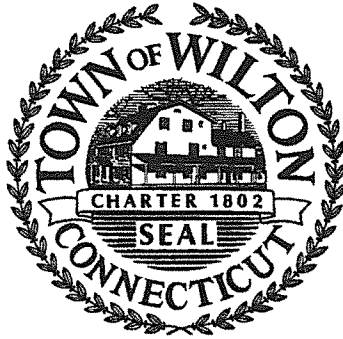


OFFICE OF THE
FIRST SELECTMAN

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

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, OCTOBER 21, 2013
MEETING ROOM B, WILTON TOWN HALL**

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

GUESTS: Sandy Dennies, Tom Thurkettle, Pat Sesto, Mike Lindberg, Jack Magesky, Sarah Taffel, Nan Merolla, Susan Knutson, and members of the Garden Club, Jacqueline Rochester

OTHERS: Three members of media

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

A. Consent Agenda

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

Minutes

- Board of Selectmen Regular Meeting Minutes of 10/7/13

Tax Refunds

- As per Tax Collector's Memorandum of October 18, 2013

B. Discussion and/or Action

1. Wilton Garden Club

Mr. Brennan introduced Nan Merolla, President of the Garden Club and Susan Knutson, Vice President of the Garden Club to do a presentation on the Garden Club. Ms. Merolla introduced Carol Russell who was past President of the Garden Club and Chairman of Old Town Hall and historian to be available to answer any questions. Ms. Merolla presented her case for modifications to the Letter of Understanding between the Town of Wilton and the Wilton Garden Club regarding the use and rental of Old Town Hall. The Letter of understanding is due to be renewed June 30, 2014. They are asking for two modifications, one to switch the terms of the agreement from five to two years

and second to shift financial responsibility of the utility expenses to the town. Ms. Merolla gave a summary of how the Garden Club came to take on the responsibility of maintaining the Town Hall and how it is now the Club is asking for assistance with the maintenance of the Hall. Ms Merolla explained that for a number of years the club has lost a sizable amount of money paying all the bills that keep Old Town Hall running and in good condition. Short fall was not brought to the attention of the Town because Garden Club has been covering costs with reserves with Club funds. The Club asking the town to take over utility expenses, which averaged \$4800 over the past five years, and Garden Club will continue to handle operating expenses. Questions were posed on how to increase promotional efforts to increase advertising of rentals and what services are offered by the club. Mr. Dubow mentioned doing an annual appeal letter as a good way to publicize the existence of the club, also doing grants, whether energy grants or possibly historical grants. Mr. Saxe asked for clarification on what is being proposed, suggesting that if utilities were offset, the club would break even, stating that what they are looking to do is just break even. Ms. Knutson concurred stating a two-year term would give both Garden Club and town opportunity to re-evaluate agreement. Mr. Brennan stated that the timing was right as the budget season is starting, which is the right time to evaluate the Garden Club request.

2. Town of Wilton – Road Restoration Program – Status Report

Tom Thirkettle was asked to speak on the status of the Road Restoration Program. Outlined what was done last year and FY2013. Finished 10.37 miles of road, worked on 29 town roads the first year. So far this year, From July 1, 2013 up to week ending October 18, 2013 6.64 miles of road completed. Combination of 17.01 miles of road completed to date. To date have spent \$2,658,549 thru October 18, 2013. By Thanksgiving/Christmas should be completed with 9.11 miles of road. As of October 18, 2013, original budget two years ago was \$3,329,000 bonded capital for the road program. A few weeks ago BOF approved \$155,000 from Town Aid Roads which brings to a grand total of \$3,484,000 which was in the Town Road Improvement budget. So far spent \$2,658,549, have \$825,451 left. 10.23 miles expected to be completed by 12/1/2013. Looking to spend approximately \$550,000. Leaving approximately \$250,000 for Spring. Have worked on 16% of the Town Roads. Mr. Brennan noted that the program was initiated to bring roads back to reasonable good condition and get ahead of curve of getting further behind on repairs that would be costly.

3. Norwalk River Valley Trail – Contract for Construction of Portion of NRVT from Danbury Road to Raymond Lane in Wilton, CT

Mr. Brennan asked Pat Sesto to give a description of plans to move forward with the Norwalk River Valley Trail project. Trail would go from Calf Pasture Beach in Norwalk up to Rogers Park in Danbury, with spurs and loops included, that is about 38 miles of trail. Professional routing studies were done that was completed September of 2012. Towns have been working as subcommittees of the main steering committee to look at projects within the individual towns. Wilton has chosen a project that is looking at what is called the Wilton Center

