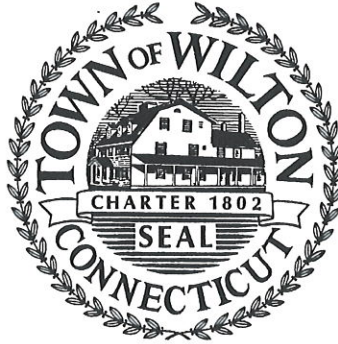


OFFICE OF THE
FIRST SELECTMAN

Telephone (203) 563-0100
Fax (203) 563-0299

Email to: Bill.Brennan@Wiltonct.org



William F. Brennan
First Selectman

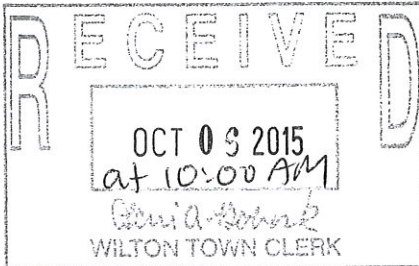
Richard J. Dubow

Michael P. Kaelin

Deborah A. McFadden

Kenneth J. Dartley

TOWN HALL
238 Danbury Road
Wilton, CT 06897



**BOARD OF SELECTMEN MEETING
MONDAY SEPTEMBER 21, 2015
MEETING ROOM B, WILTON TOWN HALL**

PRESENT: **BOARD OF SELECTMEN** – First Selectman William Brennan, Richard Dubow, Michael Kaelin, Deborah McFadden

GUESTS: Barry Bogle, Lori Kaback, Chris Burney, Bruce Hampson, Karen Birck, John Murphy, Mike Russnok – Chair of Deer Committee, Marv Berenblum – NESC, Sarah Taffel, Kenneth Dartley, Kris Fager

OTHERS: 3 Members of the Press

Mr. Brennan called the meeting to order at 7:30PM.

Mr. Brennan then introduced and welcomed Chris Burney, the new Director, Facilities & Energy Management. Mr. Burney spoke briefly about his new position and his commitment to the Town.

A. Consent Agenda

Upon motion by Mr. Dubow, seconded by Ms. McFadden, the consent agenda was approved as follows.

Minutes

- Board of Selectmen Meeting – September 8, 2015

Gifts

- Robinson & Cole – Donation for Park Bench Program - \$2,500.00

B. Discussion and/or Action

1. Appointments/Reappointments

Speaking of the very qualified individuals up for the various appointments, Mr. Brennan made separate motions for approval of appointments. A motion was made by Mr. Brennan to approve the appointment of Christina Lampe-Onnerud to the Energy Commission. Motion seconded by Ms. McFadden, unanimously carried

BOS Minutes – 09/21/2015

Mr. Brennan made a motion to approve the appointment of Deborah Low to the Social Services Commission. Motion seconded by Mr. Dubow, unanimously carried.

The last appointment was that of Mr. Kenneth Dartley, a candidate nominated by the RTC to fill James Saxe's vacancy. Mr. Brennan made a motion to approve the appointment of Mr. Dartley and was seconded by Mr. Kaelin. The motion passed 3-1, with Dick Dubow "reluctantly" voting no. Mr. Dubow stated his reason for the no vote, due to Mr. Dartley previously signing a Sensible Wilton petition. Mr. Dubow felt this reflected an unwillingness to stand by the Town, and he had enough concern to vote no. Mr. Kaelin then stated he enthusiastically supported Mr. Dartley, viewing him as a mentor when he first entered politics. Ms. McFadden commented, although she is not well acquainted with Mr. Dartley, by his resume he is very professional and a valued member of the community; but she echoed Mr. Dubow's concern. She also expressed the hope that the Board could all work together and respect each other's viewpoints. After he was sworn in by Lori Kaback, Town Clerk, Mr. Dartley was invited by Mr. Brennan to join the Board.

Lastly, Mr. Brennan made a motion to reappoint Nick Lee to the Inland Wetlands Commission. Motion seconded by Mr. Dubow and unanimously carried.

2. Chief Financial Officer – Position Search

Mr. Brennan read a prepared statement (attached) stating the intent of the search for the CFO. He then introduced Marv Berenblum, CEO of NESCA, who explained the process of searching for both an interim and a permanent candidate. Discussion ensued about the best approach to take. Mr. Brennan stated that the focus must be on an interim selection first, as he was most concerned with continuity of government, especially during the budget season. Mr. Dubow read his own prepared statement that supported a hiring priority on a permanent CFO and was critical of the RTC's politicized involvement in this matter. After further discussion Michael Kaelin made a motion to make the priority be an interim, but to not exclude any potential permanent, candidate. Motion seconded by Mr. Brennan. The vote was 3-1-1; Mr. Dubow voting no and Ms. McFadden abstaining. No agreement has yet been signed. Mr. Brennan will have the draft agreement revised to reflect the intent of the Board.

