

TOWN OF WILTON MASTER PLAN
CHAPTER IV: Town Facilities and Services

TOWN FACILITIES AND SERVICES

Introduction

The type and adequacy of facilities and services a town provides often affects just how well a town functions. A direct result of accelerated local growth, many New Hampshire towns are experiencing an inadequacy of facilities and services. Added levels of service required by residential, commercial, and industrial growth places greater demands on existing facilities and services. More children enter local schools, greater volumes of waste need to be disposed of, and more calls are made for fire, police, and ambulance protection services. Roads require maintenance and upgrading, as do existing public water and sewer facilities. A town is obligated to provide certain facilities and services to its residences and businesses. Therefore, as a town grows, so must the level of facilities and services provided.

This section of Wilton's Master Plan looks at existing town facilities and services the Town provides for its residents. Also addressed are anticipated needs to meet existing deficiencies and provide for future levels of growth. Future growth is estimated based on the population projections discussed in Section III. Because these are estimations, the recommendations for needed facilities and services are only that — recommendations. If a town grows differently than predicted, its Master Plan must be adjusted to meet those different needs.

It is important for towns to plan in advance for the public facilities and services it will need to service future growth. In New Hampshire the required plans for guiding growth are the Master Plan and the Capital Improvements Plan (CIP). A Master Plan is intended to cover a ten to fifteen-year planning horizon. Some of the recommendations resulting from the Master Plan process are implemented over a five-year period in the Capital Improvements Plan.

This Section does not provide the financial analysis as found in the CIP, but helps to define the goals and priorities on which the CIP is based. The following facilities and services are examined to determine each area's capability to meet present and future needs:

Fire Protection (p. 1)	Cemeteries (p. 9)
Police Protection (p. 4)	Public Schools (p. 10)
Ambulance Service (p. 5)	Public Library (p. 12)
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WILTON FIRE DEPARTMENT

Similar to many rural New Hampshire towns, Wilton's Fire Department is made up of a community force of residents who operate the fire fighting equipment to answer local and mutual-aid fire alarms. In between a totally volunteer force and full-time paid positions, the Wilton Fire Department can be referred to as "call paid." Department members all receive a yearly "reimbursement" for being on the force. The amount of the reimbursement varies depending on whether the person holds the position of an officer or regular "volunteer" member. The following is an examination of the various aspects of the Town's fire protection service, its structure, equipment, adequacy, and future planning.

Fire Department Members

The Wilton Fire Department is dependent on members coming from within the community to fill its ranks. The Department has 36 members on the roster, but only 26 members at present; between

22 and 26 are certified fire fighters. This is a reduction of ten members over the last 15 years, during which time the total number of calls has doubled. In particular, there has been a large increase recently in mutual aid calls. Total call levels in some recent years are shown in TABLE IV-1 below.

**TABLE IV-1: WILTON FIRE DEPARTMENT
CALLS ANSWERED, 1970-1998**

Year	1970	1980	1986	1995	1997	1998
Total Calls	59	97	97	190	180	117

The chief sees a need for an additional full-time officer, so as to be able to get someone to a fire scene quickly, since volunteers often have difficulty getting away from work.

Fire Department Response Time

Two major concerns of the Wilton Fire Department are that the necessary fire fighting equipment **and** Department personnel arrive at a fire location as quickly as possible. These two considerations are the subject of the following discussion of "response time."

There are a number of factors that can affect a fire department's response time. The first is the time of day at which the fire occurs. A fire call taken during normal workday or early evening hours will generally result in a faster than average response time. Those responding will already be awake and dressed at the time of the alarm. On the other hand, for fire calls taken in the early hours of the morning (members being asleep and not dressed), the response time will be slightly longer than average. The Wilton Fire Chief has stated that the average response time for the Department is eight minutes. For the most distant points in Wilton, the response time was stated to be twelve minutes.

A second factor is the location of the fire within the Town. The distance a fire is from the Fire Station and the surface and traffic conditions of the road together affect the response time. The Fire Chief has stated that the average distance for calls responded to is 3.25 miles. Also mentioned was that the distance between the Fire Station and the farthest point in Town was 6.5 miles.

A third factor to consider is the location of the Department members when the fire call is taken and the alarm sounded. A concern with many rural town fire departments is that more and more of their members are working in a neighboring town. This can affect the number of people that respond and when. When a call is taken during the day, initial response time will be the same as for an early evening or weekend call if 'most of the members work in Town. Those working in Town will arrive at the fire in the same amount of time as they would for an evening or weekend alarm. The main difference will be the number of initial or "first wave" arriving at the fire location. A weekday fire will likely have a "second wave" of responders arriving at the fire shortly after the first, as they are traveling in from other Towns. Those responding first typically are enough in number to analyze the situation, set up equipment, and begin operations. As the second wave arrives, they are assigned their tasks based on the early fire reconnaissance.

A fourth factor is the location of fire hydrants and fire ponds with respect to where the fire is and how big. The location of the source of water and its quantity will affect how long it takes the Department to get large volumes of water onto the fire. Wilton has fire hydrants in the downtown area and fire ponds and rivers in the rest of Town from which to obtain water.

As is the case with any "volunteer" fire service organization, the more people on call the better in time of need. A local fire department cannot have too many volunteers, and would always welcome the help from interested residents. Even though the present fire department is doing a good job, the location and type of future development will require a re-evaluation of the Department's ability to supply the same level of service without an increase in membership or through the use of paid positions. Future development in the outlying areas of Wilton may increase the chance of more fires taking place where response times will be longer than the average.

