

**BOARD OF FINANCE  
REGULAR MEETING  
OCTOBER 13, 2020  
Held Electronically**

**PRESENT:** Jeff Rutishauser, Michael Kaelin, Stewart Koenigsberg, Chris Stroup, Sandra Arkell  
**ABSENT:** Kevin Gardiner  
**GUESTS:** CFO Anne Kelly-Lenz

**Call to Order**

Chairman Jeff Rutishauser called the meeting to order at 7:02 pm.

**Approval of Special Meeting Minutes of June 2, 2020, Special Meeting Executive Session of September 16, 2020, Special Meeting Minutes of September 16, 2020**

Mr. Rutishauser asked for a motion to approve the June 2, 2020 Special Meeting Minutes. As there are no additions or changes, motion moved by Mr. Koenigsberg, seconded by Mr. Stroup and carried 4-1 with Ms. Arkell abstaining as she was not seated on the board at the time of the meeting.

Mr. Rutishauser asked for a motion to approve the September 16, 2020 Special Meeting Executive Session Minutes. As there are no additions or changes, motion moved by Mr. Kaelin, seconded by Mr. Stroup and carried 4-1 with Ms. Arkell abstaining as she was not seated on the board at the time of the meeting.

Mr. Rutishauser asked for a motion to approve the September 16 2020 Special Meeting Minutes. As there are no additions or changes, motion moved by Mr. Koenigsberg, seconded by Mr. Stroup and carried 4-1 with Ms. Arkell abstaining as she was not seated on the board at the time of the meeting.

**Introduction of New Member Board of Finance**

Mr. Rutishauser introduced and welcomed Sandra Arkell (Sandy) as the newest member of the Board of Finance replacing Peter Balderston. Ms. Arkell noted her thanks and honor in serving on the BOF.

**Nomination of BOF Representative to BOE Budget Operations Committee**

Mr. Rutishauser noted the vacancy left by Mr. Balderston as the BOF Representative to the BOE Budget Operations Committee. He noted that he asked Ms. Arkell to step in to fill that vacancy and she agreed. Mr. Rutishauser asked for a motion to appoint Ms. Arkell as the BOF Representative to the BOE Budget Operations Committee. Motion moved by Mr. Stroup, seconded by Mr. Kaelin and carried 5-0.

**Financial Update**

Mr. Rutishauser introduced Ms. Anne Kelly-Lenz who reviewed the FY2021 financials for the BOS as well as the BOE. Mr. Rutishauser congratulated Ms. Kelly-Lenz and her team on receiving the award for financial reporting excellence for the Town of Wilton's CAFR. Ms. Kelly-Lenz then reviewed the attached report with the BOF.

**FY2022 Budget Discussion**

Mr. Rutishauser began the discussion with the board on the FY2022 Budget. After an explanation of BOF Budget Targets in past fiscal years, the discussion shortly led to the idea that more research and discussion should be done to set any meaningful budget targets for FY22. With that, Mr. Rutishauser suggested that two teams be assigned to the BOE and BOS Budget Targets and that they meet before the next BOF meeting to come up with a recommendation to the entire BOF at the next regular meeting in November.

**Committee Reports**

No Reports.

**Public Participation**

None.

**Adjournment**

Having no further business, Mr. Rutishauser asked for a motion to adjourn. Meeting adjourned at 8:08 pm.

Respectfully submitted,  
Jacqueline Rochester



October 12<sup>th</sup> 2020

To: Board of Finance

From: Anne Kelly Lenz

Re: FY 2021 Financial Reporting September 2020 draft report

Below I have listed the key items of the FY 2021 forecast versus the budget.

FY 2021 revenues are currently forecasted \$68,942 lower than the budget, mainly due to:

- Building permit application fees trending lower than budgeted due to COVID.
- Conveyance Tax is trending higher due to increased sales.
- Reduction in Senior center and swimming fees.

FY 2021 expenses are currently forecasted \$3,382,416 lower than budget, mainly due to:

- Charter Authority – savings of \$2,969,160. This may change based on final reopening needs of the schools and request by BOE to cover these unbudgeted expenditures.
- BOS savings of \$413,253 primarily due to medical savings in going to the State Partnership health care plan July 1<sup>st</sup> 2020, change in medical elections, new employees not electing coverage and lower general liability insurance costs. The savings were offset with increases in personnel costs due to COVID related needs and OT costs related to new employees, mainly Police and Fire.

