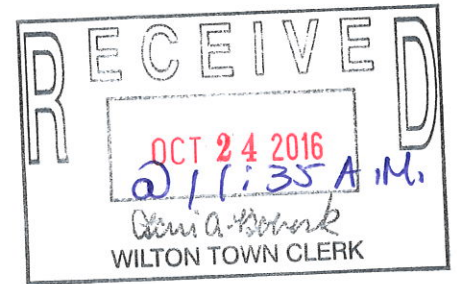


**BOARD OF FINANCE
REGULAR MEETING – October 18, 2016
MEETING ROOM B TOWN HALL**



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

Absent: Walter Kress

Others Present: First Selectman Lynne Vanderslice, Anne Kelly-Lenz, CFO; Lt. Rob Cipolla, Wilton PD; and members of the press and public

Call to Order

Chairman Jeff Rutishauser called the meeting to order at 7:30 p.m.

Approval of Minutes of September 20, 2016 Regular Meeting

Richard Creeth suggested a change to paragraph 3 of page 2 as follows: ***"...the intent was to see the impact of overall town expenditure, depending on the mill rate starting point"***. He felt the sentence as originally recorded was misleading and the change would further clarify the true objective.

John Kalamarides added that paragraph 2 of page 2 should be corrected to read: "...the Comstock project is returning **\$900,000** to the town."

Warren Serenbetz then moved to approve the minutes as amended, Peter Balderston seconded and the motion carried 5-0.

Change of Sequence in Agenda Items

Richard Creeth requested that Items 5 and 6 of the Agenda be moved ahead of Item 3. All agreed with the change.

FY2017 Comprehensive DUI & Click It or Ticket Grants

Lt. Rob Cipolla briefed the Board on these two grant applications. Click It or Ticket grant – the town is eligible for up to \$8,000 that is 100% reimbursed. This allows for more police presence to enforce seat belt usage. The total amount for the CT DUI grant is \$60,400 of which the Federal share is 75%, leaving \$15,100 for state and local share. The grant enables the police to conduct enforcement during select holiday periods and weekends. In response to a question from Peter Balderston on reimbursement, Lt. Cipolla informed the Board that the DUI grant had four reimbursement periods, while the Click It or Ticket grant had two (November and the May/June timeframe). Motion made by Peter Balderston to approve both grants; seconded by Warren Serenbetz and passed unanimously 5-0.

FY16 June Status Report

Anne Kelly-Lenz spoke first saying that the estimated Fund Balance excess will come in at about \$800,000. She then turned the podium over to the First Selectman for further comment. Ms. Vanderslice commented that after encumbrances and assignments the BOS budget will be favorable by about \$1 million. She said there is about \$700,000 in savings from wages and benefits costs but that this would not be a permanent reduction and touched briefly on savings in various departments. Ms. Vanderslice also stated Anne is working with the BOE to close out their books. Ms. Vanderslice answered several questions and then departed the meeting.

Minutes have not been reviewed by this Board and may be subject to revision in future minutes.

Anne resumed discussion of the Status Report, saying she was developing a spreadsheet to highlight the Fund Balance. John Kalamarides asked her how the audit would affect timing of filing with the State, to which Anne replied that she intends to file on time.

Discussion on Adding Public Comment to the beginning of BOF Meetings

Jeff proposed to change the BOF meetings to have Public Comment after approval of minutes at regular meetings. He said by adding this to the Agenda, people could make a short comment and then would not have to stay for the entire meeting. Jeff added further that if people wanted to engage the Board in conversation, this would then fall under Public Participation towards the end of the meeting.

Warren added that people feel it's important to have an opportunity ahead of decisions that might be made during the meeting to make a comment. Prior to a motion, John Kalamarides suggested that there be a three minute limit to each person commenting. Warren Serenbetz moved to approve adding Public Comment to the Agenda after minutes at regular meetings; John Kalamarides seconded and the motion carried 5-0.

Public Comment

None

Committee Reports

John Kalamarides – Miller Driscoll: The committee approved \$1,600,000 in contract progress payments this month. The new addition is opening at the end of the month. Construction then moves to the next two pods and temporary classrooms will be used through June. They're also getting together a playground proposal. Project completion is scheduled for next September. Some discussion followed about thoughts on how to manage any extra space, with John saying there will be plenty of use for it, citing some examples.

Peter Balderston – Business Ops Subcommittee: There was a meeting last week with the principal topic being a review of the construct of a 3 to 5 year strategic plan. They reviewed the format and what data elements need to be in it. Timing may be tight to review the initial plan due to the date of a scheduled interim meeting, but they are moving forward.

Other Business

Richard Creeth attended the Board of Selectmen meeting, at which the EDC presented Part II of their survey. He felt they are doing great work and said it will be presented Thursday at the library and encouraged all to go see it. John Kalamarides agreed with his comments. Richard then suggested to Jeff to possibly have the EDC present to the BOF. Jeff will ask if they would like to attend a future meeting.

Richard next asked if the Board wanted to further discuss guidance. Jeff suggested that it would perhaps be advisable to revisit this topic in an upcoming meeting and to keep information provided tonight under advisement. This met with no opposition.

John Kalamarides requested reassurance that the BOF is really talking to the BOE about where they (the BOE) should be so as to avoid a collision in the spring. Peter Balderston responded that the guidance will be largely embodied in their plan. Mr. Creeth added his concern about the stringent -1.25% guidance. Discussion ensued and Jeff concluded it by saying the idea is to work more productively and cooperatively and that both Bruce and Lynne both know the target.

John asked what can be done with the \$900,000 from Comstock. Anne replied it would be used to reduce future bonding; e.g. borrow less for Miller-Driscoll next year.

Public Participation

None

Having no further business, Jeff asked for a motion to adjourn. Motion was made by Warren Serenbetz, seconded by Peter Balderston and the meeting adjourned at 8:17 p.m.

Respectfully submitted,

Kris Fager
(from video recording)