BOARD OF FINANCE
REGULAR MEETING – MARCH 21, 2017
MEETING ROOM B TOWN HALL

PRESENT: Jeff Rutishauser, Warren Serenbetz, Richard Creeth, Peter Balderston, John Kalamarides,
ABSENT: Walter Kress

Others Present: Anne Kelly-Lenz, CFO; Representative Gail Lavielle; Senator Toni Boucher

Call to Order
Chairman Jeff Rutishauser called the meeting to order at 7:31 p.m.

Approval of Minutes of the Regular Meeting February 28, 2017 & Minutes of the Budget Meeting March 6, 2017
Mr. Rutishauser asked for a motion to approve the February 28, 2017 minutes as written. John Kalamarides so moved, Peter Balderston seconded and the motion carried 4-0-1 with Mr. Serenbetz abstaining as he was not present for the meeting.

Mr. Rutishauser asked for a motion to approve the March 6, 2017 Budget Meeting minutes as written. Peter Balderston so moved, Warren Serenbetz seconded and the motion carried 5-0.

Mr. Rutishauser moved to scramble the order of the agenda and have the budget discussion and have Representative Gail Lavielle speak. Motion seconded by Peter Balderston and carried 5-0.

FY 18 Budget Discussion
Mr. Rutishauser invited Representative Gail Lavielle to give an update on what is happening in Hartford and how it may affect the Town. Representative Lavielle gave a general review on the governor's budget.

There was a general discussion with Senator Toni Boucher on the governor's proposal.

The Board commented on the BOF hearing on the BOE Budget that took place the previous evening March 20, 2017. Mr. Creeth reviewed a suggestion on possibly surveying citizens of the Town to get a better sense of what their priorities are.

Discussion on 2016 Grand List – David Lisowski
Mr. Lisowski reviewed the 2016 Grand List process and the revaluation in the coming year. A copy of the Grand List report is attached.

FY17 Status Report – CFO Anne Kelly-Lenz
Ms. Kelly-Lenz reviewed the FY17 Status Report. She noted that there was not much change from January to February. Copy of the report is attached.

Mr. Rutishauser asked for a motion to add an item to the agenda – Recognition for Richard Creeth. Motion moved by Mr. Balderston, seconded by Mr. Kalamarides and carried 5-0.

Recognition for Richard Creeth
Mr. Rutishauser read the recognition that Richard Creeth has been selected the Democratic Town Committee for their Democrat of the Year Award in recognition of his many contributions to Town of Wilton over the years.

He will be honored at the DTC Annual Breakfast on April 1, 2017. Mr. Rutishauser asked for a motion to the Board of Finance that we congratulate Mr. Creeth on this prestigious and well deserved award and for his tireless effort on the Board of Finance over the past four years and for his thought leadership and solid contributions to the Board of Finance. Members of the Board commented and congratulated Mr. Creeth for his contributions. Motion moved by Warren Serenbetz, seconded by Mr. Balderston and carried 5-0.

Committee Reports

Miller Driscoll: John Kalamarides reported that everything is moving ahead. The Committee is currently paying off a number of suppliers and doing it very strictly. All is going well and looks like the first day of school in the Fall everything will be completed.

Public Participation

None

Having no further business, the meeting adjourned at 9:08 p.m.

Respectfully submitted,

Jacqueline Rochester
(from video recording)

