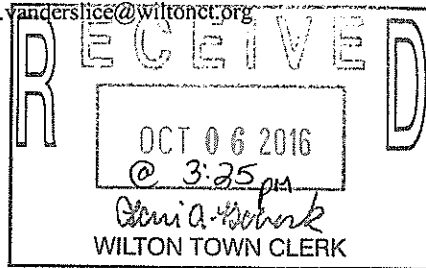


OFFICE OF THE  
FIRST SELECTMAN

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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

**BOARD OF SELECTMEN  
TUESDAY SEPTEMBER 19, 2016  
MEETING ROOM B, WILTON TOWN HALL**

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

**GUESTS:** Brian Colburn and Joe Seaman – members of the Wilton Football Boosters Association, Sarah Gioffre, Gretchen Jeanes, Sarah Taffel

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

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

Motion made by Ms. Vanderslice to move Public Comment to Item B on the Agenda and move other items down alphabetically. Motion seconded by Ms. Bufano and unanimously carried.

Motion made by Mr. Clune to approve the Minutes of September 6, 2016. Motion seconded by Ms. Bufano and carried 4-0-1. Mr. Kaelin abstained as he was not present at the September 6<sup>th</sup> meeting.

Motion made by Ms. Bufano to approve the Gifts as mentioned, seconded by Mr. Clune and unanimously carried.

**A. Consent Agenda**

Minutes

- Board of Selectmen Meeting – September 6, 2016

Gifts

- Greta F. & Vivian L. Acton – Police Gift Fund - \$50.00
- Wilton Women's Club – UTV Gift Fund - \$7,000.00

**B. Public Comment**

None

### C. Discussion and/or Actions

1. Discussion and Approval of Gift – Field Goals for Guy Whitten Field Donated by Wilton Football Boosters

Brian Colburn, President of the High School Football Boosters Association reviewed the gift being donated by the Wilton Football Boosters Association. Mr. Colburn noted that the Wilton Football Boosters Association would buy the post and install them and handle all associated costs and then gift to the Town. Boosters are asking the Town to accept the gift. Discussion with the Board of Selectmen followed. Following discussion, motion made by Mr. Clune to accept the gift from the Wilton Football Boosters with the stipulation that should a permit be needed, Parks and Recreation Director Steve Pierce will handle and also discuss the gift with the Board of Education. Motion seconded by Ms. Bufano and unanimously carried.

2. Review of Miller Driscoll Playground and Equipment Purchase

Gretchen Jeanes of the Miller Driscoll Building Committee reviewed the Miller Driscoll Playground and Equipment Purchase. She noted that the PRE-K playground will not be installed until the summer of 2017. As for cost of the playground, that is already included in the budget for the project. The Building Committee is looking to get approval from the Board to authorize the First Selectman to sign off on the Purchase Orders so the order can be put in to have the playground in before the Christmas break. Motion made by Mr. Dubow made the motion to authorize the First Selectman to sign off on the Purchase Orders for the Miller Driscoll Playground and Equipment purchase. Motion was seconded by Mr. Kaelin and unanimously carried.

Mr. Kaelin complimented the Miller Driscoll Building Committee, the Administration, the school staff and Turner Construction for doing a tremendous job in getting the school ready for opening for the new school year.

3. Field Usage and Field Location Subcommittees

Sarah Gioffre, Chair of the Parks and Recreation Commission spoke regarding the Field Usage and Field Location Subcommittees. Ms. Gioffre gave background information as to Parks and Recreation discussing a need for studying anticipated future field usage as well as field locations. She then reviewed the candidates for the subcommittees (listing attached). Mr. Dubow suggested that a representative from the Board of Education be a sitting member of the committee. Ms. Vanderslice made a motion to appoint the members suggested by the Parks and Recreation Commission for the Field Usage and Field Location Subcommittees (listing attached) with the addendum that the Commission bring forth a recommendation for a Board of Education member. Motion seconded by Mr. Clune and carried 4-0-1. Mr. Dubow voted no as he felt strongly that a Board of Education member should be included before appointing any members to the committees.

