

OFFICE OF THE
FIRST SELECTMAN

Telephone (203) 563-0100

Fax (203) 563-0299

Email to: Bill.Brennan@Wiltonct.org



William F. Brennan
First Selectman

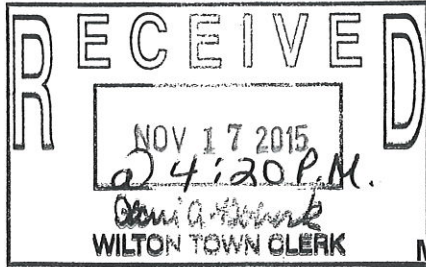
Richard J. Dubow

Michael P. Kaelin

Deborah A. McFadden

Kenneth J. Dartley

TOWN HALL
238 Danbury Road
Wilton, CT 06897



**BOARD OF SELECTMEN MEETING
MONDAY NOVEMBER 2, 2015
MEETING ROOM B, WILTON TOWN HALL**

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

GUESTS: Bruce Hampson, Karen Birck, Ty Tregallas, Ken Bernhard – Town Attorney, Joseph Canas - Tighe and Bond, Deborah Thompson-Van, Richard Creeth, Kate Donnelley – Smart Power, Sandy Dennies, Jacqueline Rochester

OTHERS: 2 Members of the Press and Members of the Public

Mr. Brennan called the meeting to order at 7:25PM.

A. Consent Agenda

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

Minutes

- Board of Selectmen Meeting – October 19, 2015

Refunds

- As Per Tax Collectors Memo Dated – October 27, 2015

Motion was made by Mr. Dartley that Item 4 be stricken from the Agenda. Mr. Brennan suggested that there be discussion on Item 4 so the selectmen and the public understand why Item 4 was put on the agenda. Motion was seconded by Mr. Kaelin. The motion was defeated 3-2.

B. Discussion and/or Action

1. Pedestrian Walkway and Bridge (STEAP Grant) – Tighe and Bond – Status Report

Mr. Brennan introduced Joseph Canas of Tighe and Bond, the company retained by the Town of Wilton for the design of the Pedestrian Walkway and Bridge. Mr. Canas stated that Tighe and Bond was retained on June 30 2015 and that work began – July and August 2015 doing the survey and wetlands delineations, and

concept designs were started in September of 2015. He stated that during October 2015 a detailed hydraulic study to set elevation was done and pre-application was put into the Department of Transportation as they are the funding agent for the project. The bridge suggested by Tighe and Bond will be 10ft wide with an 80ft span across the Norwalk River and looking at a prefabricated Truss bridge. The Department of Transportation has bought into proposed alignment of the bridge, but there is additional permit processing still to be done with DOT. The DOT is in general agreement for location of the bridge. Tighe and Bond are working with Eversource to place a sleeve on the bridge for conduit for any future gas expansion. The bridge will be ADA accessible. Next steps are to schedule borings and to design the abutment. Final design documents to be submitted by Mid-December and then submit for permits to DOT. Pre-application meeting needs to be scheduled with DEEP. Estimated construction and installation late summer 2016.

2. Consideration of Approval of Solarize CT Memorandum of Understanding

Mr. Hampson stated that at the Candidate Forum that took place last week several candidates suggested that Wilton be branded a green Town and that the Energy Commission agrees with that assessment. Mr. Hampson is recommending that the Board of Selectmen approve an agreement that would support that vision. The state of Connecticut is offering such a program and it is called Solarize CT. Mr. Hampson introduced the new leaders of the Energy Commission, co-Chairs Deborah Thompson-Van and Richard Creeth and Kate Donnelly – the community outreach manager for Smart Power, the CT Green Bank marketing partner. Ms. Thompson-Van thanked Mr. Hampson for his service as Chair of the Energy Commission and proceeded to review, in detail the Solarize CT program, the Memorandum of Understanding and the benefits of the program to the community (documents attached). Based on the strong recommendation of the Energy Commission and Wilton Go Green a motion was made by Mr. Kaelin to approve the Solarize CT Memorandum of Understanding. The motion was seconded by Ms. McFadden and unanimously carried.

3. Miller Driscoll School Renovation Project – Status Report

Bruce Hampson reviewed the status of the Miller Driscoll Renovation Project to date (status report attached). Mr. Hampson stated that sealed bids were received, opened and publicly read at the Annex on Tuesday, October 27, 2015. A total of 108 separate bids were received for a total of 22 separate trade contract packages for the Miller Driscoll Renovation Project.

4. Consideration of Approval of Authorization of First Selectman to Sign and Execute all Construction, Architectural, Subcontractor and Vendor Contracts on Behalf of the Town of Wilton for the Miller Driscoll School Renovation Project

Mr. Brennan reviewed the resolution asking for approval of the First Selectman to Sign and Execute all Construction, Architectural, Subcontractor and Vendor Contracts on behalf of the Town of Wilton for the Miller Driscoll School Renovation Project.

Mr. Brennan asked Mr. Hampson to brief the Selectmen on the contracts being presented for approval. Mr. Hampson stated that the Miller Driscoll Building Committee met this evening at 5:00 pm to review the bids and recommendations for awards that were made by Turner Construction. Mr. Hampson asks that the Board of Selectmen approve and authorize the First Selectman to sign 13 of the 22 contracts recommended by Turner Construction. Mr. Hampson introduced Mr. Tregallas, the project's manager with Turner Construction to describe the bid results

versus the project budget, the vetting and award process that was performed by Turner Construction and the urgency to approve 13 of 22 contracts. Mr. Tregallas stated that 13 of the contracts with the major construction trade subcontractors needed to be signed in order for the project to move forward and stay on schedule. Mr. Tregallas detailed how the trade subcontractors had been selected, which followed a prescribed, bidding and contract-awarding process as predetermined by the state (so that Wilton could still be eligible for state reimbursement). Mr. Tregallas stated that because some of the earlier work involves demolition and abatement of hazardous material, it has to be done when school is **not** in session. He stated that this work is being scheduled to start during the upcoming Thanksgiving and winter breaks. He added that the urgency happened as there was a two-three week delay before the bidding process began. Mr. Tregallas stated that the trade contracts are agreements that are signed between the Town and the contractor and is a standard agreement that was prepared by the Town attorney with pre-approved terms and conditions. Mr. Hampson stated that the Building Committee follows a process that has been set by the Town with regard to the contracts. He mentioned that with the loss of three weeks to the process, there is an urgency to start pre-construction during the Thanksgiving break so as to remain on schedule for the start of construction in December and that delay could escalate the costs and push construction to the spring of 2016. Mr. Tregallas reviewed further the urgency for having certain contracts approved as lead time items needed for construction could be lengthy.

