

OFFICE OF THE
FIRST SELECTMAN

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Lynne A. Vanderslice
First Selectman

Michael P. Kaelin
Second Selectman

David K. Clune
Selectman

Lori A. Bufano
Selectman

Richard J. Dubow
Selectman

TOWN HALL
238 Danbury Road
Wilton, CT 06897

RECEIVED FOR RECORD
TOWN OF WILTON
2017 APR 24 P 2:17
BY: K. Cooper

**BOARD OF SELECTMEN
MONDAY APRIL 17, 2017
TOWN HALL – MEETING ROOM B**

PRESENT: First Selectman Lynne Vanderslice, Michael Kaelin, David Clune, Lori Bufano, Richard Dubow

GUESTS: Anne Kelly-Lenz, Chris Burney, Steve Pierce, Debra Thompson-Van (Co-Chair of the Energy Commission), Mark Robbins (MHR Development), Town Counsel Ira Bloom

OTHERS: Members of the Press and Members of the Public

A. Call to Order

Ms Vanderslice called the meeting to order at 7:45 PM

B. Consent Agenda

Motion made by Mr. Kaelin, seconded by Mr. Dubow and carried unanimously, to approve the consent agenda as follows:

Minutes

- Board of Selectmen Special Meeting – April 3, 2017

Gifts

- Visiting Nurse Assoc. of Ridgefield – Wilton Senior Center - \$850.00
- Anonymous Donor – Town Wide Clean-Up Day - \$500.00

Ms. Vanderslice called for a motion to add 2 items to the Agenda – 1. Executive Session to discuss responses from Solar RFP Respondents and 2. Discuss a Lawsuit – Pending Litigation – Lowthert v Town of Wilton et. al after the second Public Comment on the Agenda. Motion move by Mr. Kaelin, seconded by Mr. Dubow and unanimously carried.

C. Public Comment

Tom Curtin – Tamarack Place commented on the FY2018 Bonded Capital, specifically with regard to the Tennis Courts.

D. Discussion and/or Action

1. Discontinuance of Two Rod Highway

Town Counsel Ira Bloom reviewed and gave background information on the Discontinuance of Old 2 Rod Highway. Mr. Bloom noted that the Town is seeking to discontinue Old 2 Rod Highway as the town has no particular use to keep it as a town road. He then reviewed the state statute (Sec.13a-49 of the General Statutes) that governs the discontinuance which states that the Selectmen of the town may, subject to approval at the Town Meeting discontinue a road, requires notice to all who live adjacent to the road, of which notices were sent prior to this Board of Selectmen meeting. The Selectmen shall approve the notice in writing in the form of a Resolution. Mr. Bloom prepared the attached resolution for the Board of Selectmen's signature should the discontinuance be approved. Mr. Clune noted that as a trustee of the Amber Farm Trust, he is recusing himself from the discussion and the vote. After discussion with the Board and members of the public, Ms. Vanderslice asked for a motion on the discontinuance of Old 2 Rod Highway. After reading of the attached resolution by Town Counsel Ira bloom, a motion was made by Mr. Kaelin to approve the resolution seconded by Ms. Bufano and carried 4-1 with Mr. Clune recusing.

2. 8-24 Referral and Discussion of Solar Project

Ms. Vanderslice reviewed the 8-24 Referral on the Solar Project to the Planning & Zoning Commission for their opinion on whether or not adding solar panels to the schools is appropriate under the planning and zoning regulations. She noted that the 8-24 Referral would be addressed at Planning & Zoning Commission meeting on April 24, 2017. Motion made by Mr. Clune to move forward with the 8-24 Referral on the Solar Project to the Planning & Zoning Commission. Motion seconded by Mr. Dubow and unanimously carried.

Ms. Vanderslice began discussion on the Solar Project. She noted that two individuals (Brian McDermott and Rudy Hoefling) contacted her about the solar project. She stated that both were unable to attend the meeting this evening and reviewed their comments with the Board.

Ms. Vanderslice reviewed next steps with regard to the Solar Project. The Board will meet in Executive Session this evening to discuss the bids received on the project and there will be a Board of Selectmen meeting on May 8, 2017 with the Energy Commission in attendance.

3. FY2018 Bonded Capital

Ms. Vanderslice reviewed the FY2018 Bonded Capital Requests (copy of presentation is attached). Discussion with the Board on the various bonded capital requests with Steve Pierce (Director of Parks and Recreation) providing input on the Tennis Courts and Chris Burney (Facilities Manager) providing input on the tennis courts, roof replacements and the Police Building.

