

TOWN OF WILTON
SELECTMEN'S MINUTES
WILTON FIRE STATION

Date: October 2, 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.

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

The first order of business was Selectman Williams to talk about the Records Management Committee assignment list. He handed out the list of all the records we must keep with owners assigned to each type of record. There are 8 or 10 categories. Those assigned to the Assessor will be maintained by the Selectmen's Office. He spoke of specific records. They discussed driveway permits and determined that they will be the responsibility of the DPW. Selectman Williams wondered about Budget Committee records. Selectwoman Boissonnault suggested sorting this list by department and give to Scott or Pam to send to each Department Head for their feedback. Selectman Williams said step two would be for people to figure out where those records are kept. Chairman Condra thinks we need an audit of all records

Public Comment

Jessie Salisbury asked if she could have a copy of Scott Butcher's weekly report. Selectwoman Boissonnault said the reports may contain some nonpublic items. Jessie just wants to know what's going on, like at Town Hall with the renovation project; or, she said, mention what she *can* hear in the meeting.

Town Administrator Update

TA Scott Butcher reported that the Safe Routes to School contract with NRPC is being wrapped up. The final draft for approval should be ready in early November. There was a discussion about the crosswalk between the Wilton Falls building and the Police Station and another discussion about pedestrian activated crossing signs.

The new scales are in place at the Recycling Center but not yet complete. We still need to build a scale house.

The Stagecoach Road bridge repair was discussed. Work should begin next week.

Scott updated the Board with the status of the Ambulance Chief and Land Use Administrator positions.

The Riverwalk project drew a good crowd on Friday night. The project came out great and exceeded expectations per Scott.

Old/New Business

Selectman Williams spoke about his meeting with NRPC regarding the economic development effort they are doing for us. NRPC wants an agreement with us even though it is being done at no cost to Wilton. Selectman Williams explained the agreement and Chairman Condra signed it.

Selectwoman Boissonnault asked about an Ambulance billing plan. Scott stated that he had spoken to Assistant Chief Artemik about her recommendations and that right now we are in the process of renewing our Medicare certification; after that's done we will have more time to concentrate on the billing plan.

TA Scott Butcher stated that the Select Board needed to finalize the Economic Revitalization map. He brought the map with the new zone that the Board had asked for. Selectman Williams go with what's on the north side. Selectman Williams said he was good with this new map.

Motion: Selectman Williams moved to adopt the Economic Revitalization Zones as defined by Scott. Selectwoman Boissonnault seconded the motion. There was further discussion. The minutes will reflect the details of all five ERZ zones. Selectman Williams amended his motion to direct that the details of the ERZ be added to the minutes. Selectwoman Boissonnault seconded the amendment which was followed by a unanimous vote with all in favor.

Motion: Selectman Williams moved, seconded by Selectwoman Boissonnault to go into a nonpublic session per RSA 91-A:3,II(a) at 7:25 P.M. Motion passed unanimously, 3-0.

The regular meeting was called to order at 8:10 P.M. Chairman Condra moved to seal the minutes of the nonpublic meeting, seconded by Selectwoman Boissonnault. Motion passed with vote: Condra, Aye; Boissonnault, Aye; Williams, Aye.

Motion: Selectwoman Boissonnault made a motion, seconded by Selectman Williams to enter a nonpublic session per RSA 91-A:3,II(a) at 8:10 P.M.

The regular meeting was called to order at 8:14 P.M.

Motion: Chairman Condra moved, seconded by Selectwoman Boissonnault to not meet next week on Columbus Day (Monday, October 9, 2017). They asked Administrative Assistant Pam Atwood to move any agenda items out to the next week. Motion passed unanimously, 3-0.

Motion: Selectwoman Boissonnault moved seconded by Selectman Williams, to enter into a nonpublic session per RSA 91-A:3,II(c) at 8:16 P.M.

At 8:30 P.M. in regular session, Chairman Condra moved to seal the minutes of the nonpublic meeting, seconded by Selectwoman Boissonnault. Motion passed with vote: Condra, Aye; Boissonnault, Aye; Williams, Aye.

TA Scott Butcher reported that the 2014 ambulance was back from Townsend Ford but it is still not the primary ambulance as it may still have an electrical issue. Selectman Williams said he is disappointed in Ford ambulances. They discussed future ambulance purchases.

There was a discussion about timeclocks. Selectman Williams suggested putting the money in the operating budget for the purchase of timeclocks.

A motion was made to adjourn the meeting at 8:59 P.M. by Selectwoman Boissonnault, seconded by Chairman Condra. Motion passed unanimously, 3-0.

Respectfully submitted;

Pamela L. Atwood

Pamela L. Atwood,
Recording Secretary

William F. Condra

William F. Condra, Chairman

Kermit R. Williams

Kermit R. Williams

Kellie-Sue Boissonnault

Kellie-Sue Boissonnault

10-16-17

Date Signed