

OFFICE OF THE
FIRST SELECTMAN

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Lynne A. Vanderslice
First Selectwoman

Lori A. Bufano
Second Selectwoman

Joshua S. Cole
Selectman

Deborah A. McFadden
Selectwoman

Ross H. Tartell
Selectman

TOWN HALL
238 Danbury Road
Wilton, CT 06897

BOARD OF SELECTMEN MEETING
Monday February 1, 2021
Held Electronically

PRESENT: First Selectwoman Lynne Vanderslice, Lori Bufano, Joshua Cole, Deborah McFadden, Ross Tartell

GUESTS: Elaine Tai-Lauria (Executive Director of the Library) Kim Healy, Susan Taylor, Michele Klink and Mike Boswood - Members of the Library Board, Bev Herman and Kevin Foley of Back-the Track, Parks & Recreation Director Steve Pierce, Parks & Recreation Commission Chair Anna Marie Bilella, CFO Anne Kelly-Lenz

A. Call to Order

Ms. Vanderslice called the meeting to order at 7:49pm.

Ms. Vanderslice asked for a motion to add an item to the agenda – item D-3 Schencks Island Parking Lot. Motion moved by Mr. Tartell seconded by Ms. Bufano and carried 5-0.

B. Public Comment

None

C. Consent Agenda

Motion moved by Ms. McFadden seconded by Mr. Cole and carried 5-0 to approve the Consent Agenda as follows:

Minutes

- Board of Selectmen Special Meeting Executive Session – January 26, 2021
- Board of Selectmen Special Meeting Executive Session – January 26, 2021
- Board of Selectmen Special Meeting – January 26, 2021

D. Discussion and/or Action

1. Library Update and Budget Request

Elaine Tai-Lauria, Executive Director of the Wilton Library updated the BoS what has been happening at the Library. She thanked the BoS for their past support and looks forward to continuing the Library's partnership with the Town.

Kim Healy, Treasurer of the Wilton Library reviewed the attached financials summary and budget request with the BoS. Discussion amongst library board and BoS on the financials and the budget. After discussion, Library board to firm up their forecast for FY21 and come back to the BoS to discuss PPP Loan and figure out how to reflect in FY22 budget.

Ms. McFadden thanked the library for all they did to pivot as rapidly as they did to serve the citizens of Wilton. Ms. Tai-Laurai thanked the First Selectmen for keeping everyone healthy and all that she's doing during this pandemic. Ms. Vanderslice thanked Ms. Tai-Lauria on behalf of all who contribute to the well-being of the town.

2. Contract – Stadium Track

Ms. Vanderslice reviewed the contract for the Stadium Track. The project went through the NCPA bid board with three different aspects. She invited Bev Herman and Kevin Foley of the Back -the-Track Organization who shared some news. Mr. Foley and Ms. Herman reviewed and noted that the organization raised 80,500 for the track project and is gifting it to the town. Ms. Vanderslice thanked the organization for their gift and for their fundraising efforts. Mr. Pierce and Ms. Bilella noted that it was a pleasure to work with the organization and thanked them for their time, effort and support. Motion made by Ms. McFadden, seconded by Mr. Cole to accept the gift offer of \$80,500 from Back-the Track. Motion carried 5-0.

Steve Pierce reviewed the draft contract. He noted that the contract went through the NCPA bid board and the town is looking to work with Cape and Island who is a highly respected track developer. Three aspects to the track, a base price, price to add coloring to the d-zones (pole vault, high jump area, long jump pit and triple jump pits area), and add alternate coloring to the exchange zones for the relays. Cost breakdown is \$918,700 (base price) \$42,300 (coloring for d-zones), \$12,300 (coloring for exchange zones) for a total of \$973,300 prior to Back-to-Track gift. Mr. Pierce noted that Cape and Island put in their bid proposal and an AIA contract is being put together by Stantec to be reviewed by the First Selectwoman, Town Counsel and himself. He also noted that the contract will include financial penalties if contract is not completed in stated time. Ms. Vanderslice posed the question to Ms. Bilella asking if it is the recommendation of the Parks & Rec Commission to move forward with the two options to which her reply was Yes. Mr. Pierce reviewed timing for the project if there's spring sports, or no spring sports noting dates will be worked out with Cape and Island and the High School. After discussion and review motion moved by Ms. Vanderslice, seconded by Ms. Bufano to move forward to a contract with Cape and Island for the track, the base bid, the add alternative 1 and add alternative 2 and to authorize the First Selectwoman to execute that contract subject to review by Town Counsel. Motion carried 5-0.

