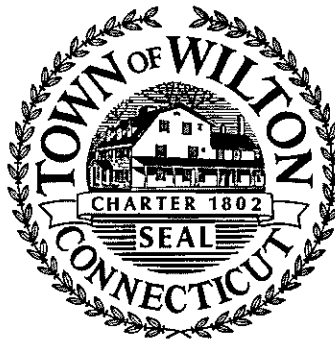


OFFICE OF THE
FIRST SELECTMAN

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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

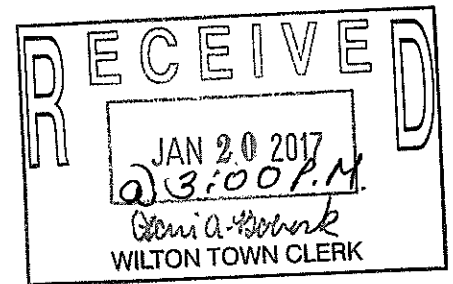
TOWN HALL
238 Danbury Road
Wilton, CT 06897

**BOARD OF SELECTMEN
MONDAY JANUARY 9, 2017
MEETING ROOM B, WILTON TOWN HALL ANNEX**

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

GUESTS: 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.

B. Executive Session
Ms. Vanderslice called for a motion to go into Executive Session at 7:30PM to interview Gil Weatherly – Conservation Commission and invite Gil Weatherly. Motion moved by Mr. Kaelin, seconded by Mr. Dubow and unanimously carried.

Out of Executive Session at 7:48PM.

Ms. Vanderslice called for a motion to go into Executive Session at 7:50PM to interview Kathie Mandel – Inland Wetlands Commission and to invite Kathie Mandel. Motion moved by Mr. Clune, seconded by Ms. Bufano and unanimously carried.

Out of Executive Session at 8:10PM.

Back in Regular session at 8:10PM.

C. Consent Agenda

Motion made by Mr. Clune, seconded by Ms. Bufano and carried unanimously, to approve the consent agenda as follows:

Minutes

- Board of Selectmen Meeting – December 19, 2016

Gifts

- 911 Consulting LLC – CERT - \$800.00
- Encore Club – Wilton Senior Center - \$350.00
- Wilton Meadows – Wilton Senior Center - \$425.00
- Lynne Vanderslice – General Fund-1,418.00

- Horseshoe Pond

| | |
|-------------------------------------|---------------------------------------|
| Diana King - \$100.00 | William & Sharon Gallagher - \$100.00 |
| Eva Pao & Douglas Cullen - \$250.00 | |

- Fire Department Gift Fund

| | |
|-----------------------------------------|---------------------------------|
| Harold & Janet C. Kristiansen - \$50.00 | Zachary & Ruth Sachs - \$300.00 |
| Frank J. & Carol Gavel - \$100.00 | Sandra Earl Mintz - \$200.00 |

- Kent Pond

| | |
|------------------------------------------|--------------------------------------------|
| Scott & Kim McKessy - \$100.00 | Eva Pao & Douglas Cullen - \$100.00 |
| Gladys S. Blundin - \$50.00 | Anne & Martin Hamar - \$50.00 |
| Gail T. Moskow - \$100.00 | Eleanor Mihailidis - \$50.00 |
| Gregory & Cornelia Kamedulski - \$100.00 | Carl Andersen & Jacqueline Algon - \$50.00 |

D. Public Comment

None.

E. Discussion and/or Actions

1. Comstock – Unused Bond Proceeds

Anne Kelly-Lenz, CFO reviewed the Comstock-Unused Bond Proceeds. Ms. Kelly-Lenz noted that there is approximately \$845,000 left over in unused bonded funds from the Comstock Community Center Renovation project. Ms. Kelly-Lenz is asking the Board of Selectmen to recommend that the unused bonded funds be used to reduce the bonds for the Miller Driscoll School Building project. Ms. Vanderslice reviewed the section of the Town Charter that notes - any surplus bond proceeds shall be transferred by the Treasurer to the general fund to pay debt service on outstanding bonds. However, Ms. Vanderslice noted to the Board, that if the Board so chooses, they can request the Board of Finance use the funds and apply to another bonded capital project (such as the Miller Driscoll Project). Ms. Vanderslice recommended that the Board use the unused bond proceeds to reduce the bonds for Miller Driscoll. After discussion, motion made by Mr. Kaelin to recommend the the Board of Finance that we use the unused proceeds from the bonds that were issued for the Comstock Building Project to apply them to the Miller Driscoll School Building Project. Motion seconded by Ms. Bufano and unanimously carried.

