

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 July 18, 2023

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

GUESTS: 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 7:00pm.

Ms. Vanderslice asked for a motion to add an additional item to the agenda as Item under Consent Agenda; Gifts - Teddy Balkind Charitable Foundation – Improvements for Town Forest - \$1,000.00. Motion moved by Mr. Tartell seconded by Ms. Healy and carried 5-0.

B. Executive Session to Discuss the Lease for Wilton Center

Ms. Vanderslice asked for a motion to enter into Executive Session to Discuss the Lease for Wilton Center and invite Matt Knickerbocker at 7:04pm. Motion moved by Mr. Cole seconded by Ms. Healy and carried 5-0.

Out of Executive Session and back in Regular Session at 7:41pm

C. Public Comment

None.

D. Consent Agenda

Motion moved by Ms. Healy, seconded by Mr. Tartell and carried 5-0 to approve the Consent Agenda as follows amending the Board of Selectmen Meeting Minutes for June 28, 2023 under Appointments to remove the sentence "Motion seconded by Mr. Tartell":

- Minutes
 - Board of Selectmen Regular Meeting – June 20, 2023
 - Board of Selectmen Special Meeting – June 28, 2023
- Refunds
 - Per Tax Collectors Memo dated July 14, 2023

- Gifts
 - Teddy Balkind Charitable Foundation – Improvements for Town Forest - \$1,000.00

Ms. Vanderslice thanked the Teddy Balkind Charitable Foundation for their gift.

E. Discussion and/or Action

1. Consideration of Suggestion to Participate in Ukraine Aid International's Sister City Program
Ms. Vanderslice began the continued discussion on whether to participate in Ukraine's Aid International's Sister City Program. She entered into the record an email (see attached) distributed to the BoS. Discussion among the members. Consensus not to pursue at this time.
2. Community Project Funding Grant Agreement for Wilton High School Complex Resiliency Project – Matt Knickerbocker
Mr. Knickerbocker reviewed with Jeff Pardo providing additional input. He noted that the agreement is for the grant awarded for the drainage project at the Wilton High School sports complex and requested approval for the First Selectwoman to execute the agreement. After discussion, motion moved by Mr. Nabulsi to authorize the First Selectwoman to execute the grant agreement on behalf of the town. Motion seconded by Ms. Healy. After further review and discussion, motion carried 5-0.
3. Proposed Vendor – Cider Mill Elevator Replacement – Matt Knickerbocker
Mr. Knickerbocker reviewed with Jeff Pardo providing additional input. He requested approval for First Selectwoman to execute a contract with the only bidder, Silver Petrucelli Architects for the amount of \$36,700. After discussion and review, motion to select the vendor (Silver Petrucelli) and to allow the First Selectwoman to execute a contract as drawn up by Town Counsel. Motion moved by Ms. Healy, seconded by Mr. Cole and carried 5-0.
4. 2023-2024 Capital Expenditure - Registrars of Voters – Matt Knickerbocker
Mr. Knickerbocker reviewed with Ms. Norton offering additional input (see attached memo). He noted that with statewide approval for early in-person voting, the Registrars need to create a secure storage place in their office to secure early ballots. He noted a possible cost of up to \$10,000 with requested funding be approved from the \$90,000 of FY2024 approved operating capital expense for vote tabulators. After detailed discussion and review, motion moved by Mr. Tartell to allow for up to \$10,000 to be moved from the FY2024 operating capital budget for tabulators, to a new line item to secure storage for early voting ballots. Motion seconded by Mr. Cole and carried 5-0.
5. Proposed Expansion of Technology Assessment by Whittlesey – Matt Knickerbocker
Ms. Knickerbocker noted the Board of Selectmen had previously approved Whittlesey to perform a cybersecurity review. He requested their work be expanded to include a full scope assessment of the town's IT operations at a cost \$20,000. After further review and discussion, motion moved by Mr. Tartell to allow the First Selectwoman to execute the consulting agreement with Whittlesey. Motion seconded by Ms. Healy and carried 5-0.
6. Consideration of an Ordinance to Exempt from Property Tax a Motor Vehicle Owned by a Person with Disabilities as Described in CGS 12-81-c
Ms. Vanderslice requested consideration of an ordinance to owners of motor vehicles as described in CGS 12-18-c. (see attached memo). Board expressed support for investigating the ordinance with Town Counsel.