4. Discussion and Approval of Area 9 Cable Council Grant

Ms. Vanderslice reviewed the Area 9 Cable Council Grant. She noted that the grant covers the cost of filming meetings. Ms Vanderslice stated that this year we are investigating possibly filming the Planning and Zoning Commission meetings and this grant would likely help to cover that cost. Motion made by Mr. Kaelin to approve the Area 9 cable Council Grant. Motion seconded by Ms. Bufano and unanimously carried

5. Discussion and Approval of Agreement with Gallagher Benefits Services  
Sarah Taffel, Director reviewed the Agreement with Gallagher Benefits Services. She noted that Gallagher Benefits Services is the company that has provided the health insurance and other benefit consulting services for the Town. It covers a very wide spectrum of services. Ms. Taffel is asking the Board of Selectmen to authorize the agreement with Gallagher Benefits Services for one year. The cost is \$28,960 paid in quarterly installments. Ms. Vanderslice noted that the Town has been working with Gallagher without a contract for Fiscal Year 2017 as there is discussion to combine with Board of Education to use on firm. Mr. Kaelin made a motion, based on the recommendation of Ms. Taffel, to have the First Selectman authorized the agreement. Motion seconded by Mr. Clune and unanimously carried.

6. Discussion of Legal RFP Proposals/Process  
Mr. Clune reviewed the Legal RFP Proposals/Process. He noted that he has not had an opportunity to get together with Mr. Kaelin to review but have emailed each other. Received 8 intent to respond but only receive 6 responses. Have reviewed the responses and divided into two categories. Next step to speak with Mr. Kaelin and see if has a different view and then determine whether want to interview all 6 firms or smaller number of the firms based on responses provided to date. Set up interviews so that all BOS can participate as well as Sarah Taffel, Bob Nerney and Anne Kelly-Lenz. Sarah Taffel spoke with regard to doing the interview in Executive Session. Decision to conduct 2 interviews over 3 nights in Executive Session with possibility of second set of interviews once selection has been narrowed down. Mr. Clune to notify firms that timeframe for decision will be left open as not possible to meet RFP deadline of October 17, 2016. Jackie Rochester to handle scheduling interviews with selected firms.

7. 2017 Town Hall Employees Holiday Schedule  
Sarah Taffel reviewed the 2017 Town hall Employees Holiday Schedule. Motion made by Mr. Dubow to approve the 2017 Town Hall Employees Holiday Schedule. Motion seconded by Ms. Bufano and unanimously carried.

8. Miscellaneous Other Business  
John Murphy resigned as Facilities Manager at Board of Education. Chris Burney will be undertaking his responsibilities on an interim basis. Mr. Murphy was appointed as a Miller Driscoll representative because he was a Board of Education employee, but he also lived in the Town. Need to clarify that he is no longer a member of the Miller Driscoll Building Committee or the Wilton Security Task Force. All Board members in agreement that as Mr. Murphy has resigned from the Board of Education, that he is no longer a member on the Miller Driscoll Building Committee or the Wilton Security Task Force.

Ms. Vanderslice reviewed status of the Pedestrian Walkway Bridge. Board reviewed a drawing of the proposed bridge that was presented at Inland Wetlands Commission. Waiting to hear from DOT to set up a meeting.

There have been two accidents involving high school students on Rt 7 and Catalpa Rd in the last couple weeks. Ms. Vanderslice has received numerous emails from parents that are concerned. Have spoken to Chief Crosby and there will be a study done to determine what is going on. RT 7 is a state road. Have also spoken to Dr. Smith and Bob O'Donnell will also be taking a look.

Mr. Kaelin has a request for one speed limit from school road to past the high school as there are contradictory speed limits in that area.

### C. Reports

#### First Selectman's Report

Ms. Vanderslice attended ribbon cuttings for two new businesses in Town. Cook's Nook and Dynamic Edge. She noted that the wife of the Doctor at Dynamic Edge is a counselor at Cider Mill School. Also two new restaurants have opened in Wilton, Craft 14 and Culture Tea. Encourage all to come out and support these new businesses.

Thank you to Economic Development Commission and the Connecticut Economic Resource Center for the training they provided and to all the members on the major board/commissions that attended.

The Wilton Community has lost another long time volunteer. Lisa Bogan passed away this weekend. Ms. Bogan was a member of the BOE, Chair of the YMCA, long time member of the League of Women Voters, active in youth sports as well as many other organizations. Thoughts and prayers are with her family.

#### Selectmen's Reports

##### Mr. Dubow

Thanked the EDC and CERC for their efforts and all the thought that went into putting the training session together. Mr. Dubow noted that it is the business of all to participate and understand the ramifications of what is being done and various boards/commissions should work together. He stated that all should participate to get a better product and a better outcome.

##### Mr. Kaelin

Echoed thoughts of Ms. Vanderslice with regard to Lisa Bogan.

##### Mr. Clune

Ambler Farm Day is Sunday, 9/25/16 from 8:00AM – 4:00PM. EDC training went well and it was good to have everyone (from various boards/commissions) in the same room and working together.

