

OFFICE OF THE
FIRST SELECTMAN

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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
TUESDAY, FEBRUARY 6, 2012
MEETING ROOM B, WILTON TOWN HALL**

- PRESENT:** First Selectman Bill Brennan, Hal Clark, Ted Hoffstatter, Richard Dubow, James Saxe
- GUESTS:** Sandy Dennies, Sarah Taffel, Tina Gardner, Carole Young-Kleinfeld, Pat Sesto, Malcolm Whyte, Bruce Likly, Bruce Hampson, Dona Pratt, Patrice Gillespie, Richard Creeth, Jan Andras
- OTHERS:** Joan Lownds (Bulletin), Alissa Smith (The Daily Wilton), Matt Coyne (Villager), Craig Donofrio (Patch)

Mr. Brennan called the meeting to order at 7:30 p.m. and on unanimous consent of the Board of Selectmen, an administrative item was added to the Consent Agenda (Tax Refunds).

A. Consent Agenda

Upon motion by Mr. Clark, the Consent Agenda was unanimously approved as follows:

Minutes

- Board of Selectmen Special Meeting Minutes – 01/10/12
- Board of Selectmen Regular Meeting Minutes – 01/17/12

Tax Refunds

- Real Estate and Motor Vehicle Taxes as per Tax Collector Memo of 1/3/12

Gifts

- \$250 from Maurice and Julie Fingeret to the CERT Gift Fund

This gift to the CERT Gift Fund is very much appreciated.

B. Discussion and/or Action

1. BOE – Miller Driscoll School Project SoR – Timeline to revise and re-submit
Mr. Bruce Likly, BOE Chairman, reported that, as requested, the BOE has been working with the Council on Public Facilities to improve the SoR for the Miller Driscoll project. Ms. Karen Birck, BOE member, has been invaluable in this process. On March 3, the BOE will review the final document and will take action to approve it at their regular meeting on March 27. Mr. Brennan reminded that the SoR outlines needs only, it is then up to the BOS to come up with solutions, options and/or alternatives.
2. Town of Wilton – Energy Conservation and Cost Reduction
Mr. Bruce Hampson, Energy Commission Chairman, advised that their objective is to reduce operating costs for the Town and schools. Some initiatives that were identified by a study with funds from an ARRA grant have been completed, including the completion of an Energy Management Plan for municipal and school buildings. Several energy upgrades have been completed that have a quick payback, such as replacement of the Town Hall circulating hot water pumps which were undersized, and installing programmable thermostats in the Annex building. Monies from the CT Energy Efficiency Fund will be used for upgrades at Comstock, through CL&P and we hope to receive more funding in 2012. Mr. Hampson will be meeting tomorrow with the First Selectman and Sandy Dennies to go over a comprehensive plan and will then report back to the BOS.

Mr. Clark provided copies of energy usage tallies that he is recommending be updated monthly by a designee in each building who will be responsible to look for and encourage energy savings. As a member of the Energy Commission, he will coordinate a plan and present it at the next BOS meeting.
3. Economic Development – Next Steps
Mr. Brennan prepared a letter to the other Selectmen (attached). The next steps to be taken include finalizing a Mission Statement and Goals and Objectives. A Charge must be drafted and potential candidates identified for an Economic Development Commission. Mr. Dubow will assist the First Selectman in drafting the documents to be brought to the full BOS for approval. The Commission should be appointed by 7/1/12.
4. 2011 Transportation Enhancement Program Applications - SWRPA
SWRPA is supporting an application for DOT grant funding of the Wilton Train Station Walkway Project, requiring a 20-25% match from the Town.
5. Appointments/Reappointments: No appointments.

6. Miscellaneous Other Business:

Re-districting: At the 1/17/12 BOS meeting, Registrars Tina Gardner and Carole Young-Kleinfeld had presented the Re-districting Plan for the Town and were asked to go back to school personnel again to find out if there was any way that the 125th District polls could be at Cider Mill School beginning with the Republican Presidential Primary. They discussed this with Dr. Richards and reported that the upper gym at Cider Mill could be used for the Primary and then the main gym would become the regular polling place for future referenda. They believe that the upper gym will be large enough to accommodate a primary. Mr. Clark moved to approve the proposed Re-districting Plan as presented and amended. Motion seconded and unanimously carried.

The Registrars are also proposing to open the Adjourned Town Meeting polls on Saturday, 5/5/12 an hour earlier than usual, at 8:00 a.m., to give voters a chance to vote before other Saturday events begin. Mr. Clark moved to open the polls on May 5, 2012 at 8:00 a.m. Motion seconded and unanimously carried.

