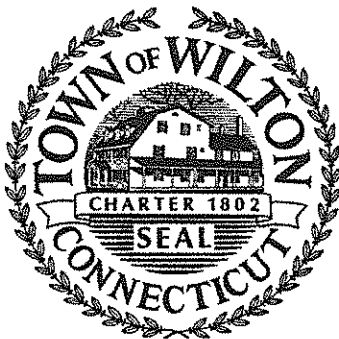


OFFICE OF THE
FIRST SELECTMAN

Telephone (203) 563-0100
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Email to: Bill.Brennan@Wiltonct.org



William F. Brennan
First Selectman

Harold E. Clark
Second Selectman

Ted W. Hoffstatter

Richard J. Dubow

James A. Saxe

TOWN HALL
238 Danbury Road
Wilton, CT 06897

**BOARD OF SELECTMEN REGULAR MEETING/
SPECIAL MEETING BOARD OF FINANCE
MONDAY, JULY 21, 2014
MEETING ROOM B, WILTON TOWN HALL**

PRESENT: **BOARD OF SELECTMEN** – First Selectman Bill Brennan, Ted Hoffstatter, Richard Dubow, James Saxe, Hal Clark

BOARD OF FINANCE – Warren Serenbetz, Jeff Rutishauser, Al Alper, John Kalamarides, Richard Creeth

ABSENT: Lynn Vanderslice

GUESTS: Bruce Hampson and members of the Miller Driscoll Building Committee, Terrie Schwartz of the Wilton Security Task Force, Cheryl Jensen-Gerner – Miller Driscoll Principal, Glenn Hemmerle – Board of Education Representative, Ty Tregellas of Turner Construction, Randall Luther of Tai Soo Kim, Matthew Spoerndle of Phoenix Advisors, LLC, Sandy Dennies, Jacqueline Rochester

OTHERS: 3 Members of the Press

Mr. Brennan, Board of Selectmen and Mr. Serenbetz, Board of Finance called the meeting to order at 7:30 p.m.

A. Consent Agenda

Upon motion by Mr. Dubow, seconded by Mr. Saxe, the consent agenda was approved as follows: Mr. Clark was not present at July 7, 2014 Board of Selectmen meeting.

Minutes

- Board of Selectmen Meeting – July 7, 2014

Gifts

- Fairfield County Bank for CERT - \$1000.00
- Rotary Club of Wilton for CERT - \$1000.00
- Wilton Chamber of Commerce for CERT - \$250.00

Mr. Brennan thanked the above organizations for their generous contributions.

B. Discussion and/or Action

1. Miller Driscoll School Renovations – Building Committee Presentation and Recommendations

Bruce Hampson, Chairman of the Miller Driscoll Building Committee spoke and gave a final presentation (attached) to the Board of Selectmen and the Board of Finance on the objectives, plans and projected costs of the Miller Driscoll Renovation project. Mr. Hampson explained how and why this major project was proposed. In September 2012, The BOS requested a forensic study be done to determine the structural integrity of the building. The answer was very positive with a statement saying the building has surprisingly “strong bones” and was initially well built.

Input from all relevant sources was sought and Architects embedded themselves in Miller-Driscoll School classrooms for a day to learn first-hand how the building functioned. No stone was left unturned. We had a project imperative.

Mr. Hampson stated that there are five requirements the structure must improve to meet current standards. Those requirements are: Safety and security; Ventilation; Acoustics; Technology; and Energy Efficiency, which requires significant capital renovation projects. Pre-school space is inadequate to accommodate the special needs of the Pre-K population, which is a state mandated requirement. Additional objectives were to comply with the BOS Statement of Requirements and the Board of Education’s education specifications to improve the teaching and learning environment for the foreseeable future and to provide added value to the community at large.

Randall Luther of Tai Soo Kim, went over the planned improvements needed at Miller Driscoll. Among the necessary changes that Luther said must be made in the “facility that is over 60 years old” are repairing roofs and masonry, and replacing sky lights, steel skirts, windows and doors, upgrading interior lighting, heating, ventilation and air conditioning and other electrical infrastructure, and upgrading safety and security — including access control, hardening of the building’s interior and exterior security, communication systems and life safety systems. Another concern involved the layout of the campus, and how that relates to safety and vehicle circulation.

Mr. Luther stated that the lower level currently has insufficient space for an entire grade, and is not handicap-accessible — the re-design includes administration offices and general classrooms, and will link to the main level by a ramp, thus eliminating bottlenecks at the stairs and elevators. The redesign takes out the current protruding Pre-K wing and will allow clean sight lines for the length of the face of the school from the main office. All play areas to be moved to revamped areas behind the school. The re-design addresses additional parking — when we remove the Pre-K wing, we pick up about 50

spots,” Luther said. “We will have a separate entrance and exit for the Pre-K, and there will be a single, prominent K-2 entrance and exit. There will be visibility from the main office to the entire campus, including Wolfpit Road.” There will be a new central cafeteria which will serve the entire school, cutting down on travel time, and the small gym will be enlarged to create a larger, multi-purpose room for a wide range of events.

