

TOWN OF WILTON
SELECTMEN'S MINUTES

Date: January 9, 2017
Time: 6:30 P.M.
Place: Town Office
Present: Chairman Kermit R. Williams, Selectman William F. Condra. Steven J. McDonough was absent. Town Administrator Scott Butcher. Recording Secretary Pam Atwood.

Town Clerk Jane Farrell attended the meeting to discuss a furniture purchase. She is proposing to use a portion of her 2016 budget to purchase three new desks for her office. She showed the Selectmen an estimate from Surplus Office Equipment for under \$2500. Chairman Williams said 2016 is over so she cannot do that. He explained that without a previous commitment you cannot continue to buy out of the 2016 budget. Selectman Condra agreed. Jane said she thought to do it in 2017, but if possible with money left in her 2016 budget she would like to do that. Chairman Williams said it is not appropriate; there is a process to encumber funds and it is now past that point. Chairman Williams said he would support the purchase for 2017 and it would make her office look good. He asked Jane if she was still planning on moving file cabinets out of her office. Jane said she took that out of the mix. Kermit agreed that they should be left where they are for now.

Next, Jane asked the Board about the Town report cover. They had a discussion but no decisions were made. Jane said she would like to get bids for a full size report this year if that was ok. Selectman Condra said he favors the traditional size. Chairman Williams said the print is small in our normal book. Reporter Jessie Salisbury said spiral bound reports are easier to use and read.

Public Comment

Jessie Salisbury said she heard that replacement of the Town Barn was discussed so she thought she would do a story about it. She will talk to Charlie McGettigan and Steve Elliott. The Board appreciates that.

Jim Cutler informed the Selectmen about the retirement party they are planning for Ray Dick.

Recycling Center Sticker Program

Public Works Director Steve Elliott told the Board that they are done passing out stickers at the Recycling Center for the sticker program. He has separated them by town but the numbers don't really tell anything at this point. Chairman Williams asked for an actual sticker count. There was a discussion that the purpose of the stickers was for the Recycling Center employees to quickly be able to identify the person as an authorized user of the facility. The stickers are static cling, so in the case of a resident who did not want his sticker to provide personal identification information, he can simply remove it when he is not using the facility. There was further discussion. Steve said that the stickers will expire in two years so they can make changes then if they want to.

Recycling meeting with Towns

Steve Elliott discussed the Recycling Center Revolving Fund with the Selectmen. He said that if the Center has a surplus one year that money stays in the fund. Chairman Williams agrees that it helps to keep it constant. Steve said the difference is that any money not spent had previously been used to reduce the payments by the member towns, but now it will stay in this Revolving Fund. Chairman Williams said that money will only be used for the Recycling Center which will benefit all of the five towns. Selectman Condra asked if the fund has a cap. No it does not. Steve asked if the money can be used for the purchase

of scales. Chairman Williams said that would be a Select Board decision but they would need agreement from the member towns. Steve Elliott stated he will discuss this Thursday night at the Combined Town Budget Meeting.

Jim Cutler was present and stated that he had some questions regarding procedures. TA Scott Butcher and the Selectmen answered Jim's questions regarding purchasing procedures. Jim talked about equipment purchase using a lease-purchase arrangement. He said that if it was done right we could finance an engine and a ladder this year. There will be \$475,000 in Capital Reserves after this year's Town Meeting. Chairman Williams thinks it is aggressive to buy two pieces of equipment in one year. Jim said Engine 3 and the ladder truck have issues. He was asked to work with Scott and do some research. The Board thanked Jim.

HB 254

House Bill 254 is an act relative to membership on the Assessing Standards Board (ASB). Selectman Condra said it is trying to take off assessors and put on public utility people. Chairman Williams said that the ASB tells if you're qualified to be an assessor, therefore, the people on that board should know what the job is. Chairman Williams will attend the meeting as a State Representative and speak on behalf of the Select Board.

Old/New Business

The Town Report cover was discussed.

Chairman Williams moved to go into nonpublic session at 8:00 P.M. per RSA 91-A:3,II (a). The motion was seconded and voted in the affirmative.

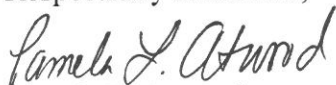
The regular meeting was called to order at 8:36 P.M. Chairman Williams moved to seal the minutes of the nonpublic meeting, seconded by Selectman Condra. Motion passed with vote: Williams, Aye; Condra, Aye.

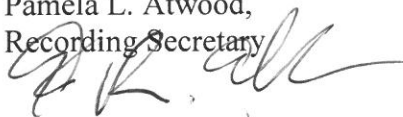
TA Scott Butcher told the Board that he called the additional references provided for Ingram Construction and got outstanding references. Ingram is already in the process of getting bids for us before Town Meeting in good faith. Chairman Williams signed the contract.

Chairman Williams spoke about the role of the committee being formed to discuss the emergency services facilities. He would like their role to be broader. Scott said they will need a mission statement.

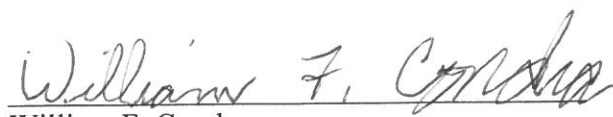
A motion was made to adjourn the meeting at 9:10 P.M. by Selectman Condra, seconded by Chairman Williams, followed by a vote with all in favor.

Respectfully submitted;


Pamela L. Atwood,
Recording Secretary



Kermit R. Williams, Chairman



William F. Condra

Date Signed