Unemployment: Mr. Brennan prepared a chart to show the gradual decrease in Wilton's unemployment percentages (attached). Of the 169 towns in the state, only 11 towns have a lower rate than Wilton.

C. Public Comment: None noted

D. Reports

1. First Selectman's Report

Merwin's Meadow – Progress is being made in the pond dredging. We will be receiving a 75% cost reimbursement from FEMA for this work.

Fire Department – Correspondence was received from Julie and Walter Cromwell thanking members of our Fire Department for coming to their home to assess fire safety and make suggestions for improvements. All families should be aware of this free community service.

2. Selectmen Reports

Mr. Dubow: No report

Mr. Clark: A Police Fund that was set up many years ago to accept donations has enabled the Trustees of the Fund (including Mr. Clark) to help several officers with difficulties.

Mr. Hoffstatter: The monthly Trackside report shows that last month, the building was in use 27 days out of 31, and noted that this is being done with a flat budget.

Mr. Saxe: No report

E. Executive Session: Mr. Brennan moved to enter executive session to discuss Property Acquisition Negotiations and to invite Sandra Dennies and Pat Sesto to attend that portion of the meeting and to discuss Labor Contract Negotiations and to invite Sarah Taffel and Sandra Dennies to attend that portion of the meeting. Motion seconded and unanimously carried. Meeting entered executive session at 8:40 p.m. and returned to open session at 9:38 with no action being taken.

F. Adjournment: Having no further business, the meeting adjourned at 9:40 p.m.



Jan Andras, Recording Secretary

Attachments:

Town of Wilton Economic Development Commission Letter
Unemployment Rates

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February 6, 2012

TO: Board of Selectmen

FROM: Bill Brennan, First Selectman

RE: Town of Wilton Economic Development Commission

To be effective, economic development requires clear goals and attainable objectives. It is not a short term program, but a continuing process that must also be consistent with Wilton's Plan of Conservation and Development.

Currently, Wilton participates in a Regional Economic Development initiative that involves 14 communities from Greenwich to Bridgeport called: "One Coast – One Future". Regional development activity is important due to the inter-connectivity of all our communities and the shared vision that drives local plans, goals and strategies.

While some federal funds from the Economic Development Administration will flow to selective regional projects, most funding will focus on investment projects in major urban centers. Smaller communities such as Wilton will benefit indirectly, but realistically, we cannot expect any significant direct investments from the federal government to support economic development in our community.

Consequently, as the Board of Selectmen have discussed, we need to develop economic development initiatives that focus on Wilton.

To determine how to structure activity that will promote economic development in Wilton and respond to community needs, research was conducted among six Connecticut communities that have established economic development plans and activity. A review of the research information is summarized in the attached minutes from the September 28th work session.

The mission statement must be clear and simple. For example, the Town of Ridgefield's mission statement is as follows: "Attract and retain business within the character of the Town".

Establishing an Economic Development Commission must be combined with a definitive charge to the commission from the Board of Selectmen, to whom the commission will be accountable.

To staff the commission, the consensus was that at least 5 and up to 9 members is a desirable number of commission members. Therefore, 7 members is probably a good workable initial membership.

In the membership selection process, it was recommended that the commission members should have diversified backgrounds to insure a balanced direction and the necessary skills to be effective.

The following were indicated as desired backgrounds:

- Residential real estate and commercial development
- Legal – land use development
- Urban/community planning
- Venture capital experience
- Marketing/communications/media experience
- Finance/banking

As we were advised in our discussions with members of Ridgefield's EDC, additional skill sets may be required as the Commission evolves.

A core responsibility of the Wilton Economic Development Commission (EDC) after a comprehensive assessment of community development needs, opportunities and potential, will be to develop an economic development plan.

From information obtained from other communities, it is unlikely that a comprehensive plan could be developed by citizen volunteers on the EDC. It is therefore reasonable to assume that a professional consultant organization would most likely be hired after an RFP process to develop a feasible plan consistent with the BOS's charge to the commission and in response to specific goals and objectives established by the EDC to accomplish the mission.

To support the EDC, funding will be required to cover initial plan development expenses. Funds for some level of annual operating expenditures will also be needed. (For example, similar to funds for Wilton Energy Commission).

Major planning considerations must assess transportation, environmental, utility access and energy conservation and efficiency issues.

The EDC must also cultivate good communications and working relationships with the Board of Selectmen, the Planning and Zoning Commission, and other town boards,

commissions and departments. The public must also have an opportunity to provide thoughts and suggestions prior to finalizing an economic development plan.

