

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 REGULAR MEETING
Tuesday June 20, 2023
Comstock Room 31

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

ABSENT: Kimberley Healy, excused

GUESTS: Police Chief – Tom Conlan, Deer Committee Chair – Mike Russnok, Betsy Wallon and Libby Nagle representing WVAC, Public Works 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 7:02pm.

Ms. Vanderslice asked for a motion to add an additional item to the agenda as Item D9 - Yellow House at Ambler Farm. Motion moved by Mr. Nabulsi, seconded by Mr. Tartell and carried 4-0.

B. Public Comment

None.

C. Consent Agenda

Motion moved by Mr. Cole, seconded by Mr. Nabulsi and carried 4-0 to approve the Consent Agenda as follows amending the Board of Selectmen Meeting for June 5 2023 as recommended, to note Mr. Tartell's discussion of Juneteeth and Pride Month was in the context of the Civility, Respect & Understanding Proclamation:

- Minutes
 - Board of Selectmen Meeting – June 5, 2023
- Gifts
 - Penelope Sorrentino – Fire Dept Gift Fund - \$300.00
 - Leyla Swanson – Fire Dept Gift Fund - \$50.00

Ms. Vanderslice thanked all for their gifts.

D. Discussion and/or Action

1. Emergency Communication System – Motorola Change Orders – Chief Tom Conlan

Chief Conlan reviewed two requested change orders, noting with the change orders the total project cost would be approximately \$6,000 under assigned funding. He reviewed costs required for changes to the Deer Run Tower (Change Order #2) for a total of \$168,945.95. He noted change order includes use of Motorola's vendor for construction work on the shed at the location. He acknowledged the possibility that the town could have the work performed at a lower cost. He then discussed the Change Order for the Transfer Station tower (Change Order #3) for a total of \$44,606.58. After further review and discussion with Chief Conlan, the board made two motions.

- Motion to approve Change Order #3 as is moved by Mr. Cole, seconded by Mr. Tartell and carried 4-0.
- Motion to approve Change Order #2 subject to a possible reduction in cost if managed by the town rather than Motorola. Motion moved by Mr. Nabulsi, seconded by Mr. Cole and carried 4-0.

Ms. Vanderslice and Chief Conlan then updated the board about WestCOG's work on the possible regional firing range. The topic was to be covered in her First Selectman's report.

2. 2023 Controlled Deer Hunt Plan – Mike Russnok

Deer Committee Chair Mike Russnok reviewed the 2023 Controlled Deer Hunt Plan (see attached) with the board. After review and discussion, motion made by Mr. Nabulsi to approve the 2023 Controlled Deer Hunt Plan as presented. Motion seconded by Mr. Tartell and carried 4-0.

3. WVAC – Need for an Expanded Headquarters

Representatives of WVAC, Betsy Wallon and Libby Nagle discussed the attached presentation and noted deficiencies and inadequacies with their current headquarters and garage located on the Town Campus. They requested the board to include a new facility when master planning for the Town Hall Campus. Discussion amongst the board and WVAC with Ms. Vanderslice noting the town has begun a needs assessment for schools and municipal buildings. The reports are expected to be completed in October 2023. Further discussion amongst the board and WVAC on how best to handle their request.

4. Grant Application – Dial-a-Ride – Matt Knickerbocker

Mr. Knickerbocker noted the grant would replace an aging passenger Dial-a-Ride van. After review and discussion, motion moved by Mr. Tartell to allow the town to move forward with the application and have the First Selectwoman execute. Motion seconded by Mr. Nabulsi and carried 4-0.

5. Contract – Consulting Services for Facilities Needs Assessment – Matt Knickerbocker

Ms. Knickerbocker, with input from Jeff Pardo, reviewed the contract for consulting services for a Facilities Needs Assessment of WHS and Middlebrook

and Cider Mill schools. Eight firms responded to the RFP. Recommending the contract be awarded to KG+D Architects for an amount not to exceed \$65,000 with reimbursable expenses not to exceed \$1,000. Motion moved by Mr. Cole to approve the contract with KG+D Architects for Facilities Needs Assessment and have the First Selectwoman execute. Motion seconded by Mr. Tartell. After further discussion and review, motion carried 4-0.

