

OFFICE OF THE
FIRST SELECTMAN

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Lynne A. Vanderslice
First Selectwoman

Lori A. Bufano
Second Selectwoman

Joshua S. Cole
Selectman

Deborah A. McFadden
Selectwoman

Ross H. Tartell
Selectman

TOWN HALL
238 Danbury Road
Wilton, CT 06897

BOARD OF SELECTMEN REGULAR MEETING
Monday December 6, 2021
Held Electronically

PRESENT: First Selectwoman Lynne Vanderslice, Joshua Cole, Kimberley Healy, Basam Nabulsi, Ross Tartell

GUESTS: Frank Smeriglio – Assistant Director Public Works, CFO Anne Kelly-Lenz

Ms. Vanderslice welcomed Kim Healy and Bas Nabulsi as new members of the Board of Selectmen.

A. Call to Order

Ms. Vanderslice called the meeting to order at 7:00pm.

B. Executive Session – Interview Chris Giovino for Wilton Police Commission

Ms. Vanderslice asked for a motion to enter into Executive Session at 7:04pm to Interview Chris Giovino for Wilton Police Commission. Motion moved by Mr. Tartell, seconded by Mr. Cole and carried 5-0.

Out of Executive Session and Back in Regular Session at 7:29 pm.

C. Public Comment

None.

D. Consent Agenda

Motion made by Mr. Tartell seconded by Mr. Cole and carried 3-2 to approve the Consent Agenda as follows with Ms. Healy and Mr. Nabulsi abstaining:

- Minutes
 - Board of Selectmen Regular Meeting – November 16, 2021
 - Board of Selectmen Special Meeting – November 17, 2021
- Gifts
 - Stroup Family Fund – Food Pantry - \$2,500.00
 - Ann Fastiggi – Food Pantry - \$25.00

Ms. Vanderslice thanked all for their gifts.

E. Discussion and/or Action

Motion moved by Ms. Healy to change order of agenda moving item 1 to item 2 making item 2 now item 1. Motion seconded by Mr. Cole and carried 5-0.

1. DPW Grant Status Report – Frank Smeriglio

Ms. Vanderslice gave a review noting that the town had been successful over the last two years access grants, particularly in the area transportation due to the efforts of Frank Smeriglio. The Town has been awarded \$19 million in approved transportation grants with another \$2.7 million pending. Mr. Smeriglio reviewed the attached DPW Grant Status Report.

Motion moved by Ms. Healy, seconded by Mr. Cole to change order of agenda moving item 2 to item 3 making item 3 now item 2. Motion carried 5-0

2. Design Contract for WMC Engineers & Design Contract for Cardinal Engineers - Frank Smeriglio

Mr. Smeriglio reviewed the design contract for WMC Engineers & design contract for Cardinal Engineers. After discussion and review, Ms. Vanderslice asked for a motion to authorize the First Selectwoman to execute the contracts with WMC Engineers and Cardinal Engineers. Motion moved by Mr. Nabulsi, seconded by Mr. Cole and carried 5-0.

3. Infrastructure Priorities and Funding Overview

Ms. Vanderslice and Ms. Kelly-Lenz reviewed the Infrastructure Priorities and Funding Overview (see attached).

4. FY2022 Highway Safety DUI Enforcement Program Grant Application

Ms. Vanderslice reviewed the FY2022 Highway Safety DUI Enforcement Program Grant Application. After discussion and review, motion moved by Mr. Nabulsi to move forward with the grant application, seconded by Mr. Tartell and carried 5-0.

5. 2021 and 2022 Financial Update - Anne Kelly-Lenz

Anne Kelly-Lenz reviewed the 2021 and 2022 Financial Update, noting the FY2021 amounts are subject to audit and the FY2022 amounts are preliminary and based on the first 5 months of the year.

6. Modification of the Contract with Scan Optics to Include Scanning of Assessor Records

Ms. Vanderslice requested a modification of the contract with Scan Optics to include scanning of assessor records for a cost of up to \$10,000 to be funded through budget savings. Motion made by Mr. Cole to authorize the First Selectwoman to move forward and execute the contract with Scan Optics to include the scanning of the Assessor records. Motion seconded by Ms. Healy and carried 5-0.