Ms. Vanderslice noted that assuming the bonding for the Police Building is approved the police department will be holding an open house for the public on the following days:

- Tuesday April 25, 2017 9-11AM
- Saturday April 29, 2017 9-11AM

For those who cannot make it to the open house on those days, the department has a deck of photos with descriptions on their facebook page.

After discussion Ms. Vanderslice asked for a motion to approve bonding proposals for Road Repaving, Police Building, District wide roofs and Middlebrook elevator. Motion moved by Mr. Dubow, seconded by Mr. Clune and unanimously carried.

Discussion began regarding the bonding for the tennis courts with Mr. Kaelin voicing his opposition. After discussion, Ms. Vanderslice then asked for a motion to approve the bonding for the tennis courts. Motion moved by Mr. Clune, seconded by Mr. Dubow and carried 4-1 with Selectman Kaelin opposed.

4. Emergency Management Performance Grant Acceptance
Ms Vanderslice reviewed the Emergency Management Performance Grant. Ms. Vanderslice noted that the Board has already approved applying for the grant and now the monies have come in and the Board needs to accept it. Motion made by Mr. Dubow to approve acceptance of the Grant, seconded by Ms. Bufano and unanimously carried.
5. Discussion – Approval of 2017 Revaluation Contract
Ms. Vanderslice and CFO Anne Kelly-Lenz reviewed the 2017 Revaluation Contract and noted that it has been reviewed by Town Counsel. Motion made by Mr. Clune to authorize the First Selectman to sign the contract. Motion seconded by Mr. Kaelin and unanimously carried.
6. Appointments/Reappointments
 - Jeff Lapnow – Deer Committee
Ms. Vanderslice reviewed the Conservation Commission’s request to appoint Jeff Lapnow to the Deer Committee. Motion made by Mr. Clune to appoint Jeff Lapnow to the Deer Committee, seconded by Ms. Bufano and unanimously carried.

E. Reports

1. First Selectman’s Report
Ms. Vanderslice reviewed the attached memo from Jennifer Fanzutti (Environmental Analyst) regarding the Town Wide Clean-up Day (April 22, 2017 from 9:00am -12:00 pm) and reviewed the anonymous donation which will be used for prizes to encourage participation. Ms. Vanderslice thanked Ms. Fanzutti for all her efforts with regard to putting together this event.

Ms. Vanderslice gave a brief review of the 2017 March Financial Report (report attached) that will be discussed at future BoS Meeting. Ms. Kelly-Lenz then reviewed the call the Town had with Moody’s and that the Town has retained their Aaa rating.

2. Selectman's Reports

Ms. Bufano
None

Mr. Clune
None
Mr. Dubow
None

Mr. Kaelin
Mr. Kaelin posed the question of revisiting getting additional funds to the Teen Center.

Motion made by Mr. Kaelin to add an item to the Agenda to discuss getting additional funds for Wilton Teen Center (Trackside). Motion seconded by Ms. Bufano and unanimously carried.

F. Discussion – Additional Funds for Wilton Teen Center

Ms. Vanderslice noted that she got a response to the question last posed to the President of Trackside regarding an amount that could be raised by donations. The President came back with an amount of \$10,000 and that they would like to have \$15,000 of the proposed reduction by the BoS reinstated.

G. Public Comment

None

H. Executive Session

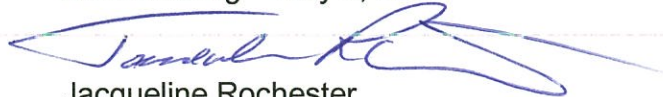
Motion made by Ms. Vanderslice for the BoS to enter into Executive Session to discuss Pending Litigation on Lowthert v Town of Wilton et al (no others invited) and to discuss Responses Received in Response to RFP for the Solar Project (no others invited) at 10:05 PM. As the First Selectman Ms. Vanderslice certifies that it is in the best interest of the Town that this information be handled in Executive Session rather than in public session and that the interest of the Town outweighs the public's interest as it does impact contract negotiations. The motion seconded by Ms. Bufano and unanimously carried.

Out of Executive Session at 11:04 PM

I. Adjournment

Having no further business, Ms. Vanderslice asked for a motion to adjourn. Motion made by Mr. Dubow to adjourn meeting at 11:05 PM. Motion was seconded by Ms. Bufano and unanimously carried.

Next Meeting – May 8, 2017



Jacqueline Rochester
Recording Secretary
Taken from Video

Proposed Resolution by the Wilton Board of Selectmen for the discontinuance of Old 2 Rod Highway.

