

TOWN OF WILTON
SELECTMEN'S MINUTES

Date: February 13, 2017
Time: 6:30 P.M.
Place: Town Office
Present: Chairman Kermit R. Williams and Selectmen Steven J McDonough. Selectman William F. Condra was absent. Town Administrator Scott Butcher. Recording Secretary Pamela Atwood.

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

Emergency Communication Proposals

Joe Torre was present to discuss the requests that had been made of the Milford Select Board to receive documents relating to emergency communication proposals between the Town of Milford and 2-Way Communications Service, Inc. (2-Way). Joe gave the background of requests that had been made for these documents: MACC Base Director requested them and was told by Milford Selectman Frederico that 2-Way would provide them. MACC Base Director requested them from 2-Way and was told to get them from the Town of Milford. Town Administrator Scott Butcher asked Milford Town Administrator Mark Bender for the documents and was told they would not be shared at this point. Joe thinks these should be public documents and he would like the Wilton Selectmen to request them under the Right-to-Know law. Chairman Williams agreed to write a letter from the Board of Selectmen asking for a copy of the document discussed at the joint meeting. Selectman McDonough agrees.

The next topic was the appointment of a MACC Base representative. Joe Torre said that he was willing to serve again.

Motion: Chairman Williams moves to appoint Joe Torre as the MACC Base Representative. Selectman McDonough seconds. A unanimous vote followed. Motion carries.

Public Comment

The public discussed the latest snow and cold weather.

Chairman Williams said they will vote next week on the Fire Chief appointment.

Interim Fire Chief Jim Cutler had questions. He would like to go look at the ladder truck they want to buy before Town Meeting. The truck is in Pennsylvania. He noted that Wilton's Town Policy says they are supposed to use a town vehicle for this purpose. He asked if it would be ok to get mileage reimbursement instead of taking a town vehicle. TA Scott Butcher will check with Primex. Chairman Williams said mileage and reasonable meal costs are fine. Jim had other questions for a nonpublic session which would take place at the end.

Updated Warrant Article

Chairman Williams brought up the topic of the New Reservoir Dam. He thinks the voters should be asked at Town Meeting what should be done with the reservoir. He explained the issues with the Dam. The options are to repair the dam, take it down, or lower the height for less water. It could be a recreation

facility. Jim Cutler is in favor of keeping the fence to keep vehicles out of it. Chairman Williams thinks they should ask the townspeople what they would like to do with it. Chairman Williams thinks we should add it. Selectman McDonough thinks the support will be to keep it as is. Chairman Williams will write something up.

The Board voted in favor of some wording changes made to Warrant Articles. Below are the update articles and the votes.

To see if the Town will vote to raise and appropriate the sum of forty-two thousand, four hundred and fifty dollars (\$42,450.00) to develop a public river walk park by the Police Station, the monies to be withdrawn from the Cooley Park Capital Reserve Fund, or to take any other action thereto. (Majority vote required.)

Motion: Chairman Williams moves to recommend as re-written. Vote: Unanimous in favor.

To see if the Town will vote to raise and appropriate the sum of three hundred twenty-five thousand dollars (\$325,000) for the purchase of a used fire department ladder truck and ancillary equipment, and to authorize the withdrawal of two hundred fifty thousand dollars (\$250,000) from the Fire Department Vehicle Equipment Capital Reserve Fund previously established. The balance of seventy-five thousand dollars (\$75,000) to come from general taxation, or to take any other action relating thereto. (Majority vote required.)

Motion: Chairman Williams moves to recommend as re-written. Vote: Unanimous in favor.

To see if the Town will vote to raise and appropriate the sum of three hundred thousand dollars (\$300,000) for the Wilton Town Hall North End Project to rehabilitate the north end of the building including but not limited to life and safety improvements and the installation of a building-wide fire alarm system in Town Hall, and to authorize the withdrawal of twenty thousand dollars (\$20,000) from the Town Hall Repair Project Capital Reserve Fund previously established. The balance of two hundred eighty thousand dollars (\$280,000) to come from general taxation, or to take any other action relating thereto. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is completed or by December 31, 2018, whichever is sooner. (Majority vote required.)

Motion: Chairman Williams moves to recommend as re-written. Vote: Unanimous in favor.

To see if the Town will vote to raise and appropriate the sum of twenty-eight thousand dollars (\$28,000) to be added to the Bridges Capital Reserve Fund previously established. The monies to come from general taxation, or to take any other action relating thereto. (Majority vote required.)

Motion: Chairman Williams moves to recommend as re-written. Vote: Unanimous in favor.

To see if the Town will vote to accept the sum of twenty-two thousand dollars (\$22,000) to be added to the Library Renovations & Repair Capital Reserve Fund previously established. The monies to come from a private donation, or to take any other action relating thereto. (Majority vote required.)

This article now read as the Selectmen discussed with changes.

Motion: To recommend article 16 as amended. Vote: Unanimous in favor.

To see if the Town will vote to raise and appropriate the sum of twenty-eight thousand dollars (\$28,000) to be added to the Police Equipment Capital Reserve Fund previously established. The monies to come from general taxation, or to take any other action relating thereto. (Majority vote required.)

Motion: Chairman Williams moves to recommend as re-written. Vote: Unanimous in favor.

Impact Fees revenue

There was a discussion about Impact Fee disbursement. TA Scott Butcher said we have up to 6 years to disburse them. He suggested talking to Steve for disbursement of the road fees. You cannot just throw it into resurfacing.

