

OFFICE OF THE
FIRST SELECTMAN

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William F. Brennan
First Selectman

Harold E. Clark
Second Selectman

Ted W. Hoffstatter

Richard J. Dubow

James A. Saxe

TOWN HALL
238 Danbury Road
Wilton, CT 06897

**BOARD OF SELECTMEN REGULAR MEETING
MONDAY, NOVEMBER 18, 2013
MEETING ROOM B, WILTON TOWN HALL**

PRESENT: First Selectman Bill Brennan, Hal Clark, Richard Dubow, Ted Hoffstatter, James Saxe

GUESTS: Sandy Dennies, Sarah Taffel, Captain John Lynch (Wilton Police Department), Members of the Comstock Building Committee (Judith Zucker Bruce Hampson, Mark Ketly, Bill Brautigam, Steve Pierce), Members of Architectural Firm Quisenberry Arcari (Rusty Malick and Kevin McFarland), Hans Forland (member of the Public), Jacqueline Rochester

OTHERS: Three members of media

Mr. Brennan called the meeting to order at 7:30 p.m.

A. Consent Agenda

Upon motion by Mr. Dubow, seconded by Jim Saxe, the consent agenda was approved as follows:

Minutes

- Board of Selectmen Regular Meeting Minutes of November 4, 2013

Tax Refunds

- As per Tax Collector's Memorandum of November 14, 2013

B. Discussion and/or Action

1. Comstock Building Committee – Recommendation for Architectural and Engineering Services for Comstock Renovation Project

Judith Zucker was asked to speak with regard to the recommendation for the Architectural and Engineering Services to Quisenberry Arcari. Ms. Zucker gave a background on Quisenberry Arcari Architects LLC of Farmington, Connecticut. Ms. Zucker outlined reasons the committee chose Quisenberry Arcari, citing

their excellent reputation and experience in dealing with similar municipal projects and the fact that the principals in the company will be involved with the project. Ms Zucker stated that part of their mission is to assist the Committee with communicating with the Board of Selectmen, Board of Finance, staff and the public at large. Ms. Zucker introduced Mr. Rusty Malik, who is a principal at Quisenberry Arcari, to speak regarding the project. Mr. Malik stated that he would be acting as the project manager on the Comstock renovation. Mr. Malik assured the Board that he's been working in this profession for about 30 years, a majority of that in the public sector, and is very familiar with building committees, community groups and understands how town government works. Mr. Malik also stated that the Quisenberry Arcari is very excited to be chosen for this project and that a majority of the work that Quisenberry Arcari does is in renovation and they excel in this area. Mr. Brennan made a motion to award the contract for architectural and engineering services through schematic design for the Comstock Community Center renovation project and through complete design and installation of the replacement Comstock boiler to Quisenberry Arcari Architects LLC of Farmington, Connecticut. Seconded by Ted Hoffstatter, motion unanimously passed.

2. Status of Capital Projects and Plans

- Comstock and Middlebrook Roof Projects have been completed. Finished before winter and were under budget by approximately \$14,000.
- Miller Driscoll Project – Have two schematic design proposals from the architectural firm Tai Soo Kim Partners and Turner Construction is developing cost estimates for each. Building Committee will review designs at their next meeting scheduled for December 10th with Tai Soo Kim.
- Yankee Gas Project – Met with Yankee Gas on November 12, 2013 and they gave us a review of the preliminary PURA report that came out. They stated that they were pleased and there were no major surprises, PURA approved 25 year financial module, and the portfolio approach to marketing. Final report should come out by the 22nd of the month. General Counsel will be working on putting together installation agreement. Yankee Gas will be forming a Wilton Project Team that will involve construction and residential people. They will be bringing in their conservation and environmentalist people for a joint meeting with our Inland Wetlands and Conservation Commissions to go over what is planned. This meeting is scheduled for December 12th. Meeting later this week to be set up with Tony at Portofino's to consult with him regarding the project impact and the best time to minimize disruption to his property. Timeline will be put out further down the road. Potential construction to start in the spring with intent to get through the town center when the least amount of activity is going on, which is the last two weeks in July through the first two weeks into August. Planning a residential outreach program to increase communication and public relations regarding this project.

3. Introduction: Barry Bogle, Director, Health Department

Introduction of Wilton's new Health Director, Barry Bogle, was made to the Board of Selectmen. Mr. Bogle was asked to speak and he told the Board that his priority will be on increasing communication and dissemination of information to the public. Started process of internalizing, and changing internal structure, putting in place processes that will create efficiency and productivity. Intends to make sure civic groups and residents are tied into what Department Health of does. Getting information out there on time, in real time to best of ability. Mr. Bogle mentioned that he would like see Wilton will become one of the foremost Public Health Agencies in the region. Mr. Bogle mentioned one of the things he intends to focus on is revamping the Health Department's website to ensure that information is real time. Mr. Clark suggested that Mr. Bogle put focus on Lyme disease, and Mr. Bogle agreed that would be something he would be looking into.

4. Consideration of Cost of Living Adjustment (COLA): Town of Wilton Employees Retirement Plan

Mr. Brennan reviewed summary on what COLA allowances the Board of Selectmen have voted on in the past. Board of Selectmen has an obligation to periodically review to consider if an allowance is warranted. Not obligated to take action. After recession, BOS granted and increase of 2.5% in 2012. After discussion a motion was made by Dick Dubow to offer 1.25% COLA increase to Town of Wilton Employees Retirement Plan. Motion seconded by Hal Clark, motion unanimously passed.