WHEREAS, Old 2 Rod Highway is a public road that runs adjacent to the line that separates Wilton from Weston, generally in a northwesterly direction from the terminus of Wampum Hill Road for an indeterminate distance; and

WHEREAS, Old 2 Rod Highway is unimproved and is not being used as a road or highway or for any other public purpose; and

WHEREAS, it is in the interest of the Town of Wilton to discontinue Old 2 Road Highway as a public road or highway; and

WHEREAS, the Wilton Planning and Zoning Commission has issued a report pursuant to Connecticut General Statutes §8-24 approving such discontinuance; and

WHEREAS, Connecticut General Statutes §13a-49 permits the Board of Selectmen to discontinue a public road or highway by a signed writing, subject to approval by the town meeting.

IT IS THEREFORE RESOLVED, that the public road or highway known as Old 2 Rod Highway be and hereby is discontinued, subject to approval by the Wilton Town Meeting at the annual meeting to be held on May 2, 2017.

It is found that the northwesterly terminus of Old 2 Rod Highway cannot be determined or accessed and that the posting of a single sign containing the notice requirements of said §13a-49 at the end of Wampum Hill Road is the only necessary sign.

It is further found that all persons abutting Old 2 Road Highway have been given written notice of this meeting of the Board of Selectmen in accordance with the requirements of said §13a-49.

Signed this ^{17th} day of April, 2017 by the undersigned members of the Board of Selectmen of the Town of Wilton, constituting a quorum and a majority of the Board.


Lynne Vanderslice, First Selectman


Michael P. Kaelin, Second Selectman


Lori Bufano, Selectman


Richard Dubaw, Selectman

BONDED PROJECTS

GOALS OF BONDED PROJECTS

- The goals of the FY2018 bonded projects are to:
 - Ensure the of quality of assets owned by the town:
 - Repaving roads on a timely basis
 - Addressing aged and damaged tennis facilities
 - Addressing aged and poorly operating school elevator
 - Ensure the adequacy of facility to meet current needs
 - Engineering and/or architectural studies for the police headquarters and school roofs

BOND CAPITAL REQUESTS (in thousands)

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>Total</u>
Road Repaving	2,795	2,923	2,994	3,110	3,226	15,048
Police Building	1,266	11,394				12,660
Fire Station 2		910				910
Lilly Field		700				700
Tennis Courts	450					450
BOE District Wide Roofs	100	500	500	500		1,600
Middlebrook Elevator	100					100
Cider Mill Paving			200			200
Bus Barn Paving/Lights		200				200
Middlebrook/Cider Mill HVAC		250	1,000	1,000		2,250
Total	4,711	16,877	4,694	4,610	3,226	34,118

BONDED PROJECTS

ROAD PAVING

- **ISSUE:**

- The most common request from residents is road repaving due to either the deteriorating condition of their own road or a road they frequently travel or both.
- To reach our goal of repaving every town road as part of the road restoration program. The bonded road program will need to be continued to repave the remaining 75 miles.
- If we continue to repave at the rate of 10 miles per year, it will take 8 to 9 years, not 7.5 years to reach our goal. This is because some of the major roads repaved early on in the road restoration program have lives of less than 10 years and thus will again need repaving

- **PROPOSAL**

- We propose to accelerate annual repaving from 10 miles per year to 15 miles per year. The result being by the end of FY 2022, every road in town will be 10 years or less.
- Accelerating repaving will mean a \$5,000,000 acceleration in bonding and an acceleration of principle payments as follows: FY 2018: \$100,000, FY 2019: \$200,000, FY 2020: \$300,000, FY 2021: \$400,000 and FY 2022: \$500,000 for a total of \$1,400,000 in accelerated principal payments during the five year period. An amount that seems manageable due to a similar amount of savings due to the anticipated \$5,000,000 reduction in the cost of Miller Driscoll.
- Bond \$2,795,000 to spend up to in FY 2018. \$15,048,000 to be requested for the 5 years from FY2018 thru FY2022

BONDED PROJECTS

POLICE HEADQUARTERS

- **ISSUE:**

- Building was built in 1974 for a force of less than 30 males with no thought towards female officers. The department is currently comprised of 45, both male and female officers

Number of dwellings in Wilton has increased by 36% since 1974

Number of registered voters (presumably 18+ population) has increased by 36% since 1974

Number of commercial buildings has increased 89% since 1974

- Most of the building infrastructure is original meaning it is inefficient, outdated and non compliant with current regulations