3. Miller Driscoll Renovation Project Status Report

Karen Birck gave an update on the project (report attached). The good news is that the temporary classrooms are in place, water service coming into the building from Wolfpit Road has been relocated, and an additional water main has been added to accommodate the sprinkler system. A multi-state internet program is being considered to conduct background checks for all the tradesmen on the site, generate ID badges, etc. An informational meeting is scheduled for October 14th for parents and neighbors to describe the construction process. Mr. Dartley requested information be sent out to everyone in town, to which Ms. Birck replied would be done. She announced the re-launch of an informational website, which will be linked to the Town and Board of Ed's websites. Financially, the project is on budget, and potential state reimbursements were discussed. All approvals are in place for PCB removal.

The Office of School Facilities has authorized that bids can go out for Phase II and 26 bid packages will go out shortly.

Boiler Conversion/Replacement – Oil to Natural Gas (report attached) at WHS, Middlebrook and Cider Mill Schools – Bruce Hampson reported that the project is substantially complete, on time and under budget, by \$85,651.03 vs. the originally bonded amount of \$1.4 million in 2014. The target date to start using natural gas is October 5th. Once Eversource reviews the completed operating system, an estimated rebate of \$198,648 is to be issued for using the high efficiency boilers. Mr. Hampson suggested possibly setting aside all or a portion of this rebate for future energy efficiency initiatives, as identified by the new Director, Facilities & Energy Management and the Energy Commission.

4. Fraud Risk Assessment Report

Sandra Dennies was not able to attend the meeting. Mr. Brennan informed all that the next step is to send the report to the Board of Finance. Several questions arose about paying on-line and credit card fees, which were explained. Mr. Dubow would like to see a brief summary of what was done, what's in progress and what was rejected to recap the responses. Mr. Brennan stated that at least 80% of the responses were very positive. He asked the Board members to forward any questions to him so that he may give to Sandy to address. Mr. Dubow suggested the subject be tabled until next meeting when Sandy is able to attend and all Board members agreed. At the October 5th BOS meeting, they will vote if the report is ready to be sent to the Board of Finance.

5. Summary – Status of Major Capital Projects

Boiler Conversion reported during Ms. Birck's report.

Comstock Renovation – Mr. Brennan reported that Phase I will be completed by the end of September and that Phase II is starting. All are pleased with the results and the renovation remains well within budget.

6. 2015 Controlled Deer Hunt Plan

Mike Russnock, Chair of the Deer Committee, stated that there were no significant changes to the program and the goal is to hunt on some of the larger land parcels. He explained the various requirements for the selected hunters to participate, including training requirements and background checks by the WPD. Mr. Dartley requested emphasis on deer carcasses being covered, so that the public, especially children do not have to view them. Motion made by Mr. Brennan to approve the 2015 Controlled Deer Hunt Plan; seconded by Michael Kaelin and carried unanimously, 5-0-0.

7. Consideration of Approval of 2016 Lead Poisoning Prevention Financial Assistance Application

Barry Bogle spoke about the 2016 application, saying the program was relatively successful, having gotten one staff member certified as an Inspector/Risk Assessor and five people trained in the state requirements last year. There is a modest funding increase of \$27 for 2016. Mr. Bogle hopes to increase number of trained personnel to 25, and he is seeking approval of the Lead Poisoning Prevention Allocation in the amount of \$2,866. Motion made by Mr. Brennan to approve, seconded by Michael Kaelin and carried unanimously 5-0-0.

8. Board of Selectmen/Wilton Library Quarterly Meeting Schedule

The meeting schedule was discussed. Dates selected are: BOS Q1 Review at Wilton Library, Tuesday, October 20, 2015 at 7 PM; BOS Q2 Review at Town Hall, Tuesday, January 19, 2016 at the BOS Meeting at 7:30 PM; BOS Q3 Review at Wilton Library, Tuesday, April 26, 2016 at 7 PM; and BOS Q4 Review at Town Hall at the BOS Meeting at 7:30 PM. If any Board member has a conflict in 2016, they will notify Mr. Brennan.

