

OFFICE OF THE  
FIRST SELECTMAN

Telephone (203) 563-0100  
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Email to: Bill.Brennan@Wiltonct.org



William F. Brennan  
*First Selectman*

Harold E. Clark  
*Second Selectman*

Ted W. Hoffstatter

Richard J. Dubow

James A. Saxe

TOWN HALL  
238 Danbury Road  
Wilton, CT 06897

**BOARD OF SELECTMEN REGULAR MEETING  
MONDAY, DECEMBER 16, 2013  
MEETING ROOM B, WILTON TOWN HALL**

**PRESENT:** First Selectman Bill Brennan, Hal Clark, Richard Dubow, Ted Hoffstatter, James Saxe

**GUESTS:** 6 Members of the Public, Jacqueline Rochester

**OTHERS:** Three members of media

Mr. Brennan called the meeting to order at 7:35 p.m.

**A. Consent Agenda**

Upon motion by Mr. Clark, seconded by Mr. Dubow, the consent agenda was approved as follows:

Minutes

- Board of Selectmen Regular Meeting Minutes of December 2, 2013

Gifts

- Wilton Kiwanis Foundation for Wilton Senior Center Corridors - \$850.00
- Barbara L. Martin for Wilton Fire Department - \$100.00
- The Greens at Cannondale for Senior Center - \$212.50
- Wilton Meadows For Senior Center - \$212.50

Motion made by Mr. Saxe to add an additional reappointment to the Appointment/Reappointment section. Seconded by Mr. Dubow, unanimously passed.

**B. Discussion and/or Action**

**1. Status of Capital Projects and Plans**

- Middlebrook School – Project completed. Warranty binder to be sent and completion of masonry and flashing to be done this week.

- Miller Driscoll Project – Tai Soo Kim came in with 3 options. One option had significant changes to reduce cost, option 2 was discarded and option three is being looked at in more detail. Building Committee is going back to review options pertaining to 1 and 3 and renovation vs. alteration.
- Yankee Gas Project – Project still targeted for the Spring. June implementation, July and August going through the middle of Wilton Center. September, after September Merwin Meadows. 3 teams will be working on project. Waiting on installation agreement to be prepared. On January 28, 2014 in the Brubeck Center there will be a Community Outreach Program with a full comprehensive presentation. Yankee gas will have their marketing, sales and environmental people to go over the route for the project. Following that presentation there will be a Commercial Outreach Program that will probably take place at Portofino in the evening.

## 2. Appointments and Reappointments

Mr. Brennan moved appointments as attached. Motion seconded by Dick Dubow, motion unanimously passed.

Mr. Dubow recommended correction to term of appointment for Town officials. Upon acceptance of changes as amended, motion made by Mr. Saxe, motion seconded by Dick Dubow the reappointments of Town officials were unanimously passed.

## 3. Miscellaneous Other Business

- Mr. Brennan handed out a sample letter that was sent out to the Chairmen of all the Boards, Commissions, Authorities, Councils, etc. Letter asks that each Chairman take on responsibility for following up with their Board members that have been elected or appointed to be officially sworn in as required in the Town Charter and that a signed acknowledgement of receipt to the Code of Ethics be returned to the Town Clerk's office. This will hopefully clear up any deficiencies in town records.

C. Public Comment – Marissa Lowthert and Curt Noel spoke regarding current ongoing air quality issues and concerns with the Miller Driscoll Building and requested that the Board of Selectmen and the Board of Education help to resolve these issues.

## D. Reports

First Selectman's Report: Reminder to community that there is a Town ordinance (Article 2) that requires property owners that abut sidewalks to remove snow and ice within 6 hours of a storm in the best interest of the community.

### Selectmen Reports:

Mr. Clark – Energy Commission had gathering with major commercial property owners on December 5, 2013. All that were invited were present with the exception of two. Event sponsored by CEFIA (CT funding authority) and the Energy Commission to promote C-Pace program. This was most successful event CEFIA has had in terms of the quality of people that were in attendance. Good response with a number of projects going forward. Organizations such as the YMCA, Nursing Homes, WEPCO, Sisters of Notre Dame, etc. and others who have large physical plants now have access to capital that spreads out the cost on a long term basis to get projects done in a way that improves the building and reduces energy costs, which will result in a cleaner environment for the Town.

Mr. Dubow – Miller Driscoll Building Committee to look at SOR and evaluate the two proposals from Tai Soo Kim in terms of how they fit and how each option accomplishes the specific objectives. That will provide a comparative base in terms of the educational impact for decision making. Report should be completed by early January and summary to be given at the January 21, 2014 Board of Selectmen meeting.