			2014 G. L. Finalized by BAA			2015 G. L. ASSESSOR		BAA Adjust.	2015 G. L. Finalized by BAA			2016 G. L. ASSESSOR	
	RESIDENTIAL												
1-1	Lot		1,637,242,250			1,637,633,620		(215,250)	1,637,418,370			1,638,144,410	
1-2	Excess Acreage		53,861,080			54,952,940		(16,520)	54,936,420			54,103,840	
1-3	Dwellings	5366	1,357,799,840		5368	1,373,510,500		(145,250)	1,373,365,250		5371	1,385,527,890	
1-4	Out Buildings		29,789,060			30,034,690			30,034,690			30,779,070	
1-5	Condominiums	539	151,636,100		542	154,435,890			154,435,890		542	154,553,420	
			3,230,328,330	0.71		3,250,567,640	0.62	(377,020)	3,250,190,620	0.61		3,263,108,630	0.39
	COMMERCIAL												
2-1	Land		236,668,510			236,415,950		(191,310)	236,224,640			236,901,960	
2-2	Comm'l Bldgs	183	246,418,650		183	247,317,940		(157,080)	247,160,860		184	247,429,170	
2-3	Apartments	4	20,658,120		4	20,658,120			20,658,120		6	23,134,790	
2-4	Comm'l Condo's	28	71,626,870		28	71,626,870		(232,330)	71,394,540		28	71,394,540	
2-5	Comm'l Improv		6,502,840			6,554,990			6,554,990			6,579,070	
2-6	Land (Apt.)		19,245,800			19,245,800			19,245,800			20,759,200	
			601,120,790	0.03		601,819,670	0.10	(580,720)	601,238,950	0.02		606,198,730	0.73
	PUBLIC UTILITY												
4-1	Land		19,966,520			19,966,520			19,966,520			11,265,940	
			19,966,520	0.00		19,966,520	0.00		19,966,520	0.00		11,265,940	-43.58
	VACANT LAND												
5-1	Residential Land		34,810,160			32,645,130			32,645,130			32,240,460	
5-2	Commercial Land		159,880			159,880			159,880			159,880	
5-4	Wetlands		68,600			68,600			68,600			68,600	
			35,038,640	-1.17		32,873,610	-6.40		32,873,610	-6.18		32,468,940	-1.231
	LAND USE												
6-1	Farm Land		41,480			41,480			41,480			41,480	
6-2	Forest Land		73,250			66,530			66,530			66,530	
6-3	Open Space		324,500			307,890			307,890			307,890	
6-6	Nursery		5,420			5,420			5,420			5,420	
			444,650	0.00		421,320	-5.25		421,320	-5.25		421,320	0.00
			3,886,898,930	0.58		3,905,648,760	0.47	(957,740)	3,904,691,020	0.46		3,913,463,560	0.20
	PERSONAL PROPERTY												
	Motor Veh.(15881)	16,396	198,131,460	0.56	16,257	200,236,249	1.06		200,236,249	1.06	16,031	199,452,520	-0.39
	Non-reg. Vehicles		386,950			496,220			496,220			619,360	
	Machinery		4,293,450			5,495,090			5,495,090			6,752,650	
	Horses, Ponies		15,840			11,760			11,760			13,160	
	Mfg. Machinery		53,680,980			56,954,790			56,954,790			64,772,180	
	Furniture etc.		44,543,510			42,649,560		(310)	42,649,250			43,488,850	
	Farm Machinery		427,630			490,680			490,680			564,210	
	Farm Tools		6,500			9,440			9,440			8,390	
	Mechanics Tools		192,460			178,470			178,470			209,160	
	EDP		42,451,440			36,991,140			36,991,140			36,728,310	
	Telecomunication		2,113,870			2,037,070			2,037,070			2,003,310	
	Cables, Conduits		96,158,470			96,892,890			96,892,890			97,405,490	
	Supplies		678,130			599,780			599,780			642,230	
	Other Taxable PP		10,714,090			10,340,880			10,340,880			10,442,580	
	Penalty		1,691,490			1,742,110			1,742,110			2,490,840	
	PP TOTAL		257,354,810	4.05		254,889,880	-0.98	(310)	254,889,570	-0.96		266,140,720	4.41
PP & MV			455,486,270	2.50		455,126,129	-0.09	(310)	455,125,819	-0.08		465,593,240	2.30
GROSS			4,342,385,200	0.78		4,360,774,889	0.41	(958,050)	4,359,816,839	0.40		4,379,056,800	0.42
EXEMPTIONS			55,474,700	16.27		58,929,829	6.23		58,929,829	6.23		66,789,800	13.34
NET			4,286,910,500	0.61		4,301,845,060	0.33	(958,050)	4,300,887,010	0.33		4,312,267,000	0.24
I & E 10% Penalty			9,280,550	103.43		2,725,890	-70.63		2,725,890	-70.63		3,859,900	41.60
	G.L. TOTAL		4,296,191,050	0.72		4,304,570,950	0.18	(958,050)	4,303,612,900	0.17		4,316,126,900	0.27
*EXEMPTIONS *													
J	Mech. Tools/Solar					239,280						367,880	
FAA	Blind					12,000						18,000	
EAB	Totally Disabled		** Reimbursed			21,000 **						22,000 **	
IFA, IG/	Farm Tools,Horses					2,100						2,450	
N	Trucks					343,899						300,600	
NAB/R	Mfg. Machinery		* Reimbursed as grant			56,952,620 *						64,772,180 *	
	Veterans(inc.AOA)					1,190,930						1,142,690	
	Additional Vets		** Reimbursed			168,000 **						164,000 **	
						58,929,829						66,789,800	

