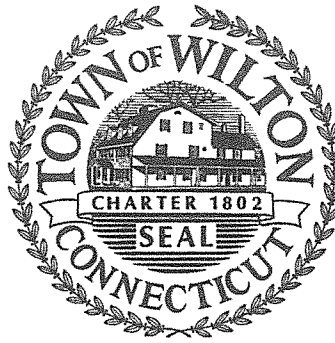


OFFICE OF THE  
FIRST SELECTWOMAN

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

Email to: lynne.vanderslice@wiltonct.org



Lynne A. Vanderslice  
*First Selectwoman*

David K. Clune  
*Second Selectman*

Michael P. Kaelin  
*Selectman*

Lori A. Bufano  
*Selectwoman*

Deborah McFadden  
*Selectwoman*

TOWN HALL  
238 Danbury Road  
Wilton, CT 06897

RECEIVED FOR RECORD  
TOWN OF WILTON

2018 JAN 12 P 4:18

BY: LK

**BOARD OF SELECTMEN  
REGULAR MEETING  
MONDAY JANUARY 8, 2018  
TOWN HALL – MEETING ROOM B**

**PRESENT:** First Selectman Lynne Vanderslice, David Clune, Michael Kaelin, Lori Bufano and Deborah McFadden

**GUESTS:** Richard McCarty, Chris Burney, Chief Ronald Kanterman and members of Fire Station II Building Committee, Anne Kelly-Lenz

**OTHERS:** Members of the Press and Members of the Public

**A. Call to Order**

Ms. Vanderslice called the meeting to order at 7:30PM

Ms. Vanderslice asked for a motion to add Update on Amendment to Millstone Conservation Restriction Agreement to the Agenda as Item E. 9. Motion made by Ms. McFadden, seconded by Ms. Bufano and unanimously carried.

**B. Executive Session**

- Interviews

Ms. Vanderslice asked for a motion to go into Executive Session for interviews and invite Eileen Griffin for an interview with the Board regarding her interest in serving on the Energy Commission and also invite Kim Purcell for an interview with the Board regarding her interest in serving on the Economic Development Commission. Motion moved by Ms. McFadden, seconded by Mr. Kaelin and unanimously carried.

Out of Executive Session at 7:50PM. Ms. Vanderslice noted Ms. Griffin had been unable to participate due to traffic issues.

**C. Consent Agenda**

Motion made by Ms. McFadden, seconded by Ms. Bufano and unanimously carried to approve the consent agenda as follows with amendment to the December 18, 2017 Minutes: Under Public Comment on Page 2 Donna Merrill "raised the point of the liability issues if fences were not built within the pasture portion of the trail".

Minutes

- Board of Selectmen Meeting – December 18, 2017

#### Gifts

- Barbara L. Martin – Fire Department Gift Fund - \$100.00
- Mr. & Mrs. Zachary Sachs – Fire Department Gift Fund - \$350.00
- GE United Way Campaign – Wilton Youth Services - \$48.20

Ms. Vanderslice thanked all for their generous gifts.

#### D. Public Comment None

#### E. Discussion and/or Action

1. Revaluation Status – Anne Kelly Lenz  
Ms Kelly-Lenz reviewed the attached memo on the status of the Revaluation. Town Counsel further reviewed the status of the Revaluation. After review, Ms. Vanderslice asked for a motion to postpone and authorize the First Selectman to proceed on the recommendations made by CFO Anne Kelly-Lenz on the various filings with OPM. Motion moved by Ms. McFadden, seconded by Mr. Clune and unanimously carried.
2. Reappointments – Town Counsel Two Year Term Ending November 30, 2019  
Ms. Vanderslice noted that the Board originally appointed Town Counsel for one year, as we were in the second year of the unfilled term. Ms. Vanderslice asked for a motion to approve the reappointment of Ira Bloom of Berchem Moses as Town Counsel to a two year term to end on November 30, 2019. Motion moved by Ms. Bufano, seconded by Mr. Clune and unanimously carried.
3. Fire Station II Building Committee Update – Rich McCarty  
Mr. McCarty provided an overview of the work performed by the Fire Station II Building Committee. Architect Rob Sanders presented variations on plans to meet the Statement of Requirements. Question and answer period followed. The committee will provide the board with additional information. All board members thanked the committee for their commitment and hard work up to this point.
4. Finance Report – Anne Kelly-Lenz
  - a. FY2019 Budget Schedule  
Ms. Kelly-Lenz reviewed the attached FY2019 Budget Schedule
  - b. FY2018 Update  
Ms. Kelly-Lenz inquired as to whether there were questions on the previously circulated financials. No questions.
  - c. 2017 CAFR and Audit  
Ms. Kelly-Lenz reviewed the 2017 CAFR and Audit. She noted the audit was completed and filed on time with no extension. She also noted that the Board of Finance meeting is scheduled for January 16, 2018 and that the auditors will be in attendance to discuss the CAFR. All BoS members are welcome to attend.

d. Bonded Project Closeouts

Ms. Kelly-Lenz provided an update on the Bonded Project Closeouts (memo attached). After review Ms. Vanderslice asked for a motion to use the amount of \$252,749.21 to offset the future bonding cost, to de-authorize the schedule of bonded projects and reduce the borrowing for approved projects. Motion moved by Ms. McFadden, seconded by Mr. Clune and unanimously carried. Ms. Kelly-Lenz will present to the Board of Finance at their meeting.

5. POCD Responses Request

Ms. Vanderslice noted the members had received a questionnaire from the P&Z Commission. Members were asked to provide their responses in advance in order to develop a BOS response. Ms. Vanderslice reviewed the POCD Responses received from Ms. Bufano and Mr. Clune. Ms. McFadden shared her thoughts. Ms. Vanderslice will prepare the final questionnaire to be submitted.

6. WestCOG Update

Ms. Vanderslice gave an update on WestCOG. She noted at the January 18, 2018 meeting she will be elected the Treasurer for the COG. She was asked due to her background and saw it as a good opportunity to better understand the grant funding which is available to the towns.

State budget included significant cuts to the funding of the COG. If those reductions remain, the scope of the work beyond transportation will be scaled back dramatically..

7. 2018 BoS Meeting Schedule

Ms. Vanderslice reviewed the 2018 Proposed Meeting Schedule. After review motion made by Ms. Bufano to approve the 2018 Meeting Schedule as adjusted - moving dates of July 2 and July 16, 2018 to July 9 and July 23, 2018. Motion was seconded by Ms. McFadden and unanimously carried.

8. Appointments – Retirement Trust Investment Committee, Wilton Energy Commission

Ms. Vanderslice noted that a number of months ago, because they have the expertise, the Board decided to ask the members of the Retirement Trust Investment Committee to interview candidates for the vacancies on the Committee. She noted that the Committee is considering 4 candidates for the three vacancies. The Committee has provided the Board with recommendations for two of those candidates with a third recommendation forthcoming. One of those candidates is Warren Serenbetz, who is known to all. The other is Charles Ruffel. The Board agreed to rely on the recommendation of the Retirement Trust Investment Committee for both candidates. Motion made by Ms. McFadden to appoint Warren Serenbetz and Charles Ruffel to the Retirement Trust Investment Committee for a term ending November 30, 2019. Motion seconded by Mr. Clune and unanimously carried.

Jeff Rutishauser has sent a comprehensive email to the Board on the work the Committee performed and the qualifications of the candidates.

9. Update on Amendment to the Millstone Conservation Restriction Agreement  
Ms. Vanderslice noted that Wilton Land Trust is agreeable to the Amendment approved by the Board of Selectmen on December 18, 2017. Town Counsel Peter Gelderman and Ms. Vanderslice met with Matt Motley and Elliot Kaiman for Millstone. They requested a few minor language changes which had previously been agreed to. In addition, they requested language which indicated that dogs would be allowed, if on a leash be removed. She noted that dogs were not allowed under the previous agreement. They felt this was a safety concern. The language was added at the suggestion of one person, but it seems reasonable for the reasons they stated. Ms. Vanderslice suggested that since this agreement is being executed in January and there is significant snow on the ground, that the Town extend the time period to complete construction of the trail by two months from 12-14 months. Hearing no objected, she expected to sign the agreement this week.

She noted that Millstone and the Town are equally optimistic that will come to an agreed location for the new trail.

## F. Reports

### 1. First Selectman's Report

Ms. Vanderslice received a number of emails over the holiday break regarding prepaying FY2019 taxes. She shared with residents that there was insufficient time between when the federal law was enacted and year end to meeting the requirements of CT state statutes and the Town Charter to be able to issue the necessary tax warrant to allow the Town to accept tax payments

Ms. Vanderslice also noted she received emails inquiring whether the Town is investigating alternate ways for property to become tax deductible. She stated some states are investigating whether they can be made as a charitable deduction. She will be working with other First Selectmen, Mayors and State Representatives as well as various municipal organizations if there are opportunities and will keep current on what is happening in other states.

Ms. Vanderslice stated that certainly one area where she hopes the Town may be able to do something is for the amount of property taxes which represents grants to the Library and other non profits. If made directly, they would be tax deductible, so that seems like something which might have a greater chance of success. She noted the town will investigate.

Ms. Vanderslice thanked the Department of Public Works crews and to emergency services for their work during storms, especially with this last storm.

### 2. Selectmen's Reports

Ms. Bufano

Ms. Bufano gave an update on holiday decorations. She thanked the individuals who contacted her. She noted the EDC and the Chamber are having ongoing

discussions surrounding a Wilton Center Committee. She will follow up as to whether that would be the appropriate venue for discussion of holiday decorations. She will be meeting with Town Counsel regarding Town Hall .

Mr. Clune  
None

Mr. Kaelin  
Mr. Kaelin noted that Monday January 15, 2018 is MLK day and that the city of Norwalk does a celebration of his life at their City Concert Hall at 7:00PM if interested.

Ms. McFadden  
Ms. McFadden noted that WestCOG working with Sustainable CT is doing a regional launch in Wilton January 9, 2018 at Comstock Community Center in Room 13 at 1:00PM and is open to the public. They will talking about the new Sustainable CT. She noted that she forwarded letter she received from Lisa Stuart regarding a town meeting in Redding on the issue of fracking and believes it is something the town should keep an eye on.

G. Public Comment  
Jeff Miller – Commented on the wonderful work done by DPW on the town roads.

H. Adjournment  
Having no further business, Ms. Vanderslice asked for a motion to adjourn. Motion made by Mr. Clune to adjourn meeting at 9:51 PM. Motion was seconded by Ms. McFadden and unanimously carried.

Next Meeting – January 22, 2018



Jacqueline Rochester  
Recording Secretary  
(Taken from Video)

January 5, 2018

To: Board of Selectmen

From: Lynne Vanderslice

Don Drummond, Chair Board of Assessment Appeals

RE: 2017 Revaluation

We have reviewed and discussed the following memo from Anne Kelly-Lenz and concur with her recommendation to request a one-year delay of the implementation of the October 1, 2017 revaluation.

January 4, 2017

To: Lynne Vanderslice, First Selectwoman  
Donald Drummond, Chair Board of Assessment Appeals

From: Anne Kelly-Lenz

RE: 2017 Revaluation

Revaluation is a complicated process with multiple steps:

- Develop the October 1, 2017 grand list before revaluation adjustments:
  - Valuation of 2017 building permits and any open certificates of occupancy. This process requires inputting a significant amount of building permit data into the Town's software program and appropriately valuing these properties.
  - Valuation of 2017 personal property.
  - Prepare the January 1, 2018 supplemental motor vehicles list.
- Revaluation of the above October 1, 2017 regular grand list:
  - Inspection and valuation of residential property. Assistance provided by Vision Governmental Solutions and consultant appraisers. The Town Assessor is responsible for reviewing each property valuation to determine agreement with such. This review includes a statistical analysis of the Vision data and the assessor's adjustments for market values in Wilton. Various areas of the Town must be individually analyzed.
  - Valuation of commercial properties.
  - Notification to property owners of their new valuation.
  - Pre-appeal meetings with property owners to review their valuations. Held by Vision Governmental Solutions personnel and the Assessor.
  - Filing of a Revaluation Grand list with the Town Clerk by January 31, 2018 or February 28, 2018 if an extension application has been requested.
  - Board of Assessment Appeals (BAA) hearings.
  - Adjustments authorized by the Board of Assessment Appeals.
  - Completion of the BAA's work by March 31, 2018 or April 31, 2018 if an extension has been requested.

With Dave Lisowski's departure mid-revaluation, a newly hired assessor or one contracted for the purpose of finalizing and certifying the revaluation would need to:

- Review, verify and record all residential valuations by reviewing the work of Vision Government Solutions as set forth above and all manual changes previously made by Dave.
- Review and verify Dave's valuation of commercial properties and calculate any incomplete commercial valuations.