5. Town Financial FY 2014

Sandy Dennies was asked to give an early look as to how we are performing vs. budget in 2014. Ms. Dennies reviewed numbers that were issued to BOS for review. Ms. Dennies indicated that YTD performance numbers reflect where we should be at this point. She stated that as we get closer to April, more updates will be provided. Mr. Brennan stated that he has asked Ms. Dennies to give periodic updates every couple of months.

6. FFY 2012 State Homeland Security Grant Program Region 1, Memorandum of Agreement

Sandy Dennies gave a review of the Memorandum of Agreement. Ms. Dennies stated that the Main municipality in Region 1 is Bridgeport. Bridgeport has received an allocation of \$191,288 to be able to do a number of things to prepare for disaster. Signature on the Memorandum of Agreement will allow Town of Wilton to be able to participate through the use of the equipment that the region purchases in the case that we have a disaster. Mr. Clark made a motion for the Resolution that the Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate: and that William F. Brennan, as First Selectmen of the Town of Wilton, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Wilton and to do and perform all acts and things which

he/she deems to be necessary or appropriate to carry out the terms of such documents, including but not limited to, executing and delivering all agreements and documents contemplated by such documents. Motioned seconded by Jim Saxe, motion unanimously passed.

7. Approval to accept FHWA and FEMA Funding

Department of Public Works is asking that the Board of Selectmen accept reimbursements from both FHWA and FEMA agencies for Storm Alford and Storm Nemo. Motion made by Hal Clark to accept the reimbursements from both FHWA and FEMA agencies. Motion seconded by Dick Dubow, motion unanimously passed.

8. Appointments and Reappointments

Mr. Clark recommended correction to term of appointment for Town officials. Upon acceptance of changes as amended, motion made by Mr. Saxe, motion seconded by Dick Dubow the reappointments of Town officials was unanimously passed.

Mr. Dubow moved additional appointments and reappointments as attached. Motion seconded by Jim Saxe, motion unanimously passed.

9. Miscellaneous Other Business

- Recent Dog Attack in Wilton. Mr. Brennan asked Captain John Lynch of the Wilton Police Department to give an update on the Dog attack that took place in Wilton on Monday November 11th and to address the subject of pet control. Captain Lynch went over different ordinances within the state and actions that could be taken in event of animal attacks and/or disturbances. Captain Lynch stated that individuals can reach out to animal control or a private trainer to help with pet control at the first sign of aggression in the animal. He mentioned that this situation that happened on the 11th was a unique situation and the investigation is still ongoing.
- \$3,000 Cablevision Government Access Fund Grant that covers operating expenses and microphone and replacement of Production workstation. Motion made by Hal Clark to sign the application for the Grant, seconded by Dick Dubow, motion unanimously passed.

C. Public Comment – None

D. Reports

First Selectman's Report: Mr. Brennan encouraged everyone to come out to Special Town Meeting being held on November 19, 2013 at Wilton High School Clune Center at 7:30p.m to vote on referendum to acquire conservation easement on 39.5 acres of Keiser family land on Canon and Seeley Roads. Mr. Brennan, Pat Sesto and Warren Serenbetz will be giving presentations, with

voting held immediately after and an adjourned voting on Saturday, November 23, 2013.

Selectmen Reports:

Mr. Clark – C-PACE breakfast for commercial property owners will be held on December 5, 2013 at Rolling Hills. It is by invitation only to people who have commercial property.

Dr. Bernstein spoke on Election Day, November 5, 2013 at the Wilton High School Clune Center. He trained two groups. One group was trained on being detectors, pointing to the type of behavioral things to look for in the students that may become potential threats in the future. The other group was trained in greater depth to be a threat assessment team, who, once a threat has been determined can go into greater depth as to what the next steps to be taken. Both sessions were very well received.

Mr. Dubow – No report

Mr. Hoffstatter – Wilton safe calls is averaging 12 calls a night

Mr. Saxe – Fire Engine. Engineering review has been completed. Final engineering drawings will be complete in a couple of weeks. Major engineering problem was layout of the gauges for the pump. Worked with manufacturer and finally got what we wanted out of them. Manufacturer should be taking delivery of the chassis and the cab over next couple of weeks. Completion estimated May – June. Costs still within budget.

E. Executive Session – No Executive Session

F. Adjournment – Having no further business, the meeting was adjourned at 9:15p.m.

A handwritten signature in blue ink, appearing to read 'Jacqueline Rochester', with a stylized flourish at the end.

Jacqueline Rochester, Recording Secretary

APPOINTMENTS/REAPPOINTMENTS
NOVEMBER 18, 2013
Board of Selectman Meeting

Inland Wetlands Commission – Term Expires 12/1/2016
(D) Elizabeth Craig

Council on Ethics – Term Expires 12/1/2016
(D) Andrew Mais

Commission on Social Services – Term Expires 12/1/2015
(D) Christine Tenore
(D) Judith Zucker

Parks and Recreation Commission – Term Expires 12/1/2017
(D) Mark Ketley

Retirement Investment Committee – Term Expires 12/1/2015
(D) Richard Wehrmann
(D) Paul Burnham

Energy Commission – Term Expires 12/1/2015
(D) Richard Creeth
(D) Robert Sanders

Conservation Commission – Term Expires 12/1/2016
(R) Daniel Berg
(R) Susan DiLoretto
(R) Donna Merrill
(R) Kristen Begor – **Term Expires 5/16/2015**