2. Miller Driscoll – Energy Rebate

Ms. Vanderslice asked Anne Kelly-Lenz to review the Miller Driscoll – Energy Rebate. Ms. Kelly-Lenz noted that the efficiencies with regard to the HVAC, lighting, recovery units and the gas boilers for the Miller Driscoll School project generated a rebate after Eversource did their evaluation of the different thresholds and measurements. She noted that an additional \$219,000 in rebates for efficiencies will be issued and the Miller Driscoll is a very efficient building. Ms. Kelly-Lenz is hoping the Board of Selectmen would want to do the same with the rebates as discussed with the Unused Bond Proceeds from the Comstock Building Project and recommend that the Board of Finance apply the additional funds to reduce the cost of the project. Ms. Vanderslice noted that there may be minor items on the Miller Driscoll Building Project that may not be bondable and would like to set aside possibly around \$25,000 of the rebate in case anything comes up in the next six months or so.

Mr. Dubow said he preferred to have the Miller Driscoll Building Committee weigh in on how much of the rebate should be set aside for non bondable expenses before voting on a recommendation. Ms. Kelly-Lenz noted that she is in the process of putting together materials to go out for the next round of bonding, which would likely be some time in March. After discussion, the Board agreed to wait before making a recommendation and bring to the next Board of Selectmen's meeting.

3. November Financial Report

Anne Kelly-Lenz, CFO reviewed the November Financial Report (Memo attached).

4. FY2018 Budget Calendar

Ms. Vanderslice reviewed the FY2018 Budget Calendar (attached)

5. Town Meeting Date – May 2, 2017

Ms. Vanderslice recommended that the Annual Town Meeting take place on Tuesday, May 2, 2017. Motion made by Mr. Dubow to set the Annual Town Meeting date for the First Tuesday in May which is May 2, 2017. Motion seconded by Mr. Kaelin and unanimously carried.

6. Board and Commission Appointments/Reappointments

Ms. Vanderslice noted that there are 2 openings on the WPCA

- Paul VonSteenburg – Investment Committee

Motion made by Mr. Kaelin to appoint Paul VonSteenburg as a member of the Wilton Employees Retirement Plan Investment Committee. Motion seconded by Mr. Dubow and unanimously carried.

- Schencks Island/Merwin Meadows Study Committee

- o Ben Couch – BOS appointment
- o Dan Berg – EDC appointment
- o Sarah Gioffre – Parks and Recreation appointment
- o John Priest – Parks and Recreation appointment
- o Susan DiLoreto – Conservation appointment
- o Jade Hobson – Conservation appointment

Ms. Vanderslice noted that she has not received a recommendation from the Land Trust for the seventh member of the committee.

Motion made by Mr. Kaelin to appoint the above named individuals as members of the Schencks Island/Merwin Meadows Study Committee. Motion seconded by Ms. Bufano and unanimously carried.

F. Reports

First Selectman's Report

Ms. Vanderslice noted that she is often asked, what is the cost of snow removal for the Town? She noted that this past weekend with the snow there was 13 hours of overtime on Saturday, 2 ½ hours of overtime on Sunday – Total overtime cost of this storm was \$13,000.

NRVT are looking for a grant that passed through WestCOG. WestCOG chose three submissions for the region to pass on to the state and Wilton was number three (ranked three of three). NRVT has also applied for a Trails Grant through DEEP. Monies would be earmarked to take the trail further north.

Selectmen's Reports

Mr. Dubow

None.

Mr. Kaelin

Mr. Kaelin noted that he will be out of Town from January 22 – February 4, 2017 and will miss the next BOS meeting as well as the budget meetings, but he will watch the videotape.

Mr. Clune

None.

Ms. Bufano

None.

G. Public Comment

None

Adjournment – Having no further business, Ms. Vanderslice asked for a motion to adjourn. Motion made by Mr. Kaelin to adjourn meeting at 8:47PM. Motion was seconded by Mr. Dubow and unanimously carried.



Jacqueline Rochester
Recording Secretary
Taken from Video


FINANCE DEPARTMENT
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TOWN HALL
238 Danbury Road
Wilton, Connecticut 06897

January 9, 2017

To: Board of Selectmen

From: Anne Kelly Lenz 

Re: FY 2017 Financial Reporting-November

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

FY 2017 revenues are currently forecasted \$102,304 higher than the budget, mainly due to:

- Taxes – up \$555,000 from the settlement of a foreclosure case and the payment of 2 large delinquent Real Estate bills.
- Education – down \$747,912 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 \$1,512,511 lower than budget, mainly due to:

- Debt Service – savings of \$245,577 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 amortization of the bonding premium.
- Charter Authority – savings of \$1,242,457 as the Town is forecasting it to be unused.

**Budget Status Report Through
11/30/2016 - Summary**

Revenue

| | 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) |
|--------------------------|------------------------|----------------------------|------------------------|------------------------------------------------------|-------------------|----------------------------------------------------|
| Taxes | 61,187,134 | 117,084,811 | 63,130,921 | (53,953,890) | 117,640,438 | 555,627 |
| Education | 393,199 | 1,211,734 | 0 | (1,211,734) | 463,822 | (747,912) |
| Town Intergovernmental | 162,969 | 802,200 | 0 | (802,200) | 795,396 | (6,804) |
| Licenses, Permits & Fees | 730,677 | 1,475,010 | 545,338 | (929,672) | 1,468,210 | (6,800) |
| Other Revenues | 1,234,925 | 510,400 | 577,446 | 67,046 | 931,355 | 420,955 |
| Interest | 102,191 | 200,000 | 103,568 | (96,432) | 200,000 | 0 |
| Investments | (13,596) | (20,000) | (90,492) | (70,492) | (20,000) | 0 |
| Capital | 0 | 112,762 | 0 | (112,762) | 0 | (112,762) |
| | 63,797,499 | 121,376,917 | 64,266,780 | (57,110,137) | 121,479,221 | 102,304 |

Expense

| | | | | | | |
|----------------------------|------------|-------------|------------|------------|-------------|-----------|
| Debt Service | 5,653,447 | 11,471,130 | 5,831,949 | 5,639,181 | 11,224,553 | 246,577 |
| Board of Education | 31,236,516 | 80,572,640 | 31,078,469 | 49,494,171 | 80,572,640 | 0 |
| Board of Selectmen | 13,219,622 | 31,118,286 | 10,552,499 | 20,565,787 | 31,116,365 | 1,921 |
| Board of Selectmen Capital | 351,648 | 1,235,595 | 274,372 | 961,223 | 1,214,039 | 21,556 |
| Charter Authority | 0 | 1,242,457 | 0 | 1,242,457 | 0 | 1,242,457 |
| | 50,461,233 | 125,640,108 | 47,737,290 | 77,902,818 | 124,127,597 | 1,512,511 |

BOS Budget Schedule

January

- Monday 23rd – Budget presentation – Administration
- Tuesday 31st – Auditors and Tri Board-Discussion of municipal Aid

February

- Saturday 4th - Fire, Police DPW & P & R budgets and operating capital (no tour)
- Monday 6th - Budget presentations – Outside organizations
- Tuesday 21st – General discussion
- Monday 27th - General discussion, BOE bonded capital (if req'd) decision

March

- Monday 27th - BOF Hearing – BOS Budget

May

- Tuesday 2nd – Annual Town meeting

Deadline to present budget to BOF – Thursday March 2nd