FINANCE DEPARTMENT
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TOWN OF WILTON CONNECTICUT CHARTER 1802 SEAL

TOWN HALL
238 Danbury Road
Wilton, Connecticut 06897

March 20th, 2017

To: Board of Finance

From: Anne Kelly Lenz AKL

Re: FY 2017 Financial Reporting-February 2017

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

FY 2017 revenues are currently forecasted $286,026 higher than the budget, mainly due to:

- Taxes – up $725,627 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 $746,632 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 $1,628,568 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 is due to two positions being filled later than budgeted. Some of this favorability will be used to offset projected retirement payouts for accrued sick and vacation leave.
- Charter Authority – savings of $1,242,457 as the Town is forecasting it to be unused.

Budget Status Report Through 2/28/2017 - Summary	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)
Revenue						
Taxes	113,619,724	117,084,811	116,409,851	(674,960)	117,810,438	725,627
Education	1,582,847	1,211,734	1,022,138	(189,596)	465,102	(746,632)
Town Intergovernmental	386,664	802,200	387,709	(414,491)	795,676	(6,524)
Licenses, Permits & Fees	993,561	1,475,010	848,331	(626,679)	1,443,040	(31,970)
Other Revenues	1,321,392	510,400	696,632	186,232	968,687	458,287
Interest	149,103	200,000	169,775	(30,225)	200,000	0
Investments	45,744	(20,000)	(103,540)	(83,540)	(20,000)	0
Capital	0	112,762	0	(112,762)	0	(112,762)
	118,099,034	121,376,917	119,430,895	(1,946,022)	121,662,943	286,026
Expense						
Debt Service	8,779,792	11,471,130	8,480,618	2,990,512	11,224,553	246,577
Board of Education	50,601,844	80,572,640	49,979,796	30,592,844	80,572,640	0
Board of Selectmen	20,130,334	31,118,286	18,187,368	12,930,918	31,005,828	112,458
Board of Selectmen Capital	748,804	1,999,447	516,751	1,482,696	1,972,371	27,076
Charter Authority	0	1,242,457	0	1,242,457	0	1,242,457
	80,260,774	126,403,960	77,164,533	49,239,427	124,775,392	1,628,568

	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)
Elderly Tax Relief	53,022	54,000	53,261	(739)	54,000	0
Tax Collector	**3,981**	**75,891**	**3,951**	**(71,940)**	**75,891**	**0**
Telephone Line Tax Grant	0	65,000	0	(65,000)	65,000	0
Pequot Pilot	3,981	10,891	3,621	(7,270)	10,891	0
State Property Tax Refund	0	0	330	330		0
Highways	**315,938**	**315,938**	**316,218**	**280**	**316,218**	**280**
Town Aid Roads	315,938	315,938	316,218	280	316,218	280
Health		**24,842**	**0**	**(24,842)**	**18,038**	**(6,804)**
Bioterrorism		13,568	0	(13,568)	13,568	0
Per Capita Grant		11,274	0	(11,274)	4,470	(6,804)
Social Services	**9,000**	**20,171**	**10,000**	**(10,171)**	**20,171**	**0**
Youth Svcs.Bureau Grant	9,000	20,171	10,000	(10,171)	20,171	0
Total Town Intergovernmental Assistance	**386,664**	**802,200**	**387,709**	**(414,491)**	**795,676**	**(6,524)**

Licenses, Permits & Fees

	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)
Town Clerk	**433,036**	**706,910**	**495,966**	**(210,944)**	**707,240**	**330**
Town Clerk MERS Recording Fee	1,890	2,500	2,780	280	2,830	330
Other Town Clerk Fees	20,524	30,000	22,471	(7,529)	30,000	0
Vital Statistics	9,759	17,000	9,953	(7,047)	17,000	0
Farm Fund Fees	4,579	7,000	5,139	(1,861)	7,000	0
Conveyance Tax	330,465	550,000	374,700	(175,300)	550,000	0