BONDED PROJECTS

POLICE HEADQUARTERS

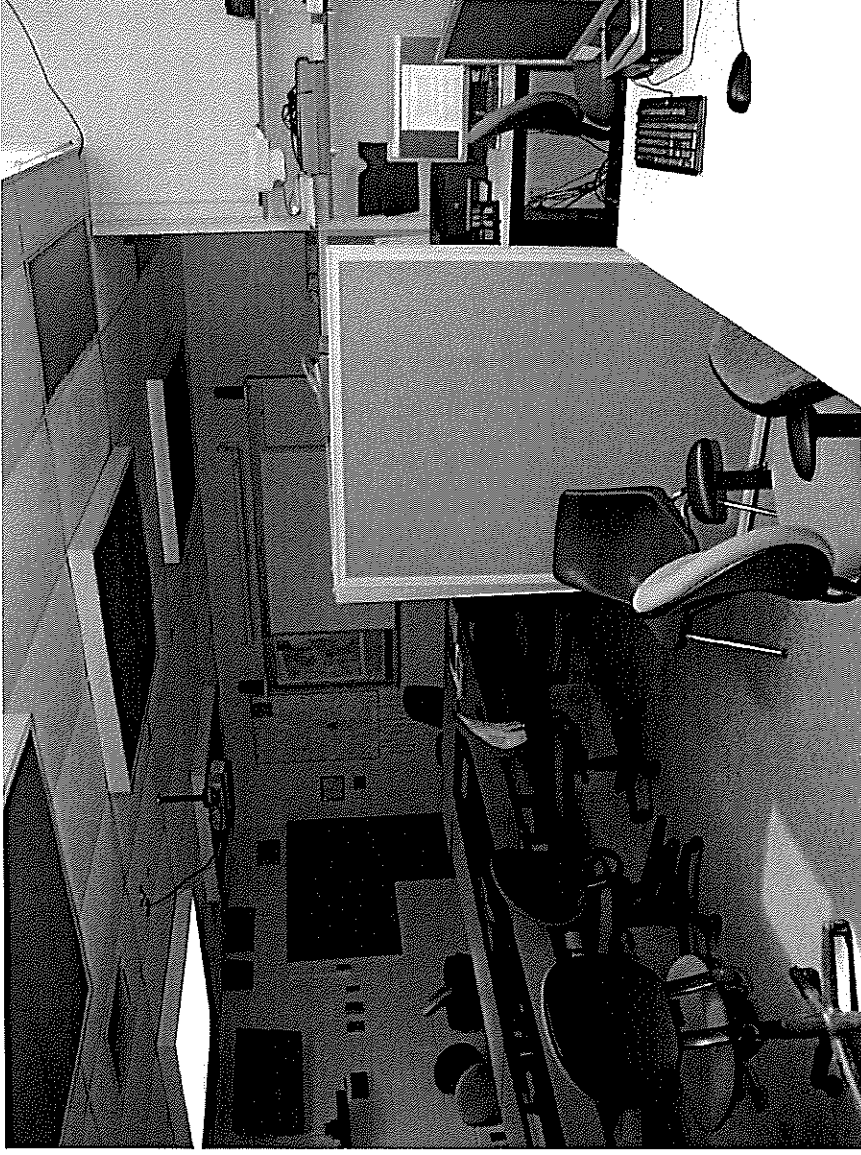
- **Deficiencies include:**
 - Building is over crowded . Bathroom and locker room facilities for males have not been expanded. Facilities for women were constructed within existing space including hallway space. There are no public restrooms
 - Electrical systems do not meet the needs of a modern police force
 - The HVAC systems are outdated and inefficient and require increasing maintenance costs
 - Building is not ADA compliant
 - Booking area has become a common area which in addition to processing of criminals includes processing of non criminals and computer server storage. **Safety concerns**
 - **Juveniles must be processed and detained away from adults. No separate area currently exists. In 1974 juvenile was defined as 15 and under. Now it is 17 and under. Efforts are underway within the state to increase the age of a juvenile**
 - **Emergency Operations Center also functions an office for 5 sergeants, a briefing room, a meeting room and a training room. Each time the EOC is required, appropriate furniture and equipment must be brought in and other moved aside**
 - **Investigative area inadequate to house detectives and provide space for necessary equipment and interviews. Equipment must be moved around to provide an area for interviews. Safety issues associated with interviews in common areas**