7. Attracting and Retaining Employees

Ms. Vanderslice shared the expectation of a WestCOG study which would help address attracting and retaining employees across the region.

8. Election of Second Selectperson and Miscellaneous Matters

Ms. Vanderslice reviewed the role of and process for selecting a Second Selectperson. Mr. Tartell asked Mr. Cole if he was interested in the position, to which Mr. Cole indicated yes. After Discussion and review Mr. Nabulsi moved to nominate Joshua Cole for Second Selectman, seconded by Ms. Healy and carried 5-0.

Ms. Vanderslice noted the need for a volunteer to serve on the OPEB Committee. Ms. Healy agreed to serve.

Ms. Vanderslice noted by Town Charter she is an ex-officio member of all town boards and commissions and any board receiving funds from the Town. By Charter,

she can appoint representatives to serve in her place. She asked board members to inform her if they are interested in serving on any board for which a town employee is not in regular attendance.

9. BoS 2022 Regular Meeting Dates

Ms. Vanderslice reviewed the proposed 2022 BoS meeting dates. After discussion and review, motion to approve 2022 BoS Meeting dates as presented, correcting note for the first meeting in September to read "September 5th as Labor Day holiday". Motion moved by Mr. Nabulsi, seconded by Mr. Tartell and carried 5-0.

10. Possible Appointments

Motion moved by Mr. Tartell, seconded by Mr. Cole to appoint Basam Nabulsi to the WPCA for a term ending 11/30/2025. Motion carried 5-0.

Motion moved by Mr. Cole, seconded by Ms. Healy to appoint Christopher Giovino to the Police Commission for a full term. Motion carried 5-0.

Motion moved by Ms. Vanderslice, seconded by Mr. Nabulsi to appoint Kim Healy to the OPEB Committee. Motion carried 5-0.

11. Possible Reappointments

Motion to reappoint individuals included in memo dated December 3, 2021 (see attached) moved by Mr. Cole. Motion seconded by Ms. Healy and carried 5-0.

F. Selectmen's Reports

1. First Selectman

Ms. Vanderslice reviewed the subjects below with the board:

- WestCOG appointed her as Vice Chair of the Western Connecticut Economic Development District
- OPM engaged an outside audit firm to audit all municipalities spending of Care Act grants. This was done due to irregularities in one municipality.
- The CT DOT appeared to be moving closer towards funding the requested changes to the intersection of Horseshoe Pond Rd and Wolfpit, which would allow for the safer use of the NRVt in that area.

2. Selectmen

Mr. Cole

Mr. Cole noted the Holiday Stroll was very well attended and was great for the businesses in town.

Ms. Healy

Ms. Healy noted she attended Wilton Rocks for Food and that the venue was amazing noting the talent in Wilton is also amazing.

Mr. Tartell

None.

Ms. Nabulsi

None.

G. Public Comment

None.

H. Expected Executive Session to Receive a Litigation Update and Discuss Board and Commission Appointments.

Motion made by Ms. Healy to enter into Expected Executive Session at 9:11pm to Receive Litigation Update and invite Ms. Kelly-Lenz for the litigation portion and then move to Discuss Board and Commission Appointments. Motion seconded by Mr. Tartell and carried 5-0.

Out of Executive Session and back in Regular Session at 10:10pm

I. Adjournment

There being no further business, motion to adjourn meeting at 10:10pm. Motion moved by Ms. Healy, seconded by Mr. Tartell and carried 3-0.

Jacqueline Rochester
Recording Secretary
Taken from Video

To: Board of Selectmen Members

From: Lynne Vanderslice

Date: December 3, 2021

RE: December 6th BOS meeting

The following are comments in advance of Monday's meeting:

E. 1. Infrastructure Priorities and Funding Overview and E. 2. Grand Status Report:

Our efforts over the last few years to increase our access to grants have resulted in approximately \$19 million in approved and \$2.7 million in pending grants for DPW projects. Please see the detail schedule in your packet from Asst DPW Director/Town Engineer Frank Smeriglio.