Fire Department Facilities and Equipment

The Wilton Fire Station is located on Main Street in the “center” of Town. Wilton’s downtown area is located in the easternmost part of Town just north of NH Route 101 and the Souhegan River. At present, this area contains the greatest concentrations of the Town’s residents and businesses, so the Fire Station is suitably located to serve these residences and establishments. However, without a more centrally located Fire Station, there remain parts of Town with existing rural residential development that may not be adequately served once the high potential for more future residential growth is realized. A satellite fire station off NH Route 101 or 31 in the westernmost part of town is a long range planning consideration.

The 4000 square foot building being used for the Town’s Fire Station was originally constructed in 1958 at a cost of \$70,000. The various uses within the building and the square foot area they occupy are as follows: office (180); storage (192); meeting and kitchen (500); restrooms (192); and, garage (2936). The Fire Chief has stated that the amount of space available satisfies the Town’s present needs. One near future improvement to the building is a new roof. The present roof is 29 years old and may soon need to be replaced in order to protect the building’s structure and what is stored inside. The only available parking for the Fire Station is on the street, with no spaces officially designated for the Department’s use.

The Wilton Fire Department’s vehicle and equipment roster as of spring 1999 includes:

- 3 Pumper Truck (1986, 1976, and 1963);
- 1 Tank Truck (1992);
- 1 Rescue Vehicle (1999);
- 1 Forestry Vehicle (1960’s; stored at the highway garage);
- 1 Ladder Truck (1957 — rusted out, out of service, and needs replacement);
- Pagers (adequate supply; buying three/year);
- 10 Portable Radios (7 pre-1990);
- 10 Mobile Radios (8 pre-1990);
- 23 Breathing Apparatus (all less than three years old);
- 2 Portable Pumps (1 on forestry truck; need 1 more); and,
- 5 Generators (4 @ 3 pre-1980 and one added in 1987).

Fire department operating expenses in recent years are shown TABLE below.

**TABLE IV-2: WILTON FIRE DEPARTMENT
OPERATING EXPENSES, 1996-99**

Year	1996	1997	1998	1999
Expenses	\$63,037	\$64,777	\$64,455	\$68,848

Recommendations

1. Enforce Wilton’s building code to prevent fires, save lives, and protect the Town’s property tax base.
2. Increase the capital reserve fund for the anticipated replacement of fire fighting equipment as mentioned in this Plan and in the CIP. Work with the CIP Committee in the annual updating of this document.
3. Gradually increase the Department’s operating budget to provide for training and equipment maintenance.
4. Periodically evaluate the need to hire one or more full-time firefighters. As Wilton grows, the Department’s manpower will have to be increased to the point that a small full-time force may be necessary.

5. Consider the fiscal impact of proposed developments that increase the demand for fire protection.
6. Maintain and improve the force of call firefighters. These people greatly improve Wilton's fire-fighting capability at a minimal expense. The Department should continue to recruit firefighters and reward them with public recognition and adequate protection equipment. The Town should require firefighters to attend both in-house and state-sponsored training programs to improve-maintain skills and to keep up-to-date on fire fighting methods. Both the Town and the firefighters themselves benefit from this training.
7. Continue to maintain and upgrade the municipal water system and fire ponds. Adequate water flows are essential for sound fire protection in towns such as Wilton that have or are experiencing faster and higher density growth.
8. Require adequate Fire Department access to all new developments. The Fire Department should continue to cooperate with the Planning Board and Building Inspector to review subdivision, site, and building plans. Fire ponds and fire lanes should be required where appropriate and should be regularly maintained.
9. Require permanent hard-wired smoke detectors in all existing multifamily residential, commercial, and industrial buildings and in all new buildings, including single-family homes.
10. Require sprinkler systems in all commercial, industrial, and large-scale multi-family structures. Sprinkler systems greatly enhance fire protection and pay for themselves in a few years due to reduced insurance costs.
11. Building heights should be limited to two stories or 45 feet, depending on site grade and fire access to ensure that each floor and roof can be reached.
12. Guide industrial, commercial, and multi-family or other high-density residential development into those areas readily serviced by the Town's water system.
13. Continue the fire inspection program. Periodic fire inspections help identify and correct existing fire hazards and code violations, and help prevent fires from occurring. Many lives and buildings can be saved through this program.
14. Educate the public. The Fire Department should continue to increase public education and awareness by providing lecture-demonstrations in the schools and through media exposure (articles about wood stoves, smoke detectors, common fire hazards, etc.).

WILTON POLICE DEPARTMENT

The Wilton Police force consists of five full-time officers, three part-time officers, and a secretary shared 50/50 with the town. They provide 24 hours/7 day coverage, usually with only a single officer on duty, and they usually attend no more than 15-20 hearings per month (one day per month). The chief feels that this staffing level is adequate, since call levels have not increased substantially over the last decade.

Facilities and Equipment

The Wilton Police Station is a one-room office, approximately 190 square feet in size, housed in the Town Hall. There is no area for storage or garage. The Department has one parking space reserved on Main Street in front of the Town Hall. There is also a restroom adjacent to the Office that is about 80 square feet in size.

Almost everyone in the Town's government feels that the existing area used by the Police Department is not adequate for present needs. There is not enough space to process offenders and store evidence. There is no entrance for the handicapped, no fire exit, and the electricity and heat are also insufficient. The chief feels that the present space is barely adequate, except for the lack of storage space, and that a new police station ultimately ought to be attached to the fire station.

The Police Department presently has two cruisers, one kept at the ambulance bay. They replace one cruiser every other year. The department also has a new computer system.

Recommendations

1. Provide adequate space for the Police Department and consider constructing a new facility in the near future. This facility should be centrally located, highly visible, have sufficient floor area to meet existing needs, and be designed to accommodate future expansion, if needed.
2. Expand the Police force as future growth demands.
3. Consider the fiscal impact of proposed developments that increase the demand for police protection.