Police Headquarters

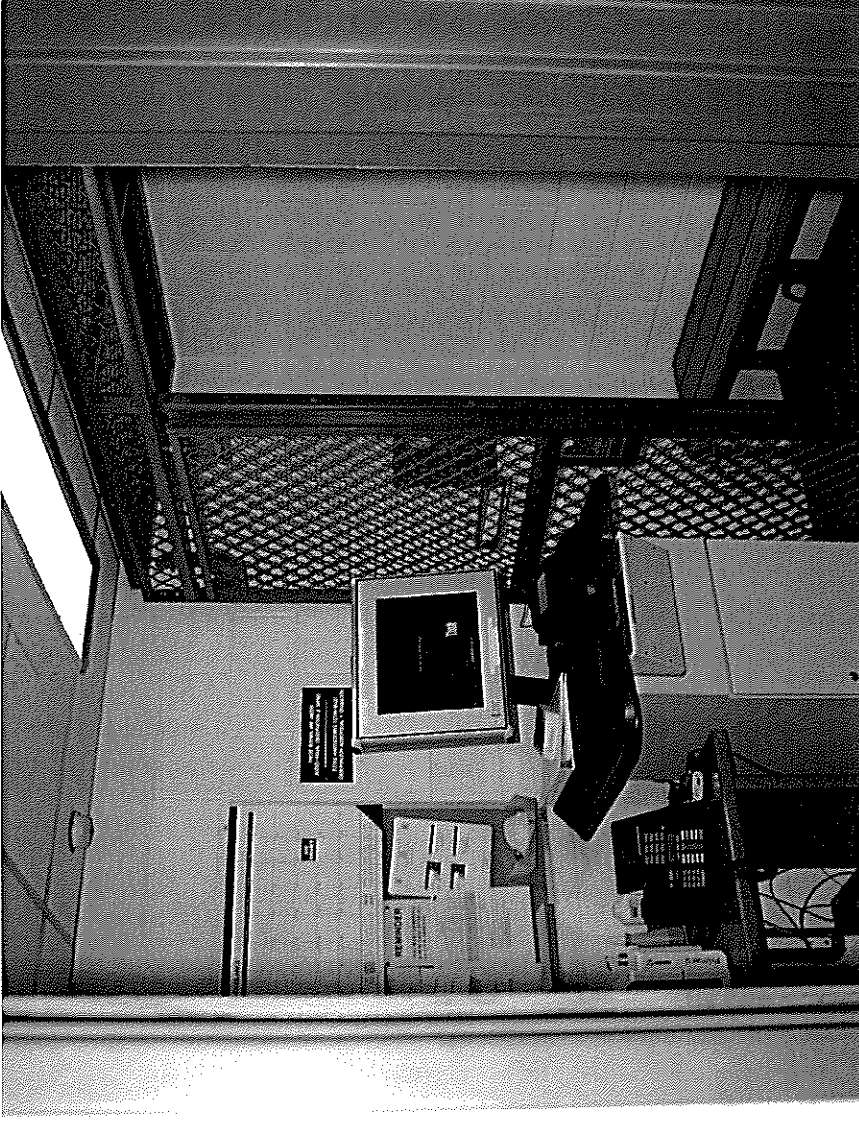
Garage bay that also serves as a storage area. When the bay is needed for a car, items have to be relocated to 1-fit the car and 2-allow for a secure area.

It is inefficient and costly to be moving things back and forth and increases the chance of injury.



Police Headquarters

This room serves as the office for 5 sergeants, briefing room, training room and emergency control center. Furniture and equipment needs to be moved in and out depending on the function.



Police Headquarters

This is the digital fingerprint scanning unit used for both criminal and non-criminal investigations. It is also used as the prisoner processing room. The holding cage was installed in mid 2000 as a result of a officer safety issue. The small table to the left holds various electronic components and paperwork. Please note the heat sensor on the ceiling and the old style fluorescent lighting both of which are original components of the building.



Police Headquarters

This is the “interview room” inside the detective bureau. It previously served as the youth officer’s office but due to state mandate, it was turned into an interview room. It also serves as an IT and computer forensic investigation area. Note the sensors on the wall which are cameras and audio recording devices.

