

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 MEETING**  
**Monday December 5, 2022**  
**Held Electronically**

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

**GUESTS:** Chair Planning & Zoning Richard Tomasetti, 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 7:53pm.

Ms. Vanderslice moved a motion to add, under appointment/reappointment (item D6) Appointment of Ruth DeLuca-BOE to Trustee for the Retirement Plan for Employees of the Town of Wilton. Motion seconded by Mr. Nabulsi and carried 5-0.

B. Public Comment

None

C. Consent Agenda

Motion made by Mr. Cole seconded by Mr. Tartell and carried 5-0 to approve the Consent Agenda as follows:

- Minutes
  - Board of Selectmen Meeting – November 21, 2022
- Gifts
  - Connecticut Community Care – Senior Center Exercise Class Instruction - \$2,160

D. Discussion and/or Action

1. Update Wilton Center Master Planning – Rick Tomasetti  
Planning & Zoning Chair Rick Tomasetti and Director Planning & Land Use Management Michael Wrinn provided the status of the Wilton Center Master Planning. Mr. Tomasetti noted Phase 1 was nearly complete. Future timeline included presentation of recommendations to the P&Z Commission by the end of December, public hearing and decision by the P&Z Commission in January. If approved, phase 2, the presentation of and possible approval of form-based overlay district would occur in February. The goal of the overlay district is to make Wilton Center more walkable. Mr. Tomasetti and Mr. Wrinn addressed questions, including what impact expected

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

proposed Transit Orientated Communities legislation would have on the area of the Center within one-half mile of the Wilton Train Station.

2. Updated Employee Handbook – Matt Knickerbocker  
Town Administrator Matt Knickerbocker presented an updated Employee Handbook noting the work of Sarah Taffel, Sarah Gioffre, Lynne Vanderslice and Attorney Rebecca Goldman of Berchem Moses. After discussion and review, motion moved by Mr. Tartell to adopt the updated employee handbook as it currently stands. Motion seconded by Ms. Healy. Ms. Vanderslice amended the motion to read as presented. Motion carried 5-0.
3. DPW Catch Basin Vacuum Truck Purchase – Matt Knickerbocker  
Mr. Knickerbocker presented two bids for the purchase of a DPW catch basin vacuum truck, approved at the 2022 Annual Town Meeting. \$529,357 from Chadwick Barros Co. and \$498,651 from Sanitary Equipment Co., Inc. He recommended Sanitary Equipment, noting it had all the desired features and was within the approved budget. After discussion and review, motion moved by Ms. Healy to approve the \$498,651 for the vacuum truck purchase. Motion seconded by Mr. Cole and carried 5-0.
4. Proposed 2023 BOS Regular Meeting and Budget Review Dates  
Ms. Vanderslice reviewed the proposed 2023 BOS Regular Meeting and Budget Review dates, as attached. After discussion and review, motion moved by Ms. Healy, seconded by Mr. Nabulsi and carried 5-0 to approve the calendar as presented.
5. Approval of 2023 Annual Town Meeting and Budget Review Dates  
Item skipped.
6. Appointment/ Reappointment
  - Promotion from Acting Tax Collector to Tax Collector – Jessica Baldwin  
Mr. Knickerbocker congratulated Jessica Baldwin for completing and passing both the C.C.M.C. I and II exams. He recommended, with the support of Ms. Vanderslice, Ms. Baldwin be promoted to the position of Tax Collector. After discussion and review, motion moved by Mr. Tartell, seconded by Mr. Cole and carried 5-0 to appoint Jessica Baldwin as Tax Collector.
  - Blight Prevention Officer – Mark Lawrence  
Ms. Vanderslice noted at the last meeting Mr. Lawrence was appointed as Blight Enforcement Officer. The proper title should have been Blight Prevention Officer. Ms. Vanderslice asked for a motion to make the correction on the appointment of Mark Lawrence to Blight Prevention Officer. Motion moved by Mr. Cole, seconded by Mr. Tartell and carried 5-0.
  - Investment Committee – Richard Nichol  
Motion moved by Ms. Vanderslice to reappoint Richard Nichol to the Wilton Employee Retirement Plan Investment Committee with a term ending 11/30/2024 and Alison Smith to the Economic Development Commission with a term ending 6/30/2024. Motion seconded by Mr. Tartell and carried 5-0.
  - Appointment of Ruth DeLuca-BOE to Trustee for the Retirement Plan for Employees of the Town of Wilton  
Motion moved by Ms. Healy to appoint Ruth DeLuca (BOE) to Trustee for the Retirement Plan for Employees of the Town of Wilton. Motion seconded by Mr. Tartell and carried 5-0.

- Application Process  
Ms. Vanderslice recommended the appointment of Frank Simone to the Inland Wetlands Commission vacancy, without the requirement he be recommended by a Town Committee. She noted Mr. Simone recently completed 10 years of service on the Conservation Commission and is an attorney. She also recommended a change in policy to allow Board of Selectmen members to recommend candidates for consideration for appointment. Members were supportive of her suggestion with Mr. Nabulsi noting the board should have clear guidelines so all candidates receive equal consideration. Ms. Vanderslice agreed to provide draft language at a future meeting.

After discussion, Ms. Vanderslice asked for a motion to add the appointment of Frank Simone to the Inland Wetlands Commission. Motion moved by Ms. Healy, seconded by Mr. Tartell and carried 5-0.

- Appointment of Frank Simone to Inland Wetlands Commission  
Motion to appoint Frank Simone to Inland Wetlands Commission moved by Ms. Healy, seconded by Mr. Tartell. After discussion. Motion amended to vacancy with the shortest term. Amended to term ending 11/30/2024. Motion carried 5-0.

E. Selectmen's Reports

1. First Selectwoman

- Ms. Vanderslice reported on the November WestCOG meeting.
- Ms. Vanderslice shared a new document, Annual Budget Process – Cleaning up Confusion, was available on the town website.

2. Selectmen/Selectwomen

Ms. Healy

Ms. Healy noted the events of the previous weekend, including Wilton Rocks for Food and the Holiday Stroll.

Mr. Tartell

None

Mr. Cole

None

Mr. Nabulsi

None

F. Public Comment

None.

G. Adjournment

Having no further business, motion to adjourn moved by Mr. Cole at 9:09pm, seconded by Mr. Tartell and carried 5-0.

Jacqueline Rochester

Recording Secretary

Taken from Video