Ms. Vanderslice asked for a motion to change the order of the agenda and move the discussion on the Yellow House – Ambler Farm to item #6. Motion moved by Mr. Nabulsi, seconded by Mr. Tartell and carried 4-0.

6. Yellow House – Ambler Farm

Ms. Vanderslice noted the town received an estimate of the cost of Yellow House renovation plans recommended by Friends of Ambler Farm (FOAF). The cost was just over \$1 million. Concerned taxpayers would not support a bonding referendum of that amount, she suggested to the board create a committee to develop a proposal for the Yellow House, including funding. She recommended the committee include members from the following- Historic District & Historic Property Commission; Housing Committee; Friends of Ambler Farm; BoS; and BoF, with the possibility of other members. The board was in agreement with Ms. Vanderslice's suggestion. Ms. Vanderslice to reach out to the suggested boards about forming the committee.

7. FY2024 WLA Grant Amount

Ms. Vanderslice reminded the board the FY2024 approved budget included a \$35,000 deficit as the board remained undecided about a proposed \$35,000 reduction to the WLA requested FY2024 grant. After discussion of recommendations from each board member, the board agreed to a budgeted FY2024 WLA grant equal to \$10,000 less than the requested grant. The Board agreed the town departments would be required to absorb the remaining \$25,000. For the time being, the \$25,000 adjustment would be made to the BoS Reserve line item. The Board agreed to review both the Town and the WLA budgets mid-year for possible savings. Motion moved by Mr. Nabulsi to reduce the WLA requested grant by \$10,000. Motion seconded by Mr. Tartell and carried 4-0. Ms. Vanderslice to follow up with the library.

8. Proposed Special Meeting Week of June 26th)

(Grant Application, Playground Contract, EDC appointments)

Ms. Vanderslice reviewed the need for a Special Meeting of the BOS to discuss the items listed above. After discussion, it was agreed to hold the special meeting on June 28, 2023 with an earlier start time of 4:00pm.

9. Appointment – Kathy Poirier (Architectural Review Board (ARB)

Ms. Vanderslice noted that the Planning & Zoning Commission appointed Kathy Poirier to the Village District Design Advisory Committee and recommended her appointment to fill a vacancy on the Architectural Review Board. After discussion, motion made by Mr. Nabulsi to appoint Kathy Poirier to the Architectural Review Board. Motion seconded by Mr. Cole and carried 4-0.

E. Selectmen's Report

1. First Selectwoman

Ms. Vanderslice noted that she would be attending the Special Meeting of the Parks & Recreation Commission scheduled for June 21, 2023 to discuss Wilton's playing fields. She reviewed her draft presentation.

2. Selectmen/Selectwoman

Mr. Nabulsi

None.

Mr. Tartell

None.

Mr. Cole

None.

F. Public Comment

- Sara Curtis of Cannon Rd commented on the WVAC presentation.

G. Adjournment

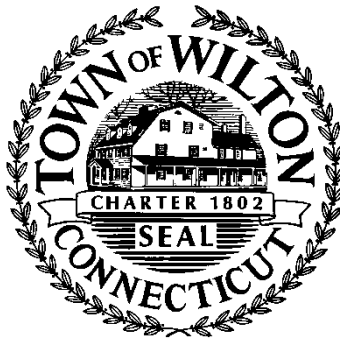
Having no further business, motion to adjourn moved by Mr. Tartell at 8:55pm, seconded by Mr. Nabulsi and carried 4-0.

Jacqueline Rochester

Recording Secretary

Taken from Video

CONSERVATION COMMISSION
Telephone (203) 563-0180
Fax (203) 563-0284



TOWN HALL
238 Danbury Road
Wilton, Connecticut 06897

MEMORANDUM

TO: Board of Selectmen

FROM: Conservation Commission

DATE: June 13, 2023

RE: **2023 Controlled Deer Hunt Plan**

The Conservation Commission has APPROVED the Wilton Deer Management Committee's 2023 Controlled Deer Hunt Plan. By way of this memo, the commission is forwarding the Controlled Deer Hunt Plan (attached) to the Board of Selectman for final approval. A representative from the Deer Management Committee will be present for any questions when the Board of Selectman reviews the plan.

