

OFFICE OF THE  
FIRST SELECTMAN

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Toni Boucher  
*First Selectman*

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  
Tuesday March 19, 2024**

**PRESENT:** First Selectman Toni Boucher, Joshua Cole, Kimberley Healy, Basam Nabulsi, Ross Tartell

**GUESTS:** Ashley Kineon and Patti Temple of Friends of Ambler Farm (FOAF), Jose Figueroa (BOE), Public Works Director /Town Engineer-Frank Smeriglio, Assistant Director/Facilities Manager Jeff Pardo, Director Parks & Recreation-Steve Pierce, Town Administrator Matt Knickerbocker CFO-Dawn Norton

**A. Call to Order**

Ms. Boucher called the Meeting to order at 7:02pm.

Before moving to Public Comment, Ms. Boucher noted the board will be discussing the Five-Year bonded capital request, but added after discussions with staff decided to bring forward as soon as it can be done a 15-year projection instead which will reflect the needs assessment for both the town and the schools understanding that 10 years is too short a time period to absorb the costs and the volume of needs listed. Tonight's meeting will be looking at the first year for 2025 for town and schools together.

**B. Public Comment**  
None

**C. Consent Agenda**

- Minutes
  - Board of Selectmen Special Meeting Minutes – March 5, 2024
  - Board of Selectmen Special Meeting (Continuation from March 5, 2024) – March 8, 2024
  - Board of Selectmen Special Meeting Minutes – March 9, 2024

Motion moved by Mr. Cole seconded by Mr. Nabulsi and carried 5-0 to approve the minutes: amending the BOS March 5, Special Meeting minutes in item E-2 on to correct; change "authorized the" to "authorize the" and change "entire into" to "enter into"; amending the BOS March 9, 2024 Special Meeting minutes to add "Frank Smeriglio as attendee: No change to the March 9, 2024 minutes.

BOS Minutes 03/19/2024

***\*Minutes have not been reviewed by this Board and may be subject to revision in future minutes.***

- Refunds
  - As per Tax Collectors Memo dated March 12, 2024
 Motion moved by Mr. Nabulsi, seconded by Mr. Cole to approve the refunds as presented. Motion carried 5-0.
- Gifts
  - Visiting Nurse Assoc. of Ridgefield – Senior Center Gift Fund - \$42.50
  - Encore Club – Senior Center Gift Fund - \$30.00
  - Phil & Anne Stevens – Fire Department Gift Fund - \$5,000
 Motion made by Mr. Tartell to approve the gifts to the town. Motion seconded by Mr. Nabulsi and carried 5-0.

#### D. Discussion and/or Action

1. Parks & Recreation Request for Approval of WARF Funded Projects  
 Mr. Knickerbocker reviewed with Steve Pierce providing additional input. Looking for approval to accept donation from WARF to fund improvements (storage shed to be constructed and fencing to be installed) at Ambler Soccer Fields, Lilly Field and Middlebrook Fields (see attached memo). Mr. Nabulsi moved approval of the acceptance of the funds and use for construction of shed and fencing to be placed on town property. Motion seconded by Mr. Tartell. Board members noted their appreciation for WARF's continued support of the town. . After further review and discussion, motion carried 5-0.
2. Town Clerk – Historic Preservation Grant  
 Mr. Knickerbocker reviewed the Historic Preservation Grant in the amount of \$11,458.28 for the Town Clerk which provides funding for ongoing efforts to expand vault storage for archival records. After discussion, motion moved by Mr. Tartell to accept the Historic Preservation Grant. Motion seconded by Mr. Nabulsi. After further review and discussion, motion carried 5-0.
3. Reallocation of Department Capital Remaining Funds to Parks & Recreation Lighting  
 Mr. Knickerbocker reviewed with Steve Pierce providing additional input. See attached memo that outlines the request. After review and discussion, motion moved by seconded by to approve . Motion to approve request as listed in the memo moved by Mr. Cole, seconded by Mr. Nabulsi. After further review and discussion, motion carried 5-0.
4. Five-Year Capital Bonded Requests  
 Ms. Boucher began the review of the Five-Year Capital Bonded Requests. She noted that discussion will be focused on year one (2025) and as previously noted town staff is working on a draft 15-year projection. Mr. Knickerbocker continued the review with the board. The board discussed the various requests. Requests discussed listed below
  - Mr. Smeriglio began the review for requests (\$2,140,000) for Road Restoration
  - Mr. Pardo began the review for requests (\$1,584,300) for Town Hall Municipal Buildings
  - Ashley Kineon and Patti Temple of FOAF began the review for requests (\$950,000)for Ambler Farm.
  - Mr. Pierce began the review for requests (\$300,000) for Parks & Recreation
  - Jeff Pardo along with input from Mr. Smeriglio, Jose Figueroa and Dawn Norton (representing BOE) began review for requests (\$5,763,976) related to the schools

