

OFFICE OF THE
FIRST SELECTMAN

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

Email to: lynne.vanderslice@wiltonct.org



Lynne A. Vanderslice
First Selectwoman

Joshua S. Cole
Second Selectman

Kimberley Healy
Selectwoman

Basam Nabulsi
Selectman

Ross H. Tartell
Selectman

TOWN HALL
238 Danbury Road
Wilton, CT 06897

**BOARD OF SELECTMEN
REGULAR MEETING MINUTES
Monday October 2, 2023**

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

GUESTS: Nick Bamonte-Berchem Moses, Director Construction Management Chris Burney, Director Planning & Land Use Management Michael Wrinn, Town Administrator Matt Knickerbocker, CFO Dawn Norton

A. Call to Order

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

Ms. Vanderslice moved a motion to table item G: Executive Session and to add 3 items to the agenda following D11: 1) Status of the Schools Needs Assessment Study, 2) Approve additional Transfer Station Subsidy and 3) Update from the Town Administrator, motion seconded by Ms. Healy and carried 5-0.

B. Public Comment

None

C. Consent Agenda

Motion moved by Mr. Cole seconded by Mr. Tartell and carried 5-0 to approve the Consent Agenda as follows amending the BOS Regular Meeting Minutes of September 19, 2023 on page 2 correcting "\$15.201,400" to read "\$15,201,400":

- Minutes
 - Board of Selectmen Regular Meeting Minutes – September 19, 2023
- Refunds
 - As Per Tax Collector's Memo dated September 26, 2023
- Gifts
 - Paul & Pamela Tichon – Fire Dept Gift Fund (In Memory of George Peters) - \$50.00

D. Discussion and/or Action

1. Possible Ordinance for Property Tax Credits for Mobility Vehicles – Nick Bamonte
Nick Bamonte of Berchem Moses reviewed the Possible Ordinance for Property Tax Credits for Mobility Vehicles with the board (see attached draft). He noted the new ordinance would allow property tax credits for certain motor vehicles used by or for persons with disabilities. Mr. Cole suggested a change in the lead-in to section 3 of the

draft where it states “subject to approval of the assessor”. He suggested rephrasing to read “subject to verification of eligibility”. Ms. Vanderslice noted at the previous meeting the board voted to move the matter to a public hearing and recommended November 6, 2023 for the hearing. Ms. Vanderslice asked for a motion to approve the ordinance as presented. She amended the motion to read “as presented and amended by Mr. Cole and move it to a public hearing”. Motion moved by Ms. Healy, seconded by Mr. Cole and carried 5-0.

2. Commercial Blight Statute Change – Nick Bamonte

Mr. Bamonte provided an overview of the new state statute, which included authority for the town to regulate commercial blight and changes to allow blight fees. He provided a draft revised blight ordinance to reflect the changes (available on the town website.) Ms. Vanderslice and Michael Wrinn provided additional input on blight procedures the town utilizes. After further discussion and review, Ms. Vanderslice asked for a motion to approve and move to a hearing on November 6, 2023, the revised blight ordinance as presented by Nick Bamonte. Motion moved by Ms. Healy, seconded by Mr. Tartell and carried 5-0.

3. Possible Establishment of Blight Fund

Ms. Vanderslice reviewed the Possible Establishment of Blight Fund. After discussion and review, motion moved by Mr. Cole to create a blight fund to account for blight fee receipts and blight associated expenditures. Motion seconded by Mr. Tartell and carried 5-0.

4. STEAP Grant Award for Police ERT Garage and Carport-Authorization to Add to Construction Contract or Bid Following Discussions with the State

Ms. Vanderslice reviewed with Mr. Burney providing additional input. Ms. Vanderslice shared the recently \$500,000 STEAP grant award for construction of an ERT Garage and Carport for the new Police Headquarters project. She requested authorization to either add the project to the construction contract if the original RFQ complied with the state requirements or otherwise issue a new RFQ. After further review and discussion, Ms. Vanderslice asked for a motion to authorize her to either add the construction of an ERT Garage and Carport to the Police Headquarters construction contract or bid the projects, subject to discussions with the state and town counsel. Motion moved by Mr. Cole, seconded by Ms. Healy and carried 5-0.

