

OFFICE OF THE  
FIRST SELECTMAN

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Email to: [lynne.vanderslice@wiltonct.org](mailto: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 JUN 23 P 3:32  
BY: K. Cooper

**BOARD OF SELECTMEN  
REGULAR MEETING  
MONDAY JUNE 19, 2017  
TOWN HALL – MEETING ROOM B**

**PRESENT:** First Selectman Lynne Vanderslice, Michael Kaelin, Lori Bufano, Richard Dubow and David Clune

**GUESTS:** Peter Connolly, Steve Pierce, Mike Russnok, Suzanne Knutson, Allison Sanders, Chris Burney, Sarah Taffel

**OTHERS:** Members of the Press and Members of the Public

**A. Call to Order**

Ms. Vanderslice called the meeting to order at 7:30 PM

Ms. Vanderslice called for a motion to amend the agenda as follows:

Add a gift of \$1,986 from Lynne Vanderslice for return of wage increase. Add an Item 11 to consider a contract for new Flexible Spending Accounts in AFSCME Contract and Correct Agenda to move Appointment of WPCA out of Executive Session and as an item I.

Motion moved to amend the agenda as stated by Mr. Kaelin, seconded by Ms. Bufano and unanimously carried.

**B. Interviews**

Ms. Vanderslice asked for a motion to go into Executive Session to interview Diane Martucci for WPCA followed by Mr. Thomas Sabia for Parks and Recreation. Motion moved by Ms. Bufano, seconded by Mr. Kaelin and unanimously carried.

Out of Executive Session at 8:07 PM.

**C. Consent Agenda**

Ms. Vanderslice noted an amendment to the June 5, 2017 Meeting Minutes showing Mr. Dubow as absent (excused).

Motion made by Mr. Kaelin, seconded by Mr. Clune and carried 4-0-1, with Mr. Dubow abstaining on the June 5, 2017 Meeting Minutes as amended.

## Minutes

- Board of Selectmen Special Meeting – June 5, 2017

Motion made by Mr. Clune, seconded by Ms. Bufano and unanimously carried to approve the remaining Consent Agenda as follows:

## Gifts

- Terri Goodwin – Maintenance of Quarry Head Park - \$2,000
- Lynne Vanderslice – Return of Wage Increase - \$1,986

Ms. Vanderslice thanked Ms. Goodwin for her generous gift.

## D. Public Comment None

## E. Discussion and/or Action

1. Parks & Recreation Field Subcommittee Reports – Pete Connolly  
Mr. Connolly, chair of the Parks & Recreation Commission and Steve Pierce, Director Parks and Recreation reviewed the attached report on the Parks & Recreation Field Subcommittees. Ms Vanderslice stated she would seek an initial impression from Inland Wetlands about the viability of the locations proposed.
2. Donation – Storage Container – WHS Tennis Boosters  
Steve Pierce reviewed the donation made by the WHS Tennis Boosters of a Storage Container. Memo describing the donation is attached. After review, motion made by Ms. Bufano, seconded by Mr. Clune to accept the donation of the storage container made by the WHS Tennis Boosters and unanimously carried.
3. Donation – Wilton Education Foundation to Support Greenhouse at Middlebrook School - \$40,000  
Ms. Vanderslice reviewed the donation made by the Wilton Education Foundation to support the Greenhouse at Middlebrook School. She noted that this is a \$40,000 donation and was approved by the BoE to move forward. She also noted that with the Town as owner of the property and the building, the Town is the applicant on the building permit. Looking to authorize the First Selectman to submit a building permit to get the process moving. Chris Burney, Facilities Director further reviewed the donation. Motion made by Mr. Clune to authorize the First Selectman to begin the building permit process for the Greenhouse at Middlebrook School and accept the donation made by the Wilton Education Foundation. Motion seconded by Mr. Kaelin and unanimously carried.
4. Old Town Hall Lease Renewal – Wilton Garden Club  
Suzanne Knutson, President of the Garden Club and Allison Sanders, Vice President of the Garden Club reviewed the Old Town Lease Renewal for the Wilton Garden Club. Ms. Knutson noted that the current lease is due for renewal June 30, 2017. She noted that Town Counsel reviewed the lease and suggested that the liability insurance be increased from \$500,000 to



\$1,000,000. Ms. Vanderslice noted she will look into what the additional cost for increasing liability and tabled the discussion to come back to the July 10, 2017 BoS meeting.