Wilton Deer Committee - 2023 Controlled Hunt Plan

	Beginning of Hunting	End of Hunting	Days of No Hunting	Other	Changes from 2022 Request
Town					
Vista	September 15	January 31	November 23 & 24 and December 24 & 25		
Belknap	November 1	January 31	November 23, 24, 25 & 26 and December 24 & 25		
Sackett	November 1	December 23	November 23, 24 & 25 and Sundays		
Wrens Thicket	September 15	January 31		Bow Only	
Sharp Hill Road Parcel	September 15	January 31		Bow Only	New Property

WLT					
Vista surrounding properties	September 15	January 31	November 23 & 24 and December 24 & 25	Bow Only	
Gregg	November 1	January 31	November 23, 24, 25 & 26 and December 24 & 25		
Van Haelewyn-Richards (Sackett)	November 1	December 23	November 23, 24 & 25 and Sundays		
Eugenia Slaughter Field	November 1	January 31	November 23, 24, 25 & 26 and December 24 & 25 Park open from 10am until 3pm daily.	Bow Only	
Culhane	September 15	January 31		Bow Only	
Chessor Lane parcel	September 15	January 31		Bow Only	
St. Johns / Chicken St. parcel	September 15	January 31		Bow Only	
Seeley Road/Pen Central Parcel	September 15	January 31		Bow Only	
Middlebrook Farm Parcel	September 15	January 31		Bow Only	
Thayer Pond Parcel	September 15	January 31		Bow Only	
Sharp Hill Road Parcel	September 15	January 31		Bow Only	New Property

SNEW					
City Lake	September 15	January 31			
Popes Pond	September 15	January 31			
Crystal Lake	September 15	January 31			
Diversion Parcel	September 15	January 31			
Comstock	September 15	January 31			

WILTON VOLUNTEER AMBULANCE CORPS (WVAC)

History

Throughout the 1970s, Wilton and many other suburban areas throughout the United States used the police as the primary responder to medical emergencies. Two designated police officers would respond to a medical call in a modified Cadillac hearse. With the emphasis on speed rather than patient care, any serious patient would simply be rushed to the hospital with, at best, an oxygen mask on his/her face. The police officers were rarely medically trained past knowing how to apply oxygen and how to package the patient for a rapid transport.



Chief Robert Northcott and Sergeant Richard Barringer-early 1970s

In late August 1976, Wilton's First Selectwoman Rosemarie Verrilli created the Wilton Ambulance Council and charged it with the task of finding a suitable system of emergency medical care for the town. The council was comprised of the Fire Chief, the Volunteer Fire Chief, the Police Chief, any interested prospective EMT's, and its chairman, Jack Cahill.

The Wilton Ambulance Council convened the next month, September 1976, and determined there was a need for an ambulance corps. The council put a note in the Wilton Bulletin asking any persons interested in being a part of such corps to attend a meeting that October. The October meeting was well attended and soon officers were elected, members were trained, and an ambulance was purchased. By July 1st, 1977, the Wilton Volunteer Ambulance Corps began service to town residents and received its first call on July 4th to the town fireworks for someone with a possible broken leg. That one call has since turned into 1400 calls a year and the relatively meager base of volunteers has turned into upwards of 60 members.

The corps spent the late 70s acquainting itself to the task of emergency medical response. Eventually WVAC members found themselves with pagers and uniforms supplied by the town. Supplementing town funds were local businesses and supporters – some of which remain contributors to the organization today. These local funds went to the medical equipment such as oxygen and first aid kits.

By the early 1980s, WVAC had asserted itself in the Wilton Community; when someone called 911 and had a medical emergency, within minutes they would see someone in a WVAC uniform with jump kit in hand ready to save a life. True to its roots, WVAC continues today to encourage a community-based response. Called "Neighborhood Response," members are encouraged to respond in their personal vehicles to serious calls that come in nearby. This additional tier in the response triad of Police, Fire, and EMS makes lifesaving interventions that much more available. WVAC continues to maintain a vibrant, dedicated base of volunteers that are ready to help out on moment's notice.

WVAC remains, like its historical roots, intertwined in the Wilton community and still to this day is on call 24/7, 365 days a year.