3. Schencks Island Parking Lot

Ms. Vanderslice reviewed the Schencks Island Parking Lot. She noted that the Schencks Island Parking Lot was in the FY21 budget and was taken out when preparing the pandemic budget. Will have savings in FY 21 budget and would like to put back the approx. \$46,000. She noted that the EDC held a Forum with businesses that took place on January 21st and it was discussed that the Chamber of Commerce is interested in moving the Farmers Market to Schencks. Looking to move forward to bid project and RFP to get project done by Spring. After further review and discussion, motion moved by Ms. McFadden, seconded by Ms. Bufano to move forward with the Schencks Island Parking Lot Project. Motion carried 5-0.

4. Update om Governor's Executive Orders Related to the Budget

Ms. Vanderslice noted that the Governor's Executive Orders Related to the Budget should be in by the end of this week/next week.

5. Possible Appointments

Motion made by Ms. McFadden to nominate Theodora Pinou as a member to the Inland Wetlands Commission for term ending November 30, 2022. Motion seconded by Mr. Cole and carried 5-0.

E. Selectmen's Report

1. First Selectman

Ms. Vanderslice provided an update on the ongoing storm and noted that Transfer Station will be closed on February 2, 2021 and reopen on Thursday February 4, 2021, Friday February 5, 2021 and the morning of Saturday February 6, 2021. Town Hall will remain working remotely for Tuesday February 2, 2021.

She gave an update on COVID 19 and COVID 19 vaccination clinic. Thanked all 75 and above residents who volunteered to take the vaccine. She reviewed her update that is available on the town website.

Ms. Vanderslice noted that it appears the Wilton High School outbreak is under control and contained. She thanked Health Director Barry Bogle for his immediate action to contain the situation. She also noted that there are an additional 8 cases up at Sisters of Notre Dame.

She noted that the Governor is opening up a few things - capacity at places of worship and extend the hours at restaurants and such from 10-11pm. She asked that citizens not to take those things as a signal to relax mask wearing or to stop social distancing.

2. Selectmen

Ms. Bufano

Ms. Bufano thanked the Economic Development Commission and Chair Prasad Iyer for the Business Forum held on January 27, 2021. She noted that approximately 15 business owners attended and the commission received great feedback and good action points all centered around bringing business to the center.

Ms. McFadden
None

Mr. Tartell
None

Mr. Cole
None

F. Public Comment
None

G. Adjournment

There being no further business, motion moved by Mr. Cole, seconded by Ms. Bufano to adjourn meeting at 9:06 pm. Motion carried 5-0.

Respectfully submitted
Jacqueline Rochester
Taken from video

Wilton Library Association
Monthly Financial Summary
JUNE 2020

	YTD			Full Year		
	2019-2020	2018-2019	% Change	19-'20 Est.	19-20 Budget	% Change
REVENUE						
Town Grant	2,802,105	2,777,453	0.9%	2,802,105	2,802,105	0.0%
Book Sale/Other Revenue	154,046	268,403	-42.6%	154,046	264,200	-41.7%
Annual Appeal	252,937	258,099	-2.0%	252,937	243,000	4.1%
Other Donations	152,569	160,562	-5.0%	152,569	170,000	-10.3%
Board Designated	25,000	-		25,000	-	
Fundraising Events	123,589	207,160	-40.3%	123,589	180,000	-31.3%
TOTAL REVENUE	3,510,247	3,671,677	-4.4%	3,510,247	3,659,305	-4.1%
EXPENSES						
Salaries & Benefits	2,505,858	2,533,044	1.1%	2,505,858	2,577,105	2.8%
Building Utilities & Maint	184,352	221,290	16.7%	184,352	226,000	18.4%
Technology & Supplies	158,932	168,850	5.9%	158,932	159,200	0.2%
Insurance, Audit & Other	80,411	97,481	17.5%	80,411	104,000	22.7%
Library Content & Programs	388,375	416,247	6.7%	388,375	387,000	-0.4%
Development & Fundraising	100,408	156,236	35.7%	100,408	141,000	28.8%
Tech Special Projects/Reserve	19,355	4,231	-357.5%	19,355	65,000	70.2%
TOTAL EXPENSES	3,437,690	3,597,379	4.4%	3,437,690	3,659,305	6.1%
Surplus (Deficit)	72,557	74,298	-2.3%	72,557	-	#DIV/0!

Wilton Library Association
Monthly Financial Summary
DECEMBER 2020

	YTD			Full Year		
	2020-2021	2019-2020	% Change	20-'21 Est.	20-21 Budget	% Change
REVENUE						
Town Grant	1,368,923	1,401,053	-2.3%	2,737,846	2,737,846	0.0%
Book Sale/Other Revenue	18,013	102,032	-82.3%	83,795	83,795	0.0%
Annual Appeal	137,552	153,468	-10.4%	200,000	200,000	0.0%
New Income Sources	-	-	0.0%	100,000	100,000	0.0%
Other Donations	133,036	97,033	37.1%	170,000	100,000	70.0%
Board Designated	-	-	0.0%	-	25,000	-100.0%
PPP Loan	375,000		100.0%	-	-	0.0%
Fundraising Events	61,974	36,866	68.1%	64,000	50,000	28.0%
TOTAL REVENUE	2,094,498	1,790,452	17.0%	3,355,641	3,296,641	1.8%
EXPENSES						
Salaries & Benefits	1,203,625	1,225,891	1.8%	2,451,609	2,451,609	0.0%
Building Utilities & Maint	83,173	95,407	12.8%	192,000	192,000	0.0%
Technology & Supplies	49,324	62,767	21.4%	148,582	148,582	0.0%
Insurance, Audit & Other	46,082	55,100	16.4%	77,100	77,100	0.0%
Library Content & Programs	244,976	156,820	-56.2%	453,000	453,000	0.0%
Development & Fundraising	101,112	85,381	-18.4%	101,396	92,000	-10.2%
Tech Special Projects/Reserve	-	-	0.0%	65,000	65,000	0.0%
TOTAL EXPENSES	1,728,293	1,681,366	-2.8%	3,488,687	3,479,291	-0.3%
Surplus (Deficit)	366,206	109,086	235.7%	(133,046)	(182,650)	27.2%

Budget Proposal 21/22
DRAFT 1.13.2021

	19/20 Actual	Approved 20/21 Budget	Proposed 21/22 Budget	\$ change FY'20-FY'22	% change FY'20-FY'22
REVENUE					
Town Grant	2,802,105	2,737,846	2,852,000	49,895	1.78%
Book Sale/Other Revenue	154,026	108,795	136,040	-17,986	-11.68%
Annual Appeal	252,937	200,000	275,000	22,063	8.72%
New Income Sources		100,000	50,000	50,000	100.00%
Other Donations	177,569	100,000	175,000	-2,569	-1.45%
Fundraising Events	123,589	50,000	150,000	26,411	21.37%
TOTAL REVENUE	3,510,226	3,296,641	3,638,040	127,814	3.64%
EXPENSES					
Salaries & Benefits	2,505,858	2,451,609	2,578,091	72,233	2.88%
Building Utilities & Maint	184,353	192,000	198,400	14,047	7.62%
Technology & Supplies	158,931	148,582	159,500	569	0.36%
Insurance, Audit & Other	80,411	77,100	78,500	-1,911	-2.38%
Library Content & Programs	388,375	453,000	445,000	56,625	14.58%
Development & Fundraising	100,408	92,000	135,000	34,592	34.45%
Tech Special Projects/ Reserve	19,355	65,000	70,000	50,645	261.66%
TOTAL EXPENSES	3,437,691	3,479,291	3,664,491	226,800	6.60%
Surplus/ (Deficit)	72,535	-182,650	-26,451		