Mr. Dubow thanked the Garden Club for providing a long history of service to the town. Ms. Vanderslice thanked Rob Sanders for his assistance with the kitchen renovation that is being done at the Old Town Hall.

5. 2017 Deer Hunt Plan

Mike Russnok of the Wilton Deer Committee reviewed the 2017 Deer Hunt Plan, copy of the plan is attached. He noted that the plan was approved by the Conservation Commission and in the process of being approved by the Wilton Land Trust. After review, motion made by Mr. Clune to approve the 2017 Deer Hunt Plan as presented, seconded by Mr. Kaelin and unanimously carried.

6. Wetlands Permit Application Fee Waiver Request

Ms. Vanderslice reviewed the Wetlands Permit Application Fee Waiver Request (memo attached). Mike Conklin, Director of Environmental Affairs after consulting with Town Attorney is in favor of the waiver. Mr. Dubow posed the question if this issue has ever come up before and fee waived. Ms. Vanderslice tabled this request and put a call through to Mr. Conklin for an answer before voting.

Mr. Conklin called into the meeting and reviewed the request for the waiver with the BoS. After review and discussion, Mr. Kaelin moved a motion to approve the Wetlands Permit Application Fee Waiver Request, motion was seconded by Ms. Bufano and carried 4-0-1 with Mr. Dubow opposed as he felt it would set a precedent and there was no recommendation from the Inland Wetlands Commission.

7. Wilton Youth Services GoZen Program – United Way Grant Proposal  
Acceptance - \$5,000

Ms. Vanderslice reviewed the United Way Grant Proposal. After review motion made by Mr. Clune to accept the Grant, seconded by Mr. Kaelin and unanimously carried.

8. Sales & Purchase Agreement for ZRECS

Ms. Vanderslice reviewed the Sales & Purchase Agreement for ZRECS. After review, motion made by Mr. Dubow to approve the First Selectman to sign the Sales & Purchase Agreement for ZRECS in the amount of \$1,081, seconded by Ms. Bufano and unanimously carried.

9. Elderly Tax Relief

Ms. Vanderslice gave an update on Elderly Tax Relief. She noted that there are adequate funds for the program for FY 2018.

10. DPW Director Position – Sarah Taffel

Ms. Vanderslice noted that Tom Thirkettle has decided to retire and asked Sarah Taffel to speak with regard to her proposed plan for filling the vacancy.

11. Contract for Flexible Spending Account

Ms. Taffel reviewed the contract for Flexible Spending Account. Ms. Taffel noted that there is a \$550 one time set up fee, a \$250 annual fee and minimum of \$75 monthly fee for participants depending upon the number of participants (\$25 per participant). After review, motion made by Mr. Kaelin to authorize the First Selectman to enter into a contract with Stirling Benefits to provide a Flexible Spending Account subject to approval by Town Counsel and approval of HR Director and First Selectman. Motion seconded by Mr. Dubow and unanimously carried.

F. Reports

1. First Selectman's Report

Ms. Vanderslice commented on the recent passing of Town Employee Reva Walker and expressed the Town's deepest sympathies to her family.

Ms. Vanderslice read the attached statement regarding road paving for the Town. A listing of all roads planned for paving as part of 2018 program is available on the website. Mr. Dubow posed the question of percentage of miles paved to date. Ms. Vanderslice noted that as of June 30, 2017 50 miles of Town roads will have been paved under the 5 year road restoration program.

2. Selectman's Reports

Mr. Dubow

Mr. Dubow inquired regarding follow-up to 2 items, gas line and gifts, previously discussed at BoS meetings.

Mr. Kaelin

Mr. Kaelin inquired about the filling of the Fire Department's previous vacancy.

Mr. Clune

Thanked the Wilton Lacrosse Association and Mrs. Wood for organizing the High School Alumni game this past weekend. He noted that there were both men's and women's teams.

Ms. Bufano

Ms. Bufano took the opportunity to wish all a happy 4<sup>th</sup> of July and encouraged all to take advantage of the fireworks.

G. Public Comment

None

H. Executive Session

Motion made by Mr. Dubow to enter into Executive Session at 10:15PM for discussion of possible land purchase and discussion of WPCA candidates. The motion was seconded by Mr. Kaelin and unanimously carried.