Loop. The Friends of Norwalk River Valley Trail have secured the funds to construct the first half mile of the Trail. Public has been very supportive of this project. Four miles of the loop (the East Side) is scheduled to cost 1.6 million. Funding is coming from private donations and grants. To date NRVV has raised nearly \$300,000 dollars and looking to get to \$500,000 by Thanksgiving as part of overall fundraising. We have \$287,000 in the bank and feel we are in a good position to go ahead with the demonstration trail. Mike Lindberg and his wife have generously offered to cover the gap, cost in the contract is \$320,000 not \$287,000. The \$320,000 will not be covered by Town but by private sources. Mr. Brennan stated that this trail would be an added value to the community's recreational facilities. Motion made by Mr. Brennan to enable the First Selectman to sign the contract between the Friends of the Norwalk Valley River Trail, the Town of Wilton and Timber and Stone, LLC, the proposed contractor for the Trail. Motion seconded by Mr. Dubow and unanimously carried.

4. International City Management Association Retirement Cooperation (ICMA-RC) Administrative Services Agreement

Mr. Brennan spoke to the fees that were being charged to our employees were high and did research to speak with other towns and called in ICMA-RC. Invited Sandy Dennies to review the contract. Ms. Dennies stated that agreement presented to Town was more attractive as it combines the 457 and the 401 program into one agreement that calls for Wilton to make a commitment to ICMA-RC for a period of seven years. In exchange, it removes the Administrative Fees that was set at the highest level of their fee plan (.70-.55%). ICMA-RC will provide a host of services to our employees beyond the traditional 457 and 401 a plan including that of a ROTH IRA and a separate investment tool. Mr. Clark asked about current guidance from ICMA regarding people currently enrolled in plan. Ms. Dennies stated that ICMA was not on site regularly. Mr. Brennan stated that we were not getting all the services we were entitled to and paying high fees. The Relationship has improved and we are now seeing ICMA representatives on a regular basis. A discussion followed regarding the terms of the agreement, exclusivity and the financial benefits to Town employees. Mr. Brennan stated that the employees have been happy with ICMA services, just the administration fees were the only problem. Motion made by Mr. Brennan to allow the First Selectman to sign the agreement with International Association Management and Retirement Corporation Administrative Agreement. Motion seconded by Mr. Dubow, Mr. Saxe abstained, motion carried.

5. Status of Capital Projects and Plans

- Comstock Community Center roof replacement is completed, some metal work left to be done.
- Miller Driscoll project, the architects (Tai Soo Kim Partners) have wrapped up their evaluation program. Parents concerns were air quality, acoustics, security and Pre-K program (staff concerned about adequate space). Board of Education to review Pre-K enrollment projections. Hazardous materials

testing to be completed soon. Reimbursement option is being evaluated. Tai Soo Kim Partners contract is under review.

- Comstock Renovation Project. Mr. Brennan read a statement regarding the Comstock Community Center. (Attached)
- Yankee Gas Project – Continuing to work with Yankee Gas. PURA is supposed to issue their first initial draft of review of comprehensive energy program, plan proposed by the government and the legislature. Draft to come out on November 5, 2013. Yankee gas is confident that reports will come out favorable.

6. Appointments and Reappointments to Town Commissions and the WPCA

Mr. Brennan moved Appointments as attached. Motion seconded by Mr. Clark and unanimously carried.

7. Miscellaneous Other Business

- Mr. Brennan mentioned opportunity to buy two trucks to replace two trucks that have been withdrawn from the road as being unsafe. Funds to be used for the purchase will be coming from funds that were received from FEMA that can be used for the purchase of these vehicles. Mr. Brennan asked the Ms. Dennies to speak about the use of the funds for the purchase. Ms. Dennies spoke about the Capital Non-recurring fund which was established and approved by BOS and BOF to be designated for use for purchase of equipment being battered due to heavy usage from the major storms of the past years. Tom Thurkettle was asked to speak regarding purchase of a truck that is needed for DPW. Current truck is now at Ford dealership to be repaired. Cost to repair is approximately \$7,500-\$11,000 and department feels is not a good investment considering that DPW will be looking to ask for funds to purchase a new vehicle during the next budget process. Steve Pierce was asked to speak regarding the purchase of truck that is needed for Parks and Recreations department. Truck was taken off the road because it is considered to be unsafe and repair costs outweigh the value of the vehicle. Also noted that trucks would be available for use for this coming winter if needed for any impending snow storms. Mr. Saxe made motion to approve the purchase of two dump trucks as suggested in revised proposal totaling \$94,468 pending the approval of the Board of Finance and authorizing Tom Thurkettle to write a Letter of Intent to the dealer. Motion seconded by Mr. Dubow and unanimously carried.
- Radio Station Broadcast (Westport Radio Station 90.3FM) – Mr. Brennan invited Jack Magesky to speak regarding the use of the Westport radio station during times of emergency. Radio Station will now broadcast our emergency notifications. CERT members checked out reception throughout the Town of Wilton and it was excellent. Mr. Brennan thanked the CERT Team and the Wilton Fire Department for their work in arranging the radio broadcasts, which increases our emergency communication resources.