Budget Status Report Through 2/28/2017 - Revenues	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)
Parks & Grounds	**19,758**	**0**	**12,350**	**12,350**	**0**	**0**
Stadium Lighting	19,758	0	12,350	12,350	0	0
Environmental Affairs	**42,574**	**25,000**	**42,727**	**17,727**	**45,000**	**20,000**
Application Fees	42,574	25,000	42,727	17,727	45,000	20,000
Animal Control	**1,112**	**4,000**	**1,224**	**(2,776)**	**4,000**	**0**
Dog Licenses	1,112	4,000	1,224	(2,776)	4,000	0
Health	**69,625**	**70,000**	**46,108**	**(23,892)**	**115,000**	**45,000**
Env Health Permits/Fees	69,625	70,000	46,108	(23,892)	115,000	45,000
Senior Center	**12,146**	**19,500**	**13,973**	**(5,527)**	**19,500**	**0**
Senior Center Fees	12,146	19,500	13,973	(5,527)	19,500	0
Total Licenses, Permits & Fees	**993,561**	**1,475,010**	**848,331**	**(626,679)**	**1,443,040**	**(31,970)**
Other Revenues						
Board of Selectmen	**1,985**	**3,403**	**1,418**	**(1,985)**	**3,403**	**0**
Miscellaneous Revenue	1,985	3,403	1,418	(1,985)	3,403	0
Planning & Zoning	**150**	**150**	**0**	**(150)**	**150**	**0**
Fines	150					
Sale of Regulations and Maps	0	150	0	(150)	150	0
Finance Department	**941,015**	**0**	**421,835**	**421,835**	**421,064**	**421,064**
Miscellaneous Revenue	8,215	0	421,835	421,835	421,064	421,064
Sale of Assets	932,800					

Budget Status Report Through 2/28/2017 - Revenues	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)
Advanced Life Support Fund	40,000	95,000	0	(95,000)	95,000	0
Recreation Programs		**0**	**195**	**195**		**0**
Self-Sustaining		0	195	195		0
Swimming	**56,892**	**40,000**	**12,393**	**(27,607)**	**30,000**	(10,000)
Swimming	56,892	40,000	12,393	(27,607)	30,000	(10,000)
Environmental Affairs	**0**	**1,000**	**3,058**	**2,058**	**3,000**	2,000
Sale of Trail Guides	0	0	58	58		0
Fines	0	1,000	3,000	2,000	3,000	2,000
Animal Control	**440**	**1,070**	**400**	**(670)**	**1,070**	**0**
Sale of Pets	10	25	5	(20)	25	0
Dog Impound & Quarantine	385	1,000	350	(650)	1,000	0
Animal Population Control	45	45	45	0	45	0
Board Of Education	**15,315**	**0**	**8,934**	**8,934**	**10,000**	10,000
Education - Athletic Fees	15,315	0	8,934	8,934	10,000	10,000
Total Other Revenues	**1,321,392**	**510,400**	**696,632**	**186,232**	**968,687**	458,287
Interest						
Finance Department	**149,103**	**200,000**	**169,775**	**(30,225)**	**200,000**	**0**
Interest - Investments	149,103	200,000	169,775	(30,225)	200,000	0
Total Interest	**149,103**	**200,000**	**169,775**	**(30,225)**	**200,000**	**0**
Investments						

Budget Status Report Through 2/28/2017 - Expenses	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)
Debt Service						
Debt Service	8,779,792	11,471,130	8,480,618	2,990,512	11,224,553	246,577
Total Debt Service	8,779,792	11,471,130	8,480,618	2,990,512	11,224,553	246,577
Board of Education						
Board Of Education	50,601,844	80,572,640	49,979,796	30,592,844	80,572,640	0
Total Board of Education	50,601,844	80,572,640	49,979,796	30,592,844	80,572,640	0
Board of Selectmen Operating						
Board of Selectmen	381,790	508,791	313,105	195,686	508,792	(1)
Town Clerk	299,323	427,215	234,628	192,587	427,214	1
Planning & Zoning	363,852	617,939	295,896	322,043	617,939	0
Board Of Finance	50,580	59,279	50,580	8,699	59,180	99
Human Resources	161,440	300,900	131,270	169,630	300,399	501
HR Reserve	0	30,626	0	30,626	30,626	0
Finance Department	601,424	829,751	474,023	355,728	829,338	413
Assessor	257,473	366,735	213,206	153,529	365,735	1,000
Tax Collector	156,618	240,135	130,019	110,116	239,753	382
Town Counsel	240,324	199,840	113,224	86,616	199,839	1
Probate Court	10,407	20,000	9,045	10,955	20,000	0
Registrar Of Voters	118,638	225,512	106,874	118,638	226,324	(812)

