

OFFICE OF THE  
FIRST SELECTMAN

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William F. Brennan  
*First Selectman*

Susan A. Bruschi  
*Second Selectman*

Richard F. Creeth

Harold E. Clark

Ted W. Hoffstatter

TOWN HALL  
238 Danbury Road  
Wilton, CT 06897

**BOARD OF SELECTMEN  
REGULAR MEETING  
MONDAY, JUNE 7, 2010  
WILTON TOWN HALL, ROOM B**

**PRESENT:** First Selectman William Brennan, Selectman Richard Creeth, Selectman Hal Clark, Selectman Ted Hoffstatter **ABSENT:** Second Selectman Susan Bruschi

**GUESTS:** Sandra Dennies, Dr. Gary Richards, Karen Birck, Sean O'Toole, Fire Chief Paul Milositz, Building Official Robert Root, Parks & Rec Director Steve Pierce, Marv Berenblum and Mitch Dickey (NESC)

**OTHERS:** Christian Camarota (Patch.com), Joan Lownds (Bulletin), Kara O'Connor (Villager)

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

**A. Consent Agenda**

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

Minutes

- Board of Selectmen Regular Meeting of 5/17/10

Donations

- Donation of \$100 from Ms. Barbara Martin to the Wilton P.D.

The donation from Ms. Martin is most appreciated.

**B. Discussion and/or Action**

1. Fire Department Update on storm damage and FEMA activity  
Chief Milositz reported on the March 13 and March 14, 2010 storms that hit the area without warning. The FD responded to the report

of a house fire and while there, a tree came down on Engine At the same time, Westport had requested mutual aid. Four additional firefighters were called in to handle the 17 calls on Saturday and 15 calls on Sunday (normally average 4/day). Electrical service was out in the Belden Hill Road area where the storm seemed to have hit the hardest.

Monday and Tuesday was spent pumping water out of basements and by Wednesday, the power was restored. Once the severity of the storm was known, there was a well coordinated response with Fire, Police, DPW and CERT. As Emergency Management Director, Chief Milositz was in constant communication with our CL&P representative.

Governor Rell sought Federal Disaster funds for this storm and the one in the eastern part of the state that happened a week later. A data collection system was posted on the town website to gather damage claims from town residents.

Funds were approved for municipal damages and overtime costs, but not for individuals, although after an appeal from the Governor, FEMA funds were approved for individual residents. These residents must submit a damages claim once again by calling FEMA or going to the FEMA disaster assistance website.

2. Funding of Middlebrook School Window Replacement Project

Schools Superintendent Gary Richards, BOE member Karen Birck and Sean O'Toole were present. The window replacement project has been quoted at \$330,000 which is too small for a bond offering. The charter allows for the transfer of funds no longer needed for the completed WHS project, after recommendation to the Board of Finance by the Board of Selectmen. Ms. Birck advised that there is a small amount of work at the high school to be done when school is out for the summer, but a \$620,000 residual is expected. Ms. Dennies stated that bond counsel suggests that the BOS request that the BOF declare their intent to use remaining funds from the high school so that the Middlebrook School windows can be replaced during the summer.

Mr. Brennan moved to request that the Board of Finance declare their intent to use \$330,000 of the residual bond funds from the Wilton High School project for the Middlebrook School window replacement project. Motion seconded and unanimously carried.

3. Renewal of Insurance Consultant Agreement with William Gallagher Associates

Mr. Clark moved to authorize the First Selectman to sign the Independent Contractor Agreement between William Gallagher Associates and the Town of Wilton. Motion seconded and unanimously carried.

4. Proposed FY 2011 Transfer Station Fees

Tom Thurkettle, Director of Public Works is recommending that the present Transfer Station fee structure remain the same for FY 2011.

Mr. Creeth moved to approve the Wilton Transfer Station FY 2011 fees as outlined in the 6/2/10 memo from the DPW Director (attached to these minutes). Motion seconded and unanimously carried.

5. Proposed Changes to Building Permit Fee Schedule

Building Official Bob Root presented a proposal for changes to the Building Permit fee schedule, partially due to a state mandated increase in the educational fund fee, effective 7/1/10.

Mr. Brennan moved to approve the Building Permit Fee Schedule for FY 2011 as outlined in the 5/19/10 memo from the Building Official (attached to these minutes). Motion seconded and unanimously carried.

