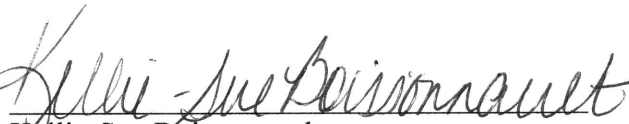
The Board signed their paperwork and reviewed their correspondence.

Selectman Williams moved, seconded by Selectwoman Boissonnault, to adjourn the meeting at 10:28 P.M. Motion passed unanimously, 3-0.

Respectfully submitted;


Pamela L. Atwood,
Recording Secretary


William F. Condra, Chairman


Kellie-Sue Boissonnault


Kermit R. Williams

8/14/17
Date Signed