

OFFICE OF THE
FIRST SELECTMAN

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Lynne A. Vanderslice
First Selectwoman

Lori A. Bufano
Second Selectwoman

Joshua S. Cole
Selectman

Deborah A. McFadden
Selectwoman

Ross H. Tartell
Selectman

TOWN HALL
238 Danbury Road
Wilton, CT 06897

BOARD OF SELECTMEN MEETING
Monday December 16, 2019
Meeting Room B, Town Hall

PRESENT: First Selectwoman Lynne Vanderslice, Lori Bufano, Joshua Cole, Deborah McFadden, Ross Tartell

GUESTS: Patti Temple and David Waters of the Police/Town Hall Building Committee, Chris Burney, Police Chief John Lynch, Police Captain Tom Conlan, Interim Fire Chief Geoffrey Herald, CFO Anne Kelly-Lenz, Manager of Financial Reporting and Planning Anthony DeFelice, Director of HR and Administration Sarah Taffel

OTHERS: Members of the Press and Members of the Public

A. Call to Order

Ms. Vanderslice called the meeting to order at 7:01pm.

B. Executive Session

Ms. Vanderslice asked for a motion to go into Executive Session at 7:02pm for Discussion of Candidate for Director of Planning and Land Use Management/Town Planner and Discussion of Draft Employment Contract for Chief of Police and Emergency Director John Lynch. Motion moved by Mr. Cole, seconded by Ms. McFadden and carried 5-0.

Out of Executive Session at 7:27pm.

C. Public Comment

None

D. Consent Agenda

Motion made by Ms. Bufano seconded by Ms. McFadden and carried 5-0 to approve the Consent Agenda as follows:

Minutes

- Board of Selectmen Meeting – December 2, 2019

Gifts

- Horseshoe Pond

Paul Iffland - \$50.00	Franklin & Clara Dunn - \$25.00
Gary & Stephanie Moore - \$100.00	Martin & Mary Wagner - \$100.00
Mark & Merideth Gilmor - \$25.00	Stephen Pettit - \$100.00
David & Heather Tatkov - \$50.00	Anne Clarke - \$25.00

Ms. Vanderslice thanked all for their donations.

E. Discussion and/or Action

1. Police Headquarters/Town Campus Committee Update – Dave Waters & Patti Temple, Co-Chairs of the Police/Town Hall Building Committee provided an update on progress of the committee. Dave reviewed options for the project and the committee's recommendation of option 3, a new police station at a cost of up to approximately \$15.9 million (see attached). Discussion between the board and the building committee ensued with Facilities Director Chris Burney, Police Chief John Lynch and Police Captain Tom Conlan providing comments. Board of Selectmen expressed concerns about the cost and requested the committee return with another option not to exceed \$14 million.
2. Proposal for the Purchase of a Demo to Replace Engine II Fire Truck and Request for a Supplemental Appropriation
Interim Fire Chief Geoffrey Herald, Anthony DeFelice and CFO Anne Kelly-Lenz reviewed the Proposal for the Purchase of a Demo to Replace Engine II Fire Truck and Request for a Supplemental Appropriation (see attached presentation). The purchase of a demo truck, with operating funds versus bonded monies, would result in approximately \$140,000 in savings and would improve public safety as the engine to be housed at fire station 2 holds 1,000 gallons versus the current engine, which holds 750 gallons. North Wilton has no access to public water.

Ms. Vanderslice requested a motion to authorize the use of the Board of Selectmen charter authority for the purchase of the Demo to Replace Engine II Fire Truck and to authorize the First Selectwoman to request the Board of Finance use a portion of their charter for the difference. The first portion of the motion to authorize the use of Board of Selectmen charter to put towards the purchase of the Demo Truck was moved by Ms. McFadden, seconded by Mr. Tartell and carried 5-0. The second portion of the motion to authorize the First Selectwoman to request the Board of Finance to use a portion of their charter for the difference moved by Mr. Tartell, seconded by Ms. Bufano and carried 5-0.