6. Appointment to Pension Investment Committee

Candidate Richard Wehrmann was called out of town and was not able to meet with the Selectmen prior to this meeting.

7. Re-appointments to Library Board of Trustees

Mr. Brennan moved to re-appoint Chris Hevesy, Ann Duffy and Daniel Mahony to the Wilton Library Board of Trustees. Motion seconded and unanimously carried.

8. Miscellaneous Other Business

Parks & Rec – Director Steve Pierce was present with a request to sell an old piece of equipment that is in disrepair and no longer used by the grounds crew. Mr. Todd Singewald, who plows the community gardens, would like to acquire this for \$250 which is the estimated value. If approved, he would bill only half of the \$500 he would receive for the plowing. Mr. Clark moved to approve the sale of the piece of Parks & Grounds equipment in the amount of \$250. Motion seconded and unanimously carried.

Dog Ordinance - Town attorney Pat Sullivan has drafted a revision to the dog ordinance, as per recent discussions between the P&R Commission and the BOS. Each Selectman will review the revisions for discussion at the next meeting.

EDC – Mr. Brennan received a copy of the Fairfield County Coastal Conference of Economic Development policy. He will be speaking with the Ridgefield EDC Chairman, after being advised by Ridgefield First Selectman Rudy Marconi that they are making progress.

Senior Survey – Mr. Marv Berenblum and Mr. Mitch Dickey of NESc were invited tonight to propose an objective, impartial, professional survey of seniors in the community. Mr. Berenblum has worked with the town on other projects and has conducted many surveys in other towns and states. Survey information done regionally and nationally is available for comparative information. A proposal will be prepared and this will be discussed further at the next BOS meeting.

C. Public Comment – None noted.

D. Reports

1. First Selectman Report

VMG – Letters for donations to the Veterans Memorial Garden Fund have been mailed. On 6/14/10, Wilton Magazine will contain a brochure. Approximately \$23,000 has already been donated for the public/private community project.

Dog Park – Now that the Rt. 7 widening project is finished, it was hoped that the staging site was a possibility for a dog park. However, DOT is planning to use the site as a staging area for the Danbury branch line signalization project and will need the site for two more years.

2. Selectmen Reports

Mr. Hoffstatter: Prepared and distributed copies of a draft ordinance, policy statement and enforcement letter for a re-usable bag program, based on what has been done in Westport.

Mr. Clark: No report

Mr. Creeth: No report

E. Adjournment

Having no further business, the meeting adjourned at 9:15 p.m.

Jan Andras, Recording Secretary

WILTON PUBLIC WORKS  
DEPARTMENT

(203) 563-0152



B/S 06/07/10  
Agenda Item B-4

TOWN HALL ANNEX  
238 Danbury Road  
Wilton, Connecticut 06897

MEMORANDUM

TO: William Brennan, First Selectman

FROM: Thomas Thurkettle, Director of Public Works

DATE: June 2, 2010

RE: Wilton Transfer Station FY2011 Fees

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We are proposing that the present Transfer Station fee structure remain the same for FY2011.

The present fees are as follows:

Refuse Tip Fee	\$88/ton
Collector Vehicle Permits	\$750/Vehicle
Collector Container permits	\$50/Container
Residential Permit	FREE
Residential Tickets	\$4/ticket
Senior Tickets	\$3/ticket

CC: Board of Selectmen

**WILTON TRANSFER STATION  
LICENSE, PERMIT AND DISPOSAL FEES  
EFFECTIVE July 1, 2010**

**COLLECTORS**

License and Inspection Fee	\$750.00/Truck
Refuse & Recycling Containers	\$50.00/Container
Refuse Tipping Fee	\$88.00/Ton
Recyclable Tipping Fee	\$88.00/Ton
(FOR ALL RECYCLING TONNAGE GREATER THAN 25% OF REFUSE TONNAGE)	

**RESIDENTS (DWELLING OCCUPANTS)**

Vehicle Permit (Decal)	No Charge ★
Household Refuse Fee	\$4.00/32 Gallon Bag
Senior Citizens (age 65 or older)	\$3.00/32 Gallon Bag
Recyclable Fee	NONE
Scrap Tires from Automobiles, Vans, and Pick-up Trucks Only	1 ticket/Tire★★
Refrigerators, Air conditioners and other units containing Freon	3 tickets/unit

**BULKY WASTE AND DEMOLITION MATERIAL FEE**

<b><u>One (1) ITEM</u></b> of Bulky Waste	4 tickets
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(MORE THAN ONE ITEM PER LOAD - SEE CHART BELOW)