WVAC Today

Current membership

WVAC currently has a membership of 55 volunteers with a median membership of 5-10 years, several much longer. The majority of our volunteers have full time employment or are in school full time. Because we have 40% student volunteers, we do see a yearly attrition rate of approximately 30% as many of these volunteers need to resign due to college or jobs out of the area. (Note: many of our college volunteers will take on shifts when they are back in Wilton for holiday breaks or summer vacations)

WVAC Operation

WVAC operates 24/7 – 365 days per year. The Monday – Friday shifts from 6AM to 6PM are covered by paid EMTs from Norwalk Hospital. WVAC Volunteers support every weekday night from 6:00PM – 6AM, and the full 24 hours on Saturdays, Sundays and holidays. This equates to 11,256 hours per year based on a 2-person crew. (8,760 volunteer hours and 2, 496 paid Norwalk EMT hours) Most times we have 3 person crews which include an apprentice. (EMT in training)

WVAC volunteers are required to work a minimum of 36 hours of shift time per month. Many members work more than that in order to make sure we have complete coverage. In addition, if a 2nd call comes in while the duty crew is out on a call, volunteers respond from home with the backup ambulance.

Call Volume in 2022 was at an all-time high of 1689 which has more than tripled since 1989 when WVAC responded to 525 calls. The increase in assisted living/nursing facilities had contributed to this increase over the years.

YEAR	# CALLS
1989	525
1998	742 – 41% Increase
2008	1242 – 67% Increase
2018	1403 – 13% Increase
2022	1689 – 20% Increase

There has been a 222% increase in calls volume from 1989 to 2022

***We are expecting greater numbers with ASML, new apartments and medical facilities in town**

Community Service/Events

WVAC Volunteers also support the town of Wilton through various community events. In FY 22, WVAC logged over 250 Community Volunteer hours. Now that Covid is for the most part behind us, we expect those numbers to increase as we get back to supporting events which were put on hold.

Examples of Events Supported by WVAC include High School Football Games and other sports events, Chamber of Commerce town events (Holiday Stroll, Summer Sidewalk Sales, 4th of July Fireworks,

Halloween Parade), Miller Driscoll Carnival, Ambler Farm and the Grange events, and Memorial Day Parade.

WVAC is also focused on community education outreach with offerings of AED/Hand-Only CPR and Stop the Bleed Training to student groups, CERT, Church groups and Wilton Public School teachers. We are happy to provide training to any group that is interested.

Training

All patient care providers at WVAC are trained Emergency Medical Technicians (EMTs). The EMT course consists of at least 180 hours of clinical training with additional practical training and Emergency Department rotations. WVAC has training meetings every month to ensure the patient care of its crew members remains top-notch and to recertify which occurs every 2 years. In addition to these meetings, WVAC runs its own internal EMT class for those wishing to advance their certification.

Current Garage/Headquarters Situation

There are several main issues with the existing building and site:

1) The site has a small Quonset hut (garage) constructed in the 1980s at the bottom of the property. It was intended to be a temporary structure but 40 years later it is still in use and has been modified many times over the years to a point where it no longer fits the modern needs of the WVAC. This was a temporary structure that became permanent over the years. It ends up being too small and does not allow for adequate room for equipment storage and vehicles to be serviced and stored. Note: currently 3 of the 4 vehicles are stored in this structure. The back-up ambulance is kept in the fire house.

2) The Headquarters (owned by the town) was an old residence that was converted but mostly retains its original floorplan of a single-family home. With the quantity of staff that can vary each day, using the facility can be a problem with the function of the service. There is inadequate meeting and sleeping areas for all of the volunteers and in the event that there is a large weather incident there is no room for out-of-town services to join in and stay at the complex.

- House is Old: lights flicker, kitchen and bathrooms are antiquated, severe plumbing issues
- Medics will need to have their own space.

3) There are many times during the calendar year where there are training programs held at the facility and there is no room for more than a few people to meet in a small common room in the existing building. Providing hands-on training, which is crucial to the WVAC volunteers, is especially challenging (almost next to impossible) with the limited space.

4) There are limited sleeping quarters for the staff and the rooms that are used are shared with supplies storage and equipment storage. More sleeping space is required for those times when we need to have 2 crews on duty. (There would be space for DPW and others who might need overnight space to set up cots in the event of emergencies)

5) The business offices in the back of the structure are small and limited to only 2 workstations where they need closer to double that.