5. PDHQ Project-In Field Change Order Authority

Ms. Vanderslice and Mr. Burney discussed the possible need for quick decisions on change orders so as not to delay or stop construction. She recommended Chris Burney be provided with the same authority as he was provided for the Miller Driscoll project, which was the authority to approve emergency change orders of up to \$50,000. Emergency change orders exceeding \$50,000 would require the approval of the First Selectperson or the Town Administrator. If not an emergency change order then it would come to the BOS for approval. Non-emergency change orders would require the approval of the Board of Selectmen. The Board of Selectmen would be notified of all approved emergency change orders. After detailed discussion and review, Ms. Vanderslice moved a motion to provide Chris Burney with authorization to approve up to \$50,000 in emergency change orders with subsequent presentation to the First Selectperson and/or Town Administrator and presentation to the BOS at their next meeting. Motion seconded by Ms. Healy and carried 5-0.

6. Parking Lease for Church and PDHQ Contractors

Mr. Burney reviewed the requirement to lease offsite parking during the construction. The item was tabled until the next meeting to allow for additional information.

7. Draft Proposal – Wright Pierce-Continuation of Infiltration and Inflow Evaluation
Ms. Vanderslice noted that the contract work was approved by the Water Pollution Control Authority. Ms. Vanderslice asked for a motion for the First Selectwoman to execute the contract following review by town counsel and the addition of language related to the completion date. Motion moved by Ms. Healy, seconded by Mr. Tartell and carried 5-0.
8. Master Service Agreement – NWN Carousel – Matt Knickerbocker
Mr. Knickerbocker noted that NWN is the company that handles the phone for the town and schools. He noted there is no cost associated with this agreement. Agreement is being updated to provide a more detailed description of the terms and agreements. After review and discussion, motion moved by Mr. Nabulsi to allow the First Selectwoman to execute the new Master Service Agreement with NWN Carousel. Motion seconded by Mr. Cole and carried 5-0.
9. WARF/TOW Banner Sales Agreement
Ms. Vanderslice reviewed and noted discussion at the prior BOS meeting. Ms. Vanderslice opened the floor for discussion amongst the board. After discussion, consensus for Ms. Vanderslice to hold discussions with WARF and develop a new MOU.
10. Possible Appointment of Kim Healy as BOS WLA Trustee
Ms. Vanderslice noted that several of the BOS have termed out and others have resigned. There are currently only two BOS trustees on the board. After discussion, motion to appoint Kim Healy as a BOS WLA Trustee. Motion moved by Mr. Cole, seconded by Mr. Nabulsi and carried 5-0.
11. Status of the School Needs Assessment Study
Ms. Vanderslice shared the town had received a draft of the School Needs Assessment Study. She shared the estimated cost over a 10-year period was more than \$100 million. The final report will be presented at a Quad-Board meeting in November.
12. Approve additional Transfer Station Subsidy
Ms. Vanderslice noted that at the September 19, 2023 BOS meeting it was discussed to approve \$175,000 subsidy for the Transfer Station. After review and confirmation on the amount from CFO Dawn Norton, motion moved by Ms. Healy to approve for FY2023 an additional \$175,000 subsidy for the transfer station. Motion seconded by Mr. Tartell and carried 5-0.
13. Update from the Town Administrator
Matt Knickerbocker shared his thoughts and accomplishments after completing one year in the position. He also discussed the areas he will be focusing on over the coming months.

E. Selectmen's Report

1. First Selectwoman
 - Ms. Vanderslice noted Toll Brothers withdrew their interest in purchasing the town right-of-way at 15 Danbury Road
 - Ms. Vanderslice shared WHS Principal Bob O'Donnell request for additional parking spaces for student parking. Matt Knickerbocker will develop more comprehensive solution.