<u>VEHICLE CATEGORY</u>	<u>CAPACITY★★★</u>	<u>#TICKETS</u>	<u>TOTAL COST</u>
1) Station Wagons, Sport Utilities Sedans and Mini Vans	2CY	10	\$40.00
2) Pick-up Trucks, Vans and Trailers	3CY	20	\$80.00

**SMALL BUSINESS ESTABLISHMENTS - RECYCLING ONLY**

Temporary Permit	\$20.00 Ea
Temp. Permit (Maximum 1/Day/Month)	

- ★ Maximum Permits - two (2) per dwelling unit
- ★★ Must be off the rim
- ★★★ Maximum cubic yards per load

NOTE: Payment of disposal fees by residents and temporary permits issued to small business establishments must be pre-purchased at the Town Clerk's Office.

# MEMORANDUM

5 PAGES

Date: May 19, 2010

To: William Brennan, First Selectman

Cc: Robert Nerney, Town Planner

From: Robert Root, Chief Building Official *RR*

Re: Proposal for changes to the fee schedule.

We are requesting the Board of Selectman consider the proposed changes below to the Building Department's Fee Schedule effective July 1, 2010.

Request to increase in Building Permit Fee Schedule as noted below:

Due to state mandated increase effective July 1, 2010, we are required to raise the educational fund fee from .22 to .26 per \$1,000 of estimated cost. However, I am requesting the Board of Selectman consider rounding it up to .30 per \$1,000 for bookkeeping purposes and ease of calculations. This could be considered an added administrative cost.

Increase the calculation for new houses from \$130.00 per sq. ft. to \$140.00 per sq.ft. This request comes as we include all sub-permit costs such as electrical, plumbing, heating, gas and alarms in the overall cost and the cost of these permits have risen over the years and we have not made the appropriate adjustments. The only exception for included fees is for geothermal heating/cooling systems. Due to high cost of these systems, we will be charging a separate fee for this and it will be calculated at 50% of the estimated cost of the system using the same formula as the revised building permit fees as proposed above (\$10.30 per thousand).

Change the time to request a refund on a permit for work not started from 2 years to 1 year.

Request to increase to the minimum building permit fee from \$30.00 to \$40.00. Other towns have a \$50.00 minimum such as Norwalk, New Canaan and Westport.

Because of the upcoming state mandated fee change for the Education Fund, we are going forward with our changes to the fee schedule to be effective July 1, 2010 as well.

The remaining Land Use departments are in the process of evaluating their fees and will be looking in the near future to make revisions as well.

Thank you for your time and consideration.



TOWN OF WILTON  
BUILDING DEPARTMENT

SCHEDULE OF PERMIT FEES  
*EFFECTIVE JULY 1, 2010*

1. Building Permit fees (including associated building, plumbing, electrical and heating). This applies to both residential and commercial construction.

Residential additions/alterations fees will be based on the estimated costs furnished by the applicant, which will typically include mechanical and electrical work. However, if the costs furnished to the Building Department appear to not represent an accurate fair market cost, the Building Official, based upon his judgment, can alter the fee to more closely reflect current market costs. Costs are based on "average" market pricing in our town and comparable areas. If the applicant disagrees with the Building Official's decision, they must then submit signed contracts with all cost estimates to the Building Official for verification and comparison.

Based on estimated cost of the project - \$10.00 for each \$1,000 or part thereof with a **\$40.00** minimum plus .30 per 1,000 for the State of CT Education Fund.

	<u>Commercial</u>	<u>Residential</u>
Plan Review Fees:		
Under 4,000 sq ft.	\$100.00	\$ 75.00
4,001-10,000 sq ft.	\$200.00	\$ 75.00
over 10,000 sq ft.	\$300.00	\$100.00
Certificate of Occupancy:	\$75.00	\$ 25.00
State Zoning:	\$60.00	\$ 60.00
Local Zoning:		
Under 4,000 sq ft.	\$ 75.00	\$ 50.00
4,001-10,000 sq ft.	\$150.00	
over 10,000 sq ft.	\$300.00	
Zoning Review (Mechanical Site Approvals)	\$ 25.00	\$ 25.00
Re-inspection:	\$ 25.00	\$ 25.00

2. Mechanical/Electrical/Minor Permits - \$10.00 for each \$1,000 or part thereof with a **\$40.00** minimum *plus* .30 per 1,000 for the State of CT Education Fund.