Out of Executive Session at 10:27PM

I. Appointments

- WPCA

Motion made by Mr. Dubow to appoint Dianne Martucci to the WPCA, seconded by Mr. Clune and unanimously carried.

J. Adjournment

Having no further business, Ms. Vanderslice asked for a motion to adjourn. Motion made by Mr. Clune to adjourn meeting at 10:30PM. Motion was seconded by Mr. Kaelin and unanimously carried.

Next Meeting – July 10, 2017



Jacqueline Rochester  
Recording Secretary  
Taken from Video





STEVE PIERCE  
Director

SCOTT KIERAS  
Assistant Director

JIM LEWICKI  
Program Coordinator

BEVERLY HODGE  
Administrative  
Secretary

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**Wilton Parks & Recreation Commission**  
**June 19, 2017**  
**Report out of Field Usage and Field Location Sub Committee Findings**

Town Hall 7:30 PM

Summary: Two separate Subcommittees were formed with representatives from WHS, P&R Commission, Steve Pierce and town residents:

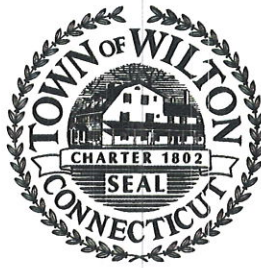
- Field Usage Sub-Committee – to review current and future field usage and requirements by querying youth sports organizations.
- Field Location Sub-Committee - to review various town-owned and state-owned properties to determine most suitable places to add new fields or to turf fields where there currently is a grass field.

**A. Field Usage Sub-Committee Process**

- All youth sports organizations were contacted at least twice to gain insight into field needs based on issues of surface most appropriate for the sport, current fields being allocated, volume of participants on fields, issues with scheduling, high school priority placement, projected needs going forward and concerns.

**B. Youth Group Responses**

- Wilton Youth Baseball and Softball reported that there are a sufficient number of fields for use and did not have a need for additional playing spaces. However, the quality of the Varsity softball and Middlebrook softball fields are subpar. Baseball fields are severely lacking sufficient amenities that other towns have such as press boxes, benches, bleachers, netting etc.



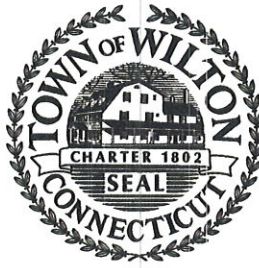
STEVE PIERCE  
Director

SCOTT KIERAS  
Assistant Director

JIM LEWICKI  
Program Coordinator

BEVERLY HODGE  
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Secretary

- 
- Wilton Soccer Association (WSA) indicates an ample number of fields available to the program in the Fall season only. In the Spring when number of fields assigned to WSA is cut due to other sports, practices are very crowded with minimum two teams practicing on a field at a time. Fields get beat up quickly with multiple teams practicing/playing on them every day during the week, which leads to subpar grass fields. Game scheduling an issue as well, especially at Ambler field where there are two fields that cannot be used at the same time for games due to insufficient parking spaces to support the two fields. Game scheduling also an issue in the Spring due to lack of a turf field assigned to WSA for spring games or rescheduling of games due to rain outs. WSA supports addition of 2 turf fields to bring Wilton fields up to par with neighboring towns and to allow for practices and games to be played even when raining.
  - Wilton Youth Football reported significant shortage of fields due to lack of lighting, limited turf availability, grass field closings due to weather and overall overcrowding. Youth football reported that multiple teams are practicing on each field at the same time, with not enough space for the volume. Some teams are squeezing into spaces between fields resulting in poor quality of training, risk of accidents due to overcrowding and an overall negative experience for youth players, coaches and parents. Football practices are in the evenings and lighting of fields limits where they can play. With Middlebrook no longer an option due to loss of lighting is further exacerbating field overcrowding. Optimal space would include two additional turf fields to accommodate volume, improve playing experiences, mitigate weather cancellations, avoid conflicts with the high school and increase coordination with other programs needing the same fields.
  - Wilton Lacrosse Boys and Girls echoed similar issues, needs and concerns, compounded by limited access to turf which is the primary surface for the sport. In addition, overcrowding creates a safety issue for them as well. Optimal space would include two additional turf fields.
  - Wilton Youth Field Hockey echoed the same problem due to overcrowding, conflicts due to high school schedule changes and emphasized that unique to field hockey the sport itself is no longer played on grass in competitive arenas. It is a turf game and training on grass puts the program at a disadvantage, limits player development and makes the sport far less enjoyable, especially for young players, thus impacting the



STEVE PIERCE  
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quality and experience of the program. Youth field hockey requests two additional turf fields to accommodate growing program and need for proper training surfaces.