9. 2016 Board of Selectmen Meeting Schedule

The subject schedule was reviewed. Mr. Dubow requested that the Monday, October 3, 2016 date be changed to Tuesday, October 4, 2016. Motion made by Mr. Brennan to approve the BOS Meeting Schedule as amended; seconded by Mr. Dubow and carried unanimously, 5-0-0.

10. 2016 Town Hall Employees Holiday Schedule

Motion made by Mr. Brennan to approve the subject holiday schedule, including the floating holiday date of July 1st. Seconded by Ms. McFadden, the motion carried unanimously,

11. Miscellaneous Other Business

Mr. Brennan announced that Cambridge Hanover of New Canaan plans to open a state of the art, specialized medical center at 24 Danbury Road, opposite Town Hall. A more detailed press release will be put out to the press on September 22.

Main Street Grant – Good progress is being made. Sidewalks are being installed, attempting to complete prior to the end of the season. Mr. Brennan complimented Tom Thurkettle and his team on a great job.

Pedestrian Walkway Bridge Grant – the civil engineering firm is working on plans and will be surveying the full area and the floodplain. First meeting is September 23rd, with results of an initial survey. There will be a more detailed report at the next BOS meeting.

Holiday Decorations – A press conference was held today. It announced an-hoc group working to improve the Town's decorations. They are Bill Brennan; Peg Koellmer – Realty Seven; Ann Nash – Signature Style; and Nancy Saxe of Sweet Pierre's. Mr. Brennan detailed the plans to "Make Wilton Glow". This will enhance the downtown area at the holidays and make it a pleasant atmosphere in which to shop locally. A fund-raising mailer will be sent out to a large list for contributions. This is similar to what other neighboring towns do. The targeted goal is \$10,000. Mr. Brennan will approach the Chamber of Commerce about this project and seek the Chamber members' assistance.

C. Public Comment

None.

D. Reports

First Selectman Report

The Valley Forge Washington fund drive was very successful. The sculpture has been totally renovated and the Dedication Ceremony is scheduled for October 13th at 11 AM. All citizens are invited to attend. Personal invitations were also sent to those who contributed.

Starting next week, Mr. Brennan has the pleasure to welcome thirteen second grade classes who will visit Town Hall and be introduced to town government. They will also visit the Town Clerk's Office, as well as Fire and Police Departments.

Eversource is meeting at Town Hall to review their proposed natural gas awareness training program.

3 Feet Please – Mr. Brennan showed the Board a representative image of the sign, saying the cycling clubs in the area have expressed concern over near misses with vehicles. The Police Commission will recommend roads for sign placement.

Selectmen's Reports

Dick Dubow

No report.

Michael Kaelin

No report.

Deborah McFadden

No report.

- E. Adjournment – Mr. Dartley was welcomed to the Board. Having no further business, motion made by Mr. Brennan to adjourn meeting. Seconded by Mr. Dubow, unanimously carried. The meeting was adjourned at 9:32 p.m.



Kris Fager, Recording Secretary

- **CFO – Position Search**

This subject has been included in the agenda tonight to resolve this matter and to clarify a number of misunderstandings.

To assist us, I invited Marv Berenblum – CEO of NESC who has oversight for the Town's executive search activity. Marv has significant executive search experience. As a former managing partner for Heidrick & Struggles, a global executive search firm, he supervised the NY, Wall Street, Philadelphia and Greenwich offices. Marv and the NESC have successfully completed other search assignments for the Town of Wilton, including the previous search for the Town's CFO position and more recently, the search for a Director, Facilities and Energy Management.

First, I wish to make a short statement to clarify some of the misunderstandings that exists on this matter.

The search team from day one has been trying to act responsibly for the benefit of the community and the continuity of the Town government.

At our September 8th BoS meeting, this matter was discussed and NESC was instructed to search for qualified candidates who would be interested in an interim CFO assignment, as well as a permanent assignment. (I will ask Marv in a few minutes to elaborate on the process.)

There is no goal and there never has been a goal to hire a CFO as soon as possible.
Repeat. There is no goal and there never has been a goal to hire a CFO as soon as possible.

The only objective is to develop an initial comprehensive list of qualified CFO candidates consistent with the position specs. Marv has indicated that this initial activity will take until the end of October, that is, to develop an initial list of possible candidates. By this time, the November 3rd election should be completed and we will have a First Selectman-elect as well as a BOS-elect.

As I indicated at the September 8th BOS meeting, the First Selectman-elect will be invited to join the search team to review the prospective candidate list and eventually to interview prospective candidates, which would include candidates interested in an interim assignment, as well as candidates who had interest only in a permanent position.

