

OFFICE OF THE  
FIRST SELECTMAN

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*First Selectman*

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Richard F. Creeth

Harold E. Clark

Ted W. Hoffstatter

TOWN HALL  
238 Danbury Road  
Wilton, CT 06897

**BOARD OF SELECTMEN  
MONDAY, DECEMBER 5, 2011  
MEETING ROOM B, WILTON TOWN HALL**

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

**GUESTS:** Sandy Dennies, Chief Paul Milositz, Tom Therkettle, Sarah Taffel, Malcolm Whyte, Jan Andras

**OTHERS:** Matt Coyne (Villager), Joan Lownds (Bulletin), Craig Donofrio (Patch), Alissa Smith (The Daily Wilton)

Mr. Brennan called the meeting to order at 7:30 p.m. and welcomed Mr. Dubow and Mr. Saxe, the two newly-elected Selectmen.

**A. Consent Agenda**

Upon motion by Mr. Clark, the Consent Agenda was approved, with Mr. Dubow and Mr. Saxe abstaining, as follows:

**Minutes**

- Board of Selectmen Regular Meeting Minutes – November 21, 2011

**Gifts**

- Donation of \$250 to CERT by CT Pro FF Emergency Relief Fund
- Donation of \$150 to CERT by the Miscioscia Family
- Donation of \$800 to Senior Newsletter by The Greens
- Donation of \$400 to Senior Newsletter by Wilton Meadows

These donors were thanked for their generous contributions.

B. Discussion and/or Action

1. Election of Second Selectman for BOS

Mr. Hoffstatter moved to elect Mr. Hal Clark as Second Selectman. Motion seconded and unanimously carried. Mr. Hoffstatter noted that Mr. Clark is well prepared to serve as Second Selectman.

2. Emergency Management and Communications Plan

Chief Paul Milositz, Emergency Management Director, advised that the Town's emergency management team conducted reviews of the Town response after both of the recent storms that caused major power outages across the state. In addition, a public meeting was held after the first storm where CL&P representatives were present to hear from residents and answer their questions. The team looked at the things that were done well and the things that we need to improve. The Chief then gave a presentation on communications to keep residents updated during emergency situations (attached to original minutes). Tom Therkettle then reported on the current clean-up efforts of the DPW crews. He advised that after the 10/29 snow storm, 103 of Wilton's roads were closed due to downed trees and power lines. The crews spent the first few days after the storm making these roads passable, by at least one lane, and after a few days, by both lanes. The worst damage was in northern Wilton, which is where they first began working to pick up debris that residents are leaving on the side of the roads. This effort has slowed down because some of the crews are needed to work on roads before the asphalt plants close down in two weeks. We will be applying to FEMA for 75% reimbursement of eligible costs during the storm.

3. Board of Education, Statement of Requirements for Miller Driscoll Project

The SOR is currently with the Council on Public Facilities for review. This project has been in the process for five years, and includes a pre-school and various maintenance/upgrades at Miller Driscoll School. Mr. Malcolm Whyte, CPF Chairman, advised that they will be meeting on 12/15 at 4:30 pm. He also stated that this project includes upgrades, that may require a fire suppression sprinkler system in the building, which is a very big project. The CPF will complete their review and come back to the BOS in January.

4. Flood Mitigation Plans

Mr. Brennan distributed copies of a letter drafted by Dewberry, a civil engineering firm, that will be discussed at the next SWRPA meeting. This letter, once approved, will be sent to the Army Corps of Engineers, to request technical and financial support to study,

design and construct flood mitigation solutions. This area includes eight rivers, including the Norwalk River, which are causing an increasing number of floods and flood-related damage to the region. The other Selectmen agreed that this is becoming a serious issue that needs to be addressed by the entire region.

