

OFFICE OF THE
FIRST SELECTMAN

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

Email to: lynne.vanderslice@wiltonct.gov

RECEIVED FOR RECORD
TOWN OF WILTON

2017 MAY 30 P 3:17

BY: *a Fitevi*



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
SPECIAL MEETING
TUESDAY MAY 23 2017
TOWN HALL – MEETING ROOM B**

PRESENT: First Selectman Lynne Vanderslice, Michael Kaelin, Lori Bufano, Richard Dubow and David Clune (who joined the meeting at 8:00PM)

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 7:31 PM

B. Consent Agenda

Motion made by Ms. Bufano, seconded by Mr. Dubow and carried 4-0, to approve the Gifts.

Motion made by Mr. Clune, seconded by Mr. Kaelin and carried 3-0 to approve the May 8, 2017 Minutes. First Selectman Vanderslice and Selectman Dubow abstained as they were not in attendance for the May 8, 2017 Board of Selectmen meeting.

Minutes

- Board of Selectmen Meeting – May 8, 2017

Gifts

- Berkshire Food Distributors – Parks & Recreation Gift Fund - \$73.41
- Meredith Maclaine & Richard A. Watson – Police Gift Fund K9 - \$100.00
- The Greens at Cannondale – Senior Center - \$425.00
- Synchrony Financial – Wilton Youth Services - \$12.30
- Lynne & Paul Vanderslice – Summer Concert Series Sponsor - \$1,000

C. Public Comment

None

D. Discussion and/or Action

1. Grant Application for Police Body Cameras – Tom Conlan

Ms. Kelly-Lenz reviewed the Grant Application for the Police Body Cameras. She noted that the Police Department is seeking approval from the BoS to

move forward with the application. She also noted that the funding source is from the State Bonds and is 100% reimbursable. Captain Tom Conlan further reviewed the Grant Application and fielded questions from the BoS. After discussion, Mr. Kaelin moved that the Board of Selectmen authorize the Town move forward with the Grant Application for Police Body Cameras without the second camera. Motion seconded by Ms. Bufano and carried 4-0.

2. Easement Request – Eversource Gas Line – Tom Thurkettle

Ms. Vanderslice reviewed the Easement Request – Eversource Gas Line. She noted that the easement request is for 379 Danbury Road. Tom Thurkettle (Director, Public Works) reviewed the request and noted his concerns for liability to the town as the line would go through Town property. After discussion, Ms. Vanderslice noted that the owner of the property wanted a quick answer. No vote was taken at the meeting, as three of the four Selectman present, were in favor of not granting the easement and one wanted to further review the request with Town Counsel and Eversource.

3. Encroachment Policy

Ms. Vanderslice reviewed the suggested Encroachment Policy. Tom Thurkettle reviewed and noted that the Town Right of Way on all town roads is 50ft wide with the exception of the center of River Road which is 60ft wide and Old Highway which is 40ft wide. He also noted that a permit should be obtained if there is any digging to be done on the town Right of Way. Ms. Vanderslice would like to have a policy in place where if there is something pre-existing and not a danger, to have the individual appeal to town and get a waiver. First Selectman asks if the Selectman agree to discuss a change in policy with Town Counsel and Director of Public Works. All board members are in favor for the First Selectman working with Town Counsel and the Director of Public Works moving forward to prepare an Encroachment Policy.

4. Approval of Miller Driscoll Invoices

Facilities Director Chris Burney reviewed approval of Miller Driscoll Invoices. He noted the Miller Driscoll Building Committee did not meet in the past month so invoices were not approved for payment. Mr. Burney is asking the Board of Selectmen to allow the First Selectman to approve Miller Driscoll invoices amounting to \$629,000 for the Month of May. He noted based on performance issues, he would recommend payments be held back for two of the vendors. Motion made by Mr. Dubow to approve the invoices as submitted with the exception of invoices for Massey and H.I. Stone for whom payment is being held until such time as the First Selectman has been made aware that the situation has been remedied. Motion seconded by Mr. Clune and unanimously carried.

Mr. Burney requested a similar authorization for future months when there is not a quorum for the MDBC meetings. Motion made by Mr. Clune that in the absence of a quorum for the MDBC or the MDBC does not meet, the First Selectman is authorized to approve the invoices for payment after the process outlined by Mr. Burney. Motion seconded by Mr. Dubow and unanimously carried.

5. Parks and Recreation Field Subcommittee Reports

This item has been moved to the June 19, 2017 Board of Selectmen Agenda

Motion made by Mr. Dubow to move Item 6 - Financial Report to Item 8 after Elderly Tax Relief. Motion seconded by Ms. Bufano and unanimously carried.

6. FY 2016 Budget – Governors New Proposals

Ms. Vanderslice gave a review of the Governors budget and new proposals put forth.

7. Elderly Tax Relief

Ms. Vanderslice reviewed the Elderly Tax Relief program. Participation for FY2018 has increased. Should there be inadequate funds; Ms Vanderslice will bring a request for additional funds to the June BoS meeting.