These grants are augmented by the \$5.4 million ARPA grant and the potential \$1 million federal earmarked grant. The magnitude and scope of these collective grants provide a unique opportunity for us to address infrastructure needs and enhancement. Doing so will require resources to manage and administer, which we will discuss at our meeting.

There are other grant opportunities available or expected to be available in early 2022, many of which will be offered through CT DOT. As a result,

- We have submitted the required intent to file an application for the DECD's competitive Connecticut Communities Challenge Grant to fund the SIMM master plan and related and adjacent work. The application details will be presented at a future meeting for your approval to submit.
- We are developing plans for eligible DOT projects. Submissions that are developed concepts versus general concepts have a greater chance of approval.

E.7. Attracting and Retaining Employees:

Wilton and area municipalities are experiencing early and unexpected retirements and difficulties filling vacancies. During WestCOG meetings, we have discussed our shared experiences. At last week's executive committee meeting, we prioritized funding for consulting services to develop regional strategies.

E.8. Election of a Second Selectperson and Miscellaneous Matters:

Per C-16 of the Town's Charter, see below, at the first meeting of the new board, the members must elect a Second Selectperson. The role of the Second Selectperson is to assume the responsibilities of the First Selectwoman should a vacancy occur, until a special election can be held to fill the vacancy.

We also required to appoint a member of the Board of Selectmen as Trustee to the Wilton Other Post-Employment Benefits Committee. This is a three-person committee with membership from the BOS, BOE and BOF.

Per C-19, see below, the First Selectwoman is a non-voting “ex officio member of all Boards and Committees of the Town, and of all organizations to which the Town provides financial support”, subject to certain exceptions, and may appoint electors to be the first selectwoman’s representative on any such board/commission/committee or organization. If anyone is interested in being appointed as a representative to the Traskside board or any of the appointed boards or commissions for which an employee is not in regular attendance, such as EDC, WETC, HD&HPC, Housing, please let me know.

When attending appointed board and commission meetings, appointed members might request BOS members provide guidance on FOIA and meeting procedures. The *Guide to Serving on a Board or Commission* is provided as a reference for both and is available online. Making it easily accessible during meetings.

E.10 Possible Appointments

We will be interviewing Chris Giovino for the Police Commission. His information is in your packet. We are waiting to hear whether the DTC will be submitting a candidate. Otherwise, there are no additional candidates.

Bas has agreed to assume the 6th long-vacant position on the WPCA with a term ending date of 11/30/2025. Lori Bufano indicated she intends to complete her term which ends on 11/20/24 . We are expecting a sewer extension application, therefore it will be helpful to have 2 former P&Z members on the authority.

E. 11 Possible Reappointments

Jackie previously sent the list below of individuals seeking reappointment. There weren’t any requests to interview. In addition potential reappointments include Brett Amero and Jeff Lapnow for the Deer Committee, Paul VonSteenberg, Charles Ruffel and Warren Serenbetz for the Pension Investment Committee and Kevin Ring for Parks and Recreation. Jackie is waiting for confirmation on a few others. Included in your packet is a spreadsheet of all appointed members.

Commission on Social Services

Margaret Koellmer

Bettye Ragognetti

Conservation Commission

Frank Simone

Colleen O'Brien

Council on Ethics

Tamara Conway

Elizabeth Edwards

Parks & Recreation

Anna Marie Bilella

John Macken

Fire Commission

John Hall

Police Commission

Adrienne Reedy

Historic District and Historic Property

Lori Fusco

Gil Weatherly

Pam Brown (Alternate)

Thanks,

Lynne

C-16: *At the first meeting of a newly elected Board of Selectmen held after a regular election of the Town, the Board of Selectmen shall choose a Selectman to serve as Second Selectman. The Second Selectman shall have all the powers, duties and responsibilities of the First Selectman in the event of a vacancy in the office of First Selectman, until such vacancy is filled as prescribed by this Charter § C-47F or other law. In the event that the First Selectman is unable to perform such duties as are required and in the absence of such delegation, the powers of the First Selectman shall be deemed to have been delegated to the Second Selectman.*

