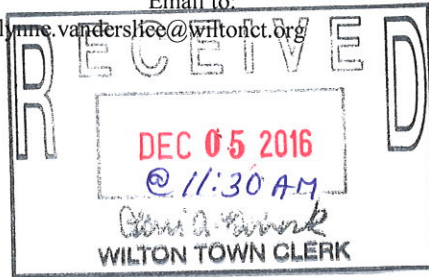


OFFICE OF THE
FIRST SELECTMAN

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

Email to:

lynne.vanderslice@wiltonct.org



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 NOVEMBER 7, 2016
MEETING ROOM A, WILTON TOWN HALL ANNEX
AMENDED MINUTES**

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

GUESTS: Anne Kelly-Lenz, Sarah Taffel

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 for:

- Interview – Paul Von Steenburg – Wilton Retirement Plan Investment Committee

Motion moved by Ms. Bufano, seconded by Mr. Dubow and unanimously carried.

Out of Executive session and back in regular session at 7:48PM.

Motion made by Mr. Clune to approve the Special Meeting Minutes of October 25, October 27 and November 1, 2016 as amended to lists the individuals of the legal firms as guests. Motion seconded by Mr. Dubow and carried 4-0-1. Mr. Kaelin abstained as he was not in attendance.

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

C. Consent Agenda

Minutes

- Board of Selectmen Meeting – October 17, 2016
- Board of Selectmen Special Meeting – October 25, 2016
- Board of Selectmen Special Meeting – October 27, 2016
- Board of Selectmen Special Meeting – November 1, 2016

Gifts

- Martin S. & Mary E. Wagner – Horseshoe Pond - \$100.00
- Community Nursery School of Wilton – Fire Dept Gift Fund - \$500.00
- Waveny Care Center, Inc. – Wilton Senior Center - \$850.00

D. Public Comment

None

E. Discussion and/or Actions

1. Schencks Island/Merwin Meadows Study Committee

Ms. Vanderslice reviewed the the Schencks Island/Merwin Meadows Study Committee. Ms. Vanderslice noted that this was a joint recommendation from the Conservation Commission (who has responsibility for Schencks Island) and the Parks and Recreation Commission (who has responsibility for Merwin Meadows) that a committee be formed by the Board of Selectmen to develop a plan for both Schencks Island and Merwin Meadows (copy of charge for the Committee is attached). Discussion followed. Report to Board of Selectmen on a quarterly basis or as requested. Ms. Vanderslice to forward a copy of document between the Town and the Land Trust and deed to property.

Motion made by Mr. Kaelin to approve the proposal for the Schencks Island/Merwin Meadows Study Committee. Motion seconded by Ms. Bufano and unanimously carried.

2. Fire Marshal Global Fire Prevention Grant

Ms. Vanderslice Reviewed the Fire Marshal Global Fire Prevention Grant (letter reviewing grant is attached). Grant will be used to purchase computer equipment and education materials. Motion made by Mr. Dubow to approve the grant, seconded by Mr. Clune and unanimously carried.

3. Wilton Youth Council Grant

Ms. Vanderslice reviewed the Wilton Youth Council Grant Application. Grant is received every year from Wilton Youth Services. Wilton Youth Council administers the Grant but the Town holds it through the Social Services Department. Grant from the Mid Fairfield Substance Abuse Council. Motion made by Mr. Dubow to approve the application for the Wilton Youth Council Grant. Motion seconded by Mr. Clune and unanimously carried.

4. 2015 Tax Map Maintenance Proposal

Anne Kelly-Lenz, CFO reviewed the 2015 Tax Map Maintenance Proposal. Discussion followed. Motion made by Mr. Kaelin to approve the proposal, seconded by Ms Bufano and unanimously carried.

5. Financial Report

Anne Kelly-Lenz and Ms. Vanderslice further reviewed the FY16 Financial Report particularly the BOS Budget Major Budget Variances (report attached).

6. Appointments/Reappointments

- Commission on Social Services

There are two candidates for the open position on the Commission on Social Services. Paul Nisco and Sarah McReynolds. Mr. Nisco was interviewed by Ms. Bufano, Mr. Clune and Ms. Vanderslice a few months back and Ms. Bufano asked to interview with Ms. McReynolds. Ms. Bufano did not have a chance to speak with Ms. McReynolds but reviewed her application and resume.

Ms. Vanderslice noted that position is to fill the vacancy created by Phil Lauria who resigned to join the Economic Development Commission. She noted that both candidates are unaffiliated and will not impact the composition under the minority rule.

Ms. Vanderslice asked for a ballot vote from the BOS. Three vote (Vanderslice, Clune and Bufano) for Paul Nisco. Remainder for Sarah McReynolds.

Motion made by Mr. Clune to appoint Paul Nisco to the Commission on Social Services. Motion seconded by Ms. Bufano and unanimously carried.

- List of possible Reappointments

Ms. Vanderslice distributed the listing of possible reappointments to boards/commissions. Ms. Vanderslice noted that the Town reached out to candidates that were previously recommended by the RTC/DTC and waiting for information from RTC/DTC.

7. Legal Search Update

Mr. Clune provided a summary of prior meetings held and upcoming meetings.

8. Social Services Director

Cathy Pierce, Director of Social Services is retiring. Ms. Vanderslice expressed her appreciation stating Cathy leaves big shoes to fill. HR Director of Human Resources, Sarah Taffel stated she is comfortable with an in house search. Ms. Taffel noted that individuals within the department are capable of handling certain aspects of Ms. Pierce's position in the interim until the position is filled.