Mr. Hampson addressed the issue of air quality. Mr. Hampson stated that the (air system) has not changed since the building was built. The re-designed building heating, ventilation and air conditioning system will meet the Connecticut High Performance Buildings Guidelines for ventilation — some of the strictest in the nation. This will bring (Miller-Driscoll) up to code. Humidity, temperature and carbon dioxide will be monitored. There will be high-performance filters on all outside air intakes and return air to air-handling equipment. Mr. Hampson said the new system would meet the Connecticut Classroom Acoustic Code for noise abatement, also one of the most stringent in the country. The system’s fans will operate continuously during occupancy, and will use considerably less energy.”

Mr. Hampson introduced Terrie Schwartz of the Wilton School Security Task Force to discuss the issue of security. Ms. Schwartz thanked the Building Committee for inviting the Security Task Force to participate in the process. And believes this has been a comprehensive, collaborative and beneficial relationship. “No matter how hard we try, we can never be 100 percent sure we can prevent every act of violence or assault. We have to do everything we can to detect and deter and help prevent and increase the time that we have to allow the responsible emergency or law enforcement agencies to respond if there is a threat. This design streamlines the façade and increases sight lines for enhanced security. The design creates adequate separation from the public, and the students and staff, it eliminates nooks and crannies and overgrown landscaping, and it creates clearly defined vehicle and pedestrian routes. The plan specifies the installation of exterior laminated glass, solid core doors, locking systems and use of security cameras and state of the art communications systems.

The new design is in accordance with the new Public Act enacted as of July 2014 regarding uniform methods and standards regarding all schools constructed as of July 2014 where funding reimbursement is sought. While preserving a positive educational environment for children, we address nine points for safety and security addressed in the Public Act (school sight and perimeter, parking, vehicular and pedestrian routes, recreational areas, communication systems, exterior building design, interior building design, roof access, critical access and utility access and other access). This will create an aesthetically pleasing, appealing and welcoming facility. The Security Task Force is pleased with the design.

Mr. Hampson went over the objectives and added value of the project, as proposed by the SOR. He stated that the proposal includes a number of handicap-compliant bathrooms, will reduce the exterior wall of the structure by

26 percent, and will add 25 new square feet to the facility — all while streamlining the foot traffic flow within the hallways.

Ty Tregellas of Turner Construction addressed the projected cost estimates and timing for the project. Mr. Tregellas stated that the first objective is to receive approval from the Board of Selectmen for the project and to get final approval from the Town. Currently in the schematic phase of the project, which precedes the design development phase. Next, the construction documents phase, followed by a submission to the state for reimbursement approval. Pending approval from town residents, construction documents are scheduled to be completed by early July 2, 2015, with expected state approval in hand by September 25, 2015. Construction contracts are slated to go to bid, and be reviewed and awarded by early December 2015, with actual construction on site work planned for early January 25, 2016. Barring any unforeseen problems, the project is expected to be completed by early December 2017.

Mr. Tregellas gave an overview of the cost of the project. Mr. Tregellas gave a cost estimate of 43.8 million, up from 38.8 million that was presented to the Board of Selectmen in February 2014. Part of the increase is due schedule delay. Escalation for delay was a result of not being able to submit a package for reimbursement by a June 2014 deadline, as was hoped by the Building Committee. Selectman Saxe posed a question regarding reimbursement from the state. Mr. Tregellas stated that it could take up to year for the state to confirm reimbursement and the intention is to put in the application for reimbursement for the June 2015 deadline.

Mr. Brennan asked Matthew Spoerndle of Phoenix Advisors, LLC (the Town's financial advisors) to go over a chart (attached) that was prepared to illustrate the Town of Wilton CIP Analysis – Projected Debt Service over the course of the Town's entire capital budget including the Miller Driscoll project.

Mr. Brennan posed the question of having assurances that the current estimate will come in at \$44 million and not add another \$5/10 million on top of that? Mr. Luther explained these estimates are based on schematic designs and that there are contingency estimates that are included for what is not known. Once we have a budget, we need to circle back and stay on budget," Luther said. "If it's too high, we will do a check and make adjustments.

"Mr. Brennan opened the room to discussion regarding the Miller Driscoll Renovation Project. One question posed was the timing of the project. Mr. Saxe asked a question regarding the two year span before actual construction begins. Mr. Tregellas stated that they are only in the schematic phase of the project and cannot proceed any further until there is approval from the Town to go into the construction phase of the project. State is very backed up at the moment and more than likely would go to an independent review.

Selectman Saxe posed a question regarding any unforeseen issues with the project. Mr. Tregellas stated that the building will essentially have all new

infrastructure, electrical, boilers, air conditioning. Only thing not being replaced is the sanitary lines.

Motion made by First Selectman Brennan, move that the proposed Miller Driscoll School Renovation Schematic Design and Cost Estimate Plan as recommended by the Miller Driscoll Building Committee at the July 21, 2014 Board of Selectmen Regular Meeting and that it be presented to the citizens of Wilton for a referendum vote of approval at a Special Town meeting scheduled for Tuesday, September 23, 2014 at 7:30PM at the Clune Center Auditorium with an adjourned vote scheduled on Saturday, September 27, 2014 also at the Clune Center. Motion seconded by Hal Clark, unanimously approved 4-0-1.