C. Public Comment – None noted

D. Reports

First Selectman's Report: Update on the Fire Chief Search. Search is being conducted with committee that is made up of the Fire Commission and Sarah Taffel as Human Resources Director. Mr. Brennan reviewed the process so far to date and stated that Town is on scheduled to the candidate for the position by Mid November. Budget calendars handed out to Selectmen.

Selectmen Reports:

Mr. Saxe – Attended Comstock Building Committee review of proposals and presentations for the A and E teams.

Mr. Clark – Energy Commission in the stage of planning a breakfast for the major commercial property owners in town to tell them about the CPACE program as well as other programs they will be able to participate to in to become more energy efficient. Hope for the breakfast to take place in November. Lee Wilson very helpful in suggesting in how we proceed with this and putting all the pieces together to get that accomplished.

Mr. Dubow – No report

- E. Executive Session – Mr. Brennan moved to enter executive session to discuss the Non-Union Employees – Performance and Salary Recommendations with Sarah Taffel. Meeting entered executive session at 9:30p.m.
- F. Board out of Executive Session at 9:42p.m. Motion to approve the proposed Non-Union Employees Salary recommendations by Dick Dubow. Motion seconded and unanimously carried.
- G. Adjournment – Having no further business, the meeting was adjourned at 9:45p.m.



Jacqueline Rochester, Recording Secretary

APPOINTMENTS/REAPPOINTMENTS

October 21, 2013

Board of Selectman Meeting

Economic Development Commission – Term Expires 6/30/2014

(D) Mikael Hervé

Wilton/Weston Advance Life Support Association

Sandra Dennies

Historic Property and Historic District Commission – Term Expires 12/1/2018

(R) Matthew Kehoe

(R) Jonathan Foltz

(R) Peter Gaboriault (Alternate) – Term Expires 12/1/2016

(R) Al Stauderman (Alternate) – Term Expires 12/1/2016

Water Pollution Control Authority – Term Expires 6/30/2018

(R) Richard Tomasetti

(R) Kristen Begor

(R) Eric Osterberg

Police Commission – Term Expires 12/1/2015

(R) Don Sauvigne

(R) Chris Weldon

Fire Commission – Term Expires 12/1/2015

(R) Gary Mecozzi

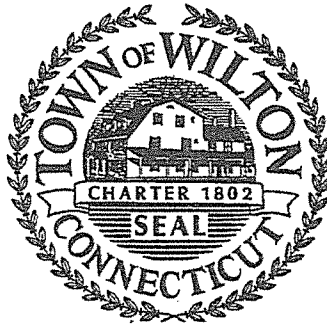
Commission on Social Services – Term Expires 12/1/2015

(R) Betty Jo Corridon

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Comstock Community Center

This past year the Town of Wilton initiated the renovation project of Comstock Community Center. The Board of Selectmen regards this project as essential to extending the life of Wilton's primary community center for a projected 25 years. Capital funds were appropriated to contract for needed repairs and deferred maintenance. Most recently, a new roof was installed with final work on this project nearly completed. An installation of a new boiler and heating system is also planned. The timing of this heating system capital plan, hopefully, will coincide with the anticipated expansion of natural gas fuel distribution to the Comstock Community Center and to other Wilton Schools.

After a preliminary structural analysis by KG&D Architects, a Statement of Requirements (SOR) was approved by the Board of Selectmen and a Comstock Building Committee was appointed with Judy Zucker serving as Chairman. Funds were also approved to determine required renovations to achieve the goal of extending the lifetime of this facility.

Most recently, the Building Committee interviewed the four finalist architectural firms that responded to the Town's Request for Proposal (RFP). A decision on the selected architectural firm will be made shortly. This firm will be responsible for making renovation recommendations and providing cost estimates for this major project.

Because the Comstock building presents many significant maintenance and structural issues, the Town recognizes that there will be future interruptions to the recreation programs that have been offered at this facility in the past. The "On School Road" program, which had to be discontinued by order of the CT Department of Public Health, falls into this category and will not be re-established for the foreseeable future for safety and other reasons associated with the planned renovation process.

To help manage Comstock recreation programs and facility utilization, the Board of Selectmen has requested the Parks and Recreation Commission to provide oversight assistance to Parks and Recreation Department staff during this transition period. Periodic updates to the community will continue, as this project progresses.

The Board of Selectmen is excited about this important goal to improve the condition of the Comstock Community Center so it is more suitable to providing recreational activities to Wilton residents of all ages and appreciates your understanding on this matter.

Thank you.

William F. Brennan
First Selectman