7. Appointed Positions

- WPCA – Possible appointment of Kim Healy and Ross Tartell . Reappointment of Josh Cole

Ms. Vanderslice reviewed with the board. After discussion with the board, motion to appoint Kim Healy and Ross Tartell and reappoint Joshua Cole to a five-year term ending 6/30/2028 to the WPCA. Motion moved by Mr. Nabulsi, seconded by Ms. Vanderslice and carried 5-0.

- 10-year Term Limits
 - Peter Gaboriault, HDHP 10/21/23
 - Jackie Algon, Conservation 12/17/23

Ms. Vanderslice reviewed current appointed members subject to 10-year terms and the urgency to fill the Conservation vacancies.

F. Selectmen's Report

1. First Selectwoman

- Ms. Vanderslice shared comments made by Eversource CT President on CT at a recent WestCOG meeting and information on CT's broadband plan shared at that same meeting.
- July 4th Festivities Acknowledgements
Ms. Vanderslice acknowledged Parks & Recreation Director Steve Pierce and his team, Fire Department, Police Department, CERT and EMS volunteers for their efforts with regard to the July 4th festivities.

2. Selectmen/Selectwoman

Mr. Cole

Mr. Cole noted that the Chamber of Commerce Sidewalk Sale Street Fair is taking place on July 22, 2023 from 10-3 at Wilton Center.

Mr. Tartell

Mr. Tartell noted his difficulty in locating information about volunteering on the town website and questioned whether it could be made more visible.

Mr. Nabulsi

None.

Ms. Healy

None

G. Public Comment

- Sara Curtis of Cannon Rd.

H. Adjournment

Having no further business, motion to adjourn moved by Ms. Healy at 8:38pm, seconded by Mr. Cole and carried 5-0.

Jacqueline Rochester
Recording Secretary
Taken from Video

Rochester, Jacqueline

From: Vanderslice, Lynne
Sent: Wednesday, June 28, 2023 6:59 PM
To: boardofselectmen
Cc: Knickerbocker, Matthew; Rochester, Jacqueline
Subject: Additional information-today's meeting

All,

I located the MOU between Weston and the city in the Ukraine. It is here: <https://www.westonct.gov/home/showpublisheddocument/10481>

On a linked page, is First Selectwoman Nestor's announcement of the Town of Weston's kickoff event (ironically today), followed by a May 12, 2023 newsletter from Nestor with further information, followed by a QR code to donate: <https://www.westonct.gov/our-community/organizations-services/ukraine-sister-city-siversk>.

As Ross noted, Ukraine Aid International is relatively new. Their IRS determination letter is dated June 27, 2022. See link. As such, they have yet to file a year end tax return with the IRS, nor will they have had a financial audit. https://apps.irs.gov/pub/epostcard/dl/FinalLetter_88-1848788_UKRAINEAIDINTERNATIONAL_05102022_00.tif

Thanks,
Lynne

Sent from my iPhone

TO: Board of Selectmen Members

From: Lynne Vanderslice

Date: July 14, 2023

RE: July 18th BOS Meeting

The following information is being provided in advance of our July 18th meeting.

Consideration of an Ordinance to Exempt from Property Tax a Motor Vehicle Owned by a Person with Disabilities as Described in CGS 12-81-c. A resident emailed asking we consider offering this form of property tax relief. See statute pasted below. I recommend we consider investigating this and other optional programs allowed under 12-81.

Sec. 12-81c. Municipal option to exempt certain motor vehicles. The legislative body of any municipality may, by ordinance, exempt from personal property taxation (1) any ambulance-type motor vehicle which is used exclusively for the purpose of transporting any medically incapacitated individual, except any such vehicle used to transport any such individual for profit, (2) any property owned by a nonprofit ambulance company, and (3) any motor vehicle owned by a person with disabilities, or owned by the parent or guardian of such person, which vehicle is equipped for purposes of adapting its use to the disability of such person, provided the legislative body of the municipality adopts a definition of such vehicle.

WPCA-Possible Appointment of Kim Healy and Ross Tartell. Positions on the WPCA currently held by Kathy Dhanda and Diane Martucci have terms ending June 30, 2023. Neither is seeking reappointment.

