

OFFICE OF THE
FIRST SELECTMAN

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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
Tuesday April 18, 2023
Comstock Room 31

PRESENT: First Selectwoman Lynne Vanderslice, Joshua Cole, Kimberley Healy, Basam Nabulsi (via zoom), Ross Tartell

GUESTS: DPW Assistant Director/Facilities Manager – Jeff Pardo, Town Administrator – Matt Knickerbocker, CFO Dawn Norton

A. Call to Order

Ms. Vanderslice called the meeting to order at 7:01pm.

B. Public Comment

- Sarvesh Damle of Scarlett Oak Drive
- Steve Hudspeth of Glen Hill Rd

C. Executive Session – Interviews

Ms. Vanderslice asked for a motion to enter into Executive Session at 7:06pm to conduct interviews for the Parks & Recreation Commission, Housing Committee and Historic District & Historic Property Commission and invite Andrew Maria, Christine Lipper and Joshua Kammerman at various intervals. Motion moved by Ms. Healy seconded by Mr. Nabulsi and carried 5-0.

Out of Executive Session and back in Regular Session at 8:31pm

D. Consent Agenda

Motion moved by Mr. Tartell, seconded by Ms. Healy and carried 5-0 to approve the Consent Agenda as follows with minor changes to the April 3, 2023 BOS Meeting Minutes (correcting “ton” to “on” in 3rd paragraph in item A; correcting “detect” to “detectable level” in 3rd bulleted item under Item D4 and adding a “\$” before “275,200” under item D5.

- Minutes
 - Board of Selectmen Regular Meeting – April 3, 2023
 - Board of Selectmen Special Meeting – April 10, 2023

E. Discussion and/or Action

1. Consideration of Fuel Purchasing Agreements – Matt Knickerbocker

Mr. Knickerbocker reviewed the Fuel Purchasing Agreements with Assistant Director/Facilities Manager of Public Works providing additional input. He noted the two contracts covers heating oil, diesel and gasoline. Two Contracts are proposed:

Standard Oil of CT and Santa Buckley Energy. Mr. Pardo clarified for the board that the bid was for 4 items (diesel & winter diesel and #2 heating oil and gasoline). Standard Oil was the low bidder for #2 heating oil & gasoline and Santa Buckley was the low bidder for diesel & winter diesel. After further review and discussion, motion made by Mr. Tartell to allow the town to enter into agreements with both Santa Buckley and Standard Oil of CT. Motion seconded by Mr. Nabulsi and carried 5-0. Ms. Vanderslice thanked all that worked on this project noting their efforts to secure the bids and good pricing. She noted will discuss at a later date the implications/savings for the FY2024 budget.

2. Consideration of Insurance Brokerage Service Agreement – Matt Knickerbocker
Mr. Knickerbocker reviewed. He noted looking to move to a consulting agreement with a brokerage firm. An RFQ was put out and received 3 bids which was reviewed by Ms. Norton and Mr. Knickerbocker. Would like to award contract to USI Insurance Services, LLC with a 3-year agreement for brokerage services and once signed will conduct competitive bidding process for the insurance carrier. After review and discussion, motion moved by Mr. Nabulsi, seconded by Mr. Cole and carried 5-0.
3. Possible Appointments – Housing Committee & Historic District Commission
Motion moved by Mr. Cole to appoint Joshua Kammerman to the Housing Committee. Motion seconded by Mr. Nabulsi and carried 5-0.

Motion moved by Mr. Tartell to appoint Catherine Lipper to fill the remaining term of Allison Sanders on the Historic District and Historic Property Commission. Motion seconded by Ms. Healy and carried 5-0.

Ms. Vanderslice noted additional interviews will be taking place at the May 1, 2023 BOS meeting for positions on the Parks & Recreation Commission. She also noted candidates will be interviewed at the later BOS meeting in May for the Economic Development Commission

F. Selectmen's Report

1. First Selectwoman

Ms. Vanderslice noted the Public Notice on the Annual Town Meeting will be in the Norwalk Hour this week and also in next week's Wilton Bulletin. She also noted the Dave Waters will be nominated as the moderator for the meeting.

2. Selectmen/Selectwoman

Mr. Tartell

Mr. Tartell noted that April 10th is Holocaust Remembrance Day and acknowledged Ms. Healy for representing the Town on Patriots Day.

Ms. Healy
None.

Mr. Nabulsi
None.

Mr. Cole
None

G. Public Comment

None.

H. Adjournment

Having no further business, motion to adjourn moved by Mr. Tartell at 8:45pm, seconded by Mr. Cole and carried 5-0.

Jacqueline Rochester
Recording Secretary
Taken from Video