6) Not being able to store vehicles close to the building may be one of the more difficult problems, as is the general maneuvering of the vehicle in and out of the garage before and after calls are made during the day.

7) There is no covered walkway to the garage where the vehicles reside. The stairs leading to the hut are out in the elements and the stairs down are not regular sized stairs which can often be slippery and/or icy.

8) There is no water access in the garage eliminating our ability to clean our vehicles or wash equipment. We are forced to go to the firehouse to clean our trucks and equipment.

9) Need more storage for our supplies (right now we keep a lot over at Comstock in Cert's storage as well as other spaces that are available.) Having all our supplies in one storage area in the headquarters building will be much more efficient.

We hope that these many points will illustrate the need the WVAC has for a new structure and that the improvements will not only create an efficient working organization but will also add a modern and valuable resource to Wilton for many years to come.



WVAC



BoS Presentation

6.20.23



Why We're Here Tonight

- The Wilton Volunteer Ambulance Corp (WVAC) has been servicing the town since 1976
- While we reside on the Town Hall Campus, our HQ remains an antique single-family house. The “garage” for our vehicles is a temporary structure that was built over 40 years ago (designed for two emergency vehicles...we now have 4)
- The current WVAC facility is no longer suitable for the safe and efficient operation of the organization. We have long outlived the facility’s functionality.
- Needs of the volunteer membership, and the town, are not being met with the current headquarters facility
- We ask that the town considers an updated facility (combined HQ and garage) for WVAC as part of a Town Hall Campus Master Plan

Background

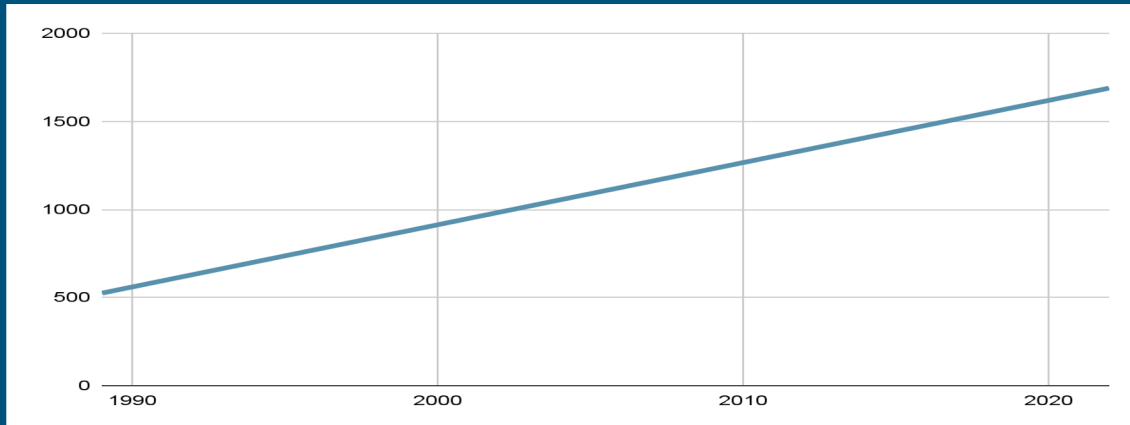
- WVAC was founded in August 1976, created by First Selectwoman Rosemarie Verrilli
- First council was comprised of the Fire Chief, the Volunteer Fire Chief, the Police Chief, any interested prospective EMT's, and its chairman, Jack Cahill.
- First call was July 1, 1977 at the town fireworks to attend to a broken leg
- That one call has since turned into **1400 calls a year** and the relatively meager base of volunteers has turned into upwards of 60 members.
- WVAC remains, like its historical roots, intertwined in the Wilton community and still to this day is on call 24/7, 365 days a year.
- The existing garage facility was built as a temporary structure 42 year ago

WVAC Today

- WVAC currently has a membership of 55 volunteers with a median membership of 5-10 years, several much longer.
- WVAC operates 24/7 – 365 days per year.
 - The Monday – Friday shifts from 6AM to 6PM are covered by paid EMTs from Norwalk Hospital
 - WVAC Volunteers support every weekday night from 6:00PM – 6AM, and the full 24 hours on Saturdays, Sundays and holidays
 - This equates to 11,256 hours per year based on a 2-person crew
 - WVAC also shares a paramedic with Weston, who is housed in our headquarters
 - The parametric join WVAC for all ALS (Advanced Life Support) calls
 - WVAC solely covers all BLS (Basic Life Support) calls

WVAC Today

- Call Volume in 2022 was at an all-time high of 1,689 which has more than tripled since 1989 when WVAC responded to 525 calls
 - We are expecting greater numbers with ASML, new apartments and medical facilities in town
 - Within several years, we expect the need to have 2 crews on duty during each shift



+221%
Call Volume

WVAC Today (cont.)