Attended planning and zoning on 9/12/16 and raised the idea of putting banners in stadium as revenue source. Awaiting a memo back from planning and zoning, but believe they are not opposed to the idea.

##### Ms. Bufano

Ms. Bufano also noted that she enjoyed the session given by the EDC and CERC.

### D. Public Comment

None

### E. Executive Session

Ms. Vanderslice asked for a motion to be made to enter into Executive Session at 9:25 PM for:

- Discussion of Fiscal Year 2016-2017 Non- Union Employee Compensation which involves the discussion of personnel matters and union negotiations which qualifies for

executive session under FOIA and Sarah Taffel of Human Resources is invited to join this discussion; and

- Discussion of Proposed Settlement Terms of Pending Heart and Hypertension Claims which involves the discussion of pending legal litigation and is a personnel which qualified for executive session under FOIA and Sarah Taffel of Human Resources and advising attorney Scott Williams of Williams and Moran are invited to join this discussion.

Motion moved by Mr. Dubow, seconded by Mr. Clune and unanimously carried.

Out of Executive Session at 10:25 PM.

Ms. Vanderslice called the meeting back in regular session at 10:25PM.

Motion made by Mr. Kaelin to accept Counsel's recommendation of settlement of 3 pending Heart and Hypertension claims. Motion seconded by Mr. Clune and unanimously carried.

Motion made by Mr. Kaelin to approve the First Selectman's recommended 6-month increase for an employee. Motion seconded by Mr. Dubow and unanimously carried.

Motion made by Mr. Kaelin at the First Selectman's recommendation to approve a pool for fiscal year 2016-2017 merit increases equal to 1.95% of current employees compensation. Motion seconded by Ms. Bufano and unanimously carried.

Ms. Vanderslice noted that at the next Board of Selectmen meeting plan to bring forward a proposal to discuss amending the employee handbook to reflect changes for non-union hires after July 21, 2016. One change would be to reduce the defined contribution made by the Town on behalf of the employee down to 5% and the other is to limit new employees to the high deductible with HSA medical plan.

- D. Adjournment – Having no further business, Ms. Vanderslice asked for a motion to adjourn. Motion made by Mr. Clune to adjourn meeting at 10:27 PM. Motion was seconded by Ms. Bufano and unanimously carried.



Jacqueline Rochester  
Recording Secretary  
Taken from Video

**Town of Wilton**

**Parks and Recreation Commission**

**Proposal for Sub Committees**

**Field Usage & Field Needs Sub Committee**

This committee would examine anticipated field usage/field needs in the town (for next 5-8 years) by youth athletic organizations (pre K-8th grade), Wilton High School athletic teams, as well as any other individuals/organizations (e.g., adult softball, rugby, ultimate frisbee, etc).

Proposed sub committee members:

Jennifer Kendra, Chairman

Steve Pierce, Director of Parks and Recreation

Kevin Ring

Chris Skillin

**Field Location Sub Committee**

This committee would research all possible field locations in town (keeping in mind field needs as determined by field usage/field needs committee).

Proposed sub committee members:

Joe Burke, Chairman

Steve Pierce, Director of Parks and Recreation

Mark Ketley

JR Sherman

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TOWN HALL  
238 Danbury Road  
Wilton, CT 06897

September 19, 2016

**TO:** Board of Selectmen  
**FROM:** Jacqueline Rochester  
**RE:** 2017 Proposed Town Hall Employees Paid Holiday Schedule

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Below is a proposed 2017 Town Hall Employee Paid Holiday Schedule for your review and approval:

**HOLIDAY**

|                        |                                                      |
|------------------------|------------------------------------------------------|
| New Year's Day         | Monday, January 2 * (New Year's Falls on Sunday)     |
| Martin Luther King Day | Monday, January 16 *                                 |
| Presidents Day         | Monday, February 20                                  |
| Good Friday            | Friday, April 14 *                                   |
| Memorial Day           | Monday, May 29 *                                     |
| Independence Day       | Monday July 3 (floating Holiday)<br>Tuesday, July 4* |
| Labor Day              | Monday, September 4 *                                |
| Columbus Day           | Monday, October 9                                    |
| Thanksgiving Day       | Thursday, November 23 *                              |
| Day after Thanksgiving | Friday, November 24 *                                |
| Christmas              | Monday, December 25 *                                |

*As per contract – 9 set holidays\* plus two recognized holidays and one floating holiday to be determined by the BOS.*

**APPROVED BY BOS 9/19/2016**