3. Other permit fees:

C/O Inspection: (permits older than 2 yrs)	\$25.00	\$25.00
C/O letters (for dwellings constructed prior to the Building Code which at the time did not require a C/O)		\$25.00

Weekend/after hours inspections:	\$150.00	\$150.00
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4. Demolition Permit Fees:

Commercial Buildings	\$400.00
Single Family Dwellings	\$300.00
Garages/sheds/accessory structures	\$200.00
Pools	\$75.00
Interior Only	\$75.00
Legal Notice Fee (if required)	\$15.00

5. Refunds or canceled permits - only upon written request – 15% of the total permit fee minus administrative and state mandated fees within **1 year** of the issuance of the permits. No refunds issued after **1 year** and no partial refunds for decreases in the scope of projects.
6. Corrective Action/work done without permit Fee: 2 times the Building Permit Fee.
7. New dwellings: - including condominiums: the living area will be figured at **\$140.00** per sq. ft. (**includes, hvac\*\*, electrical, plumbing, alarms**) plus extras as listed below:

Attic: \$100.00 per sq. ft.\*

Basements: \$100.00 per sq. ft. \*

Garages: - Basement – one (1) car - \$5,000.00  
Basement – two (2) car - \$7,000.00  
Attached or detached – one (1) car - \$10,000.00  
Attached or detached – two (2) car - \$13,000.00  
Attached or detached – Three (3) car - \$17,000.00

Porches and decks with roofs:	\$60 per sq ft.
Open decks :	\$45 per sq. ft.

8. New Commercial Buildings: \$70.00 per sq. ft. or estimated cost whichever is greater.
9. Records maintenance fee - \$40.00 per building permits with estimated costs over \$20,000.

**\*\* Geothermal heating/cooling systems - Due to high cost of these systems, we will be charging a separate fee for this and it will be calculated at 50% of the estimated cost of the system using the same formula as the revised building permit fees as proposed above (\$10.30 per thousand).**

TOWN OF WILTON  
BUILDING DEPARTMENT

SCHEDULE OF PERMIT FEES  
*EFFECTIVE OCTOBER 5, 2009*

1. Building Permit fees (including associated building, plumbing, electrical and heating). This applies to both residential and commercial construction.

Residential additions/alterations fees will be based on the estimated costs furnished by the applicant, which will typically include mechanical and electrical work. However, if the costs furnished to the Building Department appear to not represent an accurate fair market cost, the Building Official, based upon his judgment, can alter the fee to more closely reflect current market costs. Costs are based on "average" market pricing in our town and comparable areas. If the applicant disagrees with the Building Official's decision, they must then submit signed contracts with all cost estimates to the Building Official for verification and comparison.

Based on estimated cost of the project - \$10.00 for each \$1,000 or part thereof with a \$30.00 minimum plus .25 per 1,000 for the State of CT Education Fund.

	<u>Commercial</u>	<u>Residential</u>
Plan Review Fees:		
Under 4,000 sq ft.	\$100.00	\$ 75.00
4,001-10,000 sq ft.	\$200.00	\$ 75.00
over 10,000 sq ft.	\$300.00	\$100.00
Certificate of Occupancy:	\$75.00	\$ 25.00
State Zoning**:	\$60.00	\$ 60.00
Local Zoning:		
Under 4,000 sq ft.	\$ 75.00	\$ 50.00
4,001-10,000 sq ft.	\$150.00	
over 10,000 sq ft.	\$300.00	
Zoning Review (Mechanical Site Approvals)	\$ 25.00	\$ 25.00
Re-inspection:	\$ 25.00	\$ 25.00

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C/O Inspection: (permits older than 2 yrs)	\$25.00	\$25.00
C/O letters (for dwellings constructed prior to the Building Code which at the time did not require a C/O)		\$25.00

Weekend/after hours inspections: \$150.00 \$150.00

4. Demolition Permit Fees:

Commercial Buildings	\$400.00
Single Family Dwellings	\$300.00
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Open decks: \$45 per sq. ft.

8. New Commercial Buildings: \$70.00 per sq. ft. or estimated cost whichever is greater.
9. Records maintenance fee - \$40.00 per building permits with estimated costs over \$20,000.

**\*\*Fee increase per State Statute Sec 396. Section 22a-27j. Effective October 5, 2009.**