BONDED PROJECTS

POLICE HEADQUARTERS

- **PROPOSAL:**

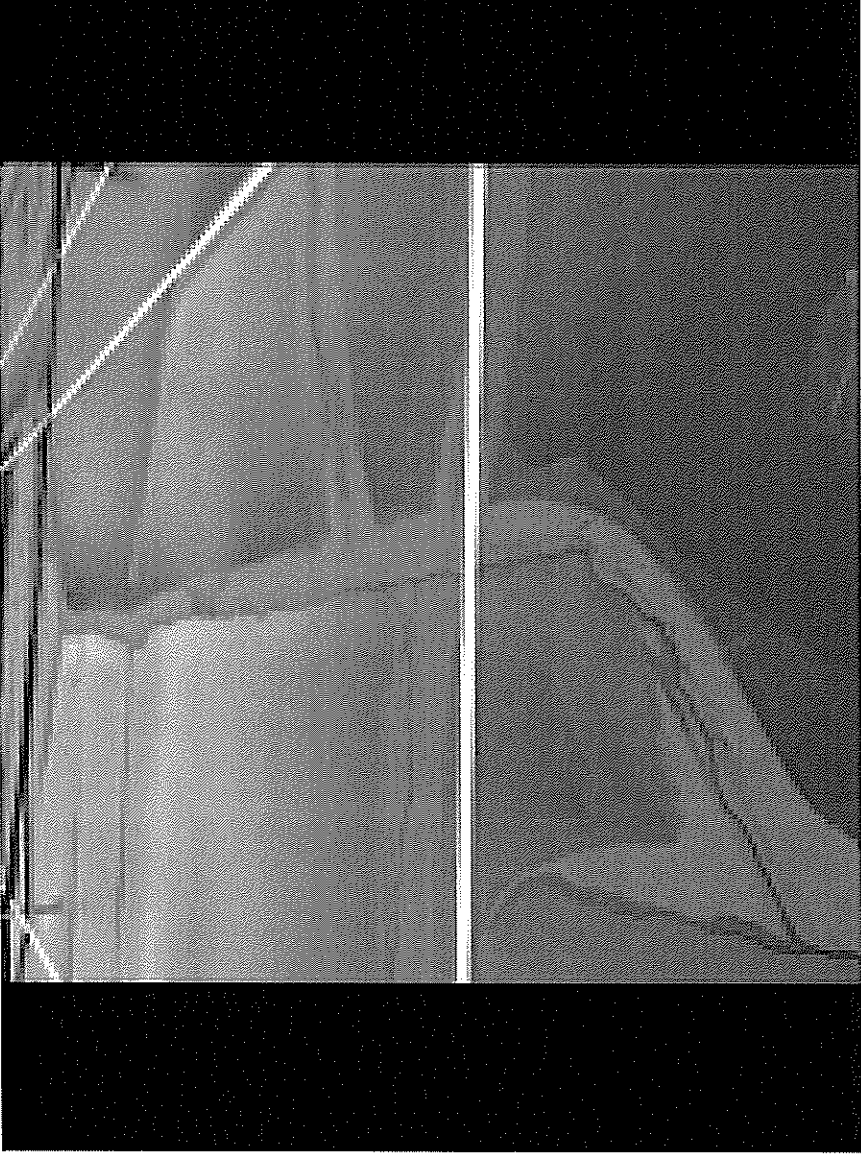
- A three person resident committee has been formed to work with Facilities Director Chris Burney to study the Town Campus and to develop a plan for the expected expansion and renovation of the police headquarters. The work of the committee includes considering all town owned buildings.
- The town previously commissioned a needs assessment study which put the cost of a new headquarters at \$12,660,000. That amount has remained as a placeholder until a more refined cost can be determined.
- Bond up to 10% of the placeholder amount or \$1,267,000, to conduct and develop the necessary engineering analyses of the existing buildings, develop design and construction documents to bring a proposal to the Annual Town Meeting in May of 2018 and any other possible costs associated with preparing for the headquarters expansion.