- WVAC Volunteers also support the town of Wilton through various community events:
 - In FY 22, WVAC logged over 250 Community Volunteer hours
 - Those numbers are expected to increase as we get back to supporting events which were put on hold by covid, including: high school sporting events, Chamber of Commerce events, Miller Driscoll Carnival, Ambler Farm, the Grange events, and the Memorial Day parade
- WVAC is also focused on community education outreach with offerings of AED/Hand-Only CPR and Stop the Bleed Training to student groups, CERT, Church groups and Wilton Public School teachers

WVAC Today (cont.)

Training

- All patient care providers at WVAC are trained Emergency Medical Technicians (EMTs)
- The EMT course consists of at least 180 hours of clinical training with additional practical training and Emergency Department rotations
- WVAC has training meetings every month to ensure the patient care of its crew members remains top-notch and to recertify - which occurs every 2 years
- In addition to these meetings, WVAC runs its own internal EMT class for those wishing to advance their certification

Current Situation - HQ

- The Headquarters (owned by the town) was an old residence that was converted but mostly retains its original floorplan of a single-family home
- There is inadequate meeting and sleeping areas for all of the volunteers
- In the event that there is a large weather incident there is no room for out-of-town services to join in and stay at the complex
- The building is dangerously out of code
 - lights flicker, kitchen and bathrooms are antiquated, plumbing issues

Current Situation - HQ (cont.)

- There are many times during the calendar year where there are training programs held at the facility and there is no room for more than a few people to meet in a small common room in the existing building
- Providing hands-on training, which is crucial to the WVAC volunteers, is especially challenging (almost next to impossible) with the limited space
- There are limited sleeping quarters for the staff and the rooms that are used are shared with supply and equipment storage
- The business offices in the back of the structure are small and limited to only 2 workstations - the current need is for double that amount
- Need more storage for our supplies
 - Today most supplies are housed offsite at Comstock in CERT's storage as well as other spaces that are available

Current Situation - Garage

- The site has a small Quonset hut (garage) constructed in the 1980s
- It was intended to be a temporary structure but 42 years later it is still in use
- The structure is too small and does not allow for adequate room for equipment storage and vehicles to be serviced and stored
 - Currently 3 of the 4 vehicles are stored in this structure
 - The backup ambulance is kept at the firehouse
- It's important to have all 4 vehicles housed in the same building
 - Allows for more timely response
 - Alleviates safety concerns due to weather and other campus traffic

Current Situation - Garage (cont.)

- Not being able to store vehicles close to the building may be one of the more difficult problems, as is the general maneuvering of the vehicle in and out of the garage before and after calls are made during the day
- There is no covered walkway to the garage where the vehicles reside.
 - The stairs leading to the hut are out in the elements and the stairs down are not regular sized stairs which can often be slippery and/or icy.
- There is no water access in the garage eliminating our ability to clean our vehicles or wash equipment
 - We are forced to go to the firehouse to clean our trucks and equipment

Options Explored

- Leverage current facilities - expansion is not a viable option and would be costly while not addressing WVAC's needs.
- Buying property with existing house and build a new garage
- Offer from builder to lease us a building with other tenants on Cricket Rd
 - lease was for \$100K per year for 5 years, which was cost prohibitive

***WVAC sees tremendous value on being in close vicinity to PD and FD,
with the ability to leverage the emergency traffic light***

Proposed Solution

- There is a need to update the current WVAC facilities and future proof the needs of our growing town
- We would like to remain on the Town Hall Campus
- We understand the town is considering a “Master Plan” for the campus
- WVAC asks that our need are considered when developing the Master Plan for the Town Hall Campus

Thank You!
