

OFFICE OF THE
FIRST SELECTMAN

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

Email to: lynne.vanderslice@wiltonct.org



Lynne A. Vanderslice
First Selectman

Michael P. Kaelin
Second Selectman

David K. Clune
Selectman

Lori A. Bufano
Selectman

Richard J. Dubow
Selectman

TOWN HALL
238 Danbury Road
Wilton, CT 06897

RECEIVED FOR RECORD
TOWN OF WILTON
2017 AUG 10 P 12:10
BY: K. Cooper

**BOARD OF SELECTMEN
REGULAR MEETING
MONDAY AUGUST 7, 2017
TOWN HALL – MEETING ROOM B**

PRESENT: First Selectman Lynne Vanderslice, Michael Kaelin, Lori Bufano, David Clune
ABSENT: Richard Dubow (Excused)

GUESTS: Rich McCarty (Fire House #2 Building Committee, Michelle Klink, Rob Sanders and Elaine Tai-Lauria (Wilton Library Association), Bob Nerney, (Town Planner), Tom Thurkettle (Director DPW), Sarah Taffel (HR Director)

OTHERS: Members of the Public

A. Call to Order

Ms. Vanderslice called the meeting to order at 7:32 PM.

B. Consent Agenda

Motion made by Mr. Kaelin, seconded by Mr. Clune and carried 4-0, to approve the consent agenda as follows:

Minutes

- Board of Selectmen Meeting – July 24, 2017

C. Public Comment

None

D. Discussion and/or Action

1. Authorization of Contractor for Pedestrian Bridge Walkway

Bob Nerney reviewed the Pedestrian Bridge Walkway. Mr. Nerney noted that they have completed the design phase of the project and have gone out to bid. Bid closed on Friday, 8/4/17 and the town received only one bid that extends well beyond the remainder of the grant money that was awarded for the project. Mr. Nerney asks the board to consider tabling the review of any contracts at this time to allow time to reassess where we are and consider asking for an extension from the state to complete construction and during extension period to consider possibly rebidding or other alternatives. Motion made by Mr. Kaelin to table the Authorization of Contractor for the Pedestrian

Bridge Walkway and authorize a request for an extension. Motion seconded by Mr. Clune and carried 4-0.

2. Authorization of Consultant Agreement for POCD

Bob Nerney reviewed the P&Z Commission's choice for the consultant for the POCD. Mr. Nerney noted the committee interviewed 3 candidates after issuing an RFP. Selected was Milone and MacBroom of Cheshire who have considerable municipal experience. After review, motion made by Mr. Clune to authorize the First Selectman to sign the Consultant Agreement with Milone and MacBroom subject to legal review. Motion seconded by Ms. Bufano and carried 4-0.

3. Authorization of Architect for Fire House #2 – Presentation by Building Committee

Rich McCarty, Chair of the Fire House #2 Building Committee reviewed the request for Authorization of Architect for Fire House #2. Mr. McCarty recognized members of the building committee with special recognition for the late Phil Reeves whose contributions continue to influence the committee during deliberations. Mr. McCarty also recognized the Wilton Land Trust for their help and assistance with regard to potable water.

Mr. McCarty noted an RFP was issued for architectural services for the project and four companies responded, all with extensive experience. The committee interviewed all four and narrowed the field down to two. Local architect (Rob Sanders Architectural) and a firm located in Hamden (Large firm – Silver Petrocelli). The committee recommends Rob Sanders Architectural for the following reasons:

- Facility is a small house with a large garage
- More efficient because Mr. Sanders lives in Wilton
- Mr. Sanders is well known to the community and knows the laws
- Lowest cost and only one who attended the walk thru
- Mr. Sanders only one who met what is the proposed budget for the project

Mr. McCarty noted the cost of the proposed architectural fees: Phase I (Schematic) - \$7,525 and Phase II \$35,875 with total cost of \$43,400.