Warren Serenbetz adjourned the Board of Finance Meeting at 9:30 PM.

2. Resolution – SWRPA Memorandum of Agreement for AVL Grant
Town Counsel has reviewed the Memorandum of Agreement (attached). Motion made by Jim Saxe to have First Selectman Bill Brennan sign the Memorandum of Agreement. Seconded by Dick Dubow, unanimously approved 4-0-1.
3. Wilton Train Station Pedestrian Walkway STEAP Grant Agreement – Consideration to allow First Selectman to execute the State of Connecticut (DOT) Agreement
Town Counsel has reviewed the STEAP Grant Agreement (attached). Hal Clark moved the First Selectman Bill Brennan be empowered to execute the STEAP Grant Agreement between the State of Connecticut and the Town of Wilton for the Wilton Train Station Walkway. Motion seconded by Dick Dubow, unanimously approved 4-0-1.
4. Status of Capital Projects
 - Miller Driscoll – Intensive community information plan to communicate to various groups throughout the community so they understand the project.
 - Comstock – Design development documents were issued on 6/24/14. Preliminary abatement report received. Project is designing around high efficiency gas boilers and hot water heaters.
 - Yankee Gas – Have a signed PDA Agreement. Bruce Hampson will be going over service agreements for gas boilers for Comstock, and the schools. Timing on specific start of Yankee Gas project – construction planning meeting scheduled for July 28, 2014. Will start construction during the last week in July, 2014. Governor to participate in ceremony at start of project with Yankee Gas senior management.
5. Appointments/Reappointments
Mr. Brennan moved to re-appoint the following members to a two-year term as representatives on the Economic Development Commission:
 - Peter Gaboriault
 - Mikael Herve

- Al Nickel
- Michael Lindberg
- Lee Wilson

Motion seconded by Dick Dubow, unanimously carried.

Mr. Brennan moved to appoint John Savarese to the Comstock Building Committee

6. Miscellaneous Other Business

Board of Selectmen received an email from Marissa Lowthert alleging some statements made by Town Counsel Ken Bernhard were not accurate representations of Ms. Lowthert. Mr. Bernhard was unable to attend July 21, 2014 meeting due to a conflict, will respond at the regular scheduled Board of Selectmen to be held on August 18, 2014.

C. Public Comment – None.

D. Reports

First Selectman Report

First Selectman Brennan handed out a draft report from the Economic Development Committee, scheduled to discuss at the September 2, 2014.

Have proposed dates for the Library Trustees Meeting. Thursday October 9, 2014, 7:30 PM at the Library. Other dates in January need to be discussed.

Selectmen Reports:

Mr. Dubow – None

Mr. Hoffstatter – None.

Mr. Saxe – None

Mr. Clark – Signed a contract for the first major item on the Security Task Force and breaking ground tomorrow and hopes to be completed by the end of this week.

E. Adjournment – Having no further business, the meeting was adjourned at 9:55 p.m.



Jacqueline Rochester, Recording Secretary

July 17, 2014

*MILLER DRISCOLL --RENOVATION
SCHEMATIC DESIGN & COST
BOARD OF SELECTMAN
JULY 21, 2014*

SUMMARY

On February 18, 2014 the Miller Driscoll Building Committee and the A&E team presented two conceptual designs to the Board of Selectmen for the renovation of The Miller Driscoll School plus the addition of needed space to comply with State guidelines for the Pre-School. Comparative conceptual estimated costs were also included. (*Conceptual cost estimating is defined as the forecast of project costs that is performed before any significant amount of information is available from detailed design and with incomplete work scope definition*)

Option #1 included, in addition to the Pre-School addition and urgently needed infrastructure repair, replacement or upgrades, significant improvements to the internal space configuration and circulation plus the same for external traffic flow and parking. These changes were strongly recommended by Stakeholder and Parent input to improve the future learning environment.

Option #2 only addressed the Pre-School addition and infrastructure repair. It did not include internal space improvements and only addressed needed additional parking.

The Board of Selectman voted to approve the recommendation of the Building Committee to proceed with Option #1 and authorized the A&E Team to prepare a Schematic Design and Cost estimate for that option.

In addition to the specificity of the Board of Selectman's Statement of Requirements (SOR), the Building Committee and A&E team were guided by the Board of Selectman's mandate to:

1. Recognize that The Miller-Driscoll School represents a 'Gateway' to Wilton that greatly influences the decision of new families to locate in our town.
2. Provide the Community with a project that represents full value for the money spent
3. Develop a conservative cost estimate that will cover the full cost of the project with no cost overruns.

The Schematic Design and Cost estimate reflects that mandate and includes finishes and needed improvements, internal & external, not specifically detailed in the SOR, but which fulfill the spirit of those guidelines.