Our appraisal consultant, who has been a consultant to the Town for eight years, who participated in our 2012 revaluation and is a certified assessor, has advised us that the volume of work required of a new assessor is too great to be completed in time to meet the State deadline for signing off on the new 2017 Grand List (with revaluations) by January 31, 2018 or even February 28, 2018. Other Connecticut municipal Assessors, with whom we have spoken, share his opinion.

Since Dave's departure, the Town has received an unprecedented number of requests to challenge their valuation. People are viewing his departure as an opportunity for a new bite at the apple. Based on the level of inquiries, we are expecting a higher volume of assessment appeals than in past revaluation years.

Based on the above, there is insufficient time to prepare a proper revalued October 1, 2017 grand list and insufficient time for the BAA to handle all the expected appeals within the statutory deadlines. However, with a 30 day extension approved by the First Selectwoman, there is adequate time for our current consultant to prepare, certify and file an October 1, 2017 grand list based upon values from October 2016 and for the BAA to process related appeals by the statutory deadlines. This would require extending Wilton's revaluation deadline an additional year to become effective October 2018.

- To obtain such a one-year delay in implementing the revaluation, we would need an act of the legislature, although there is an outside possibility that the Office of Policy and Management (OPM) would grant the extension on their own. The process to obtain an extension would be as follows: The town's CEO, working with our State legislators, can make a request to the Legislature for a delay in implementing the revaluation to October 1, 2018. This would require a Special Act from the General Assembly.
- The town's CEO can request the Secretary of OPM to waive any penalties for not implementing a revaluation in the time period required. A state statute allows the Secretary to take such action.
- The town's CEO can directly request the Secretary of OPM for an extension of up to 12 months if the number of pending appeals before the BAA is so great that the BAA cannot meet the statutory deadlines for hearing and deciding appeals. A different statute allows this option.

After discussions with Town Counsel Ira Bloom, First Selectman Lynne Vanderslice, State Representative Gail Lavielle and OPM personnel, I recommend the following:

- Request that State Representative Gail Lavielle submit a bill, in the current year's legislative session, to delay the implementation of the revaluation until the October 1, 2018 grand list. Such a request/bill is not unusual, though the timing of when an approval would be received is uncertain. I have had discussions with the Town of Orange, which last year received a Legislative extension.



- File an application with the OPM Secretary for a waiver of penalties for not implementing the revaluation as scheduled. This application can be filed no earlier than 30 days after the grand list is filed. The penalty for not implementing is forfeiture of 50% of our FY2019 Mashantucket Pequot and Mohegan grant and 100% of our FY2019 LOCIP grant.
- Request that the OPM Secretary approve a one year postponement of implementation due to the BAA's inability to complete the expected level of appeals within the statutory deadlines. Although this request is normally made once the appeals have been filed, we feel we have sufficient evidence already to expect an unusually high level of appeals, based on the number inquiries received to date and the great potential for errors if adequate time is not allowed to complete the revaluation steps noted above. Should the Secretary approve this request, the Legislative approval would no longer be necessary, but, candidly, this request would be completely discretionary with the Secretary, and the more traditional route appears to be the legislative approval

If a one-year extension is granted on the revaluation, the grand list values to be used for FY2019 property taxes would remain the October 1, 2016 grand list updated for 2017 additions. Any property owner, who identified errors in their field card as part of the revaluation mailer, can appeal their October 1, 2017.

For your reference, the following is the timeline of statutory deadlines including the 30-day extension.

**Statutory Deadlines:**

Extended deadline to file the 2017 grand list: February 28, 2018

Extended deadline for property owners to appeal valuation: March 20, 2018

Extended deadline for BAA to schedule appeal hearings: April 1, 2018

Extended deadline for BAA to decide appeals extension: April 30, 2018

## FUND 226 - 2008 Bonding close out

Project	Excess
MD Arch/Eng	1,514.40
Town Roofs	34,976.86
P&R Eng Studies	58,896.13
	<u>95,387.39</u>

## FUND 228 - 2013 Bonding close out

Project	Excess
Roads	85,063.61
Comstock	72,298.21
BOE Bldg Renovation	<u>0.00</u>
	<u>157,361.82</u>

Total deauthorization and transfer	<b>252,749.21</b>
------------------------------------	-------------------