Discussion ensued amongst the Selectmen and Mr. Kaelin suggested that the contracts be made available for review by the Board of Selectman and the general public and that there be a notice of a meeting to discuss the contracts before any approval.

Ms McFadden suggested that a Special Board of Selectman meeting be convened to accommodate the suggestion made by Mr. Kaelin. As Selectman Dubow will be unavailable for a meeting after November 5, it was suggested to hold the Special Meeting on November 5, 2015 with sufficient notice to the public (notice being 24hrs before).

After discussion, the floor was opened up to Public Comment:

Mohammed Ayoub of Millstone Road – Mr. Ayoub stated the he has worked with Turner Construction on previous projects and supports the Miller Driscoll School Renovation Project but questioned why the project couldn't be slowed down until some of the issues were worked out. He suggested delaying the project until spring 2016.

Anthony LoFrisco of Cider Mill Place – Mr. LoFrisco spoke to the delegation of authority to have the First Selectman sign the Miller Driscoll Renovation Project trade contracts on behalf of the town and quoted Article C-17 of the Town Charter. He stated that it is not illegal for the Selectman to delegate their authority to the First Selectman to sign the contracts on the Town's behalf.

Mr. Brennan made a point that the same process—authorizing the first selectman to sign contracts—had been used on many other building projects, including those at the High School and most recently in January with the Comstock renovation project. The resolution allowed the effective administration to get the contracts signed and get the vendors to sign them and get going on the project and that resolution was unanimously approved by all.

Simon Reiff - Speaking as a parent of a child that attends Miller Driscoll School said that following the parent meeting about the Miller Driscoll project, parents contacted him and spoke of the environmental risks posed by the Miller Driscoll School Renovation Project. He indicated that no contingencies have been built into the project for weather delays and couldn't understand why the project couldn't be delayed and pushed back to start in the summer of 2016.

Mr. Tregallas responded to work being delayed to the start of summer and noted that all the demolition work would not be done over the Christmas break but stated that certain abatement needs to be done while school is not in session and wanted to make use of the Holiday breaks in 2015 to accomplish that and that the safety of all (children as well as workers) is always priority during the construction process. Mr. Tregallas also spoke to the approximate cost escalation should the project be delayed until summer 2016.

Mr. Dartley asked Mr. Tregallas, if while abatement is being done and additional hazards are found, what would be anticipated cost escalation to the project.

Mr. Brennan asked Town counsel Ken Bernhard to speak to the legality of delegating the First Selectman to sign contracts on behalf of the Town. He stated that the charter does allow for delegation of such responsibilities. Mr. Bernhard stated that each Selectman's responsibilities are as you individually perceive them, and you are under no obligation to abdicate them or assign them or delegate them; you have every right to retain them. He stated that he doesn't think the Selectmen are in any way violating the law should they agree that the process used for many years where the Town has experts, all have the same agenda, to do a good job, bring a project in under budget, within time, and safety is a paramount concern, first and foremost."

Mr. Brennan once again brought the suggestion of having the Special Meeting on November 5, 2015 at 7:30 PM and inviting the new First Selectman-elect as well as the Selectmen-elect to attend to offer their comments on the proposed resolution.

Al Alper – of Pin Oak Lane who directed a letter (attached) to the Board of Selectman and the press regarding Agenda Item 4. He stated that any selectman who voted to approve the resolution would be abdicating their responsibility to the residents who elected him or her. He stated that he is in favor of the Miller Driscoll School Renovation Project, but not in favor of the selectmen abdicating their responsibility and obligation to review and then advise and consent the signatory on the resolution.

Peter Wrampe of Pipers Hill Road – Mr. Wrampe stated that he is not comfortable giving the First Selectman the right to sign any contracts regarding the Miller Driscoll School Renovation Project unless reviewed individually.

State Senator Toni Boucher – Senator Boucher made a statement urging the Selectmen to be ultrasensitive about the Miller Driscoll School Renovation Project and about the foment and the concern. She urged the board build bridges but more importantly bring up the morale and make people feel included and respected and listened to, for their opinion. She stated her disappointment in the process. She asks that the board listen to the citizens of the town and make them feel that their opinions are respected. The Senator thanked Selectman Kaelin for trying to do the right thing.

Mr. Brennan made a motion to approve having a Special Board of Selectmen Meeting on Thursday, November 5, 2015 at 7:30PM to review the urgent contracts giving the Board of Selectmen members time to review the contracts and inviting the First Selectman-elect and Selectmen-elect. Motion seconded by Ms. McFadden and unanimously carried.

Mr. Brennan asked Mr. Kaelin to work with Town attorney Bernhard, to draft a resolution with regard to signing the Miller Driscoll School Renovation Project.

Jason Cutler of Valeview Road – posed a question regarding penalty clauses in MD contracts and impact contractually on critical path if there are delays with construction.

Ms. McFadden asked Mr. Tregallas to speak to the priority to the safety of the children during construction.

Consideration of Approval of Budgeted IT Fiber Installation Contract to Support Approved VOIP Telephone System for Town and School Buildings, Connection to State High Speed Nutmeg Network and Improved Emergency Operations/Reliability

Mr. Brennan stated that in September of 2015 the Board of Selectmen approved the installation of new telephone system for the Town and the Board of Education. The IT Fiber installation that is being discussed is to support that telephone system installation. Mr. Brennan asked Sandra Dennies to review the bids that were received to pull the fiber (information attached). Ms. Dennies noted that the current phone system that is in place in the Town will no longer be supported for maintenance by the vendor and that funds are available in the budget to support this project. Ms. Dennies noted the pricing on the contract being asked to approve will no longer be available after November 30, 2015.

Al Alper reviewed discussions with the Board of Finance regarding the Fiber project.

Ed Papp – of Walnut Place spoke with regard to apply new technology and how it relates to the Town and suggested that an IT Steering Committee be created.

Alex Ruskevich - Mr. Ruskevich asked to see a cost analysis on the IT Fiber Installation for the VOIP Telephone System.

Mark Gressle of Pin Oak Lane– Posed a question regarding the age of the wiring at the Board of Education with regard to the phone system.

Mr. Brennan asked Ms. Dennies to contact Carousel Industries for cost analysis if project was delayed for a month or two and discuss at the next Board of Selectmen meeting. Motion was made by Mr. Brennan to table the discussion until information is received from Carousel Industries regarding cost impact of delaying project.

Consideration of a FY16 Employee Pension COLA

Sarah Taffel gave a brief review of the FY16 Employee Pension COLA (documents attached). After discussion, the Board of Selectmen approved a .5% Cost of Living Adjustment increase for town employees retroactive to July 1, 2015. Mr. Brennan asked Sarah Taffel to review FY16 Employee Pension Cost of Living increase (attached). It was noted that the Board of Selectman is not obligated to grant an adjustment. After discussion, a motion was made by Mr. Brennan to offer .5%

COLA increase to Town of Wilton Employees Retirement Plan. Seconded by Mr. Dubow, motion unanimously carried.