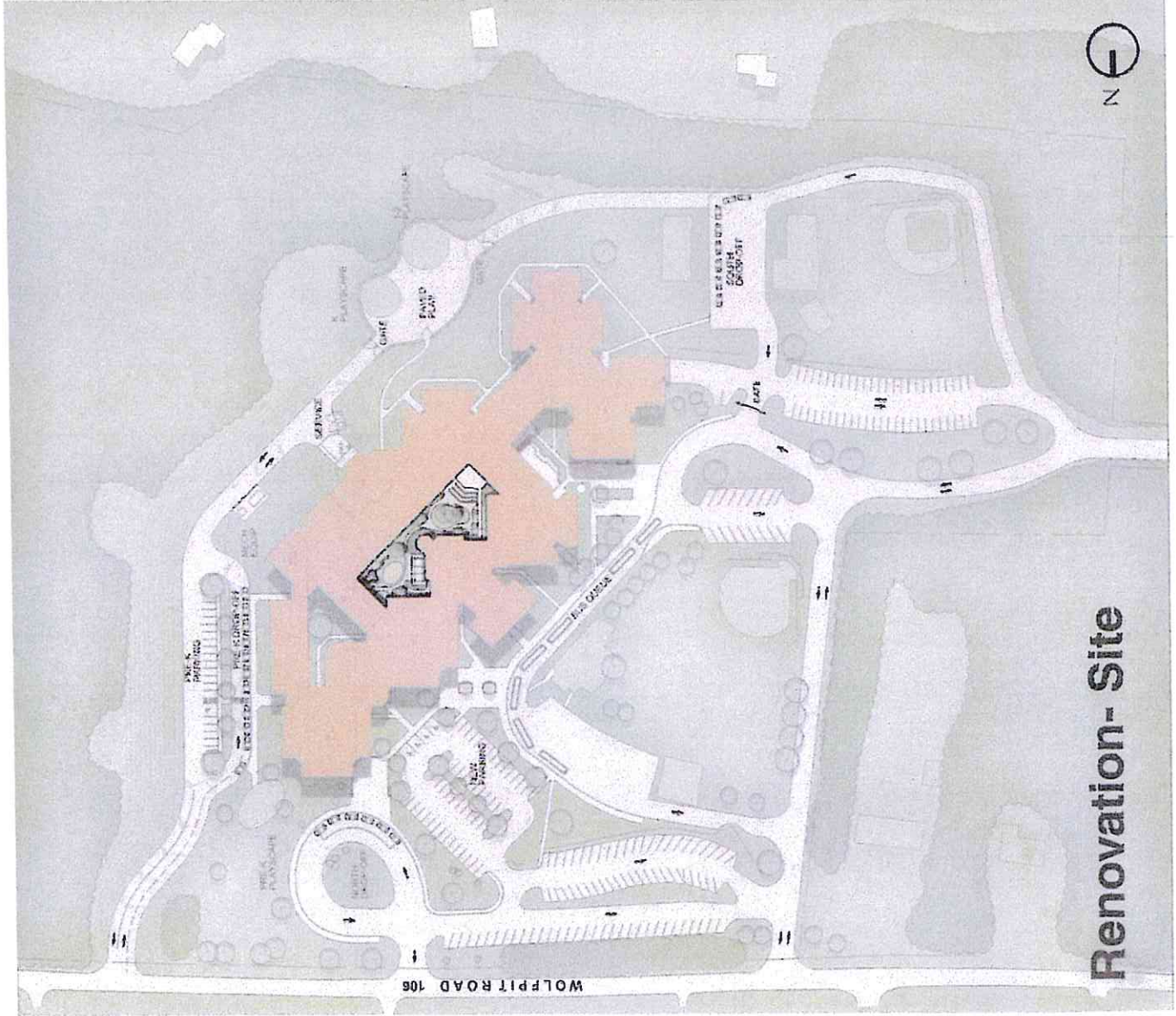
*NOTE: COST ESTIMATES BEING FINALIZED AND
WILL BE PRESENTED ON 7/21/14 AT
THE BOS MEETING.*

Improvements:

1. Additional parking and paved access road
2. Pre - K circulation separated from K-2
3. Playgrounds moved to rear of building
4. Improved sightlines
5. Single prominent K-2 entrance
6. Single prominent Pre-K entrance

TAI
SOO
KIM

Tai Soo Kim Partners



Renovation - Educational Benefits:

Functionality

1. Increased Instructional Time
Through reduced travel time:
 - Relocated / Central Cafeteria
 - Locates Specials for proximity to Classrooms

