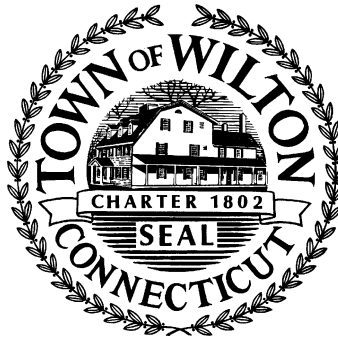


OFFICE OF THE
FIRST SELECTMAN

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Toni Boucher
First Selectman

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
REGULAR MEETING MINUTES
Tuesday April 16, 2024**

PRESENT: First Selectman Toni Boucher, Joshua Cole, Kimberley Healy, Basam Nabulsi, Ross Tartell

GUESTS: Caroline Mandler, Mike Boswood and members of the Wilton Library Board, Town Administrator Matt Knickerbocker CFO-Dawn Norton

A. Call to Order

Ms. Boucher called the Meeting to order at 7:03pm.

B. Executive Session – Interviews

Ms. Boucher asked for a motion to go into Executive Session at 7:03pm for interviews and invite Ken MacCallum interviewing for Historic District & Historic Properties Commission and Jason Terry for Inland Wetlands Commission) and Matt Knickerbocker. Motion moved by Mr. Cole second by Ms. Healy and carried 5-0.

Out of Executive Session and back in Regular Session at 7:24pm

C. Public Comment

None

C. Consent Agenda

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

- Minutes
 - Board of Selectmen Special Meeting Minutes – March 27, 2024
 - Board of Selectmen Meeting Minutes – April 1, 2024
- Refunds
 - As per Tax Collector's Memo dated April 9, 2024

Ms. Boucher made a motion to change the title of item E5 under Discussion and/or Action from Approval of Fund Balance Policy to Discussion of Fund Balance Policy. Motion seconded by Mr. Nabulsi and carried 5-0.

D. Discussion and/or Action

1. Approval of Plaque at Room in Wilton Senior Center (Comstock Community Center)
Ms. Boucher discussed the Approval of Plaque at Room in Wilton Senior Center (Comstock Community Center). She noting that it would be a perfect beginning for

the naming policy that was approved to name a room at Comstock for Judy Zucker at the request of Wilton Kiwanis and her family. Ms. Zucker was an active member of the community and served on Chair of the committee that oversaw the renovations to Comstock. Members of the BOS knew Ms. Zucker and praised her service to the town during her tenure. Mr. Tartell had high praise for Ms. Zucker, but recused himself from voting due to his involvement with Kiwanis and help in bringing forth the request. After discussion, motion moved by Ms. Healy, seconded by Mr. Cole to approve the Plaque for Judy Zucker at room in Wilton Center (Comstock Community Center). Motion carried 4-0 with Mr. Cole abstaining.

2. Quarterly Report - WLA

Executive Director Caroline Mandler and Treasurer Mike Boswood of the WLA gave a quarterly report to the board. Ms. Mandler noted continued growth in library visits, circulation and programs and other measures and discussed upcoming initiatives. She also responded to questions that was put forth to the board at a previous meeting. Mr. Boswood reviewed the financial summary for the WLA (see attached). He noted an expected shortfall in the operating budget and asked of the possibility for the town to increase their annual grant.

3. Discussion and Vote on Changes to the BOS (FY2025 budget to Align with Approved BOF Reductions at their April 2, 2024 Meeting

Mr. Knickerbocker reviewed the recommended deductions, with additional input from Ms. Norton to the FY2025 BOS budget based on the cut of \$140,000 from the BOF (see attached). After review and discussion, motion moved by Mr. Cole to approved the recommended itemized cuts of \$140,000. Motion seconded by Mr. Nabulsi and carried 5-0. After further discussion motion amended to read "recommended itemized reductions". Motion carried 5-0.

4. Proposed Bonding Referendums

Ms. Boucher noted that a formal vote to refer the bonding referendums to the Annual Town Meeting needed to done. She stated that the BOF had endorsed the bonding referendums at their meeting held on April 11, 2024.

Motion moved by Mr. Cole to approve and move the FY2025 bonding referendums to the Annual Town Meeting as follows:

- Road Restoration in the amount of \$540,000
- Scribner Hill Road Bridge Replacement in the amount of \$1,600,000 for a subtotal of \$2,140,000
- Municipal Building Repair in a total aggregate amount of \$1,584,520 as listed and itemized in the 15-year bonded capital request as revised April 1, 2024

For a BOS total of \$3,724,520

- BOE District Roof Replacements, 98 Classrooms and Gym Addition, 1992 Classroom addition of \$1,902,935
- Middlebrook Chiller and Unit Ventilator replacement in the amount of \$3,261,041
- Middlebrook for Replacement of Ceiling Tiles as part of the Chiller work for \$600,000

For a BOE total of \$5,763,976

And a total combined bonded request for BOS and BOE of \$9,488,496.

Motion seconded by Mr. Tartell. As there were no further discussions, motion carried 5-0.

