

OFFICE OF THE
FIRST SELECTMAN

Telephone (203) 563-0100
Fax (203) 563-0299

Email to: lynne.Boucher@wiltonct.org



Toni Boucher
First Selectman

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 SPECIAL MEETING
Tuesday March 5, 2024
Comstock Room 31 & Via Zoom

PRESENT: First Selectman Toni Boucher, Joshua Cole, Kimberley Healy, Basam Nabulsi, Ross Tartell

GUESTS: Public Works Director/Town Engineer – Frank Smeriglio, Assistant Director/Facilities Manager Jeff Pardo, Director Parks & Recreation – Steve Pierce, CFO Dawn Norton, Town Administrator Matt Knickerbocker

A. Call to Order

Ms. Boucher called the meeting to order at 7:02pm.

B. Executive Session

- Strategy and Negotiations Regarding Pending Litigation, Court Docket #FBT-CV19-6091790-S Town of Wilton v. Bloodgood, Jr., John D., et al.
 - Review Balance of the Budget Reserve Line
- Ms. Boucher asked for a motion to enter into Executive Session at 7:02pm to discuss the two items listed above and invite CFO Dawn Norton & Town Administrator Matt Knickerbocker. Motion moved by Mr. Cole seconded by Ms. Healy and carried 5-0.

Out of Executive Session and back in Regular Session at 7:31pm

C. Public Comment

None

D. Consent Agenda

- Minutes

- Board of Selectmen Meeting Minutes – February 20, 2024
Motion moved by Mr. Nabulsi to adopt the minutes of February 20, 2024 as amended by Mr. Tartell to correct vote of “5-0” at the beginning of minutes on the Consent Agenda to “4-0”. Motion carried 4-0 with Mr. Cole abstaining as he was not present for the meeting.
- Board of Selectmen Special Meeting Minutes – February 26, 2024
Motion moved by Mr. Nabulsi seconded by Mr. Cole to adopt the minutes of February 26, 2024 as amended to add to Public Comment at the end of the meeting showing “Barbara Geddes of Cannon Rd commented on 2 items: capital needs for the school and town buildings and the questions raised by Ms. Healy on the budget and noted the board should work to try in getting the budget below 5%”. Motion carried 5-0.

E. Discussion of FY2025 Proposed Department Budgets

1. Strategy and Negotiations Regarding Pending Litigation, Court Docket #FBT-CV19-6091790-S Town of Wilton v. Bloodgood, Jr., John D., et al.

Ms. Boucher noted past discussions and the board met in Executive Session and noted that a positive resolution has been reached on the blighted property. She noted that it has been recommended that the board withdraw. Motion made by Mr. Cole, seconded by Mr. Nabulsi to authorize the town attorney to withdraw pending Court Case Docket #FBT-CV19-6091790-S Town of Wilton v. Bloodgood, Jr., John D., et al. and that the town approve the settlement totaling \$234,216.28 funds received by the town. Mr. Nabulsi noted appreciation for the help received by town counsel Nick Bamonte on this issue. After discussion, motion carried 5-0.

2. Proposal for Hazardous Material Consultant – Police Station

Frank Smeriglio and Jeff Pardo reviewed the Proposal for Hazardous Material Consultant with Mr. Knickerbocker providing additional input. The agreement being proposed is with Eagle Environmental (lowest bidder for the contract) in the amount of \$55,600 for completing the testing of hazardous material in the existing police station and to prepare hazardous material abatement documents for Secondino (contractor for the Police Building Project). After further review and discussion, motion made by Mr. Cole to authorized the First Selectman to entire into agreement with Eagle Environmental Inc. pursuant to RFP 2022-10 in the amount of \$55,600 subject to legal review by town counsel on the proposed contract. Motion seconded by Mr. Nabulsi and carried 5-0.

3. Possible Approval of the FY2025 BOS Budget

Ms. Boucher began the discussion with the board on the FY2025 BOS Budget with the board with input from Town Administrator Matt Knickerbocker and CFO Dawn Norton. Review on the questions put forth from the BOS. Ms. Boucher noted a proposal to consider moving forward with request for an Expense Budget of \$34,799,148, Operating Capital Budget of \$1,394,353 and Revenues of \$4,956,443. Discussion on 4.5% increase on the BOS FY2025 budget and the boards comfort level on approving. No motion put forth. Ms. Healy had reservations on approving a 4.5% increase and was unsure if she would vote to support a 4.5% increase and asks if board could work to try to do a lower increase. As a consensus was not reached on the budget, board discussed meeting to be adjourned after the remaining items on the agenda and reconvene on March 8, 2024 at 4:00pm to continue further discussion on coming to agreement on voting on FY2025 BOS budget request.

4. Creation of Town Building Improvements Committee

Ms. Boucher began the discussion on the Creation of Town Building Improvements Committee. Ms. Healy began the review on putting together a Town Building Improvements Committee. She suggests the formation of the committee consisting of a member of the BOE, BOF and the BOS to review plans/expenditures for the Town and BOE needs assessment before moving forward. Discussion amongst the board on who would be appointed to this type of committee.