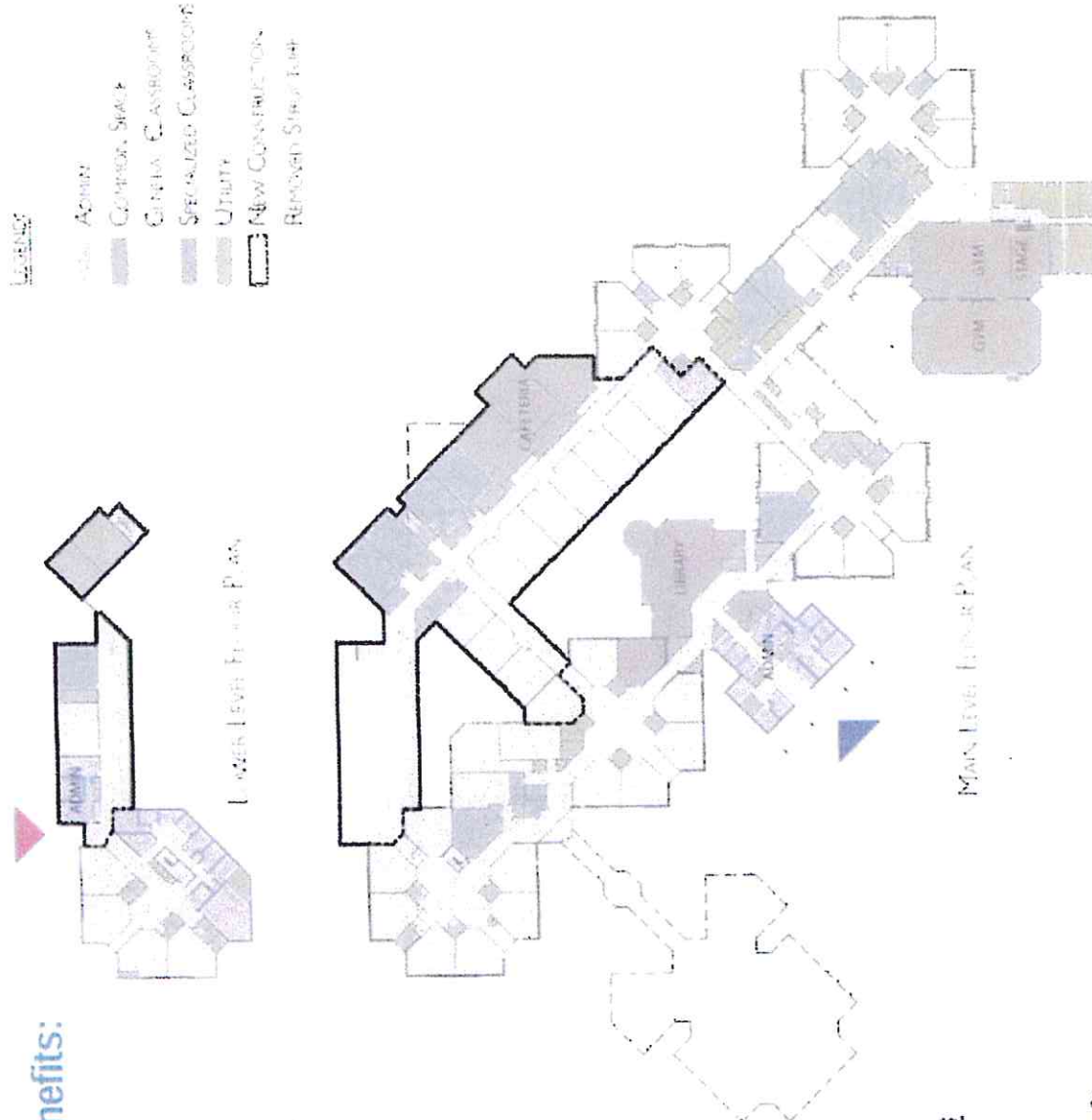
Flexibility

2. Increased Flexibility:
Signage/ Centralized Cafeteria:
 - Improves lunch wave scheduling
 - Allows recess by grade levelEnlarged Gym allows:
 - Additional Phys Ed teaching space for concurrent classes
 - Larger Programs, Performances and Special Events

Expanded Outdoor Learning Spaces

School Community

3. Reinforcement of School Community :
 - Visual connections between K-2 and Pre-K
 - Centralized play area
 - Centralized cafeteria



Renovation – Plans

Miller-Driscoll School

Wilton Public Schools
Town of Wilton, Connecticut



Building Committee Presentation to the Board of Selectmen
July 21, 2014

Tai Soo Kim Partners



Consultant Team:

Tai Soo Kim Partners
BVH Engineers
Blades & Goven
DVS
Turner Construction Company

Architects
Mechanical / Electrical Engineers
Landscape Architects
Security Consultants
Construction Managers

Miller-Driscoll Building Committee:

Bruce Hampton
Karen Bick
Richard Dubow
John Guth
Glen Hemmerle
Cheryl Jensen-Gerner
John Kalamarkides
John Murphy
Jim Newton
Ann Paul
Fred Rapczynski
Terrie Schwartz
Ray Toblason
Rick Tomasetti

Chair
Vice-Chair
Board of Selectmen
Wilton resident
Board of Education
M-D Principal
Board of Finance
District Supervisor, Custodial and Maintenance Services
Wilton resident
Director of Special Services
Director, Wilton Pre-School
Wilton School Security Task Force
Wilton resident
Wilton resident

Tai Soo Kim Partners





Agenda:

- Introduction
- Design Solution Review
- Budget Updates
- Q & A

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BOARD OF SELECTMAN MEETING , FEBRUARY 18, 2014

- **APPROVED:** the Miller Driscoll Building Committee Conceptual Design recommendation for the Renovation of the Miller Driscoll School
- **AUTHORIZED:** the Architect to proceed with a detailed Schematic Design
- **PROVIDED:** the following guidance to the Building Committee and Team:
 - Recognize that The Miller-Driscoll School represents a 'Gateway' to Wilton that will greatly influence the decision of new families to locate in our town.
 - Provide the Community with a project that represents full value for the money spent.
 - Develop a conservative cost estimate that will cover the full cost of the project with no cost overruns.