	FY 20 Actual YTD	FY 21 Amended Budget	FY 21 Actual YTD	FY 21 Actual YTD to Amended Budget Fav/(Unfav)	FY 21 Forecast	FY 21 Actual to Amended Budget Fav/(Unfav)
<b>Revenues</b>						
Taxes	64,383,794	116,715,634	62,574,475	(54,141,159)	116,715,634	-
Education	8,000	207	7,497	7,290	7,290	7,083
Town Intergovernmental	3,500	780,961	162,375	(618,586)	780,961	-
Licenses, Permits & Fees	741,051	1,142,675	622,479	(520,196)	1,127,800	(14,875)
Other Revenues	131,982	485,433	60,426	(425,007)	424,283	(61,150)
Interest	210,450	390,000	15,206	(374,794)	390,000	-
Investments	3,888	10,000	-	(10,000)	10,000	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	65,482,666	119,524,910	63,442,459	(56,082,451)	119,455,968	(68,942)
<b>Expense</b>						
Debt Service	3,599,166	9,015,041	1,928,042	7,086,999	9,015,041	-
Board of Education	23,296,026	82,344,563	24,723,409	57,621,154	82,344,563	-
Board of Selectmen	6,774,068	32,097,312	8,252,613	23,844,699	31,684,059	413,253
Board of Selectmen Capital	51,679	818,412	(15,495)	833,907	818,409	3
Charter Authority	-	2,969,160	781,830	2,969,160	-	2,969,160
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	33,720,939	127,244,488	35,670,399	92,355,919	123,862,072	3,382,416

# Budget Status Report Through 9/30/2020 - Revenues

FY 20  
Actual  
YTD

FY 21  
Amended  
Budget

FY 21  
Actual  
YTD

FY 21 Actual YTD  
to Amended Budget  
Fav/(Unfav)

FY 21  
Forecast

FY 21 Forecast  
to Amended Budget  
Fav/(Unfav)

## Taxes

<b>Tax Collector</b>	<b>64,383,794</b>	<b>116,715,634</b>	<b>62,574,475</b>	<b>(54,141,159)</b>	<b>116,715,634</b>	<b>0</b>
Interest And Lien Fees	241,639	300,000	179,988	(120,012)	300,000	0
Back Taxes	564,513	640,000	474,725	(165,275)	640,000	0
Motor Vehicle Supplement	0	600,000	0	(600,000)	600,000	0
Current Property Taxes	63,577,642	115,175,634	61,919,763	(53,255,871)	115,175,634	0
<b>Total Taxes</b>	<b>64,383,794</b>	<b>116,715,634</b>	<b>62,574,475</b>	<b>(54,141,159)</b>	<b>116,715,634</b>	<b>0</b>

## Town Intergovernmental Assistance

<b>Finance Department</b>	<b>0</b>	<b>400,193</b>	<b>0</b>	<b>(400,193)</b>	<b>400,193</b>	<b>0</b>
MRSA Bonded Distribution	0	307,058	0	(307,058)	307,058	0
Other Town Grants	0	93,135	0	(93,135)	93,135	0
<b>Assessor</b>	<b>0</b>	<b>4,562</b>	<b>0</b>	<b>(4,562)</b>	<b>4,562</b>	<b>0</b>
Veterans Exemption	0	4,172	0	(4,172)	4,172	0
Elderly Tax Relief		390	0	(390)	390	0
<b>Tax Collector</b>	<b>0</b>	<b>25,025</b>	<b>0</b>	<b>(25,025)</b>	<b>25,025</b>	<b>0</b>

# Budget Status Report Through 9/30/2020 - Revenues

FY 20  
Actual  
YTD

FY 21  
Amended  
Budget

FY 21  
Actual  
YTD

FY 21 Actual YTD  
to Amended Budget  
Fav/(Unfav)

FY 21  
Forecast

FY 21 Forecast  
to Amended Budget  
Fav/(Unfav)

Telephone Line Tax Grant

0

14,754

0

(14,754)

14,754

0

State Property Tax Refund

0

10,271

0

(10,271)

10,271

0

## Highways

0

316,011

157,486

(158,525)

316,011

0

Town Aid Roads

0

316,011

157,486

(158,525)

316,011

0

## Health

0

14,999

0

(14,999)

14,999

0

Bioterrorism

0

10,751

0

(10,751)