C. Field Usage Sub-Committee Final Recommendation

- Add 2 additional turf fields at no cost to the town (i.e., money to be privately raised).

D. Field Location Sub-Committee Potential Field Locations (in ranked order) – see map of town included in package

**1. North Field** – Adjacent to Lilly Field

Pros

- This location is town owned property
- It will enhance the field to a full-size field
- It is adjacent to a field that is currently lit
- It is centrally located
- There is parking

Cons

- Potential wetland issues

**2. Allen's 5 & 6** – Fields to the West of Allen's

Pros

- These locations are town owned property
- It is centrally located
- There is parking

Cons

- Potential Wetland issues
- Potential setback issues





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Director

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### 3. Guy Whitten Field – Adjacent to the Stadium

#### Pros

- This location is town owned property
- It is Centrally located
- There is parking

#### Cons

- Seating for July 4<sup>th</sup>
- Potential Drainage Concerns

### 4. 171-175 Danbury Rd – North of Orem's behind the commuter lot

#### Pros

- Partially town owned
- Plenty of Property to develop
- Limited neighbors
- Parking available

#### Cons

- Partially State-owned property
- Needs to be cleared

### E. Next Steps

- Obtain BOS approval to move forward
- Consider forming a non-for-profit Youth Sports council to raise money for turf fields
- Continue discussions with Wetlands Commission, DPW, etc. to ensure recommended field location can support a turf field.



STEVE PIERCE  
Director

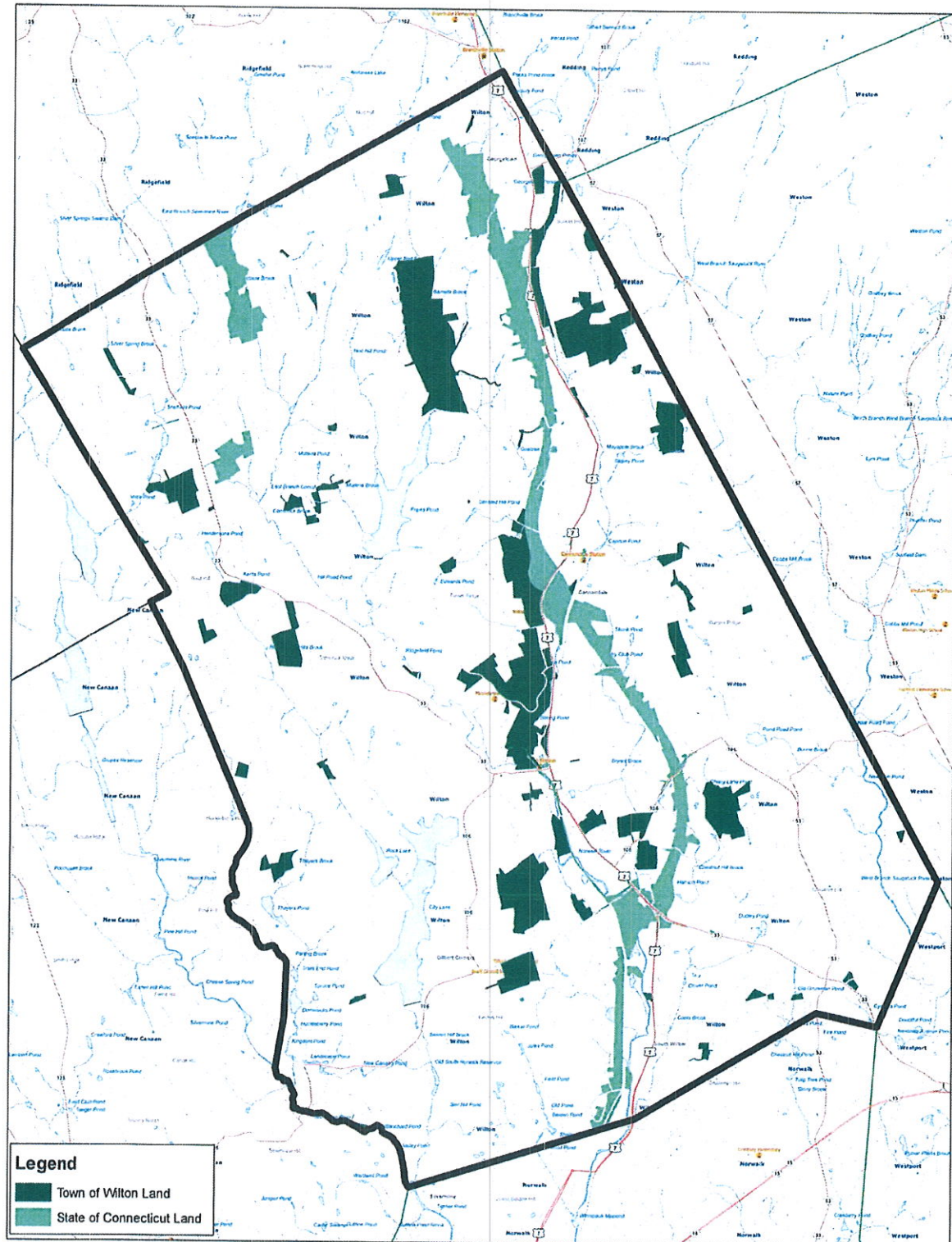
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# TOWN OF WILTON