C-19: *Except as provided by ordinance or other law, the First Selectman shall be an ex officio member of all Boards and Committees of the Town, and of all organizations to which the Town provides financial support unless otherwise provided by the Town Meeting, but without the power to vote. The First Selectman may appoint, in writing, one or more electors of the Town to be the First Selectman's representative on any such Board, Committee and organization.*

DEPARTMENT OF PUBLIC WORKS GRANT UPDATE
12/3/2021

					Approved Grants			Pending Grant Submissions		Potential Grant Submissions		Project Status					
PROJECT	NOTES	GRANT DESCRIPTION	Grant Approval Date	Estimated Costs	Town Match	Town Match Approved at Town Meeting	Grant Amount	Town Match	Grant Amount	Town Match	Grant Amount	Design Started	Design Completed	Authorized to Bid	Estimated Start Construction	Estimated Construction Completed	Close out Complete
NRVT - Wil Walk Trail		DEEP	9/1/2018	\$ 1,200,000	N/A	N/A	\$ 1,200,000					Yes	Yes	Yes	2021	Jan-22	
Pedestrian Bridge	Norwalk River	LOTICIP L161-0001	2/1/2020	\$ 1,405,200		N/A	\$ 1,405,200					Yes	100%		2022		
Arrowhead Road Bridge	Norwalk River	Fed-Local 161-142	7/1/2019	\$ 3,617,000	\$ 723,400	fy 2020	\$ 2,893,600					Yes	60%		2023		
Lovers Lane Lane	Comstock Brook	Fed-Local 161-143	7/1/2019	\$ 3,087,500	\$ 567,500	fy 2020	\$ 2,520,000					Yes	70%		2023		
Old Mill Road Bridge	Norwalk River																
Old Ridgefield Road Bridge	Norwalk River																
Middlebrook Farm Rd Bridge	Comstock Brook																
River Gate Drive Bridge	W Branch Saugatuck River																
Seeley Rd Bridge	Norwalk River																
		LOTICIP L161-0002	9/1/2021	\$ 2,142,200	\$ 309,000	fy 2022	\$ 1,833,200					No	No		2023		
Cannon Road Bridge	Norwalk River	Fed-Local 161-145	8/1/2021	\$ 4,650,000	\$ 930,000	Proposed fy 2024	\$ 3,720,000					No	No		2024		
Honey Hill Rd Bridge	Norwalk River	Fed-Local 161-144	8/1/2021	\$ 3,500,000	\$ 700,000	Proposed fy 2024	\$ 2,800,000					No	No		2024		
NRVT - Wilton Loop North Trail		LOTICIP	WestCOG approval 11/2021	\$ 2,670,000	N/A	N/A	\$ 2,670,000					Yes	50%		2022		
Musket Ridge Lane Culvert	Belden Hill Brook	State - Local	Pending	\$ 775,000				\$ 387,500	\$ 387,500	\$ -	\$ -	No			2023		
SugarHollow Road Bridge	Norwalk River		Potential	\$ 2,920,000						\$ 584,000	\$ 2,336,000	N/A			2025		
TOTALS				\$ 25,966,900	\$ 3,229,900		\$ 19,042,000	\$ 387,500	\$ 387,500	\$ 584,000	\$ 2,336,000						

Wilton Bridge Capital Plan (Working Copy)