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Meetings Conducted with Stakeholders:

- Pre-school Administration
- K-2 Administration
- K-2 Staff Team Leaders
- K-2 Staff Special Focus Areas
- Parent Focus Group
- Security Task Force
- Transportation Director
- Food Service Director
- Energy Subcommittee
- A 'Day-in-School' with Pre-K, K, and 2

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Miller-Driscoll Project Rationale:

- School Requires Renovations to Meet Current Standards
 - Safety/Security
 - Ventilation
 - Acoustics
 - Technology
 - Energy Efficiency
- Significant Capital Infrastructure Projects Required
- Pre-School Space Inadequate to Accommodate Growing Special Needs Pre-K Population
- Improve Teaching and Learning Environment for the Foreseeable Future
- Provide Value to the Community

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Required Capital Infrastructure Projects:

1. Building Envelope
 - ✓ Roof and Skylights Replacement
 - ✓ Steel Skirt Replacement
 - ✓ Window/Door Replacement
 - ✓ Masonry Repairs
2. Building Interior
 - ✓ Lighting
 - ✓ Technology Infrastructure, Electrical Upgrades
 - ✓ HVAC system
3. Safety/Security
 - ✓ Access Control
 - ✓ Hardening of Building Exterior, Interior Security
 - ✓ Communication Systems
 - ✓ Life Safety Systems

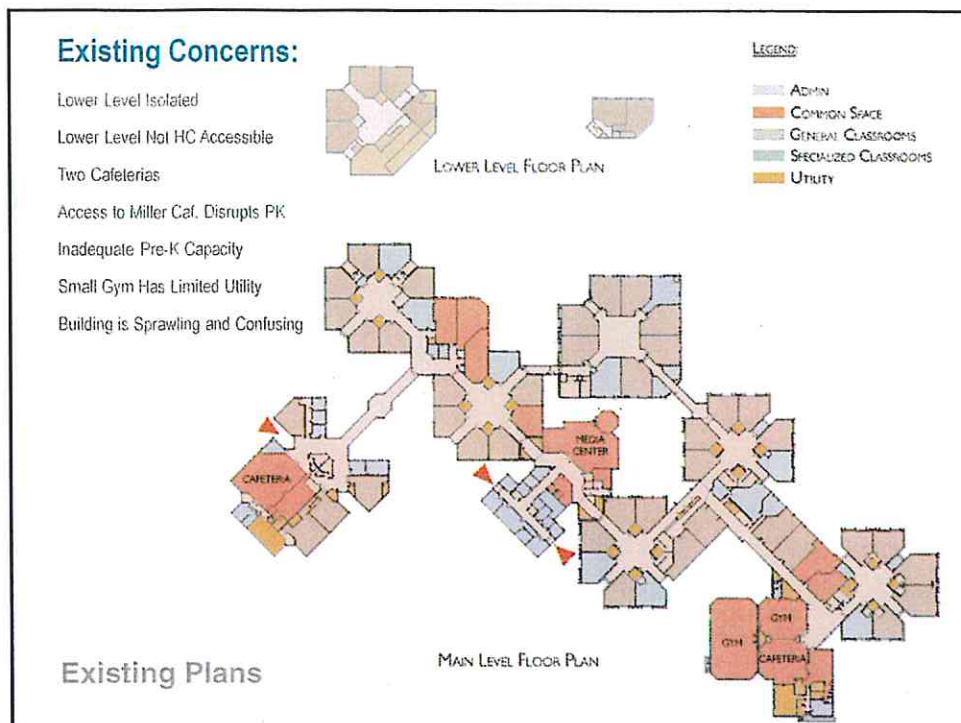


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Existing Concerns:

1. Inadequate Parking
2. Congested Traffic Flow
3. Unsecured/Exposed Outdoor Play
4. Impaired Sight Lines From Office
5. No Identifiable Main Entrances