10,751

0

Per Capita Grant

0

4,248

0

(4,248)

4,248

0

## Social Services

3,500

20,171

4,889

(15,282)

20,171

0

Youth Svcs.Bureau Grant

3,500

20,171

4,889

(15,282)

20,171

0

**Total Town Intergovernmental Assistance**

**3,500**

**780,961**

**162,375**

**(618,586)**

**780,961**

**0**

## Licenses, Permits & Fees

### Town Clerk

222,928

565,275

433,620

(131,655)

612,400

47,125

Town Clerk MERS Recording Fee

12,842

35,000

27,811

(7,189)

35,000

0

Other Town Clerk Fees

8,466

20,000

13,531

(6,469)

20,000

0

Vital Statistics

5,510

15,000

6,355

(8,645)

12,000

(3,000)

Farm Fund Fees

1,641

5,000

2,136

(2,864)

5,000

0

Conveyance Tax

180,878

450,000

364,946

(85,054)

500,000

50,000

Recording Fees

13,459

40,000

18,537

(21,463)

40,000

0

Marriage Licenses

128

250

304

54

400

150

Sports Licenses

4

25

0

(25)

(25)

<b>Budget Status Report Through 9/30/2020 - Revenues</b>	<b>FY 20 Actual YTD</b>	<b>FY 21 Amended Budget</b>	<b>FY 21 Actual YTD</b>	<b>FY 21 Actual YTD to Amended Budget Fav/(Unfav)</b>	<b>FY 21 Forecast</b>	<b>FY 21 Forecast to Amended Budget Fav/(Unfav)</b>
<b>Planning &amp; Zoning</b>	<b>2,912</b>	<b>12,500</b>	<b>3,490</b>	<b>(9,010)</b>	<b>12,500</b>	<b>0</b>
ZBA Fees	504	2,500	756	(1,744)	2,500	0
Application Fees	2,408	10,000	2,734	(7,266)	10,000	0
<b>Finance Department</b>	<b>7,395</b>	<b>15,000</b>	<b>7,445</b>	<b>(7,555)</b>	<b>15,000</b>	<b>0</b>
Alarm Registration Fees	100					
Admin Fee - Private Duty	7,295	15,000	7,445	(7,555)	15,000	0
<b>Assessor</b>	<b>626</b>	<b>2,500</b>	<b>0</b>	<b>(2,500)</b>		<b>(2,500)</b>
Assessor Fees	626	2,500	0	(2,500)		(2,500)
<b>Building</b>	<b>344,103</b>	<b>367,350</b>	<b>101,991</b>	<b>(265,359)</b>	<b>327,350</b>	<b>(40,000)</b>
Reproduction Fees	1,960	7,350	2,520	(4,830)	7,350	0
Building Permits	342,143	360,000	99,471	(260,529)	320,000	(40,000)
<b>Fire</b>	<b>4,405</b>	<b>28,550</b>	<b>3,659</b>	<b>(24,891)</b>	<b>28,550</b>	<b>0</b>
Inspection Fees	2,385	19,000	2,935	(16,065)	19,000	0
Fire Department Fees	2,020	9,550	724	(8,826)	9,550	0
<b>Administration</b>	<b>2,250</b>	<b>2,500</b>	<b>250</b>	<b>(2,250)</b>	<b>2,500</b>	<b>0</b>
Road Opening Permits	2,250	2,500	250	(2,250)	2,500	0
<b>Dial-A-Ride</b>	<b>1,260</b>	<b>4,000</b>	<b>0</b>	<b>(4,000)</b>	<b>4,000</b>	<b>0</b>
Dial-A-Ride Fees	1,260	4,000	0	(4,000)	4,000	0
<b>Environmental Affairs</b>	<b>90,122</b>	<b>35,000</b>	<b>8,344</b>	<b>(26,656)</b>	<b>35,000</b>	<b>0</b>
Application Fees	90,122	35,000	8,344	(26,656)	35,000	0
<b>Animal Control</b>	<b>1,357</b>	<b>4,500</b>	<b>3,104</b>	<b>(1,397)</b>	<b>4,500</b>	<b>0</b>

# Budget Status Report Through 9/30/2020 - Revenues

FY 20  
Actual  
YTD

FY 21  
Amended  
Budget

FY 21  
Actual  
YTD

FY 21 Actual YTD  
to Amended Budget  
Fav/(Unfav)

