

TOWN OF WILTON  
SELECTMEN'S MINUTES

Date: January 3, 2017  
Time: 6:30 P.M.  
Place: Town Office  
Present: Chairman Kermit R. Williams, Selectmen William F. Condra and Steven J. McDonough.  
Town Administrator Scott Butcher. Recording Secretary Pamela Atwood.

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

Jim Cutler was present to discuss the Fire Department budget. At this point he has no plan to add a deputy chief. He does hope to add some firefighters. He and Ron Caswell will run the department for now, until it's time to promote someone. A captain will assist also. Jim explained the budget line item for air bottles. Chairman Williams asked who will do inspections. Jim is still working on that item but for now he will do them. He explained the procedure.

Jim explained that he wants to add a line item to the budget for water hole/fire pond maintenance. Chairman Williams asked about the radio change from low band to high band. Jim said it will depend on what happens with MACC Base and what changes they make. Next, Jim explained the line items for the fire trucks. Also, he increased the janitor's pay as they will have to clean more due to increased use of the Fire Station for meetings. A discussion on the Town's ISO rating followed. The CIP was discussed next and Jim told the Selectmen that he will get three bids for the new truck and he will have a firm quote by next week. The Board agreed that Jim Cutler should try to sell the old rescue truck. They thanked Jim.

**Public Comment**

Tom Schultz asked about the committee being formed to discuss Wilton's emergency services and changes that should be made. He asked if the Fire Chief and Ambulance Chief will be on the committee. Jim Cutler and Gary Zirpolo both said they would serve on the committee. Selectman McDonough stated that it should be opened up for anyone from either department. Jim Cutler asked when the Selectmen would finalize their vote from other night.

**Ambulance Budget Changes**

Ambulance Chief Gary Zirpolo was present to discuss changes to his budget. He had a discussion with Chairman Williams on Friday. They discussed staffing levels and since the pay scale will be up to where it should be they would like to wait until next year to talk about a full time paramedic. Chairman Williams and Gary Zirpolo decided to give it 6 months. They adjusted health & dental up \$11,000 and paramedic wage up \$15,000 for half a year. They figure they can reevaluate it in June and the money is there if needed. Chairman Williams thinks it makes sense. TA Scott Butcher said that he and Gary had discussions a couple months ago to budget for a full time paramedic for a whole year. He is in favor of doing it sooner rather than later because of Gary's work load. He would like to see it happen before June. Gary said resumes are coming in. He would like to give it a few months because, otherwise, we have to pay benefits. He insists that he loves the idea of a full timer except for benefits. Selectman McDonough said that the right candidate would dictate that, and he asked why we are holding back and not advertising for both if the need is immediate. Gary said benefits. Selectman McDonough said a full time person would take a lot of work out of the scheduling hassle. Per-diems can't commit and it makes more work for Gary. TA Scott Butcher agreed that it would provide for a predictable schedule with fewer per-diem shifts.

Selectman Condra agrees with Selectman McDonough saying that we should advertise our needs at the maximum level. Gary Zirpolo had to leave the meeting for an ambulance call. Selectman Condra stated that we have an issue we want to resolve. Chairman Williams spoke about the collections of ambulance billings. He would like to see that duty moved into the Selectmen's office. Chairman Williams asked Scott to update the numbers with an earlier hire (10 months).

### **Salary Metric**

The Selectmen were presented with two metrics; the previous version from last year and the Budget Committee's recommendation to reduce by ½ %. Selectman McDonough asked what happens for employees who have already been reviewed. Selectman Condra stated that it was established last year and it has been the metric for one full year. He is concerned about making a change right at budget time, so he is opposed. He is not opposed, however, to doing it next year with notice. Chairman Williams said that it needs to be a reasonable raise budget, one that changes every year based on the market. Taking ½ % off takes it off more at the top range so it's not equitable. We need something to reflect an equitable raise budget for the town. He agrees with Bill. Selectman McDonough stated that the Budget Committee has a valid point; it would save thousands of dollars, but it's late in the game. Let's look at it closely next year. TA Scott Butcher said the performance reviews should be done earlier in the year, by the end of September.

Chairman Williams made a motion to enter nonpublic session at 7:44 P.M. per RSA 91-A:3,II (a). The motion was seconded and voted in the affirmative.

The regular meeting was called to order at 9:20 P.M. Chairman Williams moved to seal the minutes of the nonpublic meeting, seconded by Selectman Condra. Motion passed with vote: Williams, Aye; Condra, Aye; McDonough, Aye.

### **Retroactive raises**

Administrative Assistant Pam Atwood asked for a discussion on the fact the Library issues their annual raises retroactively back to January 1<sup>st</sup>; whereas the remainder of the Town employees get their raises effective April 1<sup>st</sup>. TA Scott Butcher explained how this affects our budget numbers for the year. Selectman Condra stated that the Town employees get a year's worth of raise for a year. Chairman Williams said the real question is: Is it inequitable? Selectman Condra said the Library is a private entity and the Board of Selectmen has no control over their budget. He said it's March to March. TA Scott Butcher asked why then does the Library wait for Town Meeting to give retroactive raises. Discussion continued. Selectman Condra sees it as a non-issue.

### **Ingram Contract**

TA Scott Butcher discussed the letter received from Attorney Little regarding the contract. Scott doesn't want to slow up the process of getting numbers. The Budget Committee would like numbers by the middle of the month. They discussed the ISO requirements again. We will ask John Shepardson if he has the ISO report.

### **Old/New Business**

TA Scott Butcher mentioned an idea suggested by Jerry Greene about attaining a consultant to analyze our fire service. Scott said he would like to be involved in the fire truck purchase also. Selectman McDonough said to call Ingram Construction and ask for numbers. Chairman Williams agreed that we want numbers before we sign the contract.

We have plans now for the front ramp project. TA Scott Butcher stated that PWD Steve Elliott is not interested in having the Highway Department do the project. Chairman Williams wondered why. Scott will get more information.

Warrant articles preparation was discussed. Chairman Williams stated that they are written by the Board of Selectmen.

AA Pam Atwood asked the Board about a piece of property that a resident had approached her about wanting to give to the Town. Chairman Williams said that he is not sure the Board would have an interest in it but to have the resident send a written proposal with any restrictions or covenants he would have or that are currently there.

**Heritage Committee Member**

**Motion:** Chairman Williams made a motion to appoint Deborah Motvedt to the Heritage Commission. Selectman Condra seconded the motion, which was followed by a unanimous vote in favor. Motion carries.

**Emergency Management Director**

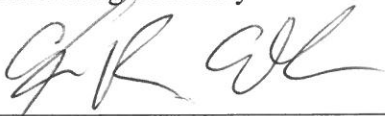
Ray Dick will stay on as the Town's Emergency Management Director.


There was discussion about the AIA contract which was not signed

A motion was made to adjourn the meeting at 10:39 P.M. by Selectman Condra, seconded by Selectman McDonough, followed by a vote with all in favor.


Respectfully submitted;

Pamela L. Atwood,  
Recording Secretary

  
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Kermit R. Williams, Chairman

  
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Steven J. McDonough

  
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William F. Condra

  
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Date Signed