5. Appointments

- Town Building Improvements Committee
Item tabled – further discussion at a later date

- Architectural Review Board
The Planning and Zoning put forth members for reappointment to the Architectural Review Board (see attached memo). Motion moved by Mr.

Tartell to approve the reappointment of Kathy Poirier, Samuel Gardner, Kevin Quinlan and John Doyle to the Architectural Review Board Motion seconded by Mr. Cole. After discussion on appointments, motion carried 5-0

- Investment Committee
The Chair of the Investment Committee recommended Marilyn Densel Fulton for appointment to the Investment Committee. Motion moved by Ms. Healy, seconded by Mr. Cole to appoint Marilyn Densel Fulton to the Investment Committee. After discussion, motion carried 5-0.
- Deer Committee
Recommendation from Director of Environmental-Mike Conklin and Chair of Deer Committee Mike Russnok to appoint Justin Viesta to the Deer Committee. Motion moved by Mr. Nabulsi, seconded by Mr. Tartell and carried 5-0.

F. Selectmen's Report

1. First Selectman

- Ms. Boucher noted CDC changed guidelines for COVID moving from 5 days to just 24hours. Press Release to be sent out by town.

2. Selectmen/Selectwoman

Mr. Tartell

Mr. Tartell noted that he attend the Luminary Walk this past weekend that was put together by the Environmental Affairs Dept. It was well attended. He also noted that the Historical Society held a fundraiser as well this past weekend as well.

Mr. Cole

None

Mr. Nabulsi

None

Ms. Healy

None

G. Public Comment

- Barbara L. Geddis of Cannon Rd commented on the discussion held on the BOS FY2025 budget and on the suggestion of forming a Town Building Improvements Committee.
- Matt Raimondi of Belden Hill commented on the question that was raised with regard to Bonding. He also noted that he was very appreciative of the work done by the BOS with regard to the FY2025 budget process.

The meeting recessed at 9:50pm to be reconvened on March 8, 2024 at 4:00pm in Comstock Community Center, Room 31

Jacqueline Rochester
Recording Secretary
Taken from Video

PLANNING & ZONING
COMMISSION
Telephone (203) 563-0185
Fax (203) 563-0284



TOWN HALL ANNEX
238 Danbury Road
Wilton, Connecticut 06897

MEMORANDUM

February 28, 2024

TO: Toni Boucher, First Selectman

FROM: Michael E. Wrinn, Town Planner

RE: Appointment of Architectural Review Board Members by the Board of Selectmen

Please be advised that at its meeting of Monday, February 26, 2024, the Planning and Zoning Commission voted to nominate the following four members to the Board of Selectmen for appointment to the Architectural Review Board:

John Doyle, AIA

Samuel Gardner, AIA

Kathleen Poirier, AIA

Kevin Quinlan, AIA

At the same meeting, these four were elected by the Commission to serve as the Village District Design Advisory Committee, which does not need Board of Selectmen appointments.

C: P&Z Commission, VDDAC, ARB

Rochester, Jacqueline

From: Wrinn, Michael
Sent: Wednesday, February 28, 2024 4:49 PM
To: Boucher, Toni; Knickerbocker, Matthew
Cc: Rochester, Jacqueline
Subject: Vote of ARB Members
Attachments: ARB Vote Feb 2024.docx

Toni – If we can get this on your agenda of March 5th, that would be great. Want to keep this group together.

FROM Section 29-9.K of the Zoning Regulations:

2. Establishment of Architectural Review Board:

- a. Section 29-9.K. shall become effective at such time that the Board of Selectmen, in its discretion under authority provided by Wilton Town Charter §§ C-13C and C-15B, approves the creation of a committee constituting an Architectural Review Board. [Effective date – November 5, 2019]
- b. The ARB shall have five (5) regular members who shall also serve on and as the Village District Design Advisory Committee (“VDDAC”) under Section 29-9.J. Accordingly, at least three members of the ARB must be a licensed architect, licensed landscape architect, or planner who is a member of the American Institute of Certified Planners. Other members may be selected based upon their competence in matters of design, such as architects, designers, planners, or landscape architects, though any other qualified electors may also be selected. The first ARB shall be comprised of the existing members of the VDDAC as of the effective date of this Section 29-9.K.
- c. Wilton Town Charter § C-39 shall apply to all appointments to the ARB. [NOTE: Minority Representation requirements (Wilton Charter § C-39(B) and CGS § 9-167a).]
- d. Members of the ARB shall serve a two (2) year term. New members, replacement members and members with expiring terms who seek to continue service shall require nomination by the Commission and appointment by the Board of Selectmen.
- e. The ARB shall regularly meet at least once monthly and may hold special meetings with at least 24 hours’ notice at the call of the Chair, to consider applications and prepare advisory reports to the Commission on those applications.
- f. The ARB shall elect officers, including a Chair, Vice-Chair and Secretary, from its members, with elections at least once a year and as needed to fill vacancies.
- g. The ARB shall strive to be fair, predictable and efficient in assessing matters before it and in providing guidance to the Commission.

Michael

Michael E. Wrinn

Dir. of Planning & Land Use Mgmt.
Town of Wilton
Town Hall Annex
238 Danbury Road
Wilton, CT 06897

Michael.Wrinn@WiltonCT.org

Phone 203-563-0185