Lastly, other towns have strongly suggested setting achievable goals. Better to focus on one key project that is successful, than to be pursuing an ambitious list of possible development projects that never get completed!

Attached to this memorandum is a summary of information obtained from various other Connecticut municipalities, relating to economic development initiatives, plans and activities in these communities.

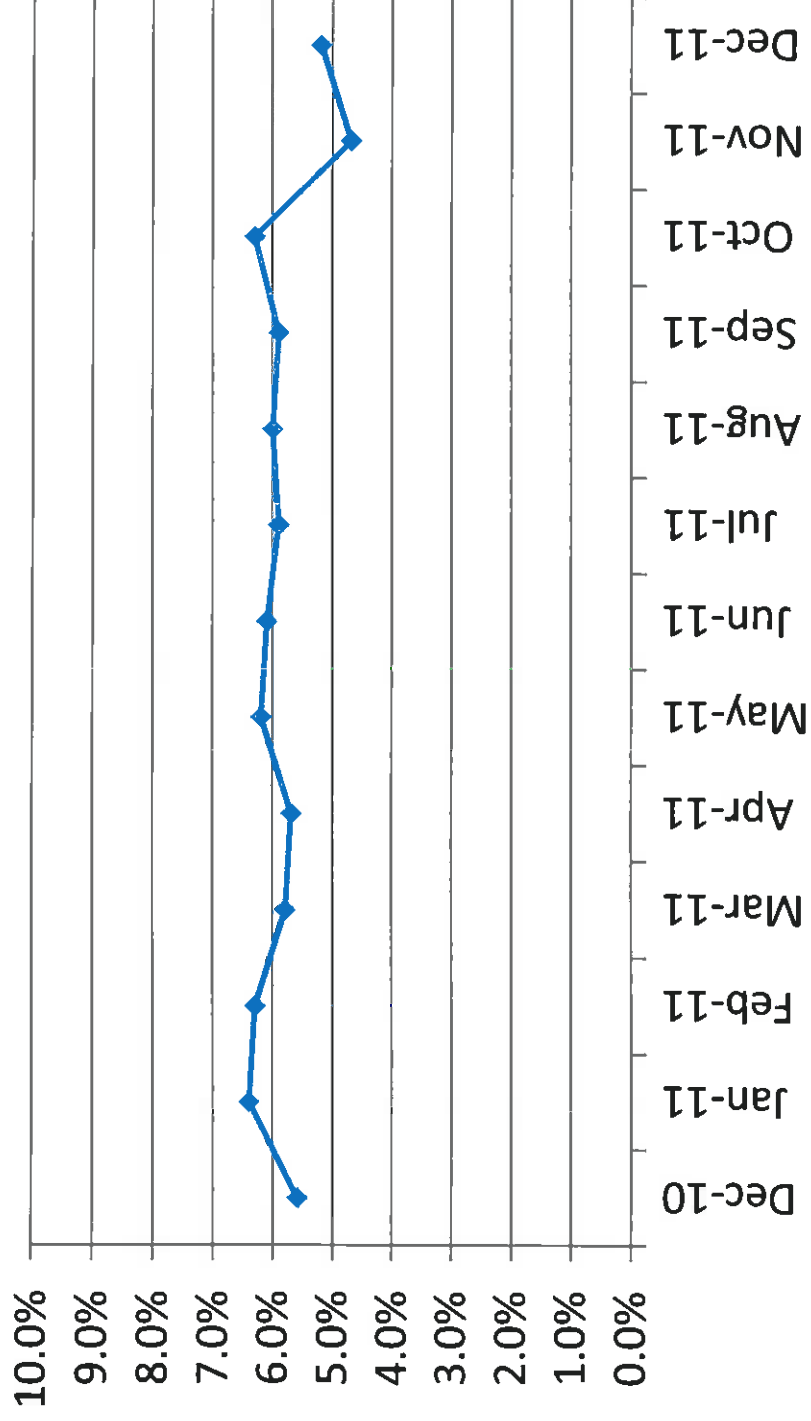
Next steps for the Board of Selectmen will be to finalize a mission statement and outline specific goals and objectives for a Wilton Economic Development Commission.

In addition, a list of potential citizen candidates needs to be developed with input from all board members. Once an initial list is drafted, the potential availability and interest of each candidate needs to be determined before finalizing candidate selection.

In summary, as discussed at the January 3rd BOS meeting, we agreed to create and appoint a Wilton Economic Development Commission on or before July 1, 2012.

William F. Brennan

2011 WILTON UNEMPLOYMENT RATE



December 2011 Labor Force 8,279
Employed 7,849 – Unemployed 430