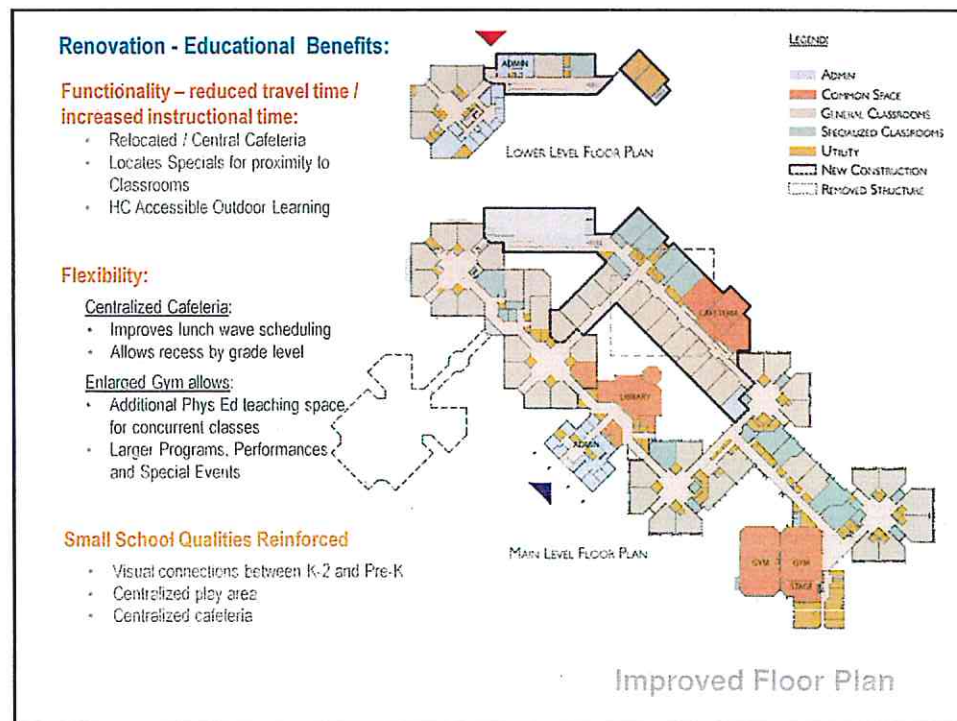
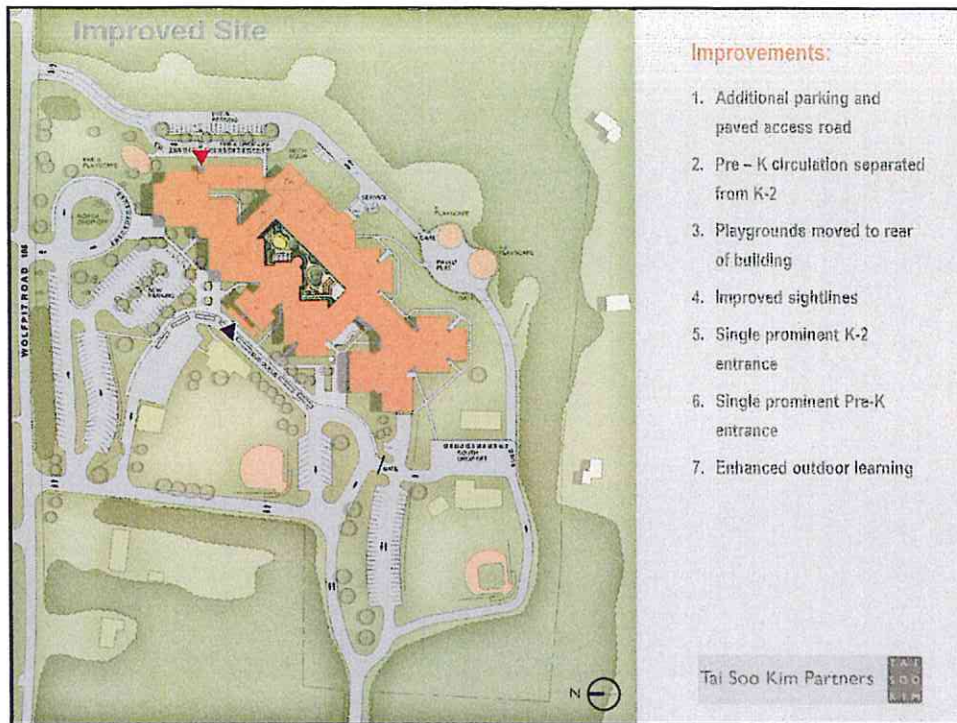


How Do We Compare?

4/22/2014 3:29:08 PM Connecticut State Department of Education Bureau of School Facilities Page: 1

District	School Name	Building Facade	Grounds and Landscaping	Classrooms	Lavatories and Fountains	Entrance and Hallways	Lighting and Fixtures	Cafeterias	General Code Compliance
DARIEN	Hindley Elementary School	3	3	4	4	4	4	4	3
DARIEN	Royle Elementary School	4	3	4	4	4	4	4	3
DARIEN	Tokeneke Elementary School	4	3	4	4	4	4	4	3
DARIEN	Holmes Elementary School	4	3	4	4	4	4	4	3
DARIEN	Ox Ridge Elementary School	4	3	4	4	4	4	4	3
EASTON	Samuel Staples Elementary School	3	3	3	3	3	3	3	3
NEW CANAAN	South School	3	3	4	3	4	4	4	4
NEW CANAAN	West School	3	3	4	3	4	4	4	4
NEW CANAAN	East School	3	3	4	3	4	4	4	4
REDDING	Redding Elementary School	4	3	3	3	3	3	3	3
RIDGEFIELD	Veterans Park Elementary	3	3	3	3	3	3	3	3
RIDGEFIELD	Ridgebury Elementary School	3	3	3	3	3	3	3	3
RIDGEFIELD	Farmingville Elementary School	3	3	3	3	3	3	3	3
RIDGEFIELD	Scotland Elementary School	3	3	3	3	3	3	3	3
RIDGEFIELD	Branchville Elementary School	3	3	3	3	3	3	3	3
RIDGEFIELD	Barlow Mountain Elementary School	3	3	3	3	3	3	3	3
WESTON	Hartbutt Elementary School	3	3	3	3	3	3	3	3
WESTON	Weston Intermediate School	4	4	4	4	4	4	4	4
WESTPORT	Coleytown Elementary School	4	4	3	3	3	3	3	4
WESTPORT	Green's Farms Elementary School	4	4	4	4	4	4	4	4
WESTPORT	King's Highway Elementary	3	4	4	3	3	3	3	4
WESTPORT	Long Lots School	3	4	3	3	3	3	3	4
WESTPORT	Saugatuck Elementary School	4	4	4	4	4	4	4	4
WILTON	Tilford W. Miller School	1	2	2	1	3	2	3	2
WILTON	Isa E. Dimock School	1	2	2	2	3	2	3	2
WILTON	Cider Mill School	3	3	3	3	3	3	3	3

