

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
SPECIAL MEETING MINUTES
Monday November 27, 2023**

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

GUESTS: Incoming First Selectwoman-Toni Boucher, Superintendent Dr. Kevin Smith, Members/Incoming Members of the BOE, Members/Incoming Members of the BOF, Erik Kaeyer-Principal KG&D Architects, Frank Smeriglio-Public Works Director/Town Engineer, Jeff Pardo-Assistant Director/Facilities Manager, Town Administrator-Matt Knickerbocker, CFO-Dawn Norton

A. Call to Order

Ms. Vanderslice called the Regular Meeting to order at 7:09pm.

B. Discussion and/or Action

1. School Buildings 10-Year Needs Assessment Report and Funding Possibilities
Ms. Vanderslice began the review of the School Buildings 10-Year Needs Assessment Report and Funding Possibilities detailed in the attached memo to the BOE, BOF and BOS available to be viewed here: [school_needs_assessment-possible_funding-11-27-2023-website_1.pdf \(wiltonct.org\)](#). She then introduced Erik Kaeyer of KG&D Architects, who gave a detailed review on the assessment with a presentation available to be viewed at: [tow-wps-fa-10yr_presentation-website.pdf \(wiltonct.org\)](#). The study reviewed by Mr. Kaeyer is a comprehensive assessment of Cider Mill, Middlebrook and Wilton High School buildings. Frank Smeriglio and Jeff Pardo provided additional input with question and answer session with the BOF, BOE and BOS members.
2. Possible Extension of Contract for the Purchase of Electricity
Mr. Knickerbocker reviewed with the board the Possible Extension of Contract for the Purchase of Electricity. He noted that the current contract the town has with Engie is due to expire in January 2024 and the town has the opportunity to renew the contract with Engie for a lower price and for a longer period of time. He is suggesting the town renew its agreement with Engie for a term of 34 months at a cost of \$0.10483 per kwh. After further review and discussion, motion moved by Mr. Tartell, seconded by Ms. Healy to the rate proposed for the electricity agreement of \$0.10483 per kwh over 34 months and authorized the First Selectwoman to execute the contract with Engie. Motion carried 5-0.
3. Possible Appointment of Warren Serenbetz to the Council on Ethics

Ms. Vanderslice noted that following discussion at the previous BOS meeting on the appointment of Warren Serenbetz to the Council Ethics, she consulted with Town Counsel. Town Counsel believes there is no legal risk from the appointment of Mr. Serenbetz. After further review and discussion, motion moved by Mr. Cole, seconded by Mr. Tartell and carried 5-0 to appoint Warren Serenbetz to the Council on Ethics.

4. Possible Review and Approval of Proposed BOS Policy for Sports Facility Banner Program and Agreement with WARF to Manage the Banner Program
Item Tabled.

C. Public Comment

- Representative Keith Denning presented Ms. Vanderslice commendations from Governor Lamont and the CT General Assembly in recognition of her accomplishments that she has done for the town of Wilton and its residents.
- Steve Hudspeth of Glen Hill Rd commented on the School Buildings 10-year Needs Assessment Report and Funding Possibilities and the appointment of Warren Serenbetz to the Council on Ethics. He also thanked Ms. Vanderslice for her hard work in running the town and wished incoming First Selectwoman Toni Boucher all the best,
- Barbara L. Geddis of Cannon Rd. commented on the School Buildings 10-year Needs Assessment Report and Funding Possibilities

D. Adjournment

Having no further business, motion to adjourn at 9:02pm. Motion moved by Mr. Cole, seconded by Mr. Tartell and carried 5-0.

Jacqueline Rochester
Recording Secretary
Taken from Video

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238 Danbury Road
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To: Members and Members-Elect, Boards of Selectmen, Finance and Education

From: Lynne Vanderslice

Date: November 22, 2023

RE: November 27, 2023 Tri-Board Meeting-10-Year School Buildings Needs Assessment Plan

You have received the following in advance of the November 27th meeting:

- This memo.
- An internally prepared PowerPoint presentation.
- A PowerPoint presentation from KG+D Architects, the Consultants, summarizing the 10-year School Buildings Need Assessment Report.
- Three KG+D-prepared spreadsheets within one pdf with detailed schedules of recommended work by priority.

The purpose of this memo is to provide information to assist with your review of the documents.