There will not be any decision to hire anyone without the First Selectman-elect's participation. No one will be secretly hired and given the process and time elements involved I can assure you, that, the newly-elected BoS will eventually exercise the final vote of approval of an interim CFO or a permanent CFO, whichever the case may be.

Next, I'd like to invite Marv Berenblum, CEO of NESC to come to the dais to advise the Board on the status of the current CFO search and to address the issues involved in identifying a qualified candidate for either an interim position or a permanent position.

***CAPITAL PROJECTS BUILDING COMMITTEE
MONTHLY BOARD of SELECTMEN REPORT.
MILLER DRISCOLL SCHOOL***

PROJECT NAME: MILLER DRISCOLL SCHOOL RENOVATION

TOTAL BUDGET: \$50,022,000

ESTIMATED COMPLETION DATE: 2/9/2018

STATUS REPORT: September 1, 2015

1. FINANCIAL : As of August 31 , 2015 .

- Hard Cost budget \$41,638,000 Encumbered / Expensed / Committed : \$3,480,147
- Soft Cost budget \$ 4,923,000 Encumbered / Expensed / Committed : \$2,900,393
- **Total Hard & Soft Cost Encumbered / Expensed / Committed : \$6,380,540**
- Contingency Budget \$3,461,000 Encumbered / Expensed \$0 Balance \$3,461,000

2. PROJECT SCHEDULE.

- September 10 : EPA Approval of Miller Driscoll PCB Abatement Plan (Est.)
- September 14 : Office of School Construction - Approval to bid (Est.)
- September 20 : (week of) Wolfpit Water connection
- September 24 : Bid Trade Contractors
- October 16 : Review Bids and Recommend Awards
- November 1 : DEEP Permit approval
- December 1: Building Permit
- December 28 : Construction Begins

3. STATUS / ACTIVITY REPORT.

- August 15 : Third Party Code Review complete
- August 20 : Temporary Classrooms rigged in place
- August 24 : Construction Manager bid scope development - start
- August 25 : Local Code Review & Approval : Building , Fire Marshall , Health , ADA
- August 27 : Temporary Classrooms substantially complete
- August 31 : Office of School Construction (OSF) approved local code review .

4. COMMENTS / CONCERNS.

- The Office of School Construction (OSF) approved the Miller Driscoll Plan Completion Test and Reimbursement Plan on July 31. The OSF approved the local code review on August 31 including an OK to bid - pending EPA Approval of the PCB Abatement Plan and Approval from the State Traffic Commission. (STC) . The Temporary classroom are in place . Water, sewer and power connections have been made. Interiors are being painted and finished . They will be occupied on January 4 , 2016. We have reason to believe that the EPA and STC approvals will arrive soon. The project is on schedule. The major risk now is the market.

BONDED PROJECT
BOILER CONVERSION / REPLACEMENT - OIL TO NATURAL GAS
FINANCIAL SUMMARY

WHS HIGH SCHOOL - CONVERSION

COSTS

GEORGE ELLIS - INSTALLING CONTRACTOR	\$	214,450.00	
OIL TANK-EMER.GEN / GEORGE ELLIS	\$	15,860.00	(2-330 GAL TANKS)
HEATERS / GEORGE ELLIS	\$	22,000.00	
STAINLESS STEEL FLU STACK	\$	46,500.00	
BVH - ENGINEER	\$	5,605.97	
TURNER CONSTRUCTION	\$	7,405.00	
TOTAL	\$	311,820.97	

CIDER MILL / MIDDLEBROOK - NEW

COSTS

KUGLER - ENGINEER	\$	47,000.00	
M.J.DALY - INSTALLING CONTRACTOR	\$	929,266.00	
HAZMAT INSPECTION / CARDNO - HYGENIST	\$	1,800.00	
HAZMAT ABATEMENT / CHASE	\$	4,999.00	
HAZMAT MONITORING / CARDNO - HYGENIST	\$	5,399.00	
TURNER CONSTRUCTION	\$	14,464.00	
TOTAL	\$	1,002,928.00	

TOTAL COST **\$ 1,314,748.97**

BONDED AMOUNT **\$ 1,400,400.00**
SURPLUS **\$ 85,651.03**

EVERSOURCE REBATE

CIDER MILL	\$	110,778.00	ESTIMATE
MIDDLEBROOK	\$	87,870.00	ESTIMATE
TOTAL REBATE	\$	198,648.00	

Rebate will be paid when installation is 100% complete and inspected by Eversource.