The impact of decisions by the WPCA can be far reaching. As a result in September 2020, Josh and then Selectman Lori Bufano volunteered and were appointed to fill two vacancies. In December 2021, Bas volunteered and was appointed to fill a vacancy. With two new vacancies, I request Kim and Ross volunteer to fill the open 5-year terms ending June 30, 2028.

You might recall, it isn't unusual in other municipalities for elected officials to serve on the WPCA (BOS in Westport, BOF in New Canaan).

Josh's term also ends on June 30, 2023 and requires reappointment to a new 5-year term at our meeting.

Thanks,
Lynne

Telephone (203) 563-0110
Fax (203) 563-0299

TOWN ADMINISTRATOR
Matthew S. Knickerbocker

email: matt.knickerbocker@wiltonct.org



TOWN HALL
238 Danbury Road
Wilton, CT 06897

July 18, 2023

TO: The Board of Selectmen
FROM: Matt Knickerbocker
RE: Request to Re-allocate Capital Funds to New Project

Dear Board Members,

Connecticut's newly adopted Early Voting law (Public Act 23-5), will require all municipalities to plan to allow in-person voting up to 14 days prior to any general election. Ballots that have been cast during this early voting period will not be counted until election day. In order to maintain election integrity, it will be necessary to modify an area within the Registrar's office where the "live" ballots can be safely and securely stored until ready to be tabulated on election day.

Per the attached department capital summary report, the Registrars of Voters is currently allocated \$90,000 in the FY'23-'24 budget for the replacement of our aging vote tabulators. The Registrars are requesting that \$10,000 of this amount be reassigned to create a highly secure, lockable storage area for early voting ballots.

Thank you for your consideration.

Town of Wilton

FY24 Approved Budget

Department Capital

**2024 Adopted
Budget**

G/L Account Number	Account Description	
001-90-9002.53005	Office Furniture	10,000
	Account Classification Total: 430 - Office Equipment	10,000
	Division/Program Total: 9002 - Town Clerk	10,000
Division/Program: 9003 - Planning & Zoning		
496 - Miscellaneous Contractual Services		
001-90-9003.59652	Misc Contractual Svcs	75,000
	Account Classification Total: 496 - Miscellaneous Contractual Services	75,000
	Division/Program Total: 9003 - Planning & Zoning	75,000
Division/Program: 9008 - Assessor		
496 - Miscellaneous Contractual Services		
001-90-9008.59005	Assessment/Appraisal Serv	100,000
	Account Classification Total: 496 - Miscellaneous Contractual Services	100,000
	Division/Program Total: 9008 - Assessor	100,000
Division/Program: 9012 - Registrars Of Voters		
999 - IMPORTED		
001-90-9012.54205	Voting Equipment	90,000
	Account Classification Total: 999 - IMPORTED	90,000
	Division/Program Total: 9012 - Registrars Of Voters	90,000
Division/Program: 9020 - Information Systems		
999 - IMPORTED		
001-90-9020.54216	Fiber Backbone	1
	Account Classification Total: 999 - IMPORTED	1
	Division/Program Total: 9020 - Information Systems	1
Division/Program: 9021 - Police		
433 - Public Safety Equipment		
001-90-9021.53310	Protective Equipment	6,000
001-90-9021.53340	Medical Equipment	3,500
001-90-9021.53380	Radar Equipment	3,500
	Account Classification Total: 433 - Public Safety Equipment	13,000
445 - Vehicles and Accessories		
001-90-9021.54510	Police Vehicles Use	120,000
	Account Classification Total: 445 - Vehicles and Accessories	120,000
999 - IMPORTED		
001-90-9021.54215	Communications Equipment	12,000
	Account Classification Total: 999 - IMPORTED	12,000
	Division/Program Total: 9021 - Police	145,000
Division/Program: 9022 - Fire		
433 - Public Safety Equipment		
001-90-9022.53330	Hoses	11,000
	Account Classification Total: 433 - Public Safety Equipment	11,000
445 - Vehicles and Accessories		
001-90-9022.54559	No Smoke Diesel Filters	11,000
	Account Classification Total: 445 - Vehicles and Accessories	11,000
472 - Building and Property Services		
001-90-9022.57230	Building Renovation	37,800
	Account Classification Total: 472 - Building and Property Services	37,800