5. Contract Between the Town of Wilton and BVH Integrated Services, Inc.

Ms. Dennies advised that we are looking at the possibility of installing conduit for fiber-optic cable during the time that trenches are open for the installation of gas lines by Yankee Gas. Having the trenches already open at no cost to the Town gives us a unique opportunity to lay conduit that would allow for a potential connection of the Town Hall, Library and Wilton public schools. In response to an RFP, BVH Integrated Services has prepared a contract for preparation of a cost analysis and design plan, in order to determine the feasibility of this project before proceeding. The cost for this contract is \$48,500; with \$21,750 to be paid by the Town; \$21,750 to be paid by the BOE; and \$5,000 to be paid by the Library. All agreed this is a worthwhile endeavor and we should take advantage of this opportunity while trenches are open. Mr. Hoffstatter moved to authorize First Selectmen Brennan to sign the contract between the Town of Wilton and BVH Integrated Services. Motion seconded and unanimously carried.

6. Public Health Emergency Preparedness Grant Award - \$98,490.00

Mr. Clark moved the following: **RESOLVED** that William F. Brennan, First Selectman, is authorized to make, execute and approve on behalf of this Corporation, any and all contracts or amendments thereof with the State of Connecticut Department of Public Health. Motion seconded and unanimously carried.

7. Appointments/Reappointments

Mr. Brennan moved to make appointments and reappointments as outlined on the attached. Motion seconded and unanimously carried.

8. Miscellaneous Other Business

CL&P – Mr. Brennan, along with three other First Selectmen including Redding, Ridgefield and Newtown, attended a meeting of PURA (Public Utilities Regulatory Authority) to testify regarding deficiencies in CL&P's response to the two recent lengthy power outages. They were well received by PURA and may be asked to testify again at some point.

C. Public Comment: None noted

#### D. Reports

##### 1. First Selectman's Report :

Stroke Awareness – Mr. Brennan attended a presentation at Norwalk Hospital that was conducted by four physicians. Stroke is the third leading cause of deaths in the U.S. and the leading cause of adult disability. It is also preventable. Dr. Petrillo, of Norwalk Hospital, is willing to make a presentation in Wilton. Suzanne Schintzius, of Norwalk Hospital and a Wilton resident, is involved with this outreach program and will be making arrangements for a presentation to residents, possibly at the Library. We will publicize this event and also, possibly televise for those who cannot attend.

##### 2. Selectmen Reports

Mr. Dubow: No report

Mr. Clark: An energy audit was performed this week at his home. It was very thorough and well worth the \$75 cost. He learned a lot of tips for energy savings.

Mr. Hoffstatter: Trackside is preparing a flat budget for 2013. That facility is being heavily utilized by the entire community.

Mr. Saxe: No report

#### E. Executive Session: Union Negotiations

Mr. Brennan moved to enter executive session to discuss union negotiations and invited Sarah Taffel, HR Director, to attend. Motion seconded and unanimously carried.

Meeting entered executive session at 9:35 p.m. and returned to open session at 9:59 p.m. No action was taken.

#### F. Adjournment: Having no further business, the meeting adjourned at 10:00 p.m.

Jan Andras, Recording Secretary

Attachment A: Chief Paul Milositz Presentation

Attachment B: Appointments/Reappointments

# Town of Wilton Emergency Response Preparedness

## Update

Chief Paul Milositz  
December 5, 2011

# Aftermath of the Storms

- Conducted after action reviews of Town's response to storms
- Included response agencies from the Town as well as outside agencies.
- Working on a list of things to improve of which communications with the residents is one
- This presentation covers Town communications efforts currently in place or underway to help our residents recover from a major emergency such as the storms in late August and September

# What is a Major Emergency?

- An emergency is considered “major” when the emergency at hand has or will soon overwhelm the Town’s own ability to respond effectively to the emergency, and or,
- The Town’s Emergency Operations Center (EOC) is opened to deal with the emergency situation
- The severity of the event determines whether the EOC is open or not

# What is NOT a Major Emergency

- Emergencies the Town can handle routinely with resources at hand
- Routine power outages not affect large portions of the Town
- Emergencies where outside "State" resources are not required
- "Normal" weather events/storms that routinely affect this part of CT



**We plan to Communicate!**

# Town Webpage: [www.wiltonct.org](http://www.wiltonct.org)

- Primary source for emergency information and updates
- Both routine and major events
- Contains a “web crawler” used to alert residents of pending storms and other emergency situations
- During major events is updated directly from the EOC with current emergency information and directions as needed
- Links directly to emergency information pages on both the Fire and Police Departments sites.
- Best place to start if looking for information