3. Authorization for the hiring of a Director of Planning and Land Use Management/Town Planner
Ms. Vanderslice noted that the candidate discussed in Executive Session was recommended by the Search Committee. She was not announcing the candidate at this time to allow the candidate to inform their employer. She requested authorization to hire the candidate discussed. Motion to allow the First Selectwoman to make the offer of employment to candidate discussed for the position of Director of Planning and Land Use Management/Town Planner. Motion moved by Ms. Bufano, seconded by Mr. Tartell and carried 5-0.
4. Senior Tax Relief
 - Proposal to Designate First Selectwoman to Consider Senior Tax Relief Appeals
Ms. Vanderslice noted changes to the ordinance previously approved by the board and effective January 5, 2020. Ms. Vanderslice requested authorization from the board to be the designee to hear the Senior Tax Relief Appeals. Motion moved by Ms. McFadden, seconded by Ms. Bufano to make the First Selectwoman the designee to hear the Senior Tax Relief Appeals. After further discussion, motion carried 5-0.
5. Area 9 Cable Council Grant
Ms. Vanderslice reviewed the Area 9 Cable Council Grant. After discussion and review, motion to authorize the First Selectwoman to execute the application for the grant. Motion moved by Mr. Cole, seconded by Ms. McFadden and carried 5-0.
6. 2020 Regular Meeting Calendar
Ms. Vanderslice reviewed the meeting dates for the BoS 2020 Regular Meeting Calendar. Members to double check dates and discuss at the January BoS meeting.

7. Appointments

- Second Tree Warden – Nicholas Lee
Ms. Vanderslice reviewed the need for a second Tree Warden. Motion moved by Ms. Bufano, seconded by Ms. McFadden and carried 5-0 to appoint Nicholas Lee as an additional Tree Warden.

Ms. Vanderslice noted a member on the Commission on Social Services and the Energy Commission are not seeking reappointment.

F. Selectmen's Reports

1. First Selectwoman

- Virtual Net Metering Project Update
The two systems are expected to be live before the end of the year. They have achieved mechanical and municipal signoffs
- Road Paving Update
Road Paving ends this week. The new Pavement Condition Index report will be available at the start of January
- Census Complete Count Committee Update
Census Complete Count Committee has been formed
- Holiday Stroll Thank You
Ms. Vanderslice thanked the Chamber of Commerce, P&R Director Steve Pierce, Kiwanis and all others who participated in the Holiday Stroll.
- Powers Lawsuit
Ms. Vanderslice noted at today's initial court hearing the lawsuit was dismissed. She noted it was unusual for it to be dismissed immediately, though it spoke to the lack of merit to the suit. She shared that Mr. Powers indicated he would appeal the decision.
- Menorah Lighting
Ms. Vanderslice noted the lighting of the Menorah will take place on December 22, 2019 at 5:00pm
- Thanked Wilton Rocks for Foods for a phenomenal night. Record breaking evening where they raised \$135,000. She thanked all that worked on the event.
- She wished all happy holidays

2. Selectmen

Mr. Tartell

Mr. Tartell noted that he attended the CCM Convention along with Ms. McFadden.

Ms. Bufano

Ms. Bufano thanked the Boy Scouts and Cub Scouts for the wreaths at the Veterans Memorial and for their work at the Cemetery.

Mr. Cole

Mr. Cole reiterated Ms. Vanderslice's comments on the Holiday Stroll and wished all Happy Holidays.

Ms. McFadden

Ms. McFadden thanked Kiwanis for filling the food pantry. She also commented on the Holiday Stroll. She shared that she and Ross collected the Sustainable CT bronze award on behalf of the Town at the luncheon at the CCM conference.

G. Public Comment
None

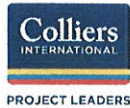
H. Adjournment

Having no further business, Ms. Vanderslice asked for a motion to adjourn. Motion made by Mr. Cole to adjourn meeting at 9:23pm. Motion was seconded by Mr. Cole and carried 5-0.

Next Meeting – January 6, 2020



Jacqueline Rochester
Recording Secretary
Taken from Video



PROJECT LEADERS

Wilton Police - Town Hall Project Options				
Menu Option	Option 1*	Option 2**	Option 3***	Option 4****
	6K sf ADD/RENO 17K Total sf	8.5K sf ADD/RENO 19.5K Total sf	NEW BLDG 19.5K sf	NEW BLDG 19.5K sf + TH CAMPUS
Fit out Comstock/Relocation Town Hall	X	X	X	✓
Demolition Annex	X	X	X	✓
Relocation Annex to Town Hall	X	X	X	✓
Town Hall Required Upgrades	X	X	X	✓
Campus Primary Electric & Fire Alarm Upgrade	X	✓	X	✓
Police New Construction (19,500 sf)	X	X	✓	✓
Demolition of Existing Police Station	X	X	✓	✓
Police Renovation/Addition (8,500 sf 19,500 sf)	X	✓	X	X
Police Renovation/Addition (6,000 sf 17,000 sf)	✓	X	X	X
Multi-Purpose Room	X	X	✓	✓
2 Sally Port Bays	X	X	✓	✓
Emergency Response Team (ERT) Bay	X	X	✓	✓
Reduced Office Space	✓	✓	X	X
Fitness Room	X	X	✓	✓
Reduced Evidence Storage	✓	✓	X	X
Evidence/Computer Forensics Lab	X	X	✓	✓
Campus Traffic/Green Space Improvements	X	X	✓	✓
Temporary PD Relocation for Renovation/Addition	✓	✓	X	X
PD Dispatch Consoles	✓	✓	✓	✓
Animal Control Relocation	X	X	X	✓
PD Impound Lot	X	X	X	✓
Subtotal	\$ 8,475,000	\$ 11,225,000	\$ 11,600,000	\$ 16,175,000
General Project Soft Costs (25%)	✓	✓	✓	✓
Estimating Contingency (10%)	✓	✓	✓	✓
Total	\$ 11,653,125	\$ 15,434,375	\$ 15,950,000	\$ 22,240,625