## TOWN AND STATE OWNED LAND







**STEVE PIERCE**  
Director

**SCOTT KIERAS**  
Assistant Director

**JIM LEWICKI**  
Program Coordinator

**BEVERLY HODGE**  
Administrative Secretary

June 16, 2016

Lynne Vanderslice  
First Selectman  
Town of Wilton  
238 Danbury Rd  
Wilton, Ct. 06897

Dear Lynne,

The Wilton High School Tennis Boosters would like to gift a small storage container to the Town for the purpose of storing tennis equipment for High School matches at the Route 7 tennis courts. This request was presented to the Parks & Recreation Commission and unanimously approved. An example of this is attached for your review.

They would like the request consideration of the Board of Selectman of this gift. I have contacted the Town Planner to discuss any permitting that may be required and would not proceed with any install until all such requirements are met.

Please contact me should you have any questions regarding this donation.

Thank you for your consideration.

Sincerely, c

Steve Pierce  
Parks & Recreation Director







Wilton Deer Committee - 2017 Controlled Hunt Plan

Town	Beginning of Hunting	End of Hunting	Days of No Hunting	Other	Changes from 2016 Request	Deer Harvest Tally				
						2013	2014	2015	2016	
Town	Vista	September 15	December 31	November 23 & 24 and December 24 & 25		5	2	1	3	
	Belknap	November 1	January 31	November 23, 24, 25 & 26 and December 24 & 25	Add January	5	5	9	8	
	Sackett	November 1	December 23	November 23, 24, & 25, Sundays		4	N/A	7	1	
	Wrens Thicket	September 15	January 31		Bow Only	2	1	2	1	
	Wild Duck	November 1	January 31	November 23, 24, 25 & 26 and December 24 & 25	Bow Only	N/A	2	1	0	
WLT	Vista surrounding properties	September 15	December 31	November 23 & 24 and December 24 & 25		*	*	*	*	
	Gregg	November 1	January 31	November 23, 24, 25 & 26 and December 24 & 25	Add January	*	*	*	*	
	Van Haelewyn-Richards (sackett)	November 1	December 23	November 23, 24, & 25, Sundays		*	*	*	*	
	Slaughter Field	October 1	December 31	November 23, 24, 25 & 26 and December 24 & 25		2	4	5	0	
	Tito Lane	September 15	January 31		Bow Only	0	0	0	0	
	Coulhane	September 15	January 31		Bow Only	N/A	4	1	2	
	Chessor Lane parcel	September 15	January 31		Bow Only	N/A	N/A	1	1	
	St. Johns / Chicken St. parcel	September 15	January 31		Bow Only	N/A	1	1	1	
	Sealey Road/Pen Central Parcel	September 15	January 31		Bow Only	N/A	N/A	N/A	1	
	Quail Ridge / Honey Hill parcel	September 15	January 31		Bow Only	N/A	N/A	N/A	0	
	Middlebrook Farm Parcel	September 15	January 31	November 24 and December 24 & 25	No closure - no trails	N/A	N/A	N/A	N/A	
	Thayer Pond Parcel	September 15	January 31	November 24 and December 24 & 25	New Formal Request - been hunted in past	N/A	N/A	N/A	N/A	
					New Formal Request - been hunted in past	N/A	N/A	0	0	
SNEW	City Lake	September 15	January 31			7	9	16	11	
	Popes Pond	September 15	January 31			7	10	7	10	
	Crystal Lake	September 15	January 31			3	4	6	7	
	Diversion Parcel	September 15	January 31			0	1	1	4	
	Comstock	September 15	January 31			19	11	20	15	
Other						0	9	0	3	
	Total					54	63	78	68	