Summary – Status of Major Capital Projects and Grants

Comstock Renovation Project – On budget and on schedule. Paving and landscaping to be done in the Spring of 2016.

Paving on River Road – Milling of River Road to begin on November 3, 2015 with paving to begin (weather permitting) on November 9, 2015.

Cider Mill and Middlebrook School – Boilers have been installed and project completed.

5. Miscellaneous Other Business

November 15, 2015 at 3:00 PM at the Wilton High School Clune Center the New Haven Symphony Orchestra will be presenting “Brothers in Arts”. “Brothers in Arts,” was written by Wilton resident Chris Brubeck about his father, Dave Brubeck’s, time in the service during WWII. Encourage all to attend and support this program.

Mr. Brennan once again made an appeal to all residents to conserve water as reservoirs are down.

C. Public Comment

Representative Gail Lavielle commented on having the citizens of the town having access to more information, when requested, about major decisions being made by the Board and sees no disadvantage to that.

Alex Ruskevich – Spoke with regard to abdicating fiscal responsibility of the Board of Selectmen to the First Selectmen and read section c-15(3) of the Town charter. Mr. Ruskevich believes the new Board of Selectmen will be saddled with decisions made by the outgoing Board of Selectmen and potential problems that may arise.

D. Reports

First Selectman Report

Ask citizens to avoid village area in the next 3-4 days during paving.

Selectmen’s Reports

Dick Dubow

None.

Michael Kaelin

Mr. Kaelin spoke to emails received from citizens regarding Agenda Item 4. He stated that there should be better communication with the public as to what the Town is doing and why it is being done and hopes to get the chance to do that and improve the process.

Deborah McFadden

Ms. McFadden stated that it is important to hear all voices. She is very appreciative of the comments made by Senator Toni Boucher and Representative Gail Lavielle. May not agree on all but agree it is important to hear from constituents. Board of Selectmen will have changes after the election and wants the newly elected board to work on communication and constituent relations. She stated that citizens need to get involved on Town Boards and Commissions and be more civil with regards to communication. Town

run by volunteers and respect should be given with regard to communication. Hopeful all will turnout for voting tomorrow.

Kenneth Dartley

Mr. Dartley asks that all work on communicating with citizens and with voters on every issue to strengthen the community.

- E. Adjournment – Having no further business, motion made by Mr. Brennan to adjourn meeting, unanimously carried. The meeting was adjourned at 11:00 p.m.



Jacqueline Rochester, Recording Secretary

Wilton Solarize program

This program has been reviewed at the October 28 WEC meeting and was unanimously approved by the complete quorum of WEC members.

The Solarize CT program began in 2012, with 58 Communities participating to date, and providing 2188 homes with over 17 MW of clean reliable solar power. The program being offered by CT Greenbank and SmartPower is built on the best practices of those successful programs.

Official Launch Date: January 12, 2016, 7:00-8:30pm, Wilton Library
(Please note that in case of snow storm, January 13, 2016 alternate)

Program will run for 18 weeks, Concluding May 18, 2016 for Sign-ups and December 31, 2016 for installations.

Town Commitment:

- BOS approval, November 2, 2015
- Signed Memorandum of Understanding by First Selectman
- Town participation in program elements, including vendor selection and community outreach in cooperation with Wilton Go Green

Program Highlights:

- Discounted Flat Rate Solar pricing offered to all town residences during promotional period.
- Proven Solar Vendors vetted thoroughly by RFP process driven by State of CT and Smart Power.
- Reduced Carbon footprint through clean renewable energy source.
- SmartPower will work with WEC and WGG on the following elements:
 - Recruiting Town Solar Ambassadors
 - Pre-Launch marketing: residence and business mailings; and local media
 - Launch event with Selected Solar Vendor
 - SmartPower and Vendor sponsored post launch tabling and events

Process between now and December 2015:

- Smart Power (authorized by CT Greenbank) will issue RFP to Solar Vendors
- Smart Power performs due diligence and makes Vendor recommendations
- Town of Wilton interviews 3-5 vendors and make selection
- Event planning with Vendor proceeds
- Comprehensive marketing plan with WGG, SmartPower and Vendor

Let's Solarize!

Solar. Simple. Together.

Solarize Connecticut is a proven model for advancing residential solar.

The Connecticut Green Bank has contracted with SmartPower to manage the Solarize ConnecticutSM program. Begun in 2012, the program has since expanded to include almost 60 communities across the state. Most towns at least double the amount of solar during the length of their campaigns (typically 18 weeks) compared to the total over the previous seven years.



Solarize by the numbers:

- 17.1 MWs of solar contracted across Connecticut
- Over 2,100 solar homes
- 58 communities participating
- Equivalent of planting 1,312,800 trees





Solarize CONNECTICUTSM

Solarize Connecticut Memorandum of Understanding

This Memorandum of Understanding is made between the Town of Wilton and Solarize Connecticut, a program of the Connecticut Green Bank administered by SmartPower, Inc. ("SmartPower")

WHEREAS Wilton has been a leader in sustainability efforts in Connecticut including:

- The Town of Wilton was one of the first Clean Energy Communities in the state, and has made a commitment to utilization of clean energy sources, such as solar panels; and energy efficiency solutions, such as insulation and LED lighting.
- Since 2012, Wilton Municipality and Schools have made substantial Energy improvements –including implementing Solar, LED lighting, Insulation solutions, and leveraging the Gas Lines with more efficient heating by installing gas powered boilers in several of the schools.
- Twenty-one percent of Wilton residences have participated in one or more of the Federal and State offered Clean Energy rebates and services. Additionally, 12% of Wilton local businesses have participated in implementing a clean energy or energy efficient solution.

WHEREAS solar energy is good for the environment and contributes to a reduction in greenhouse gas emissions;

WHEREAS generating electricity from solar energy can save Wilton homeowners money on their utility bills and can help the Town of Wilton control future energy costs thereby saving taxpayer money;

WHEREAS solar energy creates opportunities for economic development and job creation while promoting energy independence;

WHEREAS SmartPower, a not-for-profit entity, is launching Solarize Connecticut to encourage more residential solar electric installations to reduce energy use, improve the environment, and create jobs by increasing the use of solar technologies;

WHEREAS Wilton has endorsed the goals of Solarize Connecticut;

WHEREAS SmartPower will promote Wilton for its participation in Solarize Connecticut in media stories, on its website, through social marketing and at presentations;

WHEREAS Wilton will promote Solarize Connecticut, including participating in joint outreach opportunities; and will designate a person to coordinate communications activities with SmartPower,

WHEREAS Wilton will assist SmartPower in selecting a solar installer to provide residents with quotes for reduced pricing for solar through the Solarize Wilton campaign;

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

1. Wilton commits to promote and participate in the Solarize Connecticut effort known locally as Solarize Wilton with the goal of becoming a leader in residential solar electric installations in the State of Connecticut.
2. As is the case with all Solarize projects, Wilton makes no financial or contractual commitment for the Solarize Project. The Town's support for the project is through in-kind support such as Town staff or elected officials working with SmartPower and town volunteers to support the project through a variety of outreach methods.
3. Wilton will identify up to three residents and/or staff that can be part of the solar installer competitive selection process. After SmartPower has reviewed the proposals from solar installers, the Wilton team will in turn review these proposals and participate in a proposal review session, and have an opportunity to meet with installers. The Town will make a recommendation listing 3-4 installers it would like to work with for the project and work with SmartPower to select the final solar installer for Wilton.
4. SmartPower will support Town volunteers for outreach including a town page on www.solarizect.com. SmartPower will hold initial organizing meetings and provide the Town with a Solarize Wilton banner and help draft press releases, newsletter articles, letter's to the editor and other promotional items. SmartPower will also hold bi-weekly conference calls for volunteers, Town staff/officials and the selected solar installers to coordinate activities, brainstorm outreach opportunities and share information about the progress of the Solarize project. However, while SmartPower will support Solarize Connecticut, it will be the responsibility of the Town and Town volunteers to spearhead outreach activities.

In agreement with the above, the parties hereby have affixed their signatures.

Town of Wilton

SmartPower, Inc.

Signature

Signature

Printed Name

Printed Name

Title

Title

Date

Date



Solarize Connecticut

Solarize Wilton



Solarize CT



- Began 2012 – Based on Proven Model
- Five Rounds of Campaign with 58 Communities
- Provided 2,188 Homes with over 17 MW of clean reliable power from solar installations
- Most communities more than doubled amount of residential solar



About CT Green Bank



- Quasi-public authority formerly known as CEFIA
- Tasked with leveraging public and private funds to drive investment and scale up clean energy deployment in CT
- Provides incentives for residential solar through the Residential Solar Investment Program
- Develops innovative financing products such as loans and leases that can be used for solar PV systems

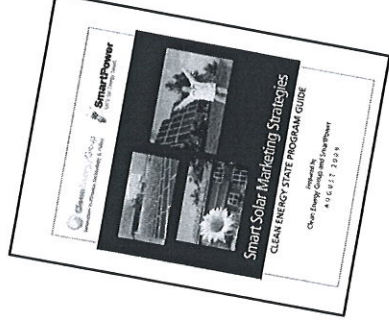
About SmartPower



- Nation's leading non-profit marketing firm dedicated to promoting energy efficiency and renewable energy
- Other CT community-based campaigns include Clean Energy Communities, Neighbor to Neighbor Energy Challenge and Energize Norwich
- Extensive solar marketing experience



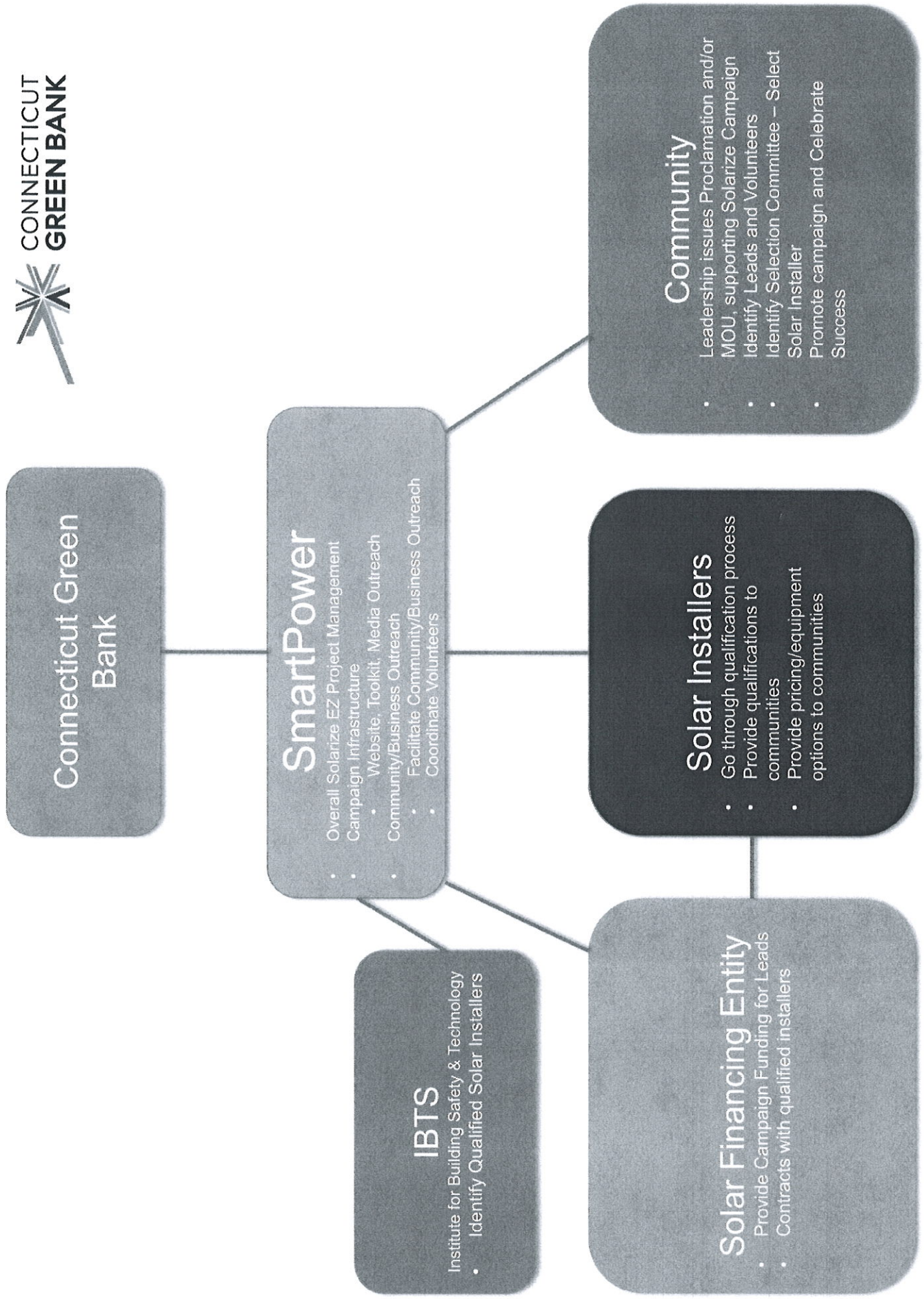
SmartPower
Let's Get Energy Smart.



How Solarize Works

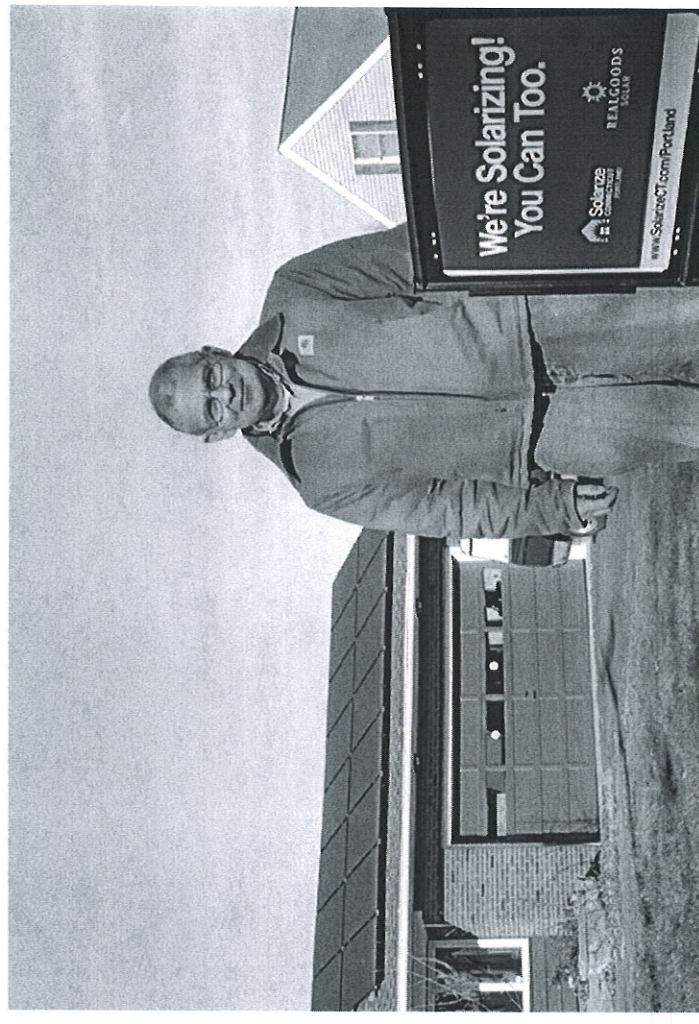


- Makes solar simple, and affordable and accessible Connecticut residents
- State sponsored and town supported program- CT Green Bank program administered by SmartPower
- Uses coordinated education, marketing & outreach effort in a 18 week campaign
- Utilizes group purchasing model and a single installer chosen by the town through a competitive process with standard equipment package



Solar.

- Proven technology
- Lowers energy costs
- Protects against utility rate increases
- Avoids harmful emissions
- State & federal incentives
- Flexible financing options



Simple.

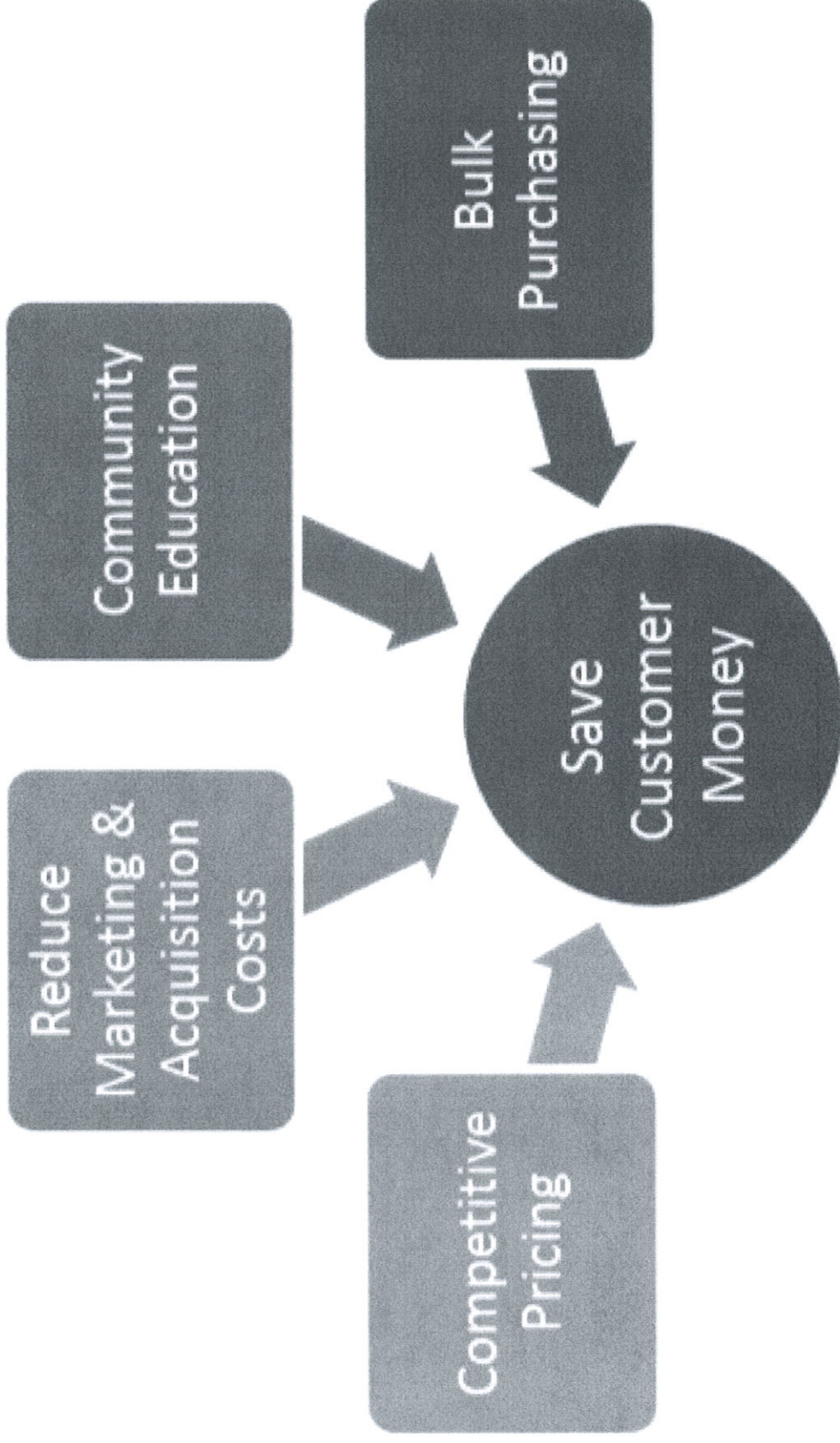
- Pre-selected installer
- Transparent, discounted pricing
- Pre-determined equipment (with optional adders)
- Free, no obligation site evaluations
- Clear deadline



Together.

- Community initiative
- Motivated town volunteers & solar ambassadors
- Backing of municipal leaders & community organizations
- Group pricing discounts

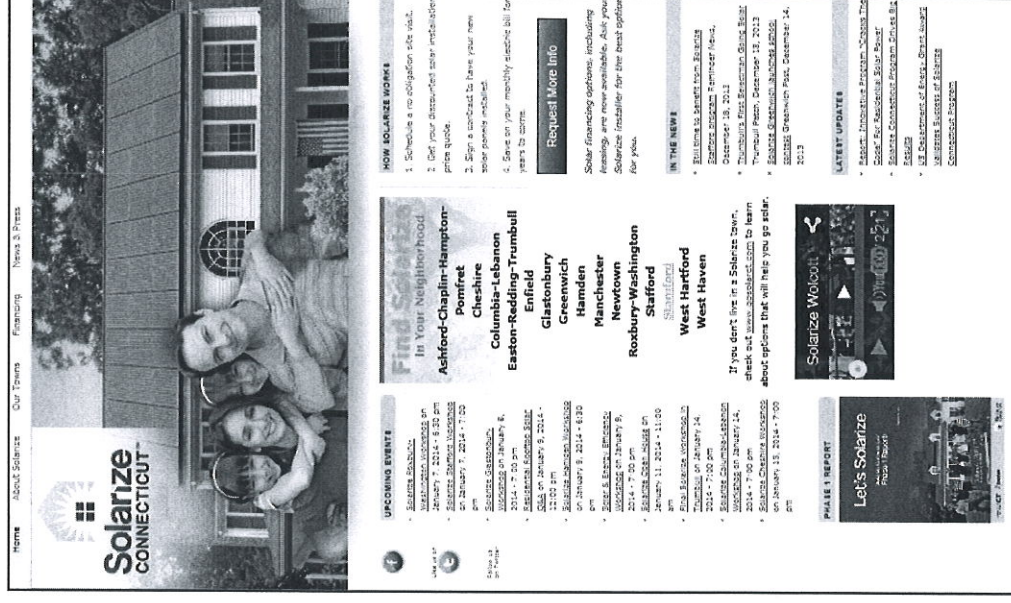




SolarizeCT.com/Wilton



- Customer Contact Form
- Event Calendar
- Town Pages & Tool Kits
- Program Information
- Newsroom
- Testimonials & Videos
- Social Media



What Makes a Good Solarize Campaign?

Every town or city in Connecticut is different and each Solarize campaign will vary depending on how your town works best to reach residents. Below are the elements of Solarize campaigns that have consistently proven to be successful. The objective of this outreach is to generate interest in solar and "feed the pipeline" with people signing up for free site evaluations.

■ Letter to Residents

By far, the most successful strategy for reaching residents and instilling confidence in the program is a letter sent to all the homeowners in a community at the beginning of the campaign. Research shows that town involvement matters to Solarize customers. Therefore, having an active and engaged town leader makes a difference in the outcome of a Solarize community. This letter introduces Solarize to the town and lets community members know that the town supports Solarize and encourages homeowners to participate. The chief elected official, town manager, and/or clean energy committee chair usually sign these letters. SmartPower is happy to draft this letter if that is helpful at no cost to the town.

■ Solar Ambassadors

Residents in your community who support solar and are willing to volunteer are the best proponents of Solarize. Often these are residents who already have solar on their own homes or those who are dedicated to renewable energy. This program gives them an opportunity to talk to their friends and neighbors about solar.

■ Launch Workshop

This first event brings together residents with the chosen installer or introduces them to the Solarize website. Chief Elected Officials introduce the program to community members. A large turnout for this event helps generate leads for solar and fills the "pipeline."



Solarize
CONNECTICUT
f www.solarizeCT.com @solarizeCT

www.SolarizeCT.com

energize
CONNECTICUT

■ Follow-Up Workshops

Workshops held regularly throughout the campaign help homeowners learn about solar and the details of Solarize. These could all be in one central location or throughout your town.

■ Organizational Support

Reaching out to civic organizations, schools, places of worship can give access to their members. This can be accomplished a number of ways – ask to mail or email to their members, put an article in their newsletter or email list, or offer a workshop at one of their meetings or gatherings.

■ Yard Signs and Banners

Signage is integral to reminding people about Solarize program. People who own solar and town property are good places for signs. Each town has a different policy regarding signage and this should be investigated before signs are ordered. This will be at no cost to the town.

■ Solar Open Houses

People who have solar installations on their homes are the best proponents of solar. Organizing a solar open house tour gives residents an opportunity to see solar first hand and to hear about the solar experience of their neighbors. This usually takes place on a Saturday, having a few different types of solar for the tour is helpful, for example, both ground mount and roof mount systems.

■ Live Installation Events

Solar installers will often schedule an installation for one of their customers for a Saturday. They provide lunch as onlookers' watch solar panels go up on a house. This is an excellent event for those who want to see what it will look like on their home. These are usually scheduled during the second half of a campaign.

■ Tabling & Special Events

Every community has local events that are important to residents. Setting up a Solarize table at events is a good way to reach people. This could be at holiday events; Election Day at polling locations, fairs and sports events.

■ Media Opportunities

Media opportunities include press releases, new advisories, op-ed pieces, letters to the editor, and appearances on local radio and television shows. In addition, town websites and town and personal Facebook pages are used to publicize the program and significant events. SmartPower will prepare press releases and work with the town's media contact person for distribution.

For more information contact:

Kate Donnelly at
kdonnelly@smartpower.org


Bernie Pelletier at
BPelletier@smartpower.org



Solarize
CONNECTICUT

f facebook.com/solarizeCT g+ gplus

www.SolarizeCT.com

energize 
CONNECTICUT

Solarize Connecticut Towns to Date



Ashford, Avon, Bloomfield, Bridgeport, Brookfield, Burlington, Canton, Chaplin, Cheshire, Columbia, Coventry, Durham, Easton, East Granby, East Lyme, Enfield, Essex, Fairfield, Farmington, Glastonbury, Greenwich, Griswold, Haddam, Hamden, Hampton, Killingworth, Lebanon, Lyme, Mansfield, Milford, Montville, New Hartford, Newtown, New Canaan, Old Lyme, Pomfret, Redding, Simsbury, Stafford, Stamford, Southbury, Suffield, Tolland, Manchester, Portland, Roxbury, South Windsor, Torrington, Trumbull, Washington, West Hartford, West Haven, Westport, Weston, Windham, Windsor, Windsor Locks, Woodstock