FY 21  
Forecast

FY 21 Forecast  
to Amended Budget  
Fav/(Unfav)

Dog Licenses

1,357

4,500

3,104

(1,397)

4,500

0

## Health

58,600

85,000

60,538

(24,463)

85,000

0

Env Health Permits/Fees

58,600

85,000

60,538

(24,463)

85,000

0

## Senior Center

5,094

20,500

39

(20,461)

1,000

(19,500)

Senior Center Fees

5,094

20,500

39

(20,461)

1,000

(19,500)

## Total Licenses, Permits & Fees

741,051

1,142,675

622,479

(520,196)

1,127,800

(14,875)

## Other Revenues

### Planning & Zoning

0

1,000

0

(1,000)

1,000

0

Fines

0

1,000

0

(1,000)

1,000

0

Sale of Regulations and Maps

0

### Finance Department

13,924

5,000

254

(4,746)

5,000

0

Miscellaneous Revenue

13,924

5,000

254

(4,746)

5,000

0

### Tax Collector

5,027

5,000

8,882

3,882

10,000

5,000

Miscellaneous Revenue

5,027

5,000

8,882

3,882

10,000

5,000

### Comstock

(4,092)

5,000

0

(5,000)

5,000

0

Comstock

(4,092)

5,000

0

(5,000)

5,000

0

### Other Town Properties

106,262

290,963

47,741

(243,223)

290,963

0

Rent - Gilbert & Bennett

1

1

0

(1)

1

0

Rent: Radio Tower

46,350

190,962

47,741

(143,222)

190,962

0

Rent: Town Green

23,607

100,000

0

(100,000)

100,000

0



# Budget Status Report Through 9/30/2020 - Revenues

FY 20  
Actual  
YTD

FY 21  
Amended  
Budget

FY 21  
Actual  
YTD

FY 21 Actual YTD  
to Amended Budget  
Fav/(Unfav)

FY 21  
Forecast

FY 21 Forecast  
to Amended Budget  
Fav/(Unfav)

Rent: Town Houses	36,304					
<b>Police</b>	<b>1,583</b>	<b>18,900</b>	<b>3,399</b>	<b>(15,501)</b>	<b>10,750</b>	<b>(8,150)</b>
Judicial Branch Revenue	0	10,500	513	(9,988)	2,500	(8,000)
Parking Fines	150	1,000	75	(925)	250	(750)
Fingerprinting	630	2,000	340	(1,660)	1,500	(500)
Police Reports	278	1,400	372	(1,029)	1,500	100
Police Permits	525	4,000	2,100	(1,900)	5,000	1,000
<b>Paramedic Service</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>(100,000)</b>	<b>100,000</b>	<b>0</b>
Advanced Life Support Fund	0	100,000	0	(100,000)	100,000	0
<b>Swimming</b>	<b>8,448</b>	<b>50,000</b>	<b>0</b>	<b>(50,000)</b>		<b>(50,000)</b>
Swimming	8,448	50,000	0	(50,000)		(50,000)
<b>Environmental Affairs</b>	<b>0</b>	<b>500</b>	<b>0</b>	<b>(500)</b>	<b>500</b>	<b>0</b>
Fines	0	500	0	(500)	500	0
<b>Animal Control</b>	<b>120</b>	<b>1,070</b>	<b>150</b>	<b>(920)</b>	<b>1,070</b>	<b>0</b>
Sale of Pets	0	25	0	(25)	25	0
Dog Impound & Quarantine	120	1,000	150	(850)	1,000	0
Animal Population Control	0	45	0	(45)	45	0
<b>Bd of Education/Gen. Education</b>	<b>710</b>	<b>8,000</b>	<b>0</b>	<b>(8,000)</b>		<b>(8,000)</b>
Education - Athletic Fees	710	8,000	0	(8,000)		(8,000)
<b>Total Other Revenues</b>	<b>131,982</b>	<b>485,433</b>	<b>60,426</b>	<b>(425,007)</b>	<b>424,283</b>	<b>(61,150)</b>

**Budget Status Report Through  
9/30/2020 - Revenues**

**FY 20  
Actual  
YTD**

**FY 21  
Amended  
Budget**

**FY 21  
Actual  
YTD**

**FY 21 Actual YTD  
to Amended Budget  
Fav/(Unfav)**

**FY 21  
Forