

Board of Selectmen's Meeting Minutes
Thursday, March 19th, 2015, 7:30pm
Town Hall Meeting Room

Present: First Selectman Gayle Weinstein, Selectman David Muller, Selectman Dennis Tracey, Board of Education members Schaefer, Uzenoff, Spaulding, Levin, Major, Daniel, and Harvey; Board of Finance members Ezzes and Koller; Police Commissioner Bliss; Police Chief Troxell, School Business Manager Keating, Town Administrator Tom Landry, Superintendent Dr. Colleen Palmer, Administrative Assistant Randi Derene, Weston Residents

Ms. Weinstein called the meeting to order at 7:30pm

Mr. Muller moved that the Board of Selectman move into executive session to discuss School Security. Mr. Tracey seconded. Motion carried unanimously. Ms. Weinstein invited school administrators, BoE members and Chief Troxell into executive session.
Public Session adjourned: 7:32pm

Board of Selectmen
Executive Session#1 Meeting Minutes
March 19, 2015

ATTENDANCE: The meeting was convened at 7:32 pm in the Town Hall Meeting Room by Chairman Weinstein with the following present: Selectmen Tracey and Muller; Board of Education members Schaefer, Uzenoff, Spaulding, Levin, Major, Daniel, and Harvey; Board of Finance members Ezzes and Koller; Police Commissioner Bliss; Police Chief Troxell, Town Administrator Landry, Superintendent Palmer, and School Business Manager Keating.

DISCUSSION: The Board discussed specific suggested security initiatives on the campus, as well as how the reutilization of existing classroom space for non-classroom uses might impact security on campus.

ADJOURN EXECUTIVE SESSION: At 8:22 pm, a motion (DM, DT second) to adjourn executive session and resume in open session passed unanimously.

The Board entered back into Public Session: 8:28pm

Discussion/decision regarding facility options. Ms. Weinstein handed out some additional plans and layout of the buildings. Dr. Colleen Palmer and Mr. Phil Schaefer joined the selectmen at the table. Ms. Weinstein stated that we are trying to find a long term solution for our town, and we need to start narrowing down the field of choices. Ms. Weinstein reviewed that BoE has reiterated that that Town Land Use staff and certain school administrators were ruled out as unacceptable to be placed in North House. BoE is comfortable with the Parks and Rec in North House. Ms. Weinstein stated that Mr. Tracey had some additional options. Mr.

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Tracy stated that he would have thought the facilities committee would have come up with options and bring them to us, rather other way around. Most important to Mr. Tracey, is that the investment in a new facility may bring a lot of new debt to the town. Mr. Tracey said there are other options. One option is putting land use in Central Office in the current space that is available next to the administration, and then there could also be a renovation. This would be a less expensive option. Putting offices in the CO basement was discussed. Mr. Tracey expressed his frustration of not having a formal report with a recommendation. Mr. Schaefer agreed. Leaving Land Use in the annex is another option, and renovating the annex. Mr. Tracey also stated that he hasn't seen any information as to how much longer we can use the annex. Ms. Weinstein stated that it will need a new roof in 5 years. Ms. Weinstein stated that we need to keep in mind that one of their main goals is to try and reduce overall square footage so the town can save money in operating costs. Mr. Schaefer said they would need to put together an MOU if Land Use was to move into Central Office. Numbers are still being put together regarding the possible relocation of Senior Center to North House. Is there a potential to put Senior Center in Central Office? Mr. Schaefer said that the terms of the use of Central Office would be identical to the use of North House, so we would still not be gaining a permanent home. Ms. Weinstein wants to come up with a long term solution that would be good for all employees. She also stated that there would be grants available to cover a construction project to build an addition (possibly off of the Central Office) for a new senior center. This type of project would add a community room that could be used for other organizations as well, such as parks and recreation. Ms. Weinstein reviewed the additional options (see attached) which will also be presented at the next Global Facilities Meeting. Dr. Palmer added that she could contribute an analysis of the annex. Mr. Muller said that the Global Facilities Committee should not be limited to these options; they might come up with their own. Mr. Tracey said that the renovation of the basement of CO needs to be included in these options.

Mr. Harper (animal control) expressed concern over putting our employees in a basement environment. He would be concerned about the health of the employees, air quality, wheel chair access, elevators etc. Ms. Weinstein adds that we need to be careful of the money we are spending on all these evaluations.

Ms. Weinstein states she has some questions for Mr. Schaefer...

If you move certain school offices to the upper floor of North House, would you expect the entire floor to be renovated or just those particular classrooms that are renovated for use?

Mr. Schaefer responded that they would want just the space they are using to be renovated, but if there is not a big difference in price, they might choose to renovate the whole floor to have extra space for other uses. Dr. Palmer added that most likely they would just renovate the space needed as well as the hallway. No need to spend more money than needed.

Ms. Weinstein also asked for an estimate as to how many classrooms they would need. She is picturing 3 staff members in one classroom, putting up walls etc.

Ms. Weinstein asked: If we have senior center in the lower level would you want a separate entrance or do you anticipate going in through the senior center entrance. Dr. Palmer responded that they talked about an entrance that would allow access to the elevator to the 2nd floor. But this will need to be discussed to find the most cost effective solution and the safest entrance for seniors.

Discussion/decision regarding authorizing a total expenditure of \$248,518 for the purchase of school security related items.

Because this is a reimbursable grant the BOS has to authorize the school district to spend this amount of money. Mr. Tracey moved to approve the BOE request to purchase school security related items with a maximum expenditure of \$248,518. Mr. Muller seconded. Motion carried unanimously.

Discussion/decision regarding a supplemental appropriation request from the Board of Education for security related items totaling \$116,632 – Dr. Colleen Palmer

This is the differential of the grant minus funds left. There is a balance of \$116,632. Mr. Muller moved to approve the supplemental appropriation request to the BOF from the BOE for the security related items totaling \$116,632. Mr. Tracey seconded. Motion carried unanimously.

Discussion/Decision regarding a supplemental appropriation request for \$9,998.38 to share the cost with the BoE for a “break and fix” technician from January through June.

The BOE did have to hire a temporary “break and fix” technician because they were not sure of what the towns needs would be. Ms. Shattuck is leaving soon, so it is helpful for us to continue with this relationship. It has been a pleasure working with Kosta and Sean, who have been very responsive to the town's needs. This funding is to share the costs through June when our agreement will kick in to pay \$45,000 for them to manage our IT department. Mr. Tracey moved to forward a supplemental appropriation request to the BOF for \$9998.38 to share the cost with the BOE for a “break and fix” technician from January through June 2015. Mr. Muller seconded. Motion carried unanimously.

Discussion/decision regarding the appointment of Carrie Pianin to fill the current vacancy on the Building Committee for a term ending June 30th, 2016. Ms. Pianin wants to join this committee as she has worked in the real estate industry for over 25 years. She said the building committee protects the town's interests in the projects such as the one being discussed today. She has background in real estate, finance, construction etc. Mr. Muller moved to appoint Carrie Pianin to fill the current vacancy on the Building Committee for a term to expire June 30th 2016. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision to accept the resignation of Michael Carter from the Board of Finance effective May 1, 2015. Ms. Weinstein told the board that Michael has served the board for 10 years and has done an outstanding job. He asks lots of questions, is the voice of reason, and he will be personally missed at the BOF meetings. Mr. Tracey moved to accept the resignation of Michael Carter from the Board of Finance effective May 1, 2015. Mr. Muller seconded. Motion carried unanimously.

Discussion/decision regarding the appointment of Bob Ferguson to fill the upcoming Board of Finance vacancy left by Michael Carter for a term to start May 1, 2015 and end November 3, 2015.

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Mr. Ezzes questioned if the Republican Party is the only group that can fill the replacement on the boards. Ms. Weinstein clarified that he has to run again in November, or an unaffiliated can run against him. Ms. Lerner (chairman of RTC) confirmed. Mr. Ferguson stated he has been in town for 11 years. He is very happy with the quality of the education here in town. Professionally, he has a degree in finance with a minor in accounting, spent 25 years at a Wall Street firms. He has wanted to be part of the BOF for the last several years. Weston has done a phenomenal job in keeping expenses low, and wants to continue that job as well. He also frequently attends BOF meetings. Mr. Tracey asked if he had any thoughts on what he would like to accomplish as part of the BOF. Mr. Ferguson said he would like to continue to maintain what Weston has to offer. A rural environment that is not overrun with commercial development, maintain 2 acre zoning, maintain quality of our education. Mr. Muller added that Mr. Ferguson will bring a lot of experience to the board and will be a valuable addition. Mr. Muller moved to appoint Bob Ferguson to fill the upcoming Board of Finance vacancy left by Michael Carter for a term to start May 1, 2015 and end November 3, 2015. Mr. Tracey seconded. Motion carried unanimously.

Property Tax Refunds:

Evanna Covino	\$6,771.95
Honda Financial Services	\$259.56
Mercedes Benz	\$329.51
Toyota Financial Services	\$288.61
Jeffrey Muller	\$10,155.11
Total :	\$17,804.74

Mr. Muller moves to approve the property tax refunds as stated on the agenda of the BOS meeting for a total amount of \$17,804.74. Mr. Tracey seconds. Motion carried unanimously.

Open Items

First Selectman Updates: Ms. Weinstein stated that she was up in Hartford testifying on a couple of bills. There are 3 portions to Senate Bill 1. First is regarding the payment in lieu of taxes (PILOT) grant, which doesn't affect us all that much. The second part of the proposal is to have a state wide mill rate on car tax. Ms. Weinstein is not opposed to this in theory, but the state wants to collect all the money at a uniform rate, and then give back to us an amount frozen at the 2014 levels. The Mil Rate under consideration is close to our, so it is not going impact what our residents pay all that much, but with the state collecting it and freezing it at 2014 rates, none of our grand list growth be credited to us (last year was \$700,000). They also want to exempt the first \$3000 off the car value. Ms. Weinstein presented testimony against this proposal.

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Regional tax sharing is another part of this bill being proposed. This means that 40% of the taxes collected for new development will have to go into a regional sharing pool and then it is distributed based on population and wealth. This does not impact Weston greatly as we have very little commercial development. This will benefit the larger cities, not towns like Weston or Westport.

Another bill was for additional funding for special education. There is a bill in front of the legislature that would change the reimbursement requirements. Right now we would have to spend 4 ½ times per pupil costs before we get reimbursed. This amount would get reduced to 2 times. Ms. Weinstein wanted to speak about this as towns like Weston that have a higher per pupil cost have to reach a higher threshold than other towns before we get reimbursed. This bill would help us if passed.

Selectman Updates: Mr. Muller has an update on the lighting at the football field. He had a conference call with Joe Olenick and the Musco Representative. Site visits and light measurements were done, and Musco is going to reposition a few of the lights and install slightly longer shades which should allow the light to be more fine-tuned. It also needs to be done on a night with no moon light so there is a true reading of the field lighting.

Mr. Tracey asks Ms. Weinstein if she has an update on the public planning consultant. She says that she is working with him on getting a plan. He gave a preliminary plan but more information needs to be gathered.

Any other business to come properly before the meeting:

Bob Machson (Weston resident), approaches the Board. He suggests that the town approach the town plan professionally and thoughtfully. He also expresses concern over the Global Facilities Committee. Ms. Weinstein clarified the organization of the Global Facilities Committee. Ms. Nina Daniel also expressed concern over the planning process as well.

Mr. Tracey also added that the Selectman asked for a security study to be done. But it is not the BOS decision, it is the BOE decision. He agrees that there has not been a rigorous analysis with real costs. The facilities committee has not done this yet, but now is the time as new information on options was just made available. Mr. Muller stated he understands what Mr. Machson is asking for, but we now have more finite amount of options, and can now work on analyzing them. Ms. Daniel expressed concern over the analysis of school security. Mr. Muller stated that he doesn't understand some of her statements that conflict with what was discussed in the security discussion that took place in the prior executive session. Ms. Daniel stated that she finds it offensive that Ms. Weinstein said that the Senior Center has to be relocated. Mr. Tracey clarified that the BOE Chairman, Phil Schaefer said in tonight's meeting that the Senior Center will be moving in 4 years, as soon as the MOU expires.

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Ms. Weinstein makes a motion to go into Executive Session to discuss the Union Contract, Mr. Tracey seconded. Motion carries unanimously.

Public Meeting goes into recess: 9:55pm

Board of Selectmen
Executive Session#2 Meeting Minutes
March 19, 2015

ATTENDANCE: The meeting was convened at 9:55pm in the First Selectman's Office by Chairman Weinstein, with Selectmen Tracey and Muller present. Also attending was Town Administrator Landry.

DISCUSSION: The Board discussed the tentative agreement with the AFSCME Town Hall unit.

ADJOURN EXECUTIVE SESSION: At 10:06 pm, a motion (DM, DT second) to adjourn executive session and resume in open session passed unanimously.

AFSCME CONTRACT: A motion (DM, DT second) to approve the tentative agreement with AFSCME Council#4 Local 866 for the period July 1, 2013 – June 30, 2016 as presented, passed by unanimous vote. First Selectman Weinstein signed the contract.

ADJOURN: At 10:10 pm a motion to adjourn the meeting (DT motion, DM second) passed by unanimous vote.

Respectfully submitted,
Randi Derene
Administrative Assistant

Approved 5/7/15

Board of Selectmen's Meeting Minutes
Thursday, March 19th, 2015, 7:30pm
Town Hall Meeting Room

WESTON, CONNECTICUT

SITE EVALUATION FOR THE WESTON POLICE DEPARTMENT

56 NORFIELD ROAD
WESTON, CONNECTICUT

JUHL
JACUNSKI HUMES
ARCHITECTS, LLC
15 MAUNSDEN DRIVE
WESTON, CT 06897
TEL: 860.688.8800
FAX: 860.688.9923

**OVERALL
SITE
EVALUATION**

PROJECT NO.	DATE	PROJECT NO.	DATE
001	01/11/11	001	01/11/11
DRAWN BY		DATE	
JACUNSKI		01/11/11	
PROJECT NAME		PROJECT NAME	
WESTON POLICE DEPARTMENT		WESTON POLICE DEPARTMENT	
PROJECT NO.		PROJECT NO.	
001		001	
DATE		DATE	
01/11/11		01/11/11	

LEGEND

- TOWN HALL
- FIRE DEPARTMENT
- TOWN LIBRARY
- POLICE DEPARTMENT
- OTHER

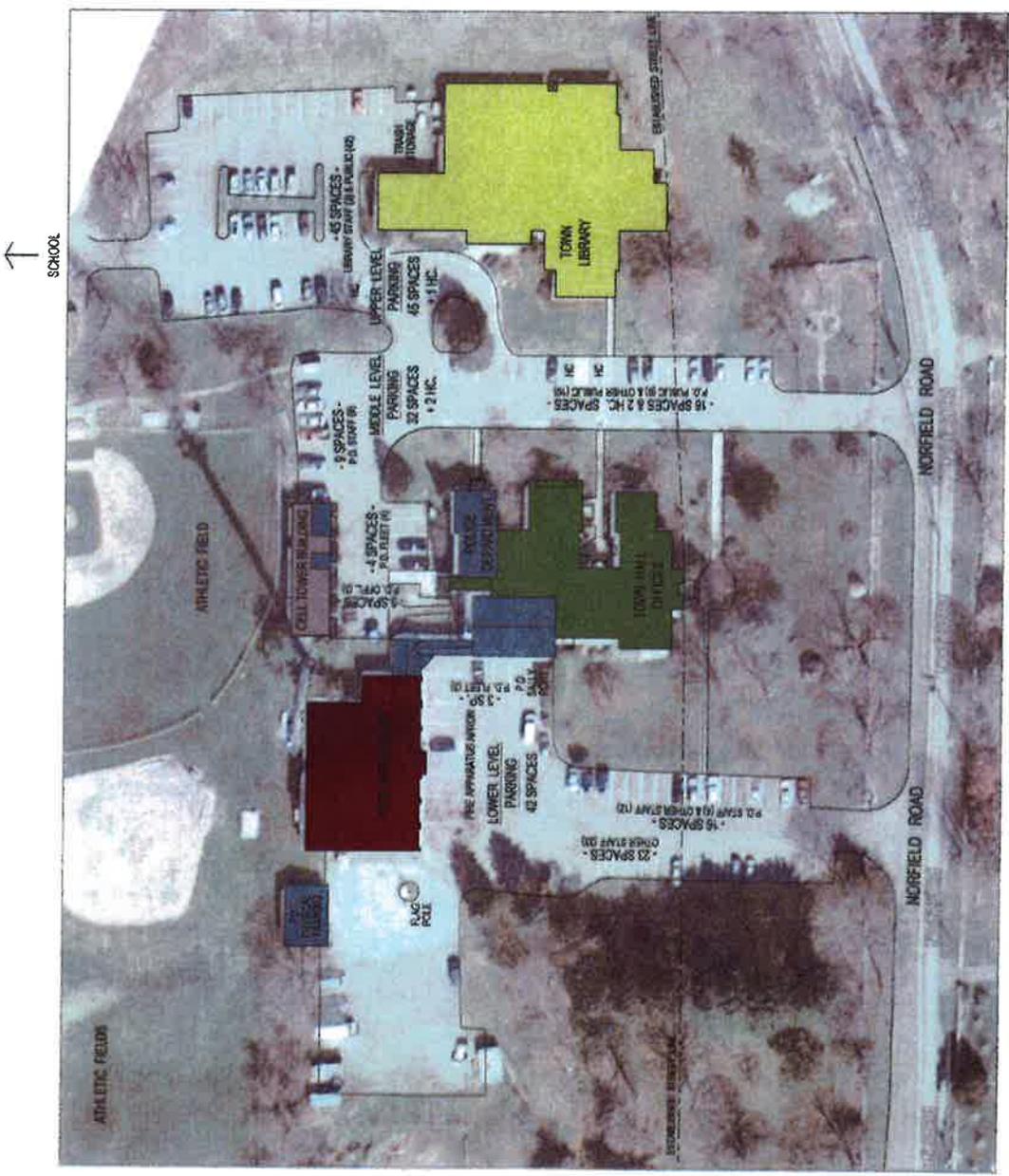
EXISTING PARKING SUMMARY

OVERALL CURRENT PARKING SUMMARY	
UPPER LEVEL LOT	45 (+1 HC)
MIDDLE LEVEL LOT	32 (+2 HC)
LOWER LEVEL LOT	+ 42
CURRENT TOTAL	119 (+3 HC)

ALLOCATION BY DEPARTMENT

POLICE DEPARTMENT:	CURRENT
PUBLIC & STAFF *	19 ±
FLEET & OFFICIALS *	+ 10 ±
POLICE SUBTOTAL	29 ±
VEHICLE IMPOUND	- 8 ONSTREET
TRASH STORAGE	- 1
SNOW STORAGE	- 7
TOWN HALL:	
PUBLIC & STAFF *	23 ±
TOWN LIBRARY:	
PUBLIC & STAFF *	22 ±
FIRE DEPARTMENT:	
PUBLIC & STAFF *	23 ±
SCHOOL:	
PUBLIC & STAFF *	+ 22 ±
CURRENT TOTAL	119 SPACES (+3 HC)

* CURRENT PARKING ALLOCATIONS ASSUMED



EXISTING SITE LAYOUT

Scale: Graphic

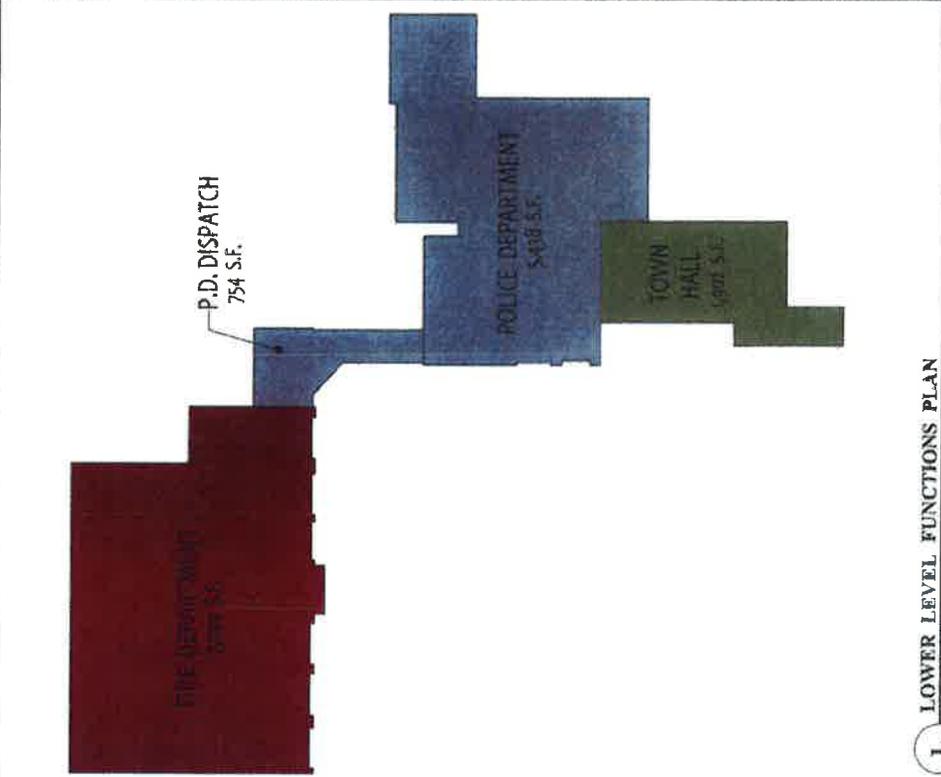
**SITE EVALUATION
FOR THE
WESTON
POLICE DEPARTMENT**
56 NORFIELD ROAD
WESTON, CONNECTICUT

JHHL
JACIUSKI HUNES
ARCHITECTS, LLC
12 MASSIMO DRIVE
SHELTON, CT 06487
TEL: 860-948-8801
FAX: 860-978-9798

**BUILDING
MASSING
STUDY**

**EXISTING
CONDITIONS**

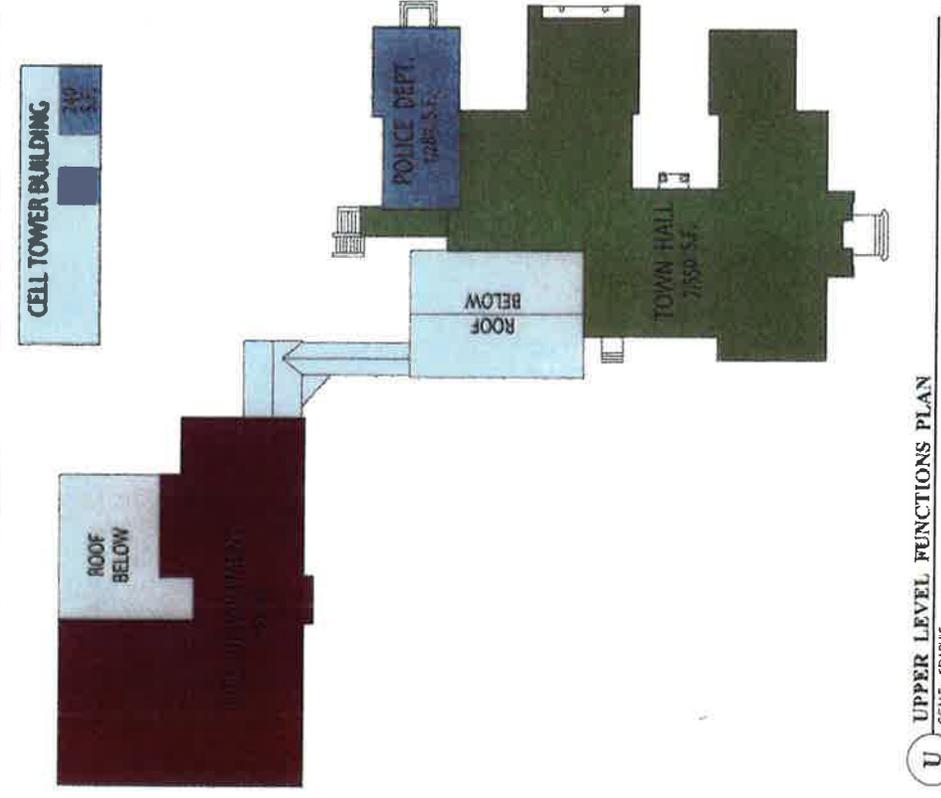
PROJECT NO.	DATE	PROJECT BY	DATE
PROJECT NAME		EX-0.3	
DATE PLOTTED: 8.20.01			



L LOWER LEVEL FUNCTIONS PLAN
SCALE: GRAPHIC

LEGEND

[Red Box]	TOWN HALL
[Dark Red Box]	FIRE DEPARTMENT
[Green Box]	TOWN LIBRARY
[Blue Box]	POLICE DEPARTMENT
[Light Blue Box]	OTHER



U UPPER LEVEL FUNCTIONS PLAN
SCALE: GRAPHIC

AREA SUMMARY

FUNCTION	LEVEL	AREA
TOWN HALL	U	1,691 S.F.
TOWN HALL	L	7,550 S.F.
FIRE DEPARTMENT	U	7,077 S.F.
FIRE DEPARTMENT	L	7,077 S.F.
POLICE DEPARTMENT	U	1,289 S.F.
POLICE DEPARTMENT	L	4,149 S.F.
TOTAL AREA OF BUILDING =		30,168 S.F.

CURRENT AREAS
TH - 9,241 S.F.
FD - 14,154 S.F.
PD - 5,438 S.F.
TOTAL = 28,833 S.F.

* INCLUDING 2007 SPACE STUDY - 3,335 S.F.

WESTON, CONNECTICUT

56 NORFIELD ROAD

**SITE EVALUATION
FOR THE
WESTON
POLICE DEPARTMENT**

JTHH
JACUNSKI THUMES
ARCHITECTS, LLC
15 WASHINGTON DRIVE
WESTON, CT 06893
TEL: 860-388-8801
FAX: 860-388-8828

**OVERALL
SITE
EVALUATION**

FILE NO.	DATE	PROJECT NO.
SCALE	QUANTITY	A-1.1
DATE		

LEGEND

- TOWN HALL
- FIRE DEPARTMENT
- TOWN LIBRARY
- POLICE DEPARTMENT
- PROPOSED POLICE DEPARTMENT ADDITION
- OTHER

**PROPOSED PARKING SUMMARY
- RENOVATION & ADDITIONS -**

OVERALL PROPOSED PARKING SUMMARY

UPPER LEVEL LOT	-	45 (+1 HC)
MIDDLE LEVEL LOT	-	38 (+2 HC)
LOWER LEVEL LOT	-	+42
PROPOSED TOTAL	-	127 (+3 HC)

SPACE NEEDS ASSESSMENT (SMA) - JULY 2013

	SMA	Proposed	Excess
POLICE DEPARTMENT	15	12	-3
PUBLIC PARKING	13	9	-4
OFFICIAL VEHICLES	20	12	-8
STAFF PARKING	+4	+4	+0
FLEET CARPORT	52	37	-15
TOTAL	104	74	-30

VEHICLE IMPOUND - 4

TRASH STORAGE - ✓

SNOW STORAGE - ✓

TOWN HALL: SMA Proposed 20 Excess 23

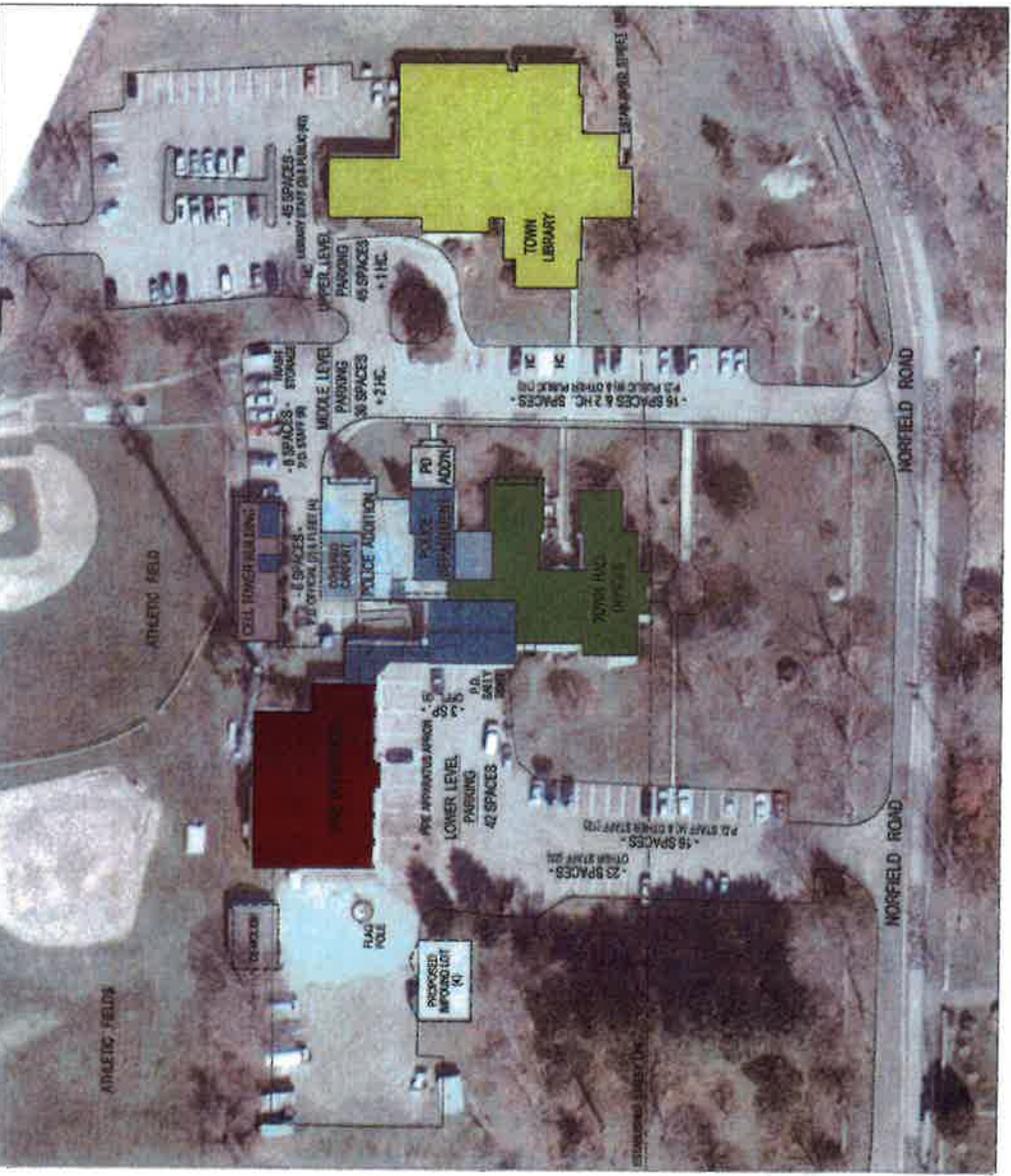
TOWN LIBRARY: SMA Proposed 20 Excess 22

FIRE DEPARTMENT: SMA Proposed 20 Excess 23

SCHOOL: SMA Proposed 20 Excess 22

PUBLIC & STAFF: SMA Proposed 17 Excess 19

PROPOSED TOTAL - 127 (+3 HC)



Site PROPOSED SITE LAYOUT
SCALE GRAPHIC

**SITE EVALUATION
FOR THE
WESTON
POLICE DEPARTMENT**
WESTON, CONNECTICUT
56 NORFIELD ROAD

**JACUNSKI HUMES
ARCHITECTS, LLC**
15 MASSERD DRIVE
SUITE 101
WELLESLEY HILLS, CT 06897
TEL: 860.261.1111
FAX: 860.261.8828

**IMMEDIATE
SITE
EVALUATION**

**RENOVATION
& ADDITIONS**

DATE: 10/1/2011
SCALE: 1"=100'
PROJECT: WESTON POLICE DEPARTMENT
DRAWING NO: A-1.2



NORFIELD ROAD

NORFIELD ROAD

PROPOSED SITE LAYOUT
SCALE GRAPHIC



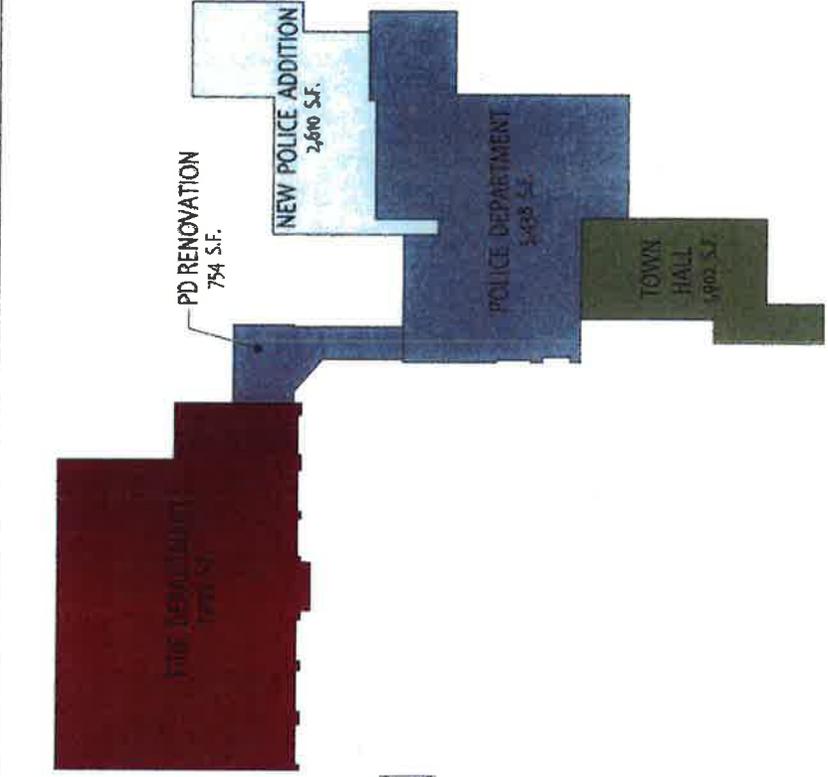
SITE EVALUATION
FOR THE
WESTON
POLICE DEPARTMENT
 56 NORFIELD ROAD
 WESTON, CONNECTICUT

JHHL
 JACUNSKI HUNTER
 ARCHITECTS, LLC
 10 MARSHWOOD DRIVE
 SUITE 100
 WESTON, CT 06097
 TEL: 860-339-9901
 FAX: 860-339-9902

BUILDING
MASSING
STUDY

RENOVATION
& ADDITIONS

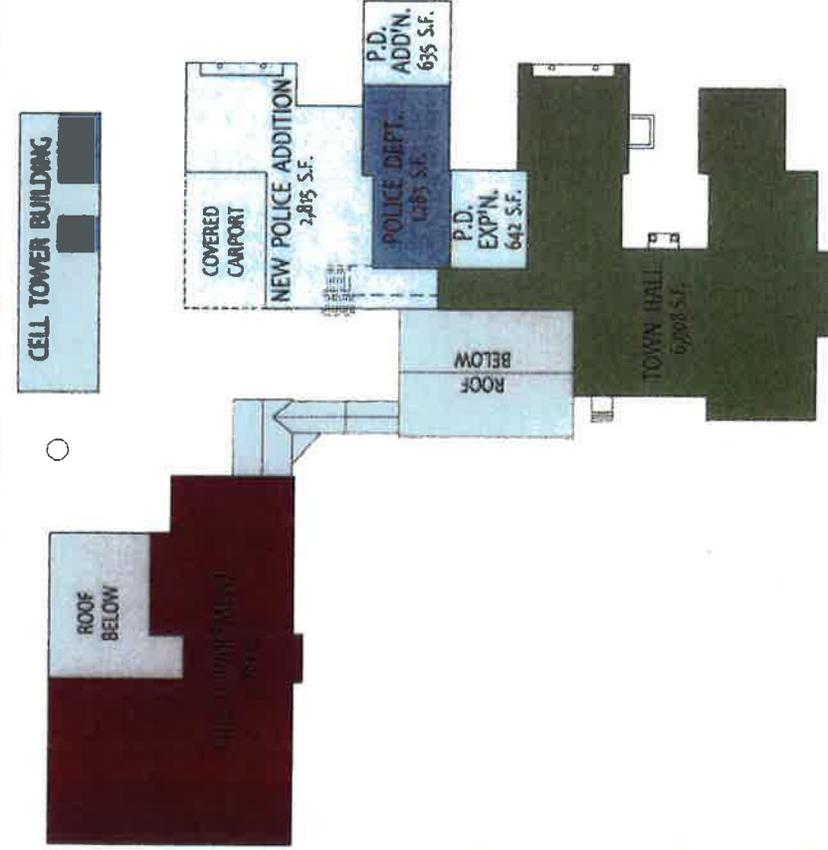
DATE: 03/13/13
 SHEET: A-1.3
 PROJECT: WESTON POLICE DEPARTMENT



L LOWER LEVEL FUNCTIONS PLAN
 SCALE GRAPHIC

LEGEND

- TOWN HALL
- FIRE DEPARTMENT
- TOWN LIBRARY
- POLICE DEPARTMENT
- PROPOSED POLICE DEPARTMENT ADDITION
- OTHER



U UPPER LEVEL FUNCTIONS PLAN
 SCALE GRAPHIC

AREA SUMMARY

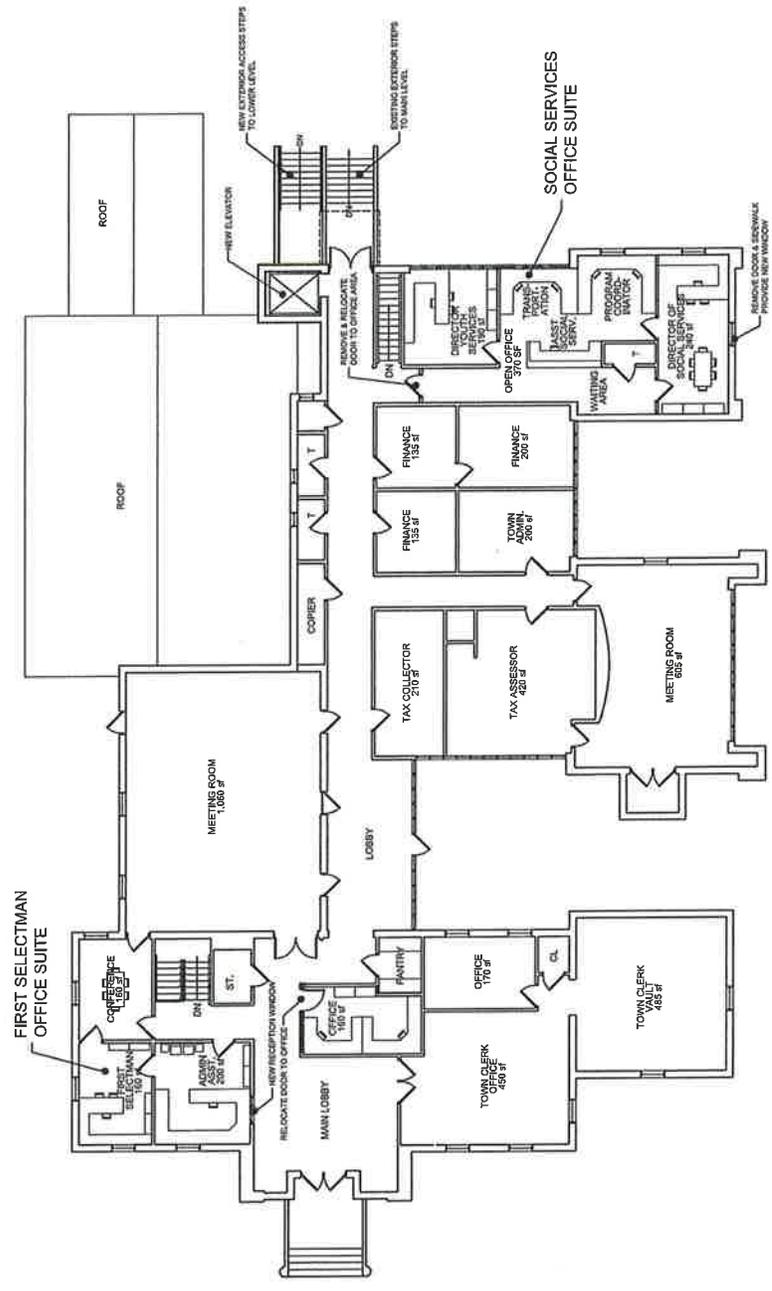
FUNCTION	LEVEL	CURRENT	PROPOSED	NEW TOTAL	EXPANDED TOTAL
TOWN HALL	U	1,000 S.F.	4,700 S.F.	5,700 S.F.	5,700 S.F.
FIRE DEPARTMENT	U	570 S.F.	1,230 S.F.	1,800 S.F.	1,800 S.F.
POLICE DEPARTMENT	U	1,440 S.F.	4,000 S.F.	5,440 S.F.	5,440 S.F.
				12,140 S.F.	12,740 S.F.

36,228 S.F.

1,000 S.F. POLICE DEPARTMENT ADDITION
 1,000 S.F. POLICE DEPARTMENT ADDITION

WESTON TOWN HALL - renovation option

PRELIMINARY PLANNING



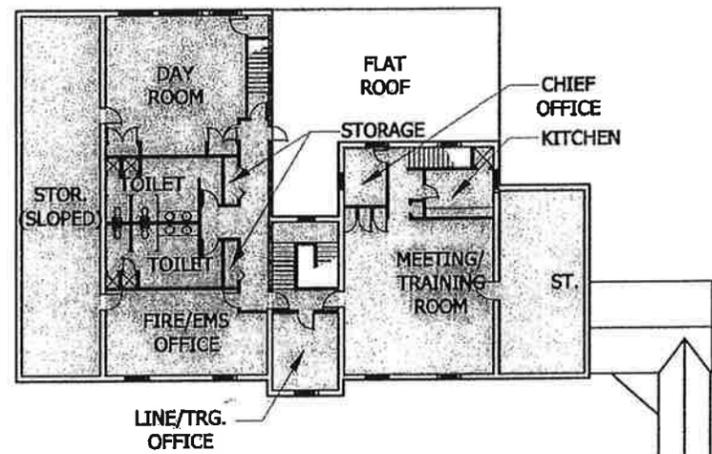
MAIN FLOOR PLAN
SCALE: 1/8" = 1'-0"
SEPTEMBER 17, 2014