Motion: Chairman Williams moves that the Board of Selectmen approve the inclusion of \$16,000 from Impact Fees in the 2017 revenue sources. Selectman McDonough seconds. Unanimous vote followed. Motion carries.

Old/New Business

TA Scott Butcher provided a copy of the Fire Chief's job description that he worked up. He asked if the Selectman wanted a few days to study the job description. The changes he made were based on job descriptions from several similar size towns and other fire chiefs. Chairman Williams does not want to write a job description that Jim Cutler is not qualified for. Scott said you write the job description based on the job the Town needs and then look at people. Jim is not a Fire Fighter 2 he's career level. Chairman Williams thinks it looks like a description for a full time position. TA Scott Butcher disagrees. It's not eliminating Jim Cutler but also gives him things to work toward, establishes a plan. Jim's experience could be the *equivalent* part of the description. He reminded them that it is designed for the position, not the individual. Chairman Williams would be surprised if a person would take this job as a volunteer. Selectman McDonough said it gives them something to strive for, sets the bar. He agrees with TA Scott Butcher. Jim Cutler reminded them that it is a volunteer job. Selectman McDonough stated the only minimum is Fire Fighter 2 training that Jim Cutler doesn't have. He said it seems that a chief would not be adverse to Fire Fighter 2 training because it would set the goals for the department. Scott said the incident of a fire itself doesn't differentiate whether we have a volunteer or full time department. We have to set a standard for the Town then it's up to the Selectmen to find a candidate that best suits the requirements. He did not use professional firefighting towns for this job description. He feels strongly about this. He says you short change the Town when you start making the description fit the person. Jim Cutler said good luck finding that person; he will do the job for now. He said he already works 50 hours a week plus 25 hours for this job; he is disappointed because he thought he was working together with Scott on this. TA Scott Butcher understands Jim's point of view and he stated that he has no issue with Jim's dedication. Chairman Williams feels you would have three choices of people to fill this job description; retired, wealthy, or for a full time job. TA Scott Butcher disagrees. He is here to make the recommendations the Select Board. He had wanted the Board to review his draft first before giving it to Jim Cutler. No one meets 100% of the job description for the job they are applying for. Selectman McDonough said he is in full agreement with Scott. He is not opposed to appointing Jim Cutler. The job comes with a pretty good station and nice equipment; too much training is not a bad thing. He also said that he hopes Jim has recruiting and training at the forefront as one of the most important things; also flexibility with equipment leasing as a possibility. After further discussion Chairman Williams said he will accept the job description. Selectman McDonough said he was glad it came out tonight; this description is for the future of the town

Emergency Management Director

It was noted that no one had contacted Ray Dick about doing the job.

Jim Cutler asked about the meeting TA Scott Butcher and Chairman Williams had with Deb Pendergast from the State. Chairman Williams told him it was an opportunity to understand what the State thinks a town our size ought to do for fire services. Jim said he would like to be involved in those types of meetings. Scott said there may be an opportunity in the future.

Impact Fee Issue

A request came in from Real Estate Agent Bill Goddard asking for a Certificate of Occupancy before the closing on a property he is selling. TA Scott Butcher proposed that the owner get a short term loan to pay for the Impact Fee. TA Scott Butcher we showed good faith when we said we would attend the closing and give the CO then. There should be another solution for them; it's not the Town's problem.

Selectmen's report

The Board read Kermit's draft Selectmen's Report for the Town Report. One change was made and it was approved by Selectman McDonough.

Revised Proposal from Ingram

The Board looked at the revised proposal from Ingram for the North End project. It is a guaranteed maximum price less fire alarm and a few other items. Selectman McDonough stated that it will be first class work and a huge improvement. He thinks they did a good job choosing Ingram. TA Scott Butcher biggest expense is the heating system. There was a discussion about the proposal.

Ambulance Budget

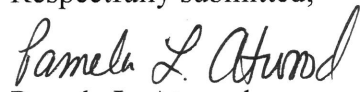
A 7,000 short fall was found and he has talked with Ambulance Chief Gary Zirpolo and there is no place to find it. TA Scott Butcher has to tell the other towns that the fees are potentially going up.

Chairman Williams made a motion to enter nonpublic session at 8:56 P.M. per RSA 91A:II,3(a). The motion was seconded and voted in the affirmative.

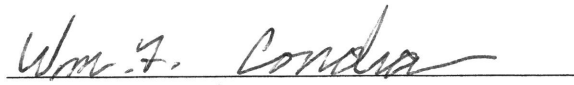
The regular meeting was called to order at 10:10 P.M.

A motion was made to adjourn the meeting at 10:13 P.M. by Selectman McDonough, seconded by Chairman Williams, followed by a vote with all in favor.

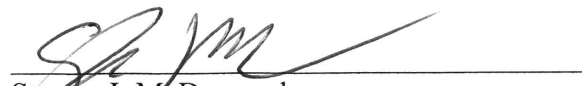
Respectfully submitted;


Pamela L. Atwood,
Recording Secretary

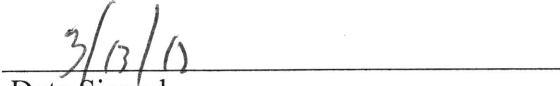
Kermit R. Williams, Chairman



William F. Condra



Steven J. McDonough



Date Signed