Mr. Hoffstatter – Wilton Go Green is promoting home energy assessments and has chosen 3 vendors through CLP to promote the program. Goal for Wilton Go Green is to get 100% residential communication coverage for the Energize CT Programs. Community value is to reduce energy waste and eliminate costs, which contributes to a better environment. Program goal is to remain in top 10% of CT communities for achievement for residential participation. Wilton's current participation level is 15% according to Energize CT database as of May 2013 which is a good start. People will be canvassing on behalf of Wilton Go Green promoting a home energy assessment and canvasses have been fully vetted by the Police Department. Wilton Go Green will hold their Festival again, sometime in May of 2014.

Mr. Saxe – No Report.

- E. Board moved to enter executive session to discuss Labor Negotiations. Entered executive session at 8:30 p.m.

Board out of Executive Session at 9:00 p.m.

- F. Adjournment – Having no further business, the meeting was adjourned at 9:00 p.m.

A handwritten signature in blue ink, appearing to read 'Jacqueline Rochester', with a stylized flourish at the end.

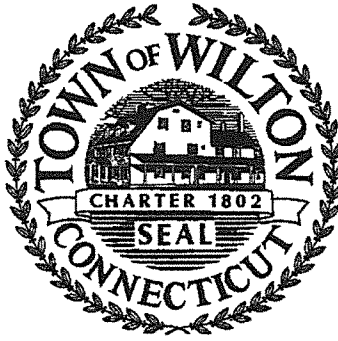
Jacqueline Rochester, Recording Secretary

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**BOARD OF SELECTMEN MEETING  
MONDAY, December 16, 2013**

I move to appoint the following Town officials for a period of 12/1/2013 to 11/30/2015.

Registrar of Vital Statistics: Bettye Ragognetti

Assistant Town Clerk: Kathy Cooper

Assistant Registrar of Vital Statistics: Ann Fiteni

Assistant Town Clerk: Ann Fiteni

Assistant Registrar of Vital Statistics: Kathy Cooper

**APPOINTMENTS/REAPPOINTMENTS**

**December 16, 2013**

**Board of Selectman Meeting**

**Conservation Commission – Term Expires 12/1/2016**

(D) Jacqueline Algon

(D) Jill Brown

**Zoning Board of Appeals – Term Expires 12/1/2015**

(R) L. Michael Rudolph

(R) Libby Bufano (Alternate)

(R) Gary Battaglia (Alternate)

**Wilton Economic Development Commission – Term Expires 12/1/2016**

(U) Tricia Hartner

**Parks and Recreations Commission – Term Expires 12/1/2017**

Joseph Burke

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December 13, 2013

Mr. Bruce Likly  
35 Huntington Ridge Road  
Wilton, CT 06897

Dear Bruce,

As 2013 is rapidly winding down, it is timely to address an administrative area that needs attention and I am counting on your personal help to me on this matter....

As you know, the Town's charter requires all elected and appointed Town of Wilton officers and members of boards, commissions, authorities, councils, committees etc. to swear or affirm the faithful performance of their duties and to receive a copy of the Code of Ethics and to sign an acknowledgement of receipt.

A review of the records on hand in the Town Clerk's office has indicated deficiencies that need to be corrected. With recent elections and a continuing process of appointments to fill vacancies during the year, record deficiencies can unintentionally occur.

With these thoughts in mind, I am requesting the personal assistance of the Chairman of every board, commission, authority, council, and committees to ensure that every member of your respective organizations has been sworn into office by the Town Clerk, has received a copy of the Town of Wilton's Code of Ethics and has signed and returned an acknowledgement of receipt to the Town's Clerk by no later than January 15, 2014.

While every Chairman has this administrative responsibility for this year-end project, it is also a continuing responsibility, as new members are appointed to fill vacancies that occur during the year. Please note, members need to be sworn in *after each re-election and re-appointment*.

I have enclosed a form to help you with this important task, plus copies of the Town of Wilton's Code of Ethics for distribution to each of your members. Please have every member return the acknowledgement of receipt card to the Town Clerk's office, even if some members have complied at an earlier date. Also, if the attached list of members contains any inaccuracies, please advise my office staff of the required corrections.

We believe this is the best way to completely update the Town's records to ensure compliance with the Charter and ordinance on this matter.

Your personal cooperation and follow-up on this project is greatly appreciated.

Many thanks again.

William F. Brennan  
First Selectman  
Town of Wilton

Attachments: Form  
Copies of Code of Ethics

cc: B. Ragnonetti  
S. Taffel  
S. Dennies  
K. Bernhard, Esq.

Date 12/13/2013

## Board of Selectmen

Membership	Sworn in by Town Clerk	Code of Ethics Delivered	Acknowledgement Of Receipt Returned To Town Clerk
William Brennan (Chair)			
Hal Clark			
Ted Hoffstatter			
Richard Dubow			
James Saxe			

- Please Check off each member's compliance
- Return a copy of this form to office of First Selectman, with a copy to Town Clerk

\_\_\_\_\_  
Signature of Chairman

\_\_\_\_\_  
Date