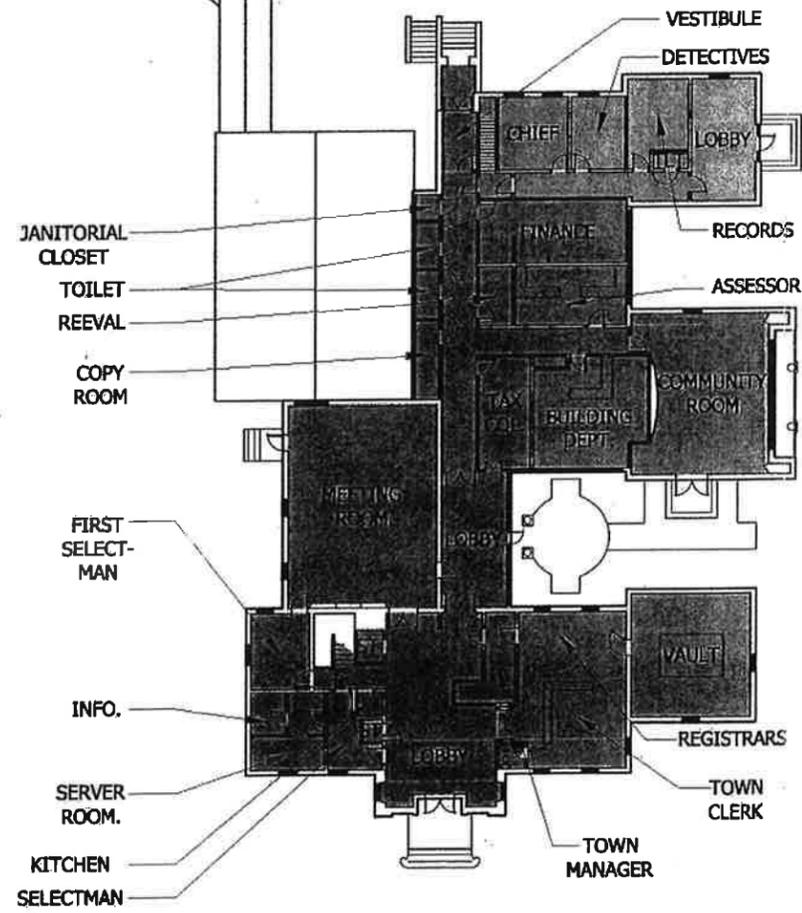
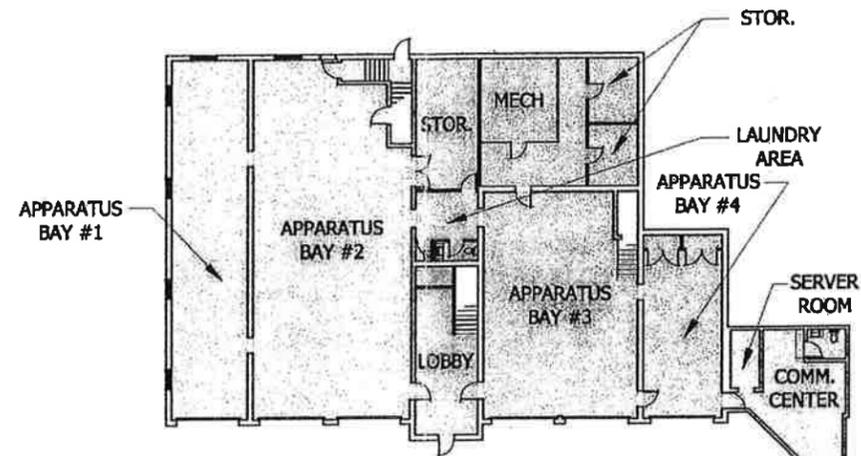
LEGEND

- TOWN HALL
- POLICE DEPARTMENT
- FIRE AND EMS DEPARTMENT
- COMMUNICATION CENTER

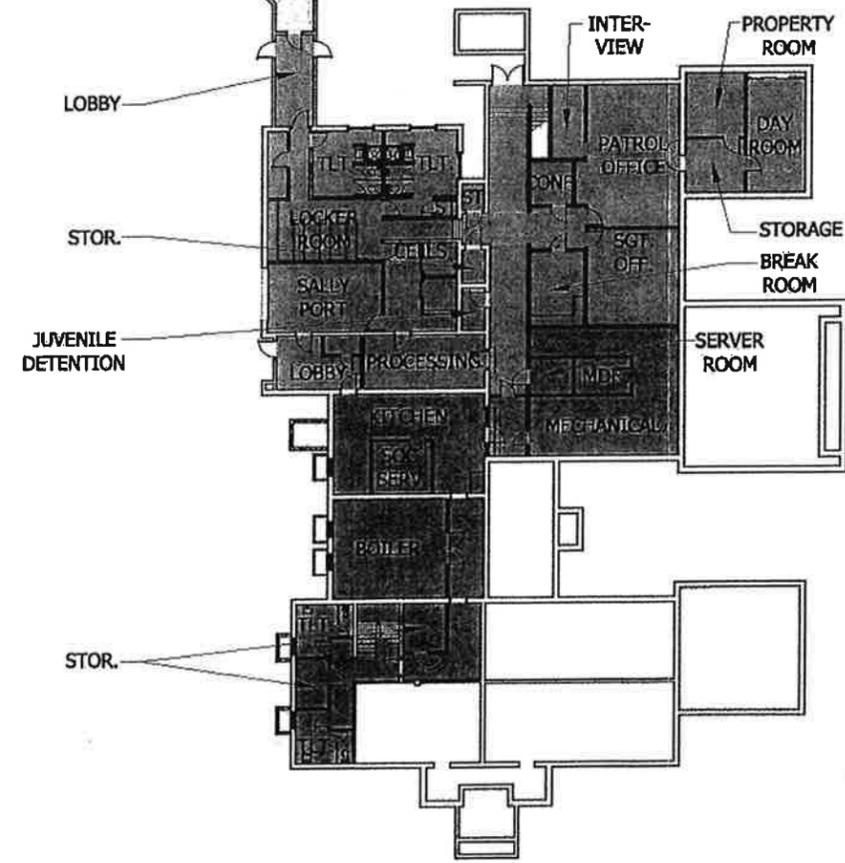
SECOND FLOOR (FIRE DEPARTMENT)



FIRST FLOOR (FIRE DEPARTMENT)



FIRST FLOOR (TOWN HALL AND POLICE DEPARTMENT)



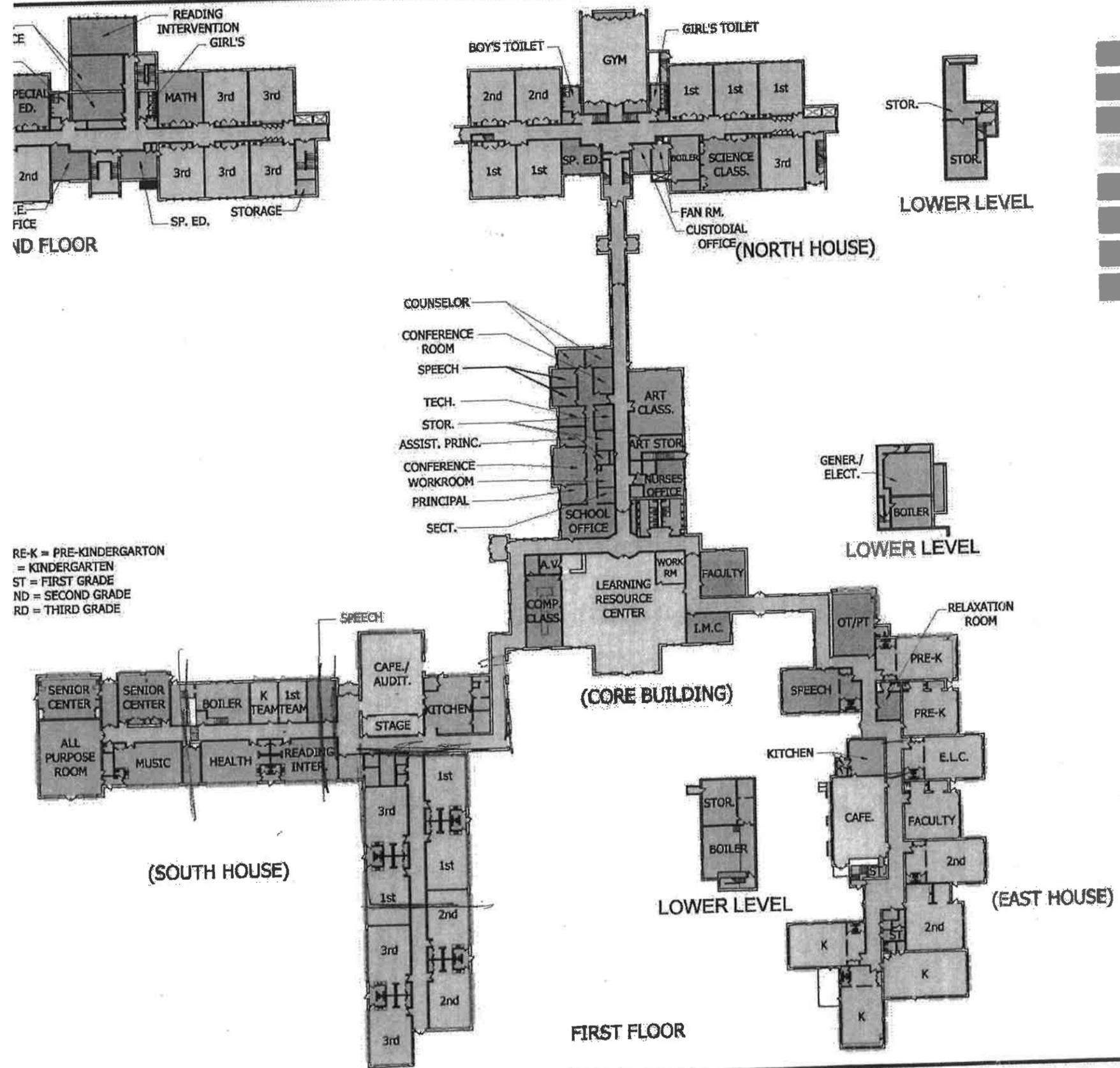
LOWER LEVEL (TOWN HALL AND POLICE DEPARTMENT)