# Hot Line

- Created during the first storm response and recreated for the second event
- Direct, local call-in phone number to listen to up-to-date emergency information in greater detail
- 678 calls were received on the “Storm Information Hotline” during the two events
- This message is updated with information as it appears on the Wilton webpage

# Media Resources

- Public information and instructions gathered at the EOC are sent to all local media sources simultaneously through email alerts and press releases
  - Channel 12, Wilton Villager, Wilton Bulletin, Daily Wilton, Wilton Patch, the Hour, Ct Post are routinely updated via this method.
  - Wilton's State legislators are updated at the same time
- Working on plans to utilize radio station at Staples High School to broadcast specific emergency information and instructions relating to Wilton residents

# Calling the Town

- The Town is not responsible for restoring power nor do we possess the capability to do so
- Connecticut Light & Power (CL&P) establishes priorities for power restoration
- Residents must call CL&P to report outages in their area
- Many residents didn't report outages to CL&P prior to calling the Town
- In response to an overwhelming number of callers to the Town, a public information representative will be assigned directly to the EOC to field phone calls from the public and provide official information

# Code Red Messages

- Used only for serious emergency situations
- When important emergency information is required to be released in a time sensitive manner
- When a common message must be disseminated that effects a large area or majority of the town population
- Updated at least twice daily. Usually at 10:00 a.m. and 5:00 p.m.
- Does not contain the detail information provided on Webpage
- Does not reach all cell phones unless residents sign up for alert messages

# Code Red Messages Sign Up Info

- Can sign up now by going to Town webpage and clicking on Code Red icon on the left side of the page
- Residents may sign up as many cell numbers as they own
- Residents may sign up for email and TXT alerts as well
- Coming soon additional information via the Code Red system and the Town webpage

# Other Information Alerts/Messages

- In order to expand the capability of the Town to disseminate information we are exploring partnerships with outside email lists and groups
- Already a great success is the Kiwanis sponsored Urgent Email Notification List. Sign up for this at [www.wiltonkiwanis.org](http://www.wiltonkiwanis.org)
- Other potential lists include: Wilton Library, Parks & Recreation, Wilton Schools and other civic minded organizations with large, local email listings at their disposal



# Facebook and Twitter

- The Town now has a presence on Facebook. Go to Facebook and search for Wilton Emergency Management
- Developed after Hurricane Irene the Town has been exploring the uses of Facebook
- This page will be another of the many “official” sources of information available to our residents
- Twitter is another tool being evaluated by the Town for use during emergencies

# And when technology fails?

- Good “Old Fashioned” postings of emergency information can be found posted at the following locations throughout the Town
- Postings are updated at least twice daily on brightly colored paper near main entrance locations
  - Village Market, CVS, Stop and Shop, Caraluzzi's, Orem's Diner, Comstock Community Center, Wilton Library, Wilton YMCA, Town Hall

# Conclusion:

Communication is one key to successful outcomes during any emergency. It becomes more and more critical as the size of the emergency event increases. Wilton is working hard to better our communication ability to keep our residents informed during times of disaster and will continue to improve upon the solid plan we already have in place.

**APPOINTMENTS/REAPPOINTMENTS**  
**12/5/11 BOS Meeting**

**REAPPOINTMENTS**

Assistant Town Clerks

Ann Fiteni  
Kathy Cooper

Assistant Registrars of Vital Statistics

Ann Fiteni  
Kathy Cooper

Retirement Investment Committee

Richard Wehrmann (D)  
Paul Burnham (D)

Social Services Commission

Judy Zucker (D)  
Nathaniel Shipp (D)  
Roseann DeSimone (R)  
Judy Mabley (R)  
Betty-Jo Corridon (R)

Historic District and Historic Properties Commission

Janet Foster  
Coleen Fawcett (alternate to become full)

Inland Wetlands Commission

Frank Wong (D)

Conservation Commission

Patrice Gillespie (D)

Building Inspector Board of Appeals

Kevin Quinlan (R)  
Chris Pagliaro (R)

Board of Ethics

John Ingersoll (R)

Library Board of Trustees

Glen Hemmerle (R)

Water Commission

Donald Drummond (R)