Mr. McCarty is asking for approval of the Phase I agreement. After review, motion made by Mr. Kaelin to allow the First Selectman to enter into an agreement with Rob Sanders Architectural for Phase I of the Architectural Work for Fire House #2 subject to legal review. Motion seconded by Ms. Bufano and carried 4-0

4. WLA 4th Quarter Review

Michelle Klink, new President of the Wilton Library Association introduced herself and thanked the Board for appointing the two additional members that were desperately needed to fill the Wilton Library Board. Ms Klink then introduced Vice President Rob Sanders, who presented the Financials, as well as Elaine Tai-Lauria who reviewed highlights from the 4th Quarter. Ms. Vanderslice thanked all for a good job.

5. Contract Authorization for Soil Testing – Wilton High School Track
Ms. Vanderslice reviewed the Contract Authorization for Soil Testing for the Wilton High School Contract. She noted that the contract is for just under \$4,000. After review, Mr. Kaelin moved a motion for the First Selectman to approve the Contract for Soil Testing at the WHS track. Motion seconded by Mr. Clune and carried 4-0.
6. Contract Authorization for Town Clerk Copiers
Ms. Vanderslice and Sarah Taffel reviewed the Contract Authorization for Town Clerk Copiers. Ms. Bufano recommended bundling future contracts to achieve cost savings. After review, Mr. Clune moved a motion to authorize the First Selectman to approve the Contract Authorization for the Town Clerk Copiers. Motion seconded by Ms. Bufano and carried 4-0.
7. Contract Authorization for Employee Assistance Program Renewals
Sarah Taffel reviewed the Contract Authorization for Employee Assistance Program Renewals. She noted that it is an annual renewal. After review, motion was made by Ms. Bufano to have the First Selectman approve the three renewal agreements for the Employee Assistance Program. Motion seconded by Mr. Kaelin and carried 4-0.
8. Acceptance of United Way Grant
Ms. Vanderslice reviewed the Acceptance of the United Way Grant. Ms. Vanderslice noted the Board previously authorized the application for the \$5,000 grant for Wilton Youth Services. The check has been received and looking for the Board to accept. Motion made by Mr. Clune to accept the award of the United Way Grant check of \$5,000 for Wilton Youth Services. Motion seconded by Mr. Kaelin and carried 4-0.

E. Reports

1. First Selectman's Report
Paving Update - Ms. Vanderslice noted that Drum Hill will be paved this week followed by Belden Hill and Branch Brook. End of Cider Mill School driveway was also paved. Updates will continue on the website.

Blight Update – Ms. Vanderslice noted 13 backlogged cases are being processed. Manual of procedures put together by Maria Coppola of Berchem Moses (Town Counsel's Firm). Training sessions have been conducted with the blight officers and Sarah Heath of social services as often social services is called in during these situations.

FY2018 State Budget – Ms. Vanderslice noted she spoke with Gail Lavielle. Ms. Lavielle does not see any sign that a budget will be adopted by September. Ms. Vanderslice stated she has begun working with the department heads and Police and Fire Commissions to develop a list of reductions in advance of what might occur due to the State budget. She also reviewed a list of projected cost savings in the FY2018 Town budget, which could be used to offset any budget reductions. Included are savings in business insurance, OPEB contribution and wages due to unfilled vacancies. Ms. Vanderslice reported she would like to use some of the wage savings,

once realized, to hire a part-time internal auditor. She noted this is a subject that has been discussed by the BOF for a number of years. The lack of funding has been an issue. With the finance department down one person and experiencing savings due to a vacancy, she and CFO Anne Kelly-Lenz thought this presented an opportunity. As the position will be part-time, it allows the hours to flex up and down depending on available funding. Changes have been made to increase controls. Having internal audits is a good management practice and often results in improvements in efficiencies. Ms. Vanderslice also indicated she has been working on a plan to survey the town residents about their priorities for the budget. She is working on questions, which would be surveyed through Survey Monkey. A discussion will be held at the next BOS meeting.

2. Selectman's Reports

Mr. Kaelin
None

Mr. Clune
Mr. Clune briefly spoke to a document he provided to the Board regarding stadium advertising and the possibility of nonprofit to fundraise through the advertising and other means. The subject will be discussed at the next meeting.

Ms. Bufano
None

F. Public Comment
None

G. Adjournment
Having no further business, motion made by Ms. Bufano to adjourn meeting at 8:42 PM, seconded by Mr. Clune and carried 4-0.

Next Meeting – August 21, 2017



Jacqueline Rochester
Recording Secretary
Taken from Video