Recruiting New Towns



Looking for new communities
for Solarize to achieve
as much
residential Solar
as possible
before the sunset
of the income
tax credit at the
end of 2016



Installer Selection Process

- SmartPower issues RFP to all eligible solar installers
- Qualifying proposals shared with municipalities' review committee (2 or 3 appointed persons)
- Review committee meets with SmartPower and a technical consultant to create "shortlist" of installers (3-4)
- Interviews of installers
- Town committee chooses installers they want to work with
- SmartPower assists with selection

Installer Selection Criteria



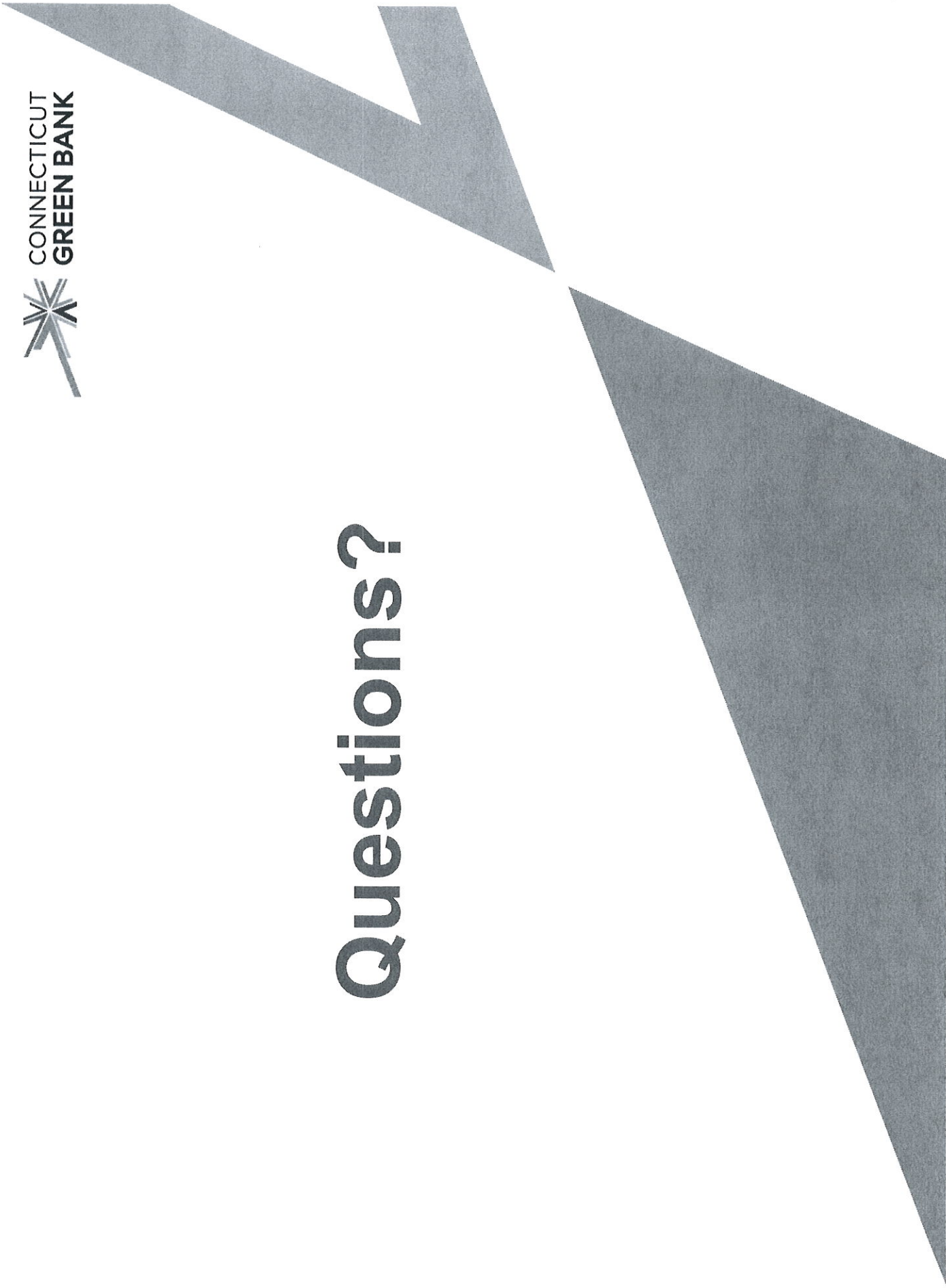
- Pricing (important but not the most significant factor)
- Experience in Connecticut
- Customer satisfaction
- Capacity to handle heavy workload
- Equipment options
- Financing options

Town Commitments



- Promote Solarize Connecticut, including participating in joint outreach opportunities; and designate a project manager (town employee, task force member or other volunteer) to coordinate communications and activities with SmartPower
- Work with SmartPower to select a solar installer to provide residents with quotes for reduced pricing for solar through the Solarize Wilton campaign
- Sign an MOU with SmartPower and/or issue a Proclamation Promoting Solarize

Questions?





Kate Donnelly, SmartPower
kdonnelly@smartpower.org
860-604-4846

***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: November 1, 2015

1. FINANCIAL : As of October 27, 2015 .

- Hard Cost budget \$41,638,000 Encumbered / Expensed / Committed : \$3,499,981
- Soft Cost budget \$ 4,923,000 Encumbered / Expensed / Committed : \$2,797,217
- **Total Hard & Soft Cost Encumbered / Expensed / Committed : \$6, 297,198**
- Contingency Budget \$3,461,000 Encumbered / Expensed \$0 Balance : \$3,461,000

2. PROJECT SCHEDULE.

- November 2 : Miller Driscoll Building Committee Public Meeting - Review bids and begin to recommend Trade Contract approvals.
- November 20 : Final Contract Awards
- December 1 : Children assembly - briefing on what is ahead.... hand out their hard hats.
- December 14 : Second grade children moved the Temporary Classrooms
- December 25- 29 : Pre-Construction enabling work.
- December 28 : Major Construction Begins
- December 31 : DEEP Storm water Permit

3. STATUS / ACTIVITY REPORT.

- October 1 : Bidders Site Inspection.
- October 14 : Informational Meeting for Parents , local homeowners and the Public.
- October 27 : Trade Contractors RFP Public bid opening. .. Annex.
- October 28 - November 9 : Turner & A&E Team - Scope review of Trade Bids .

4. COMMENTS / CONCERNS.

- The bid due date was extended from October 13 to October 27 because of high interest and many Requests for Information - That puts a real urgency on prompt contract awards to be able to begin construction in December. There is no option 'B' .
- The RFP included a total of twenty two (22) separate Trade packages . A total of 108 separate bids were received . The Town will hold the Trade Contracts.
- Turner Construction has started to meet with each low bid contractor to insure that their scope is complete and their bid is in full compliance with the contract documents..
- This was a very competitively bid project and based on the total of low bids the project appears under budget. However, the final cost will not be known until Turner Construction completes their scope reviews as noted above .