BONDED PROJECTS

HIGH SCHOOL AND MIDDLEBROOK TENNIS COURTS

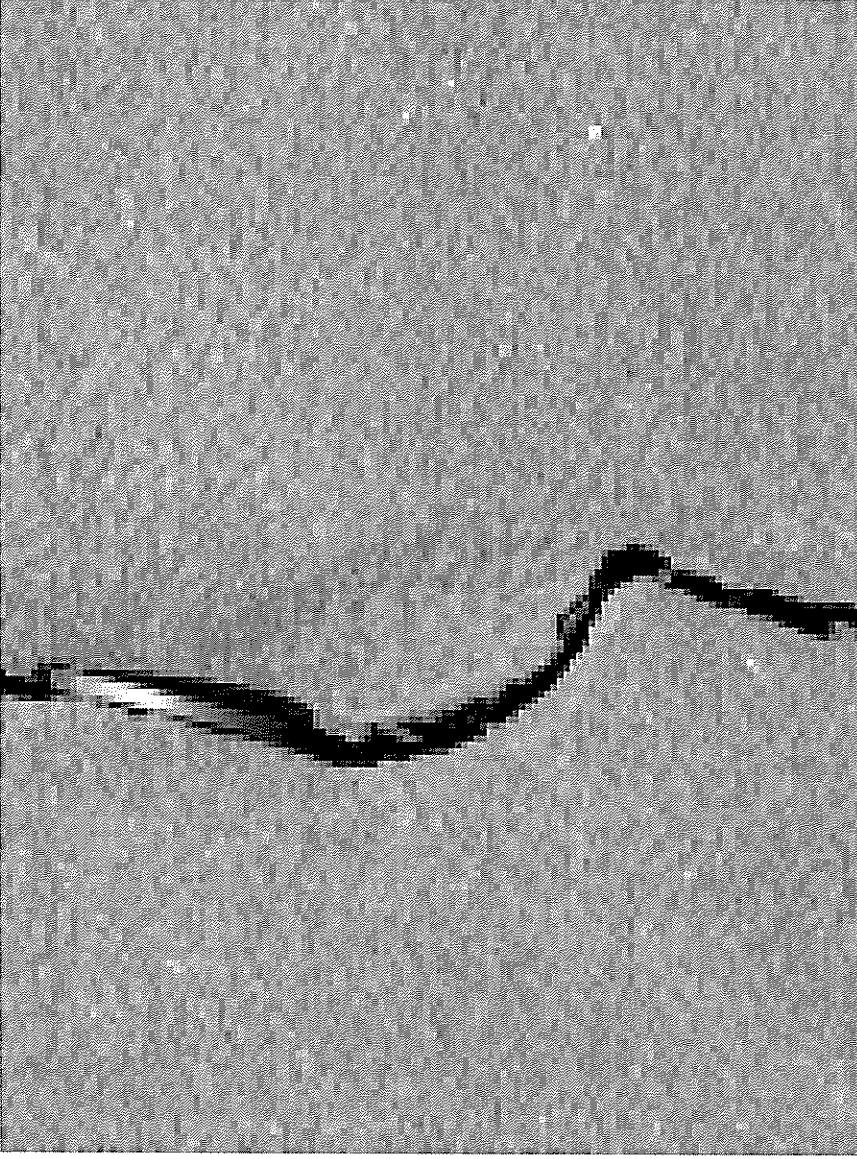
- **ISSUE:**
 - Town owns 12 thirteen year-old blacktop courts
 - Permanent cracking has occurred throughout the courts due to water under the surface. Not unlike what occurs on a road surface. Courts do not have curtain drains
 - Annually we fill the cracks and small “pot holes”, but they reopen after the winter. Deterioration will continue and worsen

- **OPTIONS:**
 - Continue to repair cracks until the courts are no longer repairable. Cost is currently \$15,000 per year for the 12 courts.
 - Replace some or all of the courts:
 - Blacktop replacement. One year warranty. Requires curtain draining to slow down cracking
 - Post –tension concrete. Guaranteed for 20 years. Doesn’t require curtain draining
 - Post-tension concrete is approximately 25% more per court than blacktop



High School Tennis Courts

Lines within the green play area are cracks. Different shades of green indicate multiple past repairs.



High School Tennis Courts

Sample crack with a penny inside. Purposely choose a crack which wasn't so deep that the penny would not be visible.



High School Tennis Courts

Deterioration of the court. These loose pieces will be removed and filled in like a pothole. Liability is a concern with potholes and cracks.

Wilton lost a landmark case, which was brought as a result of an injury sustained at the HS tennis courts which was alleged to be due to defects in the court.

BONDED PROJECTS

HIGH SCHOOL AND MIDDLEBROOK TENNIS COURTS

- **PROPOSAL:**

- Total annual recreational play does not support the need for 12 courts
- Replace the 8 High School courts with post tension concrete courts. They are the town's primary courts: are lit, are used by the HS team and are the location for P&R summer tennis programs which average 272 residents
- Do not replace 4 Middlebrook courts. Instead continue to repair on an annual basis. Once they are beyond repair, we can determine whether to replace

- **FUNDING:**

- Bond \$450,000 to spend up to for the replacement of the 8 High School courts
 - RFP process
 - Replace in August 2017
 - The annual cost to bond is estimated at just under \$30,000 per year versus \$10,000 per year and growing to repair until their eventual replacement
- \$6,500 included in the annual budget for Spring 2018 repair of 4 Middlebrook courts

BONDED PROJECTS

SCHOOL BUILDING PROJETS

- **ISSUE:**
 - All or part of the Middlebrook, Cider Mill and High School roofs are coming close to the end of their useful lives
 - The Middlebrook elevator, which is original to the building, is breaking down on a regular basis.
 - Parts are becoming no longer available.
 - For certain students, the elevator is their only means of accessing their regularly scheduled class room. Classes need to be temporarily relocated when the elevator is not functioning
- **PROPOSALS:**
 - Bond \$100,000 to spend up to in order to perform engineering analysis of the roofs to identify and prioritize the necessary work and eventually develop engineering designs and bid documents for the three roofs.
 - Bond \$100,000 to spend up to in order to replace the elevator at Middlebrook

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



TOWN HALL
238 Danbury Road
Wilton, Connecticut 06897

MEMORANDUM

TO: Board of Selectmen
FROM: Jennifer Fanzutti, Environmental Analyst
DATE: April 17, 2017
RE: **Townwide Clean Up Day**