1=Poor; 2=Fair; 3=Good; 4=Excellent








Indoor Air Quality (IAQ) - DESIGN

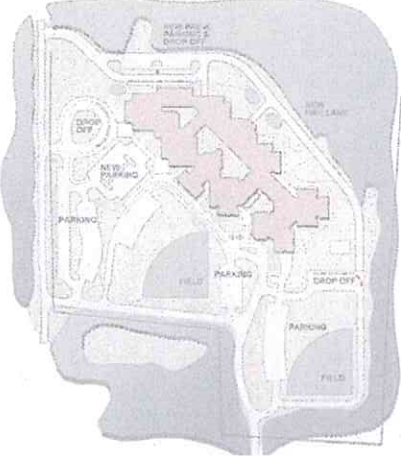
- HVAC system will meet ASHRAE Standard 62.1 and the CT High Performance Buildings Guidelines for ventilation
- A Building Management System will monitor and control temperature, humidity, and CO2
- High Performance Filters will be provided on all outside air intakes and return air to the air handling equipment.
- The new systems will meet CT Classroom Acoustic Code (one of the most stringent in the U.S.)
- System fans will operate continuously during occupancy
- Low VOC Finishes and Materials will be specified per CT High Performance Guidelines (Indoor Air Quality)


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Wilton Security Task Force Review:

- "...creates sense of security due to elements of exterior configuration"
- "...creates adequate sightlines of school grounds"
- "...enhances security by removing areas hidden from view"
- "...relocation of play areas to rear is conducive to protecting students"




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Objectives Achieved:


- ✓ K-2 Space – (quality and configuration improved)
- ✓ Pre-School Space – (quantity, quality and configuration improved)
- ✓ Greater Flexibility + Functionality for educational program
- ✓ Needed Infrastructure Upgrades (technology, lighting, ventilation)
- ✓ Energy Efficiency and Exterior Appearance Improved (walls, windows, steel siding, roof)
- ✓ Site Circulation and Safety Improved (separated Pre-K and K-2 traffic)
- ✓ School Security Improved (better entry controls and sightlines)
- ✓ Prominent and Secure Main Entrance

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Added Value:

1. Outdoor Learning Space increased
2. Additional Phys. Ed. Teaching space created
3. K-2 Multi-Purpose / Performance space created
4. Number of Appropriate and ADA Compliant Bathrooms increased
5. 26% Reduction of Exterior Wall (Improved Security and Energy Efficiency/Reduced Maintenance)
6. 25% of Total School Square Footage will be New
7. Two Cafeterias Combined and Centralized
8. More Efficient Interior Circulation (Reduced Travel Time/Increased Instructional Time)
9. Attractive and Welcoming "Gateway School" for Wilton


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Schedule

Town Meeting Approval	9/23/2014
Complete Construction Documents	7/02/2015
State Approval for Construction	9/25/2015
Bid and Award Construction Contracts	12/04/2015
Start Construction	1/25/2016
Project Complete	12/8/2017

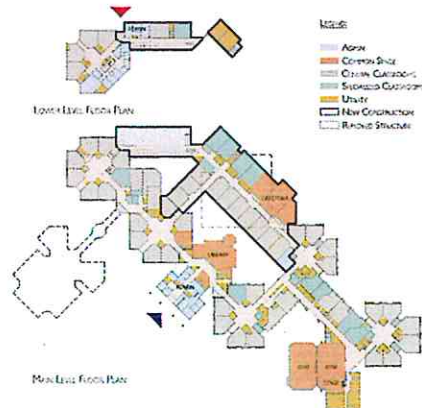
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Turner

ESTIMATE COMPARISONS	Conceptual Estimate 18 February 2014	Schematic Estimate 21 July 2014	Differential from Conceptual Estimate
	TOTAL COST	TOTAL COST	
Project Costs			
Subtotal Building Costs:	\$32,997,000	\$37,302,000	\$1,707,000 Escalation for Delay & Schedule \$1,421,000 Replace Plumbing Mains \$550,000 Replace Existing Cabinets \$257,000 Replace Doors (Driscoll) Haz Mat \$169,000 Laminated Glass at Exterior Windows \$124,000 Upgrade Existing Toilet Rooms
Sitework:	\$3,074,000	\$4,142,000	\$1,007,000 Replace all paving and walkways
Subtotal Construction Cost:	\$36,071,000	\$41,444,000	
"Soft" Costs	\$9,018,000	\$8,578,000	25% vs. itemized Budget
Total Project Costs:	\$45,089,000	\$50,022,000	
Projected State Reimbursement	\$6,200,000	\$6,128,000	14% vs. 12.25%
Net Cost to Wilton	\$38,889,000	\$43,894,000	

Discussion



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Town of Wilton

CIP Analysis - Projected Debt Service



Note: All projected bond issues are subject to change based on market conditions.