9. Non Union Benefits

Sarah Taffel reviewed the Non Union Benefits. Motion made by Mr. Dubow to update new language for new hires for Sick Leave and Health Insurance and Retirement Benefits to include *newly benefit eligible* as attached. Motion seconded by Mr. Clune and unanimously carried.

10. 2017 Board of Selectmen Meeting Schedule

Ms. Vanderslice reviewed the 2017 Board of Selectmen Meeting Schedule. Motion made by Ms. Bufano to approve the attached FY2017 calendar. Motion seconded by Mr. Clune and unanimously carried.

11. Miscellaneous Other Business

None.

F. Reports

First Selectman's Report

Ms. Vanderslice reminded all the election is tomorrow November 8, 2016. Town Hall will be very busy – note that parking will be restricted, please hold off until later in the week if need to take care of Town business. Polls are open from 6:00AM – 8:00PM.

Ms. Vanderslice noted that last evening the Conservation Commission had star gazing at Slaughter Field. Had a very good turnout. She thanked the Conservation Commission for putting the event together.

Ms. Vanderslice noted the second graders that visit Town Hall and the First Selectmen's office and thanked the Wilton Historical Society for putting it together and all the volunteers that lend a hand.

Ms. Vanderslice noted that the Women's Field Hockey team won the FCIAC's. She offered her congratulations.

Selectmen's Reports

Ms. Bufano

Ms. Bufano attended the Halloween Parade. She noted that it was a wonderful event and great Town effort.

Mr. Clune

Mr. Clune also attended the Halloween Parade. He also attended the Library's Innovation Day and expressed that it was a very good event.

Mr. Kaelin

Mr. Kaelin also attended the Halloween Parade and thought it was incredible. Thanked CERT for volunteering their time to help with the Parade and also thanked the Fire and Police Department for participating. Mr. Kaelin also attended the benefit for the Wilton Historical Society and encourages all to visit. Mr. Kaelin also noted that he is a member of the Board of Directors on Chamber of Commerce and attend all their meetings once a month. He noted that he and the Superintendent of Schools are the only members who are not business people and that they report on what is going on in Town and the Board noted that all reports over the last six months have been very positive.

Mr. Dubow

Reminded all to vote.

G. Public Comment
None

H. Next Meeting

- FY2017 Financial Report
- Road Paving FY2017

- I. Adjournment – Having no further business, Ms. Vanderslice asked for a motion to adjourn. Motion made by Mr. Kaelin to adjourn meeting at 9:00 PM. Motion was seconded by Mr. Clune and unanimously carried.



Jacqueline Rochester
Recording Secretary
Taken from Video

FY2016 Draft Financial Results

BOS BUDGET MAJOR BUDGET VARIANCES

Wage and Benefit Cost Savings	Description	Amount
Police	Vacancies, deferred hiring	\$200,000
Central Dispatch	Vacancies, hiring deferred, covered by police	\$70,000
First Selectman's Office	Vacancy, position filled	\$35,000
Environmental Affairs	Vacancy postponed	\$115,000
DPW - Labor	Vacancy postponed	\$70,000
DPW	OT savings due to weather	\$80,000
DPW	Actual medical rate per employee, lower than budgeted	\$40,000
Parks & Grounds	Vacancy, position filled	\$45,000
HR	Vacancy postponed	\$42,000
Subtotal		\$697,000
Workmans Comp		
HR	Reserve for new incidents-not required	\$202,000
	Reserve not required	\$90,000
Comstock Building Costs	Not incurred or charged due to construction	\$60,000
EMS	Workmans Comp Savings, net	\$22,000
BOF	No special projects	\$22,000
EDC	Volunteers used for mtkg-not consultants	\$30,000
Subtotal		\$426,000
Savings		\$1,123,000
Legal Expenses		
	\$200,000 in excess Town Counsel offset by \$125,000 in savings by HR and Land Use	\$75,000
DPW	Costs associated with sale of Old Danbury Road	\$100,000
Fire Dept	Excess overtime	\$82,000
Overage		\$257,000

Proposed Calendar Year 2017 BOS Regular Meeting Dates

	<u>Reg Mtg</u>	<u>date</u>	<u>date</u>	<u>Budget</u>	<u>date</u>	<u>Comments</u>
Dec	Monday	5				
	Monday	19				
Jan	Monday	9				5 Monday month/allows staff to enjoy holiday
	Monday	23				Avoids MLK conflict
Feb						deadline for vote on Town Meeting date
			Wednesday	1		Deadline to set Town Meeting date
			Saturday	4		
	Monday	6				
	Tuesday	21				Presidents Day is Monday/decision on budget to BOF
March						
			Thursday	2		Deadline to provide to BOF
	Monday	6				
	Monday	20				
			Monday	27		Proposed Public Hearing Date-(resident requests, more convenient for parents, allows for greater participation)
						Deadline for Public Hearing, 35 days before Town Meeting
April	Monday	3				
	Monday	17				
May						
			Tuesday	2		Held on one of first seven days in May per charter
	Monday	8				5 Monday month/Avoids meeting same week as town meeting
	Monday	22				
June	Monday	5				
	Monday	19				

July	Monday	10	5 Monday month/avoids moving for 4th of July
	Monday	24	
August	Monday	7	
	Monday	21	
Sept	Monday	11	Labor Day on previous Monday
	Monday	25	
Oct	Tuesday	10	Columbus day on Monday-day off in 2017
	Monday	23	
Nov	Monday	6	
	Monday	20	