5. Approval of Fund Balance Policy

Ms. Norton summarized the draft Fund Balance Policy Ms. Norton reiterating that the purpose of the policy is to more clearly define the town's practices to state the use of

general fund unassigned fund balance. Ms. Boucher noted wanted to clarify some of the language in the draft policy and gather input from the BOF as well as town counsel before voting on the policy. Ms. Norton to incorporate suggested changes and bring to a BOS meeting for approval after review with BOF and town counsel.

6. Update on Legislation from Hartford – Matt Knickerbocker

Mr. Knickerbocker gave an update on Legislative proposals from Hartford see [major bills cost 041524 rev.pdf \(wiltonct.org\)](#). He noted that the latest legislative session is considering over 600 bills in committees. He highlighted several of the proposals.

E. Selectmen's Report

1. First Selectman

- Ms. Boucher noted the town has been asked to participate in the campaign to make people aware of child sexual abuse by wearing a blue ribbon and signing a proclamation.

2. Selectmen/Selectwoman

Mr. Tartell

Mr. Tartell noted the Ms. President event that he attended. Mr. Tartell noted that he received a call from a constituent on the status of the Cell Tower. Mr. Knickerbocker responded to Mr. Tartell's inquiry, noting that the CT Siting Council has issued a notice to proceed and believes construction could begin this summer.

Ms. Healy

Ms. Healy noted she represented the town at Ms. President and gave a review of what the Ms. President program is about and noted that the representative from the town of Wilton won. Ms. Healy noted that Minks to Sinks starts taking in items on April 30, 2024.

Mr. Nabulsi

None.

Mr. Cole

None.

F. Public Comment

None

G. Adjournment

Having no further business, motion to adjourn at 9:20 pm. Motion moved by Ms. Healy, seconded by Mr. Nabulsi and carried 5-0.

Jacqueline Rochester

Recording Secretary

Taken from Video

Wilton Library Association
Monthly Financial Summary
Mar-24

	YTD			Full Year		
	2023-2024	2022-2023	% Change	23-'24 Est.	23-24 Budget	% Change
REVENUE						
Town Grant	2,225,603	2,171,071	2.5%	2,967,471	2,967,471	0.0%
Book Sale/Other Revenue	146,803	119,373	23.0%	227,075	210,575	7.8%
Annual Fund	260,925	280,570	-7.0%	317,500	300,000	5.8%
Other Donations	210,400	162,546	29.4%	250,000	300,000	-16.7%
Fundraising Events	76,644	138,433	-44.6%	105,000	140,000	-25.0%
TOTAL REVENUE	2,920,376	2,871,993	1.7%	3,867,046	3,918,046	-1.3%
EXPENSES						
Salaries & Benefits	1,829,810	1,847,646	-1.0%	2,476,622	2,603,846	-4.9%
Building Utilities & Maint	214,332	210,979	1.6%	279,000	289,000	-3.5%
Technology & Supplies	182,037	114,886	58.4%	205,000	194,200	5.6%
Insurance, Audit & Other	92,740	78,508	18.1%	110,950	91,000	21.9%
Library Programs and Support	422,748	361,247	17.0%	570,574	533,000	7.0%
Development & Fundraising	133,638	129,808	3.0%	160,000	137,000	16.8%
Tech Special Projects/Reserve	45,273	21,760	108.1%	64,900	70,000	-7.3%
TOTAL EXPENSES	2,920,579	2,764,835	5.6%	3,867,046	3,918,046	-1.3%
Surplus (Deficit)	(203)	107,158	-100.2%	-	-	

Recommended Reductions to BoS Budget - Reduce \$140,000 per BoF				
	Department	Account	Category	Amount
	Assessor Dept.	001-05-0800.46310	Software Maint	(15,500)
	Tax Collector Dept	001-05-0900.40315	Overtime	(2,000)
	Emergency Mgt.	001-18-2206.48150	CERT	(6,000)
	Construction Mgt.	001-20-3200.40305	FT Salary	(6,000)
	Construction Mgt.	001-80-3200.40310	PT Salary	(20,000)
	Environmental	001-07-4900.47810	Tree removal	(2,500)
	Environmental	001-07-4900.47820	Hazardous Waste	(2,500)
	Health	001-07-5100.40310	P/T Salaries	(10,000)
	Highways	001-08-3110.40641	Meals	(2,000)
	Fire	001-10-2200.49645	Recruitment	(2,000)
	Fire	001-10-2200.43320	Hoses	(1,000)
	Emerg. Medical	001-17-2300.42150	Supplies	(2,000)
	Emerg. Medical	001-17-2305.48115	Vehicle Maint.	(1,000)
	DPW	001-08-3105.44235	Computer Software	(1,000)
	Insurance	001-06-6100.50915	Worker's comp	(10,500)
	Insurance	001-06-6100.50905	L.A.P.-Comp. Business	(15,000)
	Info Tech	001-05-2000.41230	Phones	(10,000)
	Land Use/P&Z	001-07-0300.46030	Legal	(5,000)
	Info Tech	001-05-2000.49650	Outside Agencies	(15,000)
	Building	001-07-1900.40315	O/T	(1,000)
	Town Hall/Annex	001-07-1305.43005	Furniture	(1,000)
	Highways	001-08-3110.40315	O/T	(8,000)
	Finance	001-05-0700.40605	Social Security	(1,000)
				(140,000)
				140,000
				-