- Days of No Hunting above includes change in 2015 which allowed hunting on Sunday.

\* Indicates that total for the corresponding adjacent parcel includes the tally for the combined property as they are managed jointly.

N/A - Indicates that parcel was not hunted.



INLAND WETLANDS  
COMMISSION  
Telephone (203) 563-0180  
Fax (203) 563-0284



TOWN HALL  
238 Danbury Road  
Wilton, Connecticut 06897

## MEMORANDUM

TO: Board of Selectman

FROM: Michael Conklin, Director of Environmental Affairs *MC*

DATE: June 16, 2017

RE: **LTWJ, LLC – Application for Wetland Permit  
Request for Fee Waiver on Second Re-Submittal of Permit Application**

I am in receipt of Attorney Healy's June 14, 2017 letter to the Board of Selectman in which he has requested a waiver of a second re-application fee for a wetland permit application received by the Wilton Inland Wetlands Commission on March 8, 2017. At this time the Town of Wilton has incurred \$228.52 in direct costs associated with this submittal. Those costs include the State of Connecticut fee, legal notice publication fees and FedEx charges to a third party consultant.

The Wetland Commission has conducted a site walk of the subject property and scheduled a public hearing which has not yet opened. The public hearing has not opened and the Commission has not yet started formal review of the application. After consulting Attorney Peter Gelderman on the matter, I believe the request before you is reasonable and I support the proposal.

The Honorable Lynne Vanderslice  
June 14, 2017  
Page 2 of 2

In connection therewith, LTWJ hereby requests that the Board waive the reapplication fee (\$12,322.48) with the exception of the legal notice and publication fees (\$228.52) that have been expended by the Commission on the second application would be remitted. LTWJ would pay for the legal notice publication fees for the third application. LTWJ will remit the outside consultant's fee in the amount of \$15,652.50 with the reapplication. I believe it is appropriate and fair that the reapplication fee be waived for the reason that the hearing on the reapplication has not been opened and the application has not been reviewed by Mr. Conklin or the Commission's consultant.

If you have any questions or require any further information in order to review and act on this request, please do not hesitate to contact me.

Respectfully submitted,



J. Casey Healy

JCH/ko

cc: Mr. Tom Gunderson  
Mr. Tom Quinn – Peak Engineering  
Ms. Kate Throckmorton – Environmental Land Solutions  
Mr. Mike Conklin – Director of Environmental Affairs

## Rochester, Jacqueline

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**From:** Heath, Sarah  
**Sent:** Thursday, June 15, 2017 1:18 PM  
**To:** Vanderslice, Lynne  
**Cc:** Rochester, Jacqueline; Wolyniec, Deborah; Fawcett, Colleen  
**Subject:** Emailing - UWCFC proposal to support Wilton Youth 2017 final.pdf  
**Attachments:** UWCFC proposal to support Wilton Youth 2017 final.pdf

Hi Lynne-

Attached is the United Way grant proposal that Colleen wrote to expand their GoZen program. We found out yesterday that they granted Wilton Youth Services \$5000 to expand the program, which was very popular with wait lists to attend.

In a nutshell:

GoZen Group is a skills-building group offered through Wilton Youth Services. It is based on a curriculum that focuses on what anxiety is, why it occurs, and how to cope with it.

GoZen teaches everything from the science behind why we worry to specific techniques for overcoming anxiety and discovering ones strengths. The curriculum consists of educational animated video clips and recap worksheets.

Could you please let us know what the process is to move forward with accepting these grant funds?

Thank you-  
Sarah

Sarah Heath MS, MA, LPC  
Director of Social Services  
Town of Wilton  
[sarah.heath@wiltonct.org](mailto:sarah.heath@wiltonct.org)  
203-834-6238

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