Budget Status Report Through 2/28/2017 - Expenses	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)
Dial-A-Ride	104,402	159,535	70,862	88,673	158,998	537
Swimming	55,734	77,135	47,313	29,822	76,715	420
Tennis	18,242	23,000	13,583	9,417	23,043	(43)
Parks & Grounds	575,025	921,642	479,141	442,501	921,642	0
Environmental Affairs	233,004	400,256	160,936	239,320	343,256	57,000
Animal Control	87,149	130,546	71,802	58,744	127,051	3,495
Health	296,881	460,938	246,143	214,795	459,738	1,200
Nursing & Homecare	607,524	929,497	600,978	328,519	929,497	0
Private School Welfare	17,494	30,000	17,625	12,375	30,000	0
Social Services	318,138	537,565	280,458	257,107	539,273	(1,708)
Senior Center	110,819	163,621	98,111	65,510	163,621	0
Trackside	102,667	154,000	102,667	51,333	154,000	0
Employee Benefits	291,424	489,666	366,019	123,647	489,666	0
Insurance	401,483	704,815	449,050	255,765	702,895	1,920
Library	1,795,330	2,738,453	1,825,635	912,818	2,738,453	0
Route 7 Bus Service	3,750	5,000	3,750	1,250	5,000	0
Wilton Energy Commission	0	4,000	177	3,823	4,000	0
Wilton Economic Development Comm	2,964	35,000	1,094	33,906	35,000	0
SW Regional Mental Health Board	0	1,000	0	1,000	1,000	0

Budget Status Report Through 2/28/2017 - Expenses	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)
Charter Authority BOS/BOF	0	1,242,457	0	1,242,457	0	1,242,457
Total Charter Authority	0	1,242,457	0	1,242,457	0	1,242,457
Grand Total	80,260,774	126,403,960	77,164,533	49,239,427	124,775,392	1,628,568

Budget Status Report Through 2/28/2017 - Capital	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)
Computer Software	27,605	16,250	16,250	0	16,250	0
Police Vehicles Use	(29,058)	176,562	105,588	70,974	176,562	0
Vehicle Accessories	125					
Building Renovation	4,000	45,000	0	45,000	45,000	0
Fire	**44,126**	**210,612**	**3,338**	**207,274**	**199,324**	**11,288**
Computer Hardware	0	2,500	0	2,500	2,500	0
Fire/Rescue Equipment	0	64,125	0	64,125	64,125	0
Protective Equipment	9,660	19,140	3,300	15,840	19,140	0
Medical Equipment		33,600	0	33,600	33,600	0
Staff Vehicles	34,466	52,595	0	52,595	52,595	0
No Smoke Diesel Filters	0	10,635	0	10,635	10,635	0
Equipment Trailer	0	9,767	38	9,729	9,729	38
Building Renovation	0	1,500	0	1,500	1,500	0
Prof Svcs _ Engin Arch	0	5,500	0	5,500	5,500	0
Budget Adjustments		11,250	0	11,250		11,250
Emergency Medical Service	**0**	**16,895**	**0**	**16,895**	**16,895**	**0**
Generator	0	4,895	0	4,895	4,895	0
Building Repairs		12,000	0	12,000	12,000	0
Paramedic Service	**34,665**	**46,706**	**0**	**46,706**	**42,834**	**3,872**
Medical Equipment	6,805					
Paramendic Fly Car	27,859	46,706	0	46,706	42,834	3,872

Budget Status Report Through 2/28/2017 - Capital	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)
Grand Total	748,804	1,999,447	516,751	1,482,696	1,972,371	27,076