EXISTING FLOOR PLAN

TOWN HALL - POLICE FIRE COMPLEX

Weston, CT

November 21, 2007



LEGEND

- GENERAL CLASSROOMS
- SPECIALIZED CLASSROOMS
- ADMINISTRATION
- CORE FACILITIES
- SPECIAL NEEDS
- SUPPORT FACILITIES
- CIRCULATION
- SENIOR CENTER



EXISTING FLOOR PLAN

HURLBUTT ELEMENTARY SCHOOL

Weston, CT
November 21, 2007

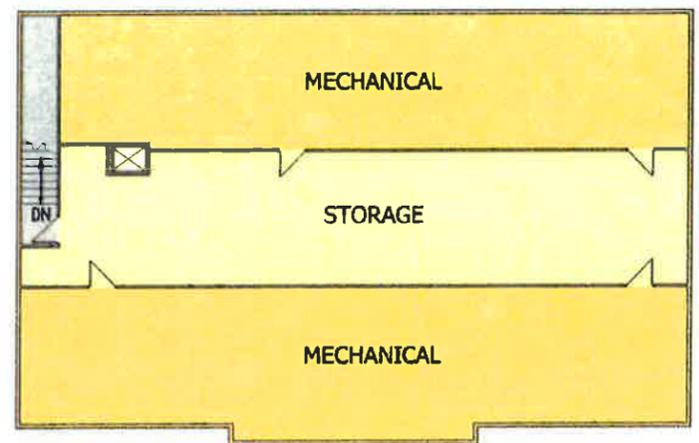
RE-K = PRE-KINDERGARTEN
K = KINDERGARTEN
ST = FIRST GRADE
ND = SECOND GRADE
RD = THIRD GRADE

Hurlbutt Elem. School

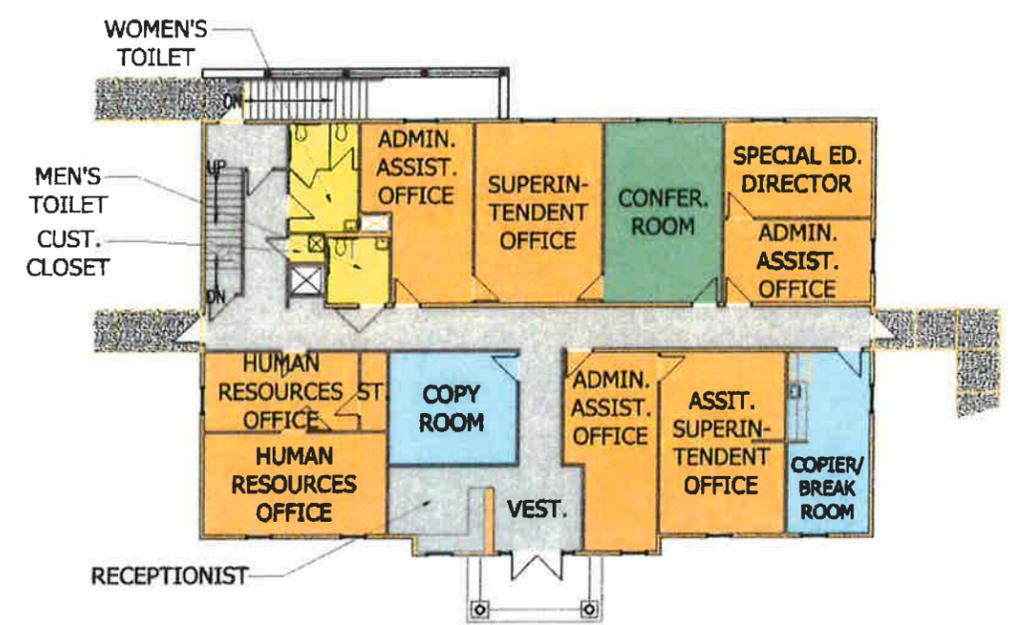


LEGEND

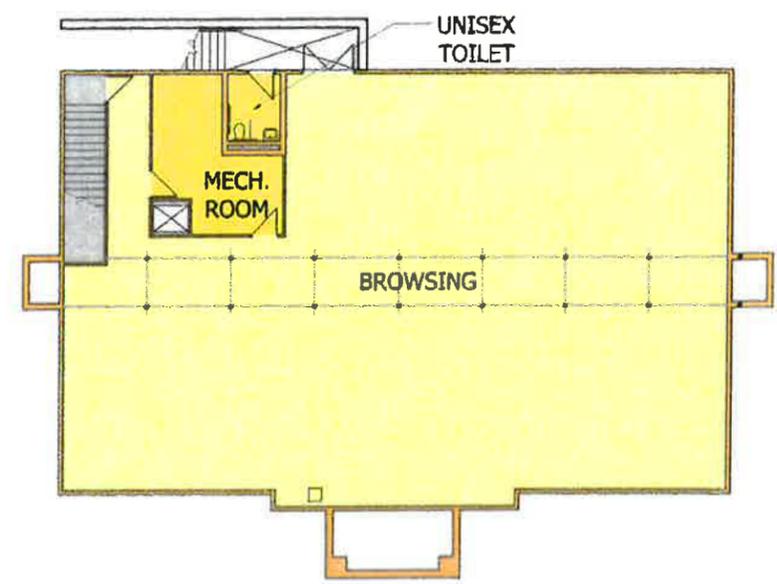
- ADMINISTRATION
- CORE FACILITIES
- CONFERENCE
- SUPPORT FACILITIES
- COPIER/LUNCH
- CIRCULATION



ATTIC



FIRST FLOOR



LOWER LEVEL

EXISTING FLOOR PLAN

CENTRAL OFFICE
Weston, CT

November 16, 2007



FIRST FLOOR



EXISTING FLOOR PLAN

BUS GARAGE
Weston, CT
November 1, 2007