2. Selectmen/Selectwoman

Mr. Healy noted Minks to Sinks begins this week (October 2-9th).

Mr. Tartell

None.

Mr. Cole

None.

Mr. Nabulsi

None.

F. Public Comment

None.

G. Executive Session

Item tabled.

H. Adjournment

Having no further business, motion to adjourn at 8:58pm. Motion moved by Ms. Cole, seconded by Mr. Tartell and carried 5-0.

Jacqueline Rochester

Recording Secretary

Taken from Video

DRAFT ORDINANCE

TAX EXEMPTION FOR VEHICLES FOR DISABLED INDIVIDUALS

DRAFT as of 9/29/23

WHEREAS, significant financial costs are associated with equipping a motor vehicle for adaptive use by a person with a disability;

WHEREAS, pursuant to C.G.S. § 12-81c (3), the Connecticut General Assembly has authorized local tax exemption of vehicles used as non-profit ambulances, ~~any property owned~~ by nonprofit ambulance companies and vehicles owned and adapted for use by ~~a~~ disabled individuals.

WHEREAS, the Board of Selectmen for the Town of Wilton is desirous of lessening the financial burden associated with such ~~property and motor~~ vehicles.

NOW THEREFORE, BE IT ENACTED that the Town of Wilton, pursuant to C.G.S. § 12-81c (3), exempts from taxation such vehicles ~~and property~~ as more fully described herein:

SECTION 1. DEFINITIONS. As used in this article, the following terms shall have the meanings indicated:

- (a) ADAPTED VEHICLE: A vehicle which is modified, equipped and/or fitted with special equipment to accommodate a disabled individual who is incapable of operation of a motor vehicle on his or her own, to use or operate the same for transportation and/or to transport a person with disabilities as hereinafter defined. By way of example, special equipment shall be, but is not limited to, hand controls, lifts, ramps, special seating, braking or acceleration mechanisms for manual operation, physical alterations to accommodate medical equipment, i.e., oxygen tanks, mechanical respirators.
- (b) DISABLED PERSON: An individual whose licensed physician has attested in writing that the individual requires a specially equipped and/or modified motor vehicle ~~as hereinbefore defined as a result of~~ because of the individual's medical incapacitation and/or disability.

SECTION 3: EXEMPTION: Subject to approval by the Town Assessor, taxes shall be exempt for the following property:

- (a) Any ambulance-type motor vehicle which is used exclusively for the purpose of transporting any medically incapacitated individual, except any such vehicle used to transport any such individual for profit.
- (b) Any ~~motor vehicle property~~ owned by a nonprofit ambulance company.
- (c) Any Adapted Vehicle owned by a Disabled Person who is a resident of the Town of Wilton, or owned by the parent or guardian, who is a resident of the Town of Wilton, of such person.

SECTION 4. APPLICATION:

- (a) The owner of such property described in Section 3 may apply to the Assessor of the Town of Wilton on a form prepared by the Assessor for tax exemption pursuant to this Chapter.

- (b) At the time the owner makes application to the Assessor, the owner must provide proof in the form of documentation that ~~property vehicle~~ sought for exemption is eligible pursuant to Section 3. This shall include annual re-certification by the Disabled Person's licensed physician that the Disabled Person requires a specially equipped and/or modified motor vehicle because of the individual's medical incapacitation and/or disability
- (c) Applications for such exemptions shall be filed annually between October 1 up through and including December 31 following the assessment date with respect to which such exemption is claimed, ~~except that applications for motor vehicles on the Grand List of October 1, 2022, shall be filed by October 31, 2023.~~

SECTION 5. EXPIRATION: Any exemption granted pursuant to this Chapter shall expire when:

- (a) The property is sold or transferred.
- (b) The Adapted Vehicle ceases to be used by the disabled owner or parent or guardian of a person with disabilities.
- (c) The property is otherwise no longer eligible for exemption under the terms set forth in Section 3.