Friday, December 3, 2021

					Approved Grants		Pending Grant Submissions		Potential Grant Submissions		Town	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2025	TOTAL SPENT BY TOWN OF WILTON
BRIDGE NUMBER	FEATURED CARRIED	FEATURED CROSSED	Sufficiency Rating	Estimated Cost Opinion FY 2021 dollars	Town Match	Grant Amount	Town Match	Grant Amount	Town Match	Grant Amount	Other Non-Qualifying Grant Bridge Improvements	Capital Plan TOTAL APPROVED		Capital Plan TOTAL APPROVED					
5501	Arrowhead Road	Norwalk River	54.50	\$ 3,617,000	\$ 673,400	\$ 2,943,600						673,400							673,400
4975	Lovers Lane	Comstock Brook	42.10	\$ 3,087,500	\$ 567,500	\$ 2,520,000						567,500							567,500
	Pedestrian Bridge	Norwalk River		\$ 1,405,200		\$ 1,405,200													-
161-006	Musket Ridge Lane	Belden Hill Brook	58.44	\$ 775,000			\$ 387,500	\$ 387,500	\$ -	\$ -				\$ 100,000	\$ 287,500.00				387,500
4976	Honey Hill Rd	Norwalk River	42.10	\$ 3,500,000	\$ 700,000	\$ 2,800,000								54,444		700,000			754,444
4896	SugarHollow Road	Norwalk River	67.18	\$ 2,362,500					\$ 584,000	\$ 2,336,000							\$ 584,000.00		584,000
161-004	Olmstead Hill Road	Barretts Brook	52.70	\$ 35,000							\$ 35,000				35,000				35,000
5734	Borglum road	Silvermine Brook	66.10	\$ 189,282							\$ 189,282				18,928	170,354			189,282
4985	Old Mill Road	Norwalk River	68.20																
4978	Old Ridgefield Road	Norwalk River	69.50																-
4980	Middlebrook Farm Rd	Comstock Brook	72.90																-
4355	River Gate Drive	W Branch Saugatuck River	73.60																-
4982	Seeley Rd	Norwalk River	79.80	\$ 2,142,200	\$ 309,000	\$ 1,833,200								\$ 309,000					309,000
4981	Cannon Road	Norwalk River	76.80	\$ 4,650,000	\$ 930,000	\$ 3,720,000										930,000			930,000
4979	Kent Road	Norwalk River	76.60	\$ 366,660							\$ 366,660			38,587	328,073		366,660		733,321
161-002	Nod Hill Road	Comstock Brook	79.40	\$ 27,000							\$ 27,000				27,000				27,000
5991	Ruscoe Rd	E Branch Silvermine River	79.90	\$ -							\$ -								-
WT-S6	Huckleberry Hill Rd	Parting Brook	80.70	\$ 23,000							\$ 23,000						23,000		23,000
161-003	Old Boston Rd	Belden Hill Brook	81.00	\$ 86,000							\$ 86,000						86,000		86,000
6188	Snowberry Lane	E Branch Silvermine River	83.20	\$ -							\$ -								-
WT-S4	St. Johns Rd	Stream	86.50	\$ 32,000							\$ 32,000						32,000		32,000
161-001	Branch Brook Rd	Barretts Brook	87.40	\$ 54,000							\$ 54,000						54,000		54,000
WT-S1	Kellogg Drive	Silver Spring Brook	87.50	\$ 100,000							\$ 100,000						100,000		100,000
WT-S5	Seir Hill Rd	Stream	88.30	\$ 23,000							\$ 23,000							23,000	23,000
WT-S2	McFadden Drive	Stream	90.00	\$ 44,000							\$ 44,000							44,000	44,000
4983	Bald Hill Rd	E Branch Silvermine River	90.50								\$ -								-
6189	Long Meadows Rd	Silvermine Brook	92.70	\$ 66,000							\$ 66,000							66,000	66,000
WT-S3	Springbrook Lane	Stream	99.00	\$ 106,000							\$ 106,000							106,000	106,000
161-007	Wild Duck Rd	Thayers Brook	100.00	\$ 50,000							\$ 50,000							50,000	50,000
MISCELLANOUS DESIGN SERVICES				\$ 20,000							\$ 30,000	-		20,000	20,000	20,000	20,000	20,000	
	Engineering Total			\$ 22,761,343	\$ 3,179,900	\$ 15,222,000	\$ 387,500	\$ 387,500	\$ 584,000	\$ 2,336,000	\$ 1,231,943	\$ 1,240,900		\$ 522,031	716,502	1,820,354	1,265,660	309,000	5,874,447
					ADJUSTMENTS FOR INFLATION 3% STARTING FY 2022						\$ 1,240,900	\$ -	537,692	760,137	1,989,150	1,424,512	347,782	6,300,173	