8. Financial Report – Anne Kelly-Lenz

Ms. Kelly-Lenz reviewed the financial report (memo attached).

9. Appointments

- Wilton Library Association

Ms. Vanderslice reviewed the two openings on the Wilton Library Association

- Parks & Recreation

Ms. Vanderslice reviewed the vacancy on the Parks and Recreation Committee.

Ms. Vanderslice reviewed the vacancies on all the Boards and Commissions She noted a new opening on Parks and Recreation. Interviews for open positions will resume. Board decided to perform a review of availability of candidates to serve on the boards as well as membership of boards.

Board agreed to discuss current candidates for the WLA and Parks and Recreation in Executive Session.

E. Reports

1. First Selectman's Report

Ms. Vanderslice noted Parks and Recreation will be sponsoring four concerts this summer (last three Sundays in July and the first Sunday in August 5-7 PM. Line up is being finalized. Two at Schenks Island and two at Merwin Meadows. Welcome sponsors to help underwrite events.

Memorial Day Kiwanis breakfast 8-10am on Monday, May 29, 2017. The parade starts at Stop & Shop Plaza and ends at Hillside Cemetery.

Ms. Vanderslice noted on May 12, 2017 she spent the morning at Cannondale. It was an interesting morning with Justin McCarthy and Kevin Kane. Met several of Cannondale's 150 employees. Very impressed with the Cannondale facility. Cannondale interested in engaging more with the community.

On May 17, 2017 Wilton participated in the Metro North Getaway at Grand Central Station. Ms. Vanderslice, Tracey Serpa, Vivian Lee-Shiue and John Kelly of the EDC were in attendance. The purpose from Metro North's standpoint was to encourage New Yorkers to visit locations along their train route. Wilton's purpose was to raise awareness of the town.

2. Selectman's Reports

Mr. Dubow

Mr. Dubow posed the question if there was protocol for thanking people for gifts received. He noted that the BoS should have a formal protocol established to thank those that donate to the town as well as for those that volunteer time and services.

Mr. Kaelin

Mr. Kaelin thanked those that worked on Town video. He stated that elections are coming up in the fall and noted openings for the BoS, BoF BoE P&Z and ZBA. Those interested should contact the Town Clerk for a petition or contact the DTC or the RTC. He encouraged talking to committees or to BoS if interested. Mr. Kaelin also thanked Glenn Hemmerle for his service on both the Wilton Library Association and the Miller Driscoll Building Committee.

Mr. Clune

Mr. Clune noted that he will be attending the Memorial Day parade on Monday May 29, 2017, as it is one of his favorite events.

Ms. Bufano

Ms. Bufano congratulated Elaine and Phil Lauria who were recognized for outstanding service to Our Lady of Fatima.

F. Public Comment

None

G. Executive Session

Motion made by Mr. Dubow to enter into Executive Session at 8:51 PM to discuss candidates for appointment to the Wilton Library Association and the Parks and Recreation Department. The motion was seconded by Mr. Clune and unanimously carried.

Out of Executive Session at 9:15 PM

H. Appointments

- Wilton Library Association

Motion made by Mr. Clune to appoint Cecilia Maher (current vacancy) and Eileen Armstrong (July 1 vacancy) to the Wilton Library Association, seconded by Mr. Kaelin and unanimously carried.

- Parks & Recreation Commission

Motion made by Mr. Kaelin to appoint William Lalor to the Parks and Recreation Commission, seconded by Ms. Bufano and unanimously carried.

I. Adjournment

Having no further business, Ms. Vanderslice asked for a motion to adjourn. Motion made by Mr. Kaelin to adjourn meeting at 9:18 PM. Motion was seconded by Mr. Clune and unanimously carried.

Next Meeting – June 5, 2017



Jacqueline Rochester
Recording Secretary
Taken from Video

FINANCE DEPARTMENT
Tel (203) 563-0114
Fax (203) 563-0299



TOWN HALL
238 Danbury Road
Wilton, Connecticut 06897

May 23rd, 2017

To: Board of Selectmen

From: Anne Kelly Lenz *AKL*

Re: FY 2017 Financial Reporting-April 2017

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

FY 2017 revenues are currently forecasted \$756,920 higher than the budget, mainly due to:

- Taxes – up \$837,000 from the settlement of a foreclosure case, the payment of 2 large delinquent Real Estate bills and a larger supplemental motor vehicle list.
- Education – down \$535,138 from the State Aid cuts that happened after the Town budget was set. The Town received an additional \$211,000 in ECS which is related to an adjustment in the ECG
- 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 \$1,555,091 lower than budget, mainly due to:

- Debt Service – savings of \$246,577 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 application of the amortization of the bonding premium.
- Favorability in the BOS budget was due to two positions being filled later than budgeted. Some of this favorability was offset with retirement payouts for accrued sick and vacation leave and for the unexpected repair of the fuel pumps.
- Charter Authority – savings of \$1,242,457 as the Town is forecasting it to be unused.