5. Appointments/Reappointments

- Deer Committee – Mike Russnok

Ms. Boucher reviewed the need to reappoint Mike Russnok to the Deer Committee. After review, motion moved by Mr. Tartell to reappoint Mike Russnok to the Deer Committee. Motion seconded by Mr. Cole and carried 5-0

E. Selectmen's Report

1. First Selectman

- Ms. Boucher noted Townwide Clean-Up Day will take place on April 6, 2024  
9am – 12pm

2. Selectmen/Selectwoman

Mr. Nabulsi

None.

Mr. Cole

None.

Ms. Healy

None.

Mr. Tartell

None.

F. Public Comment

- Barbara L. Geddis of Cannon Rd commented.

After discussion, the selectmen agreed to a special meeting to be scheduled for March 27, 2024 at 6:00pm for further discussion on the bonded capital items before presenting it to the Board of Finance. An appointment to the Plan Implementation Committee for POCD will also be discussed at the March 27, 2024 meeting. Discussion on forming a committee to review town needs and school needs and when the committee should be put in place.

G. Adjournment

Having no further business, motion to adjourn at 9:24 pm. Motion moved by Mr. Nabulsi, seconded by Mr. Cole and carried 5-0.

Jacqueline Rochester

Recording Secretary

Taken from Video



**STEVE PIERCE**  
**Director**

**KREGG ZULKESKI**  
**Administrative  
Manager**

**JIM LEWICKI**  
**Program Coordinator**

**BEVERLY HODGE**  
**Administrative  
Secretary**

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March 7, 2024

Town of Wilton  
Board of Selectmen  
238 Danbury Rd  
Wilton, Ct. 06897

Dear Board Members,

At the Wilton Parks & Recreation Commission meeting on Wednesday, March 6, 2024 WARF proposed the following improvements to Town facilities:

- Install approximately 330 linear feet of 3" high black vinyl fencing, with two openings, at the east side of the Ambler Farm Soccer fields to stop balls from rolling down the hill and into brush. It will also allow field reconfiguration which will help with limiting wear and provide an opportunity for multi-use sports on the site.
- Install a storage shed not to exceed 20' x 20' for youth sports equipment
- Replace the portable fencing at Lilly field with permanent 10' high black vinyl fencing along the north edge of the field to keep soccer balls and lacrosse balls from going into wetlands. An opening will be placed behind the soccer goal for access to retrieve balls if need be.

At the August 23, 2023 Parks & Recreation Commission meeting WARF requested replacing field lighting at Middlebrook school with new LED lighting and new support poles. The number of lights will remain the same

All of these projects have been unanimously approved by the Parks & Recreation Commission and they ask your consideration for approval so these projects can move forward.

As part of the approval, the Parks & Recreation Director will work with P&Z, Wetlands, Building and Zoning Enforcement to insure these projects have the proper permits where needed. Initial conversations have already taken place.