Townwide Clean Up Day is quickly approaching this upcoming Saturday, April 22, 2017 from 9am to 12pm on the town green. This year a very generous donation of \$500 has been made by an anonymous donor to purchase prizes for the event. We intend to use the money to purchase gift cards from Wilton shops and restaurants to reward participants. At the start of the day all volunteers will meet at the town green to pick up garbage bags and gloves before heading out to pre-determined locations throughout town to collect litter. To be eligible to win a prize volunteers must bring back full garbage bags to the town green to be disposed of in the provided dumpsters. Upon disposal of the collected litter volunteers will receive raffle tickets- 1 ticket per full bag. The winning tickets will be drawn promptly at noon. In addition to the raffle each volunteer will receive a voucher for a free slice of pizza from Pinocchio's Pizza.

We have had a very strong response from various organizations throughout town including; Boy Scouts, Girl Scouts, Wilton Kiwanis, A Better Chance, Our Lady of Fatima Church, the Norwalk River Watershed Association, the Democratic Town Committee, the Riverbrook YMCA, Wilton High School's Marine Biology Club, Recycling Club, Key Club, and the National Honor Society. In addition to all of these organizations, the Wilton High School's junior class is making Townwide Clean Up Day their service project this year and are anticipating around 100 students to participate. Responses from other organizations are still coming in. The event will be held rain or shine and we hope to see you there.

FINANCE DEPARTMENT
Tel (203) 563-0114
Fax (203) 563-0299



TOWN HALL
238 Danbury Road
Wilton, Connecticut 06897

April 17, 2017

To: Board of Selectmen

From: Anne Kelly Lenz 

Re: FY 2017 Financial Reporting-March 2017

Below I have listed the key items of the FY 2017 forecast versus the budget.

FY 2017 revenues are currently forecasted \$331,499 higher than the budget, mainly due to:

- Taxes – up \$745,627 from the settlement of a foreclosure case, the payment of 2 large delinquent Real Estate bills and a larger supplemental motor vehicle list.
- Education – down \$746,632 from the State Aid cuts that happened after the Town budget was set.
- Other Revenues – up \$380,000 for the MRSG (municipal revenue sharing grant), unclaimed property payments and CIRMA (worker's comp rebate)
- Loss of FY 17 LOCIP funds from State – (\$112,762)

FY 2017 expenses are currently forecasted \$1,613,822 lower than budget, mainly due to:

- Debt Service – savings of \$246,577 from the refunding of old debt to a lower interest rate, the actual FY 2016 bonding interest rate came in lower than budgeted and the application of the amortization of the bonding premium.
- Favorability in the BOS budget is due to two positions being filled later than budgeted. Some of this favorability will be used to offset projected retirement payouts for accrued sick and vacation leave.
- Charter Authority – savings of \$1,242,457 as the Town is forecasting it to be unused.

**Budget Status Report Through
3/31/2017 - Summary**

	FY 16 Actual YTD	FY 17 Amended Budget	FY 17 Actual YTD	FY 17 Actual YTD to Amended Budget Fav/(Unfav)	FY 17 Forecast	FY 17 Forecast to Amended Budget Fav/(Unfav)
Revenue						
Taxes	114,144,515	117,084,811	117,026,963	(57,848)	117,830,438	745,627
Education	1,582,847	1,211,734	1,022,138	(189,596)	465,102	(746,632)
Town Intergovernmental	461,245	802,200	460,257	(341,943)	802,432	232
Licenses, Permits & Fees	1,095,625	1,475,010	968,574	(506,436)	1,456,710	(18,300)
Other Revenues	1,353,650	510,400	745,013	234,613	973,734	463,334
Interest	170,318	200,000	196,699	(3,301)	200,000	0
Investments	56,051	(20,000)	(110,394)	(90,394)	(20,000)	0
Capital	0	112,762	0	(112,762)	0	(112,762)
	<u>118,864,250</u>	<u>121,376,917</u>	<u>120,309,251</u>	<u>(1,067,666)</u>	<u>121,708,416</u>	<u>331,499</u>
Expense						
Debt Service	10,684,790	11,471,130	10,360,916	1,110,214	11,224,553	246,577
Board of Education	56,314,792	80,572,640	56,992,207	23,580,433	80,572,640	0
Board of Selectmen	21,911,295	31,118,286	20,318,963	10,799,323	31,020,574	97,712
Board of Selectmen Capital	785,424	1,999,447	610,444	1,389,003	1,972,371	27,076
Charter Authority	0	1,242,457	0	1,242,457	0	1,242,457
	<u>89,696,301</u>	<u>126,403,960</u>	<u>88,282,530</u>	<u>38,121,430</u>	<u>124,790,138</u>	<u>1,613,822</u>