*Option 1 - Does not include any site work and traffic flow improvements, deferred maintenance or employee moves.

**Option 2 - Includes some site work and deferred maintenance, but does not include traffic flow improvements or employee moves. Would require 11K sf to be equivalent to Opt. 3

***Option 3 - Includes minor site work, but no deferred maintenance or employee moves. Meets most of WPD building requirements.

****Option 4 - Best meets all WPD building requirements, includes site work and traffic flow improvements, deferred maintenance and employee moves.

All costs and sf are rough order of magnitude (ROM) estimates.



Project Budget	2013 (JHA)	2019
Building sf	24,500	19,500
Price/sf	400	550
Sub Total	\$ 9,800,000.00	\$ 10,725,000.00
Not included in JHA (I.E., PD Demo)		\$ 875,000
Soft Cost %	19%	25%
Soft Cost Amount	\$ 1,860,000	\$ 2,900,000
Project Contingency %	9%	10%
Contingency Amount	\$ 1,000,000	\$ 1,450,000
Sub Total	\$ 12,660,000	\$ 15,950,000
Escalation to 2021(2019 costs include escalation)	\$ 7,518,117	
Projected Budget	\$ 20,178,117	\$ 15,950,000

FIRE ENGINE NEEDS

December 16, 2019

Two fire engines are within 2.5 years of the end of their 15-year life.

The department has two options, purchase or refurbishment

<u>Engine</u>	<u>End of Life</u>	<u>Replacement Cost</u>	<u>Refurb Cost</u>
2007 Engine 2 Pumper, housed at Station 2	FY2022	\$ 608,100	\$451,650
2007 Engine 3 Pumper, housed at HQ	FY2022	\$ 608,100	\$451,650

FIRE ENGINE NEEDS

December 16, 2019

Refurbishment, which adds seven years to the life of the engines 2 and 3, does not make sense

The per year cost of the refurbishment exceeds the per year cost to purchase by

\$24,000 per year before interest

- Purchasing both would require \$1,216, 200 of FY2022 bonded capital
- This amount is significantly higher than planned for in last year's 5-year bonded capital plan.
- **Another option is available**

FIRE ENGINE NEEDS

December 16, 2019

We have a unusual opportunity to purchase a 2019 Pierce Demo Pump Truck

Advantages of demo purchase:

- We can purchase the demo at considerable cost savings
- Pierce is a very high quality truck, preferred by the department
- Essentially the same layout of the existing Pierce trucks, allowing for rapid familiarization
- Dependable Pierce repair facilities nearby
- New engine will arrive with two year warranty
- Purchasing one now will separate the need for buying two new pump trucks at the same time in the future

Savings from Purchasing Demo Fire Engine Now from Operating Funds

versus

Purchasing a New Fire Engine in FY2022 with Borrowed Funds

	SAVINGS	NOTES
Purchase Price Savings-current dollars	\$ 110,750	\$440,343 versus \$551,093. Both net of trade-in
Avoided: Net Repairs & Travel Costs	\$ 32,000	Fire personnel inspect the engine twice during construction
Savings Subtotal	\$ 142,750	
Cost of purchasing 2.5 years early	\$ (73,391)	Based on 15-year useful life
Net Savings, before interest avoidance	\$ 69,359	
Avoided interest, if not bonded	\$ 66,881	Based on 10-year financing at 2%
Net Savings of Demo from Operating Funds	<u>\$ 136,240</u>	

FIRE ENGINE NEEDS

December 16, 2019

- **The purchase of the demo can be funded by:**
 - Board of Selectmen Charter Authority of \$310,000
 - Requesting Board of Finance Charter Authority of \$ 130,400
- **Are there risks to using Charter Authority?**
 - Revenues are already forecasted to be \$900,000 favorable due to collection of back taxes from one commercial property owner and current and expected receipt of the unbudgeted ECS grant
 - Based on the first six months of operations, we expect net BOS budget savings:
 - Fire Department, due to the chief and deputy chief vacancies
 - Police department budget savings due to up to five vacancies
 - The only expected non favorable budget is legal, which is less than the labor savings