- The Board of Selectmen engaged KG+D Architects to develop a 10-year School Building Needs Assessment because
 - **We understood a significant investment was needed.** This knowledge was based on the age of the buildings, the results of the ongoing roof replacement program, noted HVAC, carpet, ceiling and lighting replacements. Investment had been prioritized to follow the Police Headquarters building because that building had more critical needs. An earlier attempt to address the headquarters had been voted down.
 - The Boards of Selectmen and Finance collectively desired moving to **10-year capital planning** versus the historical 5-year planning.
 - Specific school building grants require the town have a 10-year plan. This effort and **report satisfy that grant requirement.**
- The Board of Selectmen engaged a **different consultant to perform a 10-year needs assessment for municipal buildings**, except the police headquarters. That report is expected to be received in February. At this point, we don't have information related to their work.
- The Consultant's detailed schedules includes recommended work that historically have been either **ongoing maintenance within the BOE budget** or previously **anticipated bonded infrastructure replacements** or previously **unknown required replacements** or **interior and exterior replacements due to age and wear** (some functional, some aesthetics) or **new additions to the buildings**, specifically air conditioning of the Middlebrook gym and Middlebrook auditorium.
- The recommended work has been **prioritized by the Consultants working with staff based on when the replacement/repair is expected to be needed**, with Priority 1 recommended for FY2025 and FY2026, and assuming a 10-year implementation plan, Priority 2 during FY2027 through FY2030 and Priority 3 thereafter.
- With the exception of the Priority 1 Middlebrook roof replacement and 1998 first floor remediation work, the costs are **estimates developed by the Consultants with an annual cost escalation rate of 4%, a contingency rate of 10% and soft costs rate of 10%**. Priority 1 is escalated to 2025, Priority 2 to 2027 and Priority 2032. The estimated costs are not based on RFPs.

- The Consultant's cost estimates **assume work will be performed by outside contractors and work that may qualify for the state reimbursement will be performed in a manner consistent with state requirements.** The state's current reimbursement rate for Wilton is **22.86%**. That same reimbursement rate is assumed for all years. Note, there are additional costs and delays associated with the state's requirements. At the time the work is being considered, a determination should be made as to whether it is financially appropriate to proceed as a reimbursable project.
- **Some of the work qualifies for bonding on its own.**
- **Some of the work when bundled as part of a renovation will qualify for bonding.** Bond counsel has been provided with the detailed list and is preparing guidance as to what costs could be bundled and qualify. Bond counsel confirmed bundled work can be performed over more than one year and still qualify, with the caveat that the town must intend to spend bond proceeds within three years of receipt.
- **BOE operating expenses typically include spending for building repairs.** Recent annual amounts have averaged approximately \$500,000. We have assumed a budget going forward of at least \$500,000 per year, with **\$400,000 to be expended for repairs included in the work plan.**

The breakdown of the net estimated cost to taxpayers, exclusive of bond interest, is as follows.

	Total	Priority 1	Priority 2	Priority 3
<i>Estimated Current Cost</i>	\$ 93,345,002	\$ 8,680,027	\$ 57,761,118	\$ 26,903,857
<i>Estimated Escalation*</i>	\$ 19,462,620	\$ 417,002	\$ 8,461,773	\$ 10,583,845
<i>Estimated Contingency</i>	\$ 11,104,762	\$ 733,703	\$ 6,622,289	\$ 3,748,770
<i>Estimated Professional Fees</i>	\$ 8,230,738	\$ 528,550	\$ 4,754,669	\$ 2,947,519
<i>Estimated State Reimbursement</i>	\$ (26,741,990)	\$ (1,138,688)	\$ (16,186,504)	\$ (9,416,798)
Net Estimated Cost to Taxpayers	\$105,401,132	\$9,220,594	\$61,413,344	\$34,767,194
<i>Approximate Balance of funds for School roof projects</i>	\$ (225,000)	\$ (225,000)		
<i>BOE Operating Budget funding- 10 years</i>	\$ (4,000,000)	\$ (800,000)	\$ (1,600,000)	\$ (1,600,000)
<i>And 2 years, respectively</i>				
<i>Net to be approved for future bonding or incremental operating expenses</i>	\$101,176,132	\$8,195,594	\$59,813,344	\$33,167,194
<i>FY25 and FY26 Bonded Capital Plan for BOE buildings</i>		\$ (6,150,000)		
To be funded by additional (unplanned) bonding or annual budget over two years		\$2,045,594		
*Escalation-Priority 1, FY2025. Priority 2, FY2027, Priority 3, FY2032				

As discussed in the internal presentation, funding the needs in 10 years doesn't seem reasonable, but doing so within 15 years appears achievable, but a higher cost due to additional escalation.

We look forward to Monday's discussion.