**STEVE PIERCE**  
**Director**

**KREGG ZULKESKI**  
**Administrative  
Manager**

**JIM LEWICKI**  
**Program Coordinator**

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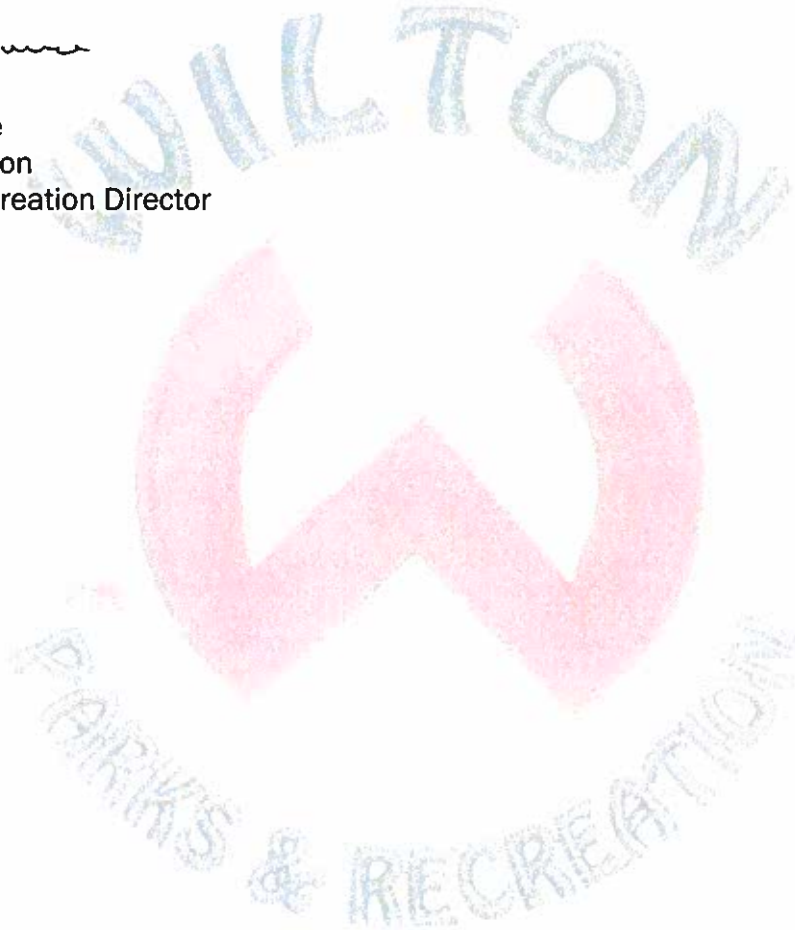
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Each of these projects are fully funded by WARF and Wilton Youth Sports and will have minimal impact on Parks & Recreation staff with ongoing maintenance.

Thank you for your consideration and please let me know if you have any questions

Sincerely,

Steve Pierce  
Town of Wilton  
Parks & Recreation Director



Telephone (203) 563-0110  
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TOWN ADMINISTRATOR  
Matthew S. Knickerbocker

email: matt.knickerbocker@wiltonct.org



TOWN HALL  
238 Danbury Road  
Wilton, CT 06897

March 19, 2024

TO: Board of Selectmen  
FROM: Matthew Knickerbocker  
RE: Request for Transfer of Funds

This is a request for transfer of funds from surpluses related to prior project to the Parks & Recreation Department for the purpose of replacing the gymnasium lighting at the Comstock Community Center.

<u>Transfer From Account:</u>	<u>Amount</u>	<u>Notes</u>
001-90-9022.54559	\$ 890.60	Surplus, no-smoke filter purchase
001-90-9024.54553	5,787.09	Surplus, paramedic fly car purchase
001-90-9031.54593	4,711.00	Surplus, purchase of truck
<i>Total:</i>	<i>\$ 11,388.69</i>	

<u>Transfer To Account:</u>		
001-90-9041.57212	\$ 11,388.69	Comstock Lighting Project

Thank you.