WILTON-LYNDEBOROUGH-TEMPLE AMBULANCE SERVICE

The Wilton-Lyndeborough-Temple Ambulance Service provides emergency coverage to three towns 24 hours a day. 1999 was the 25th anniversary of the service, which started in March of 1974. 1999 was also the first year that the service didn't need to ask for an appropriation from any of the towns that it serves. They have always charged for their service and continue to do so. If a resident is unable to pay the bill they will either work out a payment plan or forgive the bill entirely. They also continue to receive gifts and donations. This income is used for the purchase of needed equipment.

The Director/Paramedic is a salaried position. The remainder of the service is volunteer. The service membership includes five EMT-Paramedics, nine EMT-Intermediates, 13 EMT-Basics, and five First Responders. For the past five years the service has also been able to offer Advanced Life Support to its communities.

The service has two ambulances. The primary ambulance, housed at their bay on Forest Road in Wilton, was purchased new in 1998. The backup ambulance, housed in the Temple Municipal Building, consists of a fifteen-year-old patient compartment on a ten-year-old chassis, and is scheduled for replacement in 2002. The service continues to request Capital Reserve Fund allocations from its member towns for to pay for ambulance replacement.

The service has been using the Forest Road building since 1990. They have two ambulance bays, a large training room, sleeping quarters/TV room, a kitchen, and two bathrooms. They will be installing a shower in one of the bathrooms this year.

Call levels continue to increase as population increases, with 375 calls in 1998. At present, there is one full-time salaried Director/Paramedic who also answers calls Monday through Friday from 6 am to 6 pm, and the remainder of the service are volunteers. As call levels continue to rise, it becomes difficult for volunteers to leave their jobs as often as may be necessary, so an additional full-time employee may become necessary in two to five years. They try to hold one EMT course per year to replenish their staff, but the course are expensive and instructors are few and far between.

Communication is also a concern. Wilton and Lyndeborough use MAC Base for emergency communications, but Temple does not, and the mixed communications can be a problem.

Recommendations

1. Periodically evaluate the need to hire an additional full-time staff person. As Wilton, Lyndeborough, and Temple continue to grow, the Association's volunteer manpower will face an increasing demand for its services.
2. Continue to add to the capital reserve fund for the anticipated replacement of the existing ambulance. Work with the CIP Committee in the annual updating of this document.
3. Consider the fiscal impact of proposed developments that increase the demand for ambulance-rescue protection.
4. Maintain and improve the force of ambulance and rescue attendants. These people greatly improve Wilton's ambulance and rescue capability at a minimal expense, and because of personal involvement provide superior care and support. The Association should continue

to recruit and train attendants and reward them with public recognition and adequate equipment.

TOWN OFFICE

Along with the Town's Police Department and a 2500 square foot movie theater, Wilton houses its Town Office facilities in the Town Hall Building located on Main Street. Built in 1885, Wilton's Town Hall provides 4970 square feet of office space for Town government services, including tax collecting, vehicle registration, dog licensing, building permits, maintaining vital statistics and providing Town-related information. Of this total amount, 1600 square feet is being used for office space, 100 square feet for storage (Town vault and storage closet), 900 square feet for a meeting room (old courtroom), and enough space for three restrooms.

Staff

To run the Town Office, Wilton employs one full-time Town Clerk-Tax Collector and one full-time Deputy to the Town Clerk-Tax Collector. In addition there is a Secretary to the Board of Selectmen, a Building Inspector and an Assessor.

Recommendations

1. Expand the Town office staff as Wilton continues to grow.
2. Preserve and protect the historical and architectural integrity of the Town Hall.
3. Finish the renovations to the Town Hall.

HIGHWAY DEPARTMENT

In addition to maintaining and upgrading Town roads, the Wilton Highway Department is also responsible for the maintenance, replacement, and new installation of water and sewer service. The Highway Department's labor force consists of one Road Agent (supervisor) and three truck drivers-equipment operators. The Road Agent has stated that the present number of employees is adequate at present.

Purchased prior to 1990, the Highway Department's equipment inventory consisted of the following:

- One 1977 John Deere 670 Grader;
- One 1977 York Rake;
- One Tow Roller;
- One 1 ton Power Roller;
- Two 1977 Mack Dump Trucks;
- One 1979 Mack Dump Truck;
- One 1977 Case 580-C Backhoe (assigned to Recycling Center);
- One 1981 Cat 930 Loader;
- One David Brown Tractor;
- One Tow Sweeper
- Two Sanders-One Truck mount on chassie and
- Six Snow Plows.

Purchased since 1990, the Department has added to its equipment inventory the following:

- One 1987 Case 580-K Backhoe (1996);
- One 1992 Ford F-350 Pickup with a 9' Plow (1992);
- One 1993 Ford F-350 Domp with a 9' Plow (1993) and
- One 1992 Mack CH612 Dump Truck (1998).

With the present equipment inventory, the Town's Road Agent has stated that the Department has been able to provide a good level of service. In order to maintain, if not improve, the level of service

provided, the Town has anticipated the need to replace old equipment. Wilton's CIP provides for the following equipment to be replaced in the years specified:

- Replacement of 1992 Ford F-350 (2000) and
- Replacement of 1979 Mack (1999).

The Highway Department operates out of and stores equipment in a 5100 square foot building constructed in 1956. Approximately 100 square feet of the building is used as office space and 50 square feet for restrooms, and is adequate for present and anticipated near future needs. The remainder of the building is used to store the Department's equipment. However, at present some of the equipment must be stored outside because there is not enough room inside the building. The Road Agent estimates that a new 4000 square foot storage building will need to be constructed to cover the equipment now left outside and any future equipment the Department purchases.

Recommendations

1. Fund the purchase of land and construct a new 4000 square foot storage building.
2. Continue to implement an equipment replacement plan by annually evaluating the condition of all equipment, noting if a replacement is warranted. The replacement of all equipment should be incorporated into the annual CIP update, and funds added to the capital reserve fund to pay for new or replacement equipment acquisitions.
3. Consider the fiscal impact of proposed developments that increase the demand for road maintenance. Require impact statements as part of the plan review process.
4. Develop and implement a pavement maintenance management system. Utilize State Transportation Road Assistance and local funds to support this.
5. Develop a bridge maintenance and replacement program, and obtain State assistance where available.
6. Develop a sidewalk maintenance and construction program.
7. Developers should pay a reasonable portion of upgrading roads associated with their developments. The Town should coordinate road improvements and new road construction with private developers whose development will be using or taxing the existing road system.
8. Evaluate the condition of the Town's fuel storage tank, in accordance with State regulations, and repair, replace, or remove as necessary. Include the necessary funds for any of this work in the Town's CIP.

WILTON WATER WORKS

The Wilton Water Works has two wells on line that supply the 600,000-gallon storage tank on Abbot Hill. In 1995 the State mandated water quality standards required the absence of bacteria or the presence of chlorine in the extremes of the water lines. Also a change in the billing system to a metered system should be completed in 1999. This system should encourage water conservation.

The Town's current surface water supply system can now provide an average daily total of about 900,000 gallons of potable water. The average daily demand on the system has been estimated at 250,000 gallons. Presently, the water system's metering devices are insufficient to provide a more precise estimate of use. A reserve capacity of roughly 650,000 gallons now exists and is available to be utilized. Current users of the Town's water supply system include approximately 900 residential households, 25 non-residential users and 2 Town schools. With the water supply capacity now available the Town's water supply system has the capability to permit an expansion of service to any location where adequate water pressure can be maintained.

Recommendations

1. Determine appropriate areas for expansion of the water supply system. The water supply distribution system should be extended to provide service to potential problem areas

- (failing septic systems, higher density development needing fire protection, etc.), or areas where future development should be directed.
2. Developers should pay all cost of upgrading and extending the water system associated with their developments. Coordinate expansion efforts with private developers to make efficient use of areas now being considered for development.
 3. Adequately protect existing surface and groundwater sources for the Town's water supply system, and plan where future water supply needs will come from. Document and support these efforts by preparing a Water Resources Planning and Protection Master Plan update following Office of State Planning "Criteria". Particular protection should be provided for the Town's existing surface water supply reservoir, the Souhegan River which recharges the aquifer feeding the new town well, and the entire aquifer recharge area surrounding the Town's new wells.
 4. A second river crossing to improve water quality to the village and to improve fire flows is needed between lower Main Street and the Eastview Condominiums. There is only one 12 inch pipe which crosses the river from Highland Street to Forest Street to supply the entire village at present.
 5. A second storage tank on high ground, at either Whiting Hill Road or Dale Street will improve fire flows and water quality in these two areas.
 6. Replacement of undersized and unlined 6 and 8 inch water mains, in excess of 95 years old, will be required. This will improve quality and fire protection.
 7. The 6 inch main that crosses the river from the Recycling Center to Intervale Road by the Sewer Pumping Station should be replaced. It is unlined pipe in excess of 90 years old and has very little coverage or protection in the river bed.
 8. The pump station facility should be enlarged for safer more economical storage and use of the chemicals introduced into the system. In particular the chlorine should be isolated from the other areas of the facility.

WILTON SEWER DEPARTMENT

The Town of Wilton signed an inter-municipal, co-operative agreement with the Town of Milford on April 24, 1981 to purchase a specified amount of the sewage treatment capacity of the Milford Waste Water Treatment Facility. Managed by the Wilton Sewer Commissioners, the Town's sewer system is presently supporting 417 residential users, 33 commercial users, 6 industrial users, 5 municipal users, and 4 religious-social users. Actually, the numbers listed above are for the number of services to buildings.

According to the agreement, Wilton has 320,000 GPD of total *fixed* capacity at the Milford Wastewater Treatment Facility. The Town's total current average daily demand is about 135,000 GPD, and the average daily demand of Wilton users is about 120,000 GPD or about 40% of their allotted capacity, the difference between the two figures being groundwater infiltration into the piping system. The difference between the amount of water used by Wilton and the amount of water treated (80,000 gallons more consumed than treated) is that some industrial users' water is not discharged into the sewage treatment system but is instead recycled or discharge directly into the Souhegan River.

A Pump Station, where sewerage is pumped to gravity lines feeding into the Milford Wastewater Treatment Facility, is housed in a 152 square foot building located on Mill Street. About 40 square feet of space is used for storage and the remainder houses the pumping equipment. The Station was originally constructed in 1982 and equipment installed for a cost of slightly more than \$200,000. There is about 400 square feet of parking available at the site. The Wilton Sewer Commissioners have stated that the present facility is adequate for existing and future needs.

A second Pump Station, located near the intersection of NH Route 101 and Intervale Road, is housed in a 143 square foot building. About the same distribution of building space is used in this building is the Mill Street Pump Station mentioned above. There is also about 200 square feet of parking available at this site. The Wilton Sewer Commissioners have stated that this facility is adequate for existing and future needs.

Equipment used to pump and meter sewage flow passing from the Pump Stations to the Milford Waste Treatment Facility include the following:

- Two 10 HP, 140 GPM Vertical Centrifugal Sewage Pumps;
- Two 5 HP, 325 GPM Vertical Centrifugal Sewage Pumps;
- Two 30 KW Emergency Generators;
- One 1,000,000 GPD Flow Meter with Transmitter and Remote Recorder with 7-day charts;
- Two High Level, Low Level Power Failure Alarm System with Remote Alarm at Base 500.

All of the equipment listed above was purchased new when the sewer system was constructed in 1982–1983. It is in good working order and no additional equipment is anticipated.

Three part-time personnel are involved in running the sewer collection system, and performing any necessary maintenance work on the pumping and metering equipment and sewer lines. The three part-time personnel include a Superintendent, a System Operator, and a Laborer. The Sewer Commissioners have stated that good service is being provided with the current level of personnel, and that no additional personnel are felt needed at this time.

Recommendations

1. Periodically evaluate the sewer collection system and level of service provided to the Town. Determine appropriate areas for expansion of the system providing service to potential problem areas or areas where future development should be directed.
2. Developers should pay a reasonable portion of upgrading or extending the sewer system associated with their developments. Coordinate expansion efforts with private developers to make efficient use of areas now being considered for development.
3. Continue with the existing agreement with the Town of Milford to use the Milford Waste Water Treatment Facility, and monitor Wilton's share of the facilities capacity. Cooperate with Milford to provide the existing level of sewer service and expand as necessary.
4. Explore the possibility of billing based on water meters or sewer meters.

CEMETERIES

There are a total of four cemeteries located within the Town of Wilton. Also based on past figures, the annual maintenance cost for these cemeteries has been between \$12,000 and \$15,000.

TABLE IV-3: WILTON CEMETERIES STATISTICS

Name of Cemetery	Size (Acres)	Plots remaining
Laurel Hill	10	400
South Yard	3	300
Vale End	6	300
Mt. Calvary (Catholic Church)	10	600

TABLE IV-4: ANNUAL NUMBER OF BURIALS, 1994-1998

1994	1995	1996	1997	1998
39	23	36	28	38

Recommendation

1. Periodically evaluate the availability of existing cemetery space and purchase additional land to provide space for future needs.

PUBLIC SCHOOLS

The municipal school system is in many ways the most vital and important element of community life. Residents of the community as a whole are entrusted with the responsibility of providing public education for all children. The major thrust of public education is to provide the basic knowledge and learning skills that will foster life-long individual development and productivity.

As such, the municipal school system represents a significant commitment of resources to provide facilities, staff, and materials that will enhance the educational experience for the community's youth. In Wilton, as is most likely the case in all municipalities, schools demand the most substantial expenditures of any government service.

Florence Rideout Elementary School

The Florence Rideout Elementary School provides education for grades K-6, and the developmentally handicapped. The Elementary School building is also used for non-school functions such as meetings, etc. The School facility is located on a 4.2-acre parcel of land situated between Livermore, Tremont, and Park Streets. The site accommodates two buildings and parking for at least 60 cars. Adjacent to this site is the 2.6-acre Whiting Park and Playground, used by the School for a recreation area.

The original School building was constructed in 1895, with additional space constructed in 1930 and in 1953. The two buildings as they stand now total 35,779 square feet in size. The School facility includes space for classrooms, a gymnasium and stage, administrative and health offices, a cafeteria, and storage. The capacity of the School is rated at 375 pupils, with 360 enrolled as of 1999. Past enrollment figures are presented below. The School Board feels that the space available is moderately adequate for present and near future needs based on their projected enrollment figures also included below. *Enrollment projections were calculated by the School Board.* However, it is difficult to project public school enrollments for Wilton, based solely on population projections. There is a private school located in Wilton that does attract new families who want their children to attend it.

TABLE IV-5: ELEMENTARY SCHOOL ENROLLMENT STATISTICS*

1993	307	1999	360
1994	312	2000†	386
1995	328	2001†	365
1996	346	2002†	333
1997	339	2003†	345
1998	379	2004†	345

† Projected

*Source: Wilton School Board.

Current staffing of the Elementary School totals 45 employees and includes 25 professional employees (15.5 classroom teachers, 3 special education teachers, 1 gym-health instructor, 1 music teacher, 1 art teacher, 1 principal, 1 nurse, 1 guidance counselor and .5 reading specialist), and support staff (1 secretary, 1 librarian, 2 Title I tutors, 12 instructional assistants, 2 custodians and 2 cafeteria workers). The School Board also feels that the current level of staffing is adequate for present and near future needs.

Recommendations

1. Floor in gym funded work to be done Fall 1999.
2. Install elevator in old building partially funded hope to complete 2nd half of 2000.
3. Eliminate water from roof drains and outside drainage from infiltrating into the sewer system. Hopefully funded in 2001.
4. Re-roof new building.
5. Consider moving 6th grade to WLC if space needs warrents it.

Wilton-Lyndeborough Cooperative High School

The Wilton-Lyndeborough Cooperative Junior-Senior High School provides education for grades seven through twelve. The Cooperative School facility is located on a 54.6-acre parcel of land located west of the downtown area off Burns Hill Road. A single story 55,000 square foot brick building built in 1970 houses all administrative, class, and other rooms. The site also includes enough parking for over 100 cars, and a ten-acre athletic area with fields for baseball, soccer, track, field hockey, and softball, and four tennis courts.

There has been an addition approved to house grades 7-8 to be constructed in years 1999-2000. The capacity of the present facility as of 1987 was 362. There have not been substantial changes in the State requirements so the Board feels the capacity at present is about the same.

A history of the School's enrollment is presented below. Also included in this Table are School Board enrollment projections through 2003.

TABLE IV-6 HISTORICAL AND PROJECTED HIGH SCHOOL ENROLLMENT STATISTICS*

1993	307	1999	360
1994	312	2000†	386
1995	328	2001†	365
1996	346	2002†	333
1997	339	2003†	345
1998	379	2004†	345

†Projected.

*Source: Wilton-Lyndeborough Coop School Board.

Current staffing of the High School totals 46.6 employees and includes 2 Administrative persons, 3.5 Staff people, 2 Guidance people, 7.7 Support people, 28 Teachers and 3.4 Teacher's aids.

Recommendations

1. Require impact studies for applicable major development proposals on the Elementary School and High School systems.
2. Monitor Lyndeborough's growth in high school population, since this Town sends students to the Wilton-Lyndeborough Cooperative High School.
3. Continue to cooperate with the Town to make maximum use of school-owned and Town-owned recreation facilities to maximize public benefit.

THE WILTON PUBLIC AND GREGG FREE LIBRARY

The Wilton Public and Gregg Free Library, constructed in 1908 and given to the Town by David Gregg, occupies a 0.8 acre lot located on Forest Street. The Library is listed on the National Register of Historic Buildings. The Library has had handicapped access to the main floor of the building since 1988 via a building project funded by Federal, State, and local funds. Additional parking at the rear of the building (on Gregg Street) was also added at this time.

The building is a 4875 square foot building with 308 square feet used for storage, 240 square feet for restrooms, and the remaining space for reference materials, historical library collection, and the circulating collections.

Library Collection

The Library collection numbers 17,891. These materials include fiction and non-fiction books for adult and juvenile collections as well as the following:

- 75 periodicals (68 adult, 7 juvenile)
- 391 videos (237 adult, 154 juvenile)
- 744 audio (628 adult, 116 juvenile)
- 3 newspapers

The Library belongs to a consortium of 8 libraries. The consortium shares materials and supports a van delivery system. We also have interlibrary loan privileges which allow us to borrow from any reciprocating library in the State including universities and colleges. We are pleased to take part in these services which extend the range and scope of our collections.

Automation

The Library has provided Internet access to Library patrons since 1997. The auto circulation project was completed on March 1, 1999. In house training in the use of the software is provided for Library staff by way of training sessions during Library hours. Internet training sessions are conducted on an ad hoc basis by staff members and at once a month sessions on Saturdays by a library patron who has expertise in this area.

**TABLE IV-7: WILTON PUBLIC - GREGG FREE LIBRARY
USAGE STATISTICS, 1998-1999**

	1998	First Half of 1999
Circulation Statistics:		
Adult Print	10,568	4,301
Other Print	9,936	3,502
Non-print	3,133	1,260
Total Circulation	23,637	9,063
Internet Usage:		
Internet Usage	398 user sessions	192 user sessions
<i>Source: Wilton Librarian.</i>		

The Library's inventory of materials are stored using a total of 9,487 feet of available shelf space distributed as follows:

- 7906 feet for fiction and non-fiction books
- 1440 feet for new materials
- 141 feet of space for the other listed materials.

Other Library equipment includes:

- 10 tables (pre-1980)
- 60 chairs (pre-1980)
- 1 desk (pre-1980)
- 4 filing cabinets (pre-1980)
- 1 photocopier (1986)
- Fax machine w/phone (1994)
- Humidifier (1994)

Capital Improvements

The Library has made the following improvements since the 1988 Master Plan was developed:

- Handicap access and entryway at the rear of the building
- Parking lot
- Reconstruction of circulation desk and adjacent shelving areas
- Fire protection alarm system connected to Milford Area Emergency Response
- Ceilings in lower level replaced with fireproof gypsum blueboard
- Internet access for library patrons
- Auto circulation system

Library Facility

The Library is being reconfigured to accommodate the growing collection and for more efficient use of space. It is expected that after the reconfiguration, the Library will serve the Town's needs for years to come. Maintenance and restoration work on the building is being planned. Estimates will be sought on items such as:

- Repair of murals
- Repair of stenciled walls and ceilings
- Repair of rotunda floor
- Updating of floors on main level

Library Staffing

- Director
- Technical services person
- Circulation supervisor
- Children's librarian—position to be filled in Fall, 1999
- 3 Pages

Based on projected population for the Town, Wilton Library has adequate staffing for Library needs through 2004. This assumes that existing conditions and inventories have been accurately assessed and recorded.

Volunteers

It should be recognized here that the Friends of the Wilton Library and other volunteers donate many hours of service to the Library. In the past year, volunteers have bar-coded materials in preparation for going online; typed overdues, book pockets, subject cards, spine labels and other countless chores; conducted book sales; donated a newspaper subscription and museum passes; and volunteered hours to assist in staffing crunches.

The Friends also conduct an annual book sale with all proceeds given to the Library.

Future Improvements

- Electronic information system — Phase III (1999)
- Rotunda floor (2000)
- Building repairs (2001)
- Safety and security (2002)
- Building upgrade (2003)
- Handicap access to all levels (2004)

Recommendations

1. Provide elevator access to all levels of the building
2. Add new materials, programs, and staffing as demand grows
3. Complete automation projects
4. Work toward an energy efficient library building

Vision

This is an exciting time in the information industry. Libraries are partnering with bookstores to make more materials available in a timely way and the Wilton Library is part of this effort. Bookstores and libraries tend to complement one another's collections and activities such as combined author visits.

An expanded Children's program will include the lower grades and will also focus on providing academic materials as well as leisure reading for the middle grades. The Children's room strives to be a cordial, inviting environment in which a wide age group of young people may enjoy reading and learning in groups, in planned activities, as well as in individual study.

The Wilton Public Library, in collaboration with the New Hampshire State Library system, intends to provide electronic access to such materials as periodicals; government documents; and other materials which may be provided in electronic format via the internet and CDROM products when appropriate.

The Library will also allow patrons to access the library catalog from their home computers in the future. Patrons will be able to browse the catalog and reserve items for future pickup.

We look forward to the 2000s as a time to explore and grow our services.

RECREATION

By providing recreation facilities and conservation lands, a town gives its residents the opportunity to enjoy themselves and the natural resources within the community. Wilton is very fortunate to have recreational facilities and areas of forest, open space, and water resources within its boundaries to take advantage of. Wilton's recreation facilities have not changed significantly since the original master plan was prepared (four additional tennis courts were added at the High School along with a soccer field, a baseball diamond, and a quarter-mile track). Wilton's existing recreation facilities are listed below. Some of the areas listed are also considered conservation lands due to the natural resources they contain. These have been listed here as well as in the Natural Resources Section because of the dual-purpose recreation-conservation uses they support.

Goss Park	A 16-acre complex located off of NH Route 31 in the northern section of Town. Owned and operated jointly with the Town of Lyndeborough, the park and Youth Center provide facilities for swimming, tennis, volleyball, boating, and crafts. The Wilton-Lyndeborough Youth Center is operated through Town appropriations, in addition to individual and corporate donations.
Monument Park	Located on the Souhegan River near the center of Town, the monuments in the park honor local men who have fought in wars.
Carnival Hill	A 36 acre area that has historically been the location of winter recreational activities such as sledding and skiing.
Whiting Park	This small park is adjacent to the elementary playground and is also used by the school.
Elementary School	The schoolyard has playground equipment, outdoor basketball courts, and two ball fields.
Wilton-Lyndeborough High School	Various field sports (baseball, track, field hockey, and soccer), and hardcourt sports (tennis and basketball), are played on the school's facilities.
Russell-Abbott State Forest	Hiking, picnicking, boating, and hunting, among other daytime activities are allowed in the 433 acre State Forest. However, campfires and barbecues are prohibited. The State Forest is located in the southern section of Town to the east of NH Route 31. Part of the State Forest is in the Town of Mason.
Town Forest	A small Town-owned forest that can be used for picnicking and short hikes during the day. Fires of any kind are prohibited in the forest.
Society for the Protection of New Hampshire Forest Lands	A 300+ acre tract of land located partially within the Town's of Wilton and Temple. The tract includes a pond, wetland areas, forests, and other natural resources that provide fishing, canoeing, and hiking recreation opportunities for the public. A 46-acre tract of land located on NH Route 31S. The tract includes forest and other natural resources.
Ann Jackson Memorial Day Camp	A privately owned camp consisting of 150 acres. Archery and hiking are two of the activities that the children participate in.
Sheldrick Forest	
Stevens	A ____-acre tract of land located south of Mason Road accessed by Stevens Road.

The New Hampshire Outdoor Recreation Plan outlines a suggested range of recreation facilities or standards that can be used in assessing a town's future recreation needs. Estimates are calculated using recreation facility "standards" generated by the NH Office of State Planning (OSP). These

standards reflect the “norm” for each type of facility found in NH communities - as determined through an extensive survey process. As such, they are less “requirements” than they are “indications of average performance” to which a community may be compared. An over- or under-abundance of facilities may not be cause for alarm; however a community should assess whether any such surplus or shortfall is justifiable - given the recreational preferences of the residents. Table IV-8 lists common recreation facilities to consider and their respective range of suggested amounts based on a given population size. Based on these suggested standards and Wilton’s current population. Table IV-9 compares the Town’s existing facilities to the suggested range of standards developed for Wilton based on its 1985 population size. Resulting from this comparison and also shown in Table IV-8 are the suggested areas and levels of current recreational needs of the Town. Table IV—10 shows the suggested recreational facilities that the Town may want to consider based on its 1990 and 1995 population projections from Section III found in Table III-22.

TABLE IV-8: RECREATION FACILITY SUPPLY STANDARDS*

Facility	Unit of Measure	Standards — Range			
		Units per 1000 Population		Persons per Unit	
Ballfields	(number)	0.6–	1.0	1000–	1600
Tennis Courts	(number)	0.5–	1.5	660–	2000
Hard Court Games	(courts)	1.0–	4.0	250–	1000
Playgrounds	(number)	0.2–	2.0	550–	5000
	(acres)	1.3–	3.5	290–	770
Parks	(acres)	1.0–	20	50–	1000
Picnic Areas	(acres)	0.2–	10	200–	5000
Picnic Tables	(number)	2.0–	10	100–	500
Campgrounds†	(acres)	1.5–	3.5	280–	670
Campsites†	(number)	1.5–	5.0	67–	200
Wilderness Camping†	(acres)	100–	260	4–	10
Boating Areas†	(acres)	23–	95	11–	43
Sailing Areas†	(acres)	8–	15	67–	125
Beaches	(acres)	0.1–	1.5	660–	10,000
Outdoor Swimming Pools	(number)	0.07–	0.4	2500–	14,820
	(sq.ft.)	200–	500	2–	5
Indoor Swimming Pools	(number)	0.05–	0.2	5000–	20,000
Outdoor Ice Areas	(number)	0.2–	0.5	1000–	5000
	(sq.ft.)	2000–	7000	0.14–	0.5
Indoor Ice Areas	(number)	0.2–	0.5	2000–	5000
Gymnasiums	(number)	0.2–	1.0	1000–	5000
18-Hole Golf Course†	(number)	0.02–	0.03	33,000–	50,000
Downhill Ski Areas†	(acres)	0.1–	0.5	2000–	10,000
* Source: NH Outdoor Recreation Plan, 1977.					
† Standard suggested for use at regional scale.					

TABLE IV-9: ANALYSIS OF EXISTING RECREATIONAL FACILITIES

Facility		Current Standards* (1985 Population)	Existing Facilities	Current Needs
Ballfields	(number)	2-3	2	2 hardball 1 softball
Tennis Courts	(number)	2-5	6	4 at the high school, 1 at Goss Park
Hard Courts	(number)	3-13	2	1-11
Playgrounds	(number)	1-6	4	0-2
	(acres)	4-11	16	
Parks	(acres)	3-63	63+	
Picnic Areas	(acres)	1-16	16+	
Beach	(acres)	0-5	1+	0-4
Outdoor Ice Areas	(acres)	1-3	0	1-3
	(sq.ft.)	6000-22,000	0	6000-22,000
Gymnasium	(number)	1-3	2	1

* Source: NH Outdoor Recreation Plan, 1977.

TABLE IV-10: PROJECTED RECREATIONAL FACILITY REQUIREMENTS

Year		Current 1987	Projected Recreation Needs	
			1990	1995
Population		3392	3666	4292
Facility				
Ballfields	(number)	2	2-4	3-4
Tennis Courts	(number)	6	2-5	2-6
Hard Courts	(number)	2	4-15	4-17
Playgrounds	(number)	4	1-7	1-9
	(acres)	16+	5-13	6-15
Parks	(acres)	63+	4-73	4-86
Picnic Areas	(acres)	16+	1-18	1-21
Beach	(acres)	1+	0-5	0-6
Outdoor Ice Areas	(acres)	0	1-4	1-4
	(sq.ft.)	0	7000-26,000	9000-30,000
Gymnasium	(number)	1	1-4	1-4

* Source: NH Outdoor Recreation Plan, 1997.

As can be seen from the figures presented in Table IV-9 and Table IV-10, and as noted in the previous master plan, the Town appears to meet suggested standards for recreational facilities except for skating area and hard courts. Possible future recreational facilities that the Town might want to consider, as presented in Table IV-10, include additional ballfields, hardcourts, beach and swimming areas, and skating areas.

Recommendations

1. Develop a recreation plan which will eventually provide (1) 1-2 additional ballfields, (2) 2+ hardcourts, and (3) an additional gymnasium.
2. Develop other types of recreational facilities as the Town's population grows and disperses, or as public demand warrants.
3. Incorporate into the Town's subdivision regulations guidelines for the provision of recreation land and facilities within future major developments, or the contribution of funds to the Town to be used for providing recreation in lieu of this.

SOLID WASTE DISPOSAL

Wilton's solid waste is disposed of at the Regional Recycling Center, which serves the five-town area of Greenville, Lyndeborough, Mason, Temple, and Wilton. The majority of the solid waste brought to the facility is either recycled (glass, textiles, paper, food and yard wastes, metals, and plastic), burned in an incinerator or wood pit, or trucked off-site by Waste Management. The latter is said to represent less than 15% of the total tonnage received at the center, or as little as one ton per day.

Though it may not be a profit making operation, the Recycling Center does save the participating towns money in that the recycling operation generates income (from \$68,392 in 1995 to \$41,833 in 1998, about 21% of the Center's operating budget. In addition, what is recycled or incinerated does not have to be trucked to a landfill that is becoming more expensive every year. Since the Center has to landfill such a small percentage of waste, something that is anticipated to continue into the near future, this amounts to a considerable saving in landfill costs. The Center's main costs result from a small staff, and facility and equipment maintenance. Annual operating costs (from \$253,586 to \$282,070) are paid by the member towns based on each community's percent proportion of the population for the five towns involved. The 1999 proportion figures (population and percent) are presented in the table below.

TABLE IV-11: MEMBER TOWN POPULATION AND COST ALLOCATION FIGURES

Town	Population	Percent Of Total
Greenville	2256	23.95
Lyndeborough	1264	13.42
Mason	1414	15.01
Temple	1244	13.20
Wilton	3243	34.42
Total	9421	100.00

Source: Wilton Recycling Center. (Peggy Arn 7/8/99).

The Recycling Center has added many improvements since it began and now includes two incinerators, storage bins, loading docks and sheds, woodburning pit, five 40-foot trailers, skid steer tractor, bobcat tractor, back hoe and baler. The Center has recently received a 10-year extension on its NH DES air quality permit for the incinerator, which will allow it to be used for at least this much longer.

Recommendations

1. Continue to educate the public as to the benefits of recycling: it generates income, saves on landfill space and costs, saves on trucking costs, recycles still useful material resources, etc.
2. Continue to financially support the Wilton Recycling Center by funding the existing operations, maintaining or adding equipment, expanding services provided, adding staff, etc.
3. Start or continue a recycling program in each of the five area town's school systems.

GENERAL RECOMMENDATIONS

1. Update annually a six-year Capital Improvements Program (CIP) to plan major capital expenditures and help spread the costs evenly over time.
2. Consider the impact of specific development proposals on Wilton's community facilities and services. This should address a number of factors, including, but not limited to, fiscal impact, the current and projected capacity of the facilities, location, and relationship to the CIP.
3. Eventually provide handicapped access to all public buildings and facilities in Wilton.
4. As part of the CIP, gradually expand facilities to keep pace with gradual growth. Also, provide for a gradual increase in personnel, as necessary. However, existing facilities

- should be properly maintained and replaced (such as water and sewer mains, streets, sidewalks and curbing, etc.) before the facilities and utilities are expanded. In other words, the upgrading of *existing* facilities and utilities should be the top priority for the Town and should be accomplished before the facilities are expanded.
5. Access for fire engines and emergency vehicles should be a major consideration in evaluating the location and design of proposed subdivisions and developments.
 6. Long, dead-end streets should be avoided because they reduce the efficiency of the transportation system and cause difficulties for emergency vehicles.
 7. Premature development in outlying areas should be discouraged to minimize municipal service costs, minimize the response time for emergency vehicles, and create a more desirable land use pattern.
 8. Community facilities should be located in central, convenient places with good access. Facilities for emergency services (police, fire) should be highly visible.
 9. Whenever possible, community facilities and services should be multi-purpose, yet avoid duplication in nature in order to maximize public use and benefit.
 10. Wilton should continue to dispose of its solid waste in an economical, cost-effective and environmentally sound manner.
 11. Whenever feasible, community services should be provided on a regional basis to minimize costs and/or ensure a higher level of service.
 12. Participate in regional planning efforts, since growth in neighboring communities has a significant impact on Wilton's community facilities and services (especially roads, schools, police, and solid waste).

#260E-4

TOWN OF WILTON MASTER PLAN
CHAPTER IV: Town Facilities and Services

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