Al Alper

Subject: FW: BoS Meeting tomorrow

It has come to my attention that on tomorrow night's Board of Selectman agenda is an action item entitled "Consideration of Approval of Authorization of First Selectman to Sign and Execute all Construction, Architectural, Subcontractor and Vendor Contracts on Behalf of the Town of Wilton for the Miller Driscoll School Renovation Project." Effectively this will give the 1st Selectman sole authority over the remainder of the Miller-Driscoll project that has yet to be finalized and still has many moving parts that should be considered by the full Board of Selectman – both the present and newly elected.

It seems to me that this action item is in direct conflict with the charter including, but not limited to § C-15: A.2, A.3 and A.6 and, more specifically it directly contradicts the limiting powers defined therein § C-19.A through .D - (see <http://www.wiltonct.org/departments/townclerk/documents/towncode.pdf>).

Moreover, inasmuch as members of the BoS, including the First Selectman are involved in the M-D building committee and have been vocal advocates, their participation in any vote on this matter would appear to be a conflict of interest.

Finally, it would an abdication of their ARTICLE IV Charter responsibilities for the BoS as a body, and members who voted in favor of this action item specifically to vote to take away the very job (advise and consent) they were voted (or may be voted) for to exercise and would amount to gross negligence on their part, IMHO.

I am strongly against this and plan to be at the meeting to speak publically on this matter. If you agree I would encourage you to join me tomorrow night @ 7:30 in Town Hall at the BoS meeting and have your voices heard....Al

Miller Driscoll Award Recommendation
Town of Wilton

Bid Package	Recommended Contractor	Contract Value		Bidder #2	Bidder #3	Bidder #4	Bidder #5	Bidder #6		Comments
#1 Demolition & Abatement	Niram	\$ 1,943,000		\$ 2,196,268	\$ 2,556,785	\$ 2,877,777	\$ 3,449,000			Need to submit PCB abatement Plan to the EPA and get approval for Christmas abatement. EPA could take a month to respond. Also
				Amec	AAIS	Southern Middlesex	Bestech			
#2 Concrete	Ralph Camputaro	\$ 969,000		\$ 1,041,000	\$ 1,197,000	\$ 1,220,000	\$ 1,248,000	\$ 2,098,000		Need to prepare rebar shop drawings 3 weeks, review and approve 3 weeks, and fabricate rebar 2 weeks for a January start of new foundations
				Universal	Marguerite	RJB	Tri-Star	Villa		
#3 Structural Steel & Misc Metals	STS Steel	\$ 1,399,000		\$ 1,492,000	\$ 1,517,000	\$ 1,550,000	\$ 1,860,000			Need to prepare shop drawings (8 weeks), review and approve (3 -6 weeks), and fabricate steel (4 weeks), for a March start of steel erection
				United Steel	Schenectady Steel	Shepard Steel	EBP			
#4 Millwork	Northeast Interiors	\$ 589,000		\$ 651,998	\$ 716,000					Not a critical path award
				Legere	A Secondino					
#6 Masonry	CT Masons	\$ 937,000		\$ 1,025,000	\$ 1,268,000	\$ 1,734,000				Lead time for Brick can be 8 to 10 weeks after approved sample depending on when the supplier produces a particular product depending on overall demand
				Acronom	Joe Capasso	Fernandes				
#7 Glass & Glazing	Masey's Glass	\$ 1,789,000		\$ 1,821,000	\$ 1,959,000	\$ 2,000,799	\$ 2,021,940			Need to prepare shop drawings (8 weeks), review and approve (3 -6 weeks), and fabricate & deliver window system (8 weeks), for a May start of steel erection
				Norwalk Glass	Lockhead Window Corp	R&R Window	Cherry Hill Glas			
#8 Drywall & General Trades	Connecticut Acoustics	\$ 2,604,978		\$ 2,688,000	\$ 2,757,500	\$ 2,990,000	\$ 4,287,000			Need to install temporary partitions and sound blankets to isolate the occupied portion of the school from the construction zone prior to Christmas start of construction
				GDS	Partitions Inc	CGM Acoustics	Bismark Construction			
#10 Acoustic Ceilings	Connecticut Acoustics	\$ 572,240		\$ 633,000						Open and close ceilings after hours between now and Christmas break to facilitate the rerouting and disconnect of MEP systems.
				Central Conn Acoustics						
#16 Plumbing	P&D Mechanical	\$ 2,250,000		\$ 1,450,000	\$ 2,371,000	\$ 2,679,800	\$ 3,425,000			Investigate existing plumbing installation and install valves necessary to isolate and/or reroute water lines for the start of demolition.
				Southport Mechanical	Ferguson Mechanical	Stewart Mechanical	Crest Mechanical			
				Withdrew Bid						
#17 Fire Protection	K&M	\$ 519,534		\$ 533,000	\$ 542,000	\$ 636,275	\$ 647,900	\$ 1,350,000		Install a temporary sprinkler system off the domestic water line to protect the egress route from certain classrooms as required by the fire marshal prior to demolition.
				MJ Daly	HHS Mechanical	Wolverine	David Ulmar	Crest Mechanical		
#18 HVAC & Controls	L&R Plumbing & Heat	\$ 4,998,000		\$ 5,061,000	\$ 5,074,000	\$ 5,094,000	\$ 5,187,000	\$ 5,537,000		Investigate existing HVAC installation and install valves necessary to isolate and/or reroute hot water heating lines for the start of demolition.
				MJ Daly	James T Kay	Stewart Mechanical	P&D Mechanical	Ferguson Mechanical		
#19 Electrical, Fire Alarm, & Sec.	Banton Construction	\$ 3,551,000		\$ 3,559,043	\$ 3,600,000	\$ 3,667,000	\$ 3,797,000	\$ 4,899,267		Investigate existing electrical, fire alarm, paging & tel/data systems and install temporary feeders and work arounds to isolate the peach core and ensure that the remainder of the building is operational. Prepare to cut and make safe for demolition at Christmas break.
				Beacon Elec	Centerplan Construction	Ferguson Elec	JE Shea Elec	Ducci Elec		
#21 Sitework	HI Stone	\$ 4,190,000		\$ 5,009,000	\$ 5,215,000	\$ 5,435,911	\$ 5,537,000	\$ 5,597,707	+3 Bidders	Installation of the construction fencing and erosion control requirements for inspection and approval by the civil engineer prior to the start of demolition and the excavation for the new foundations.
				J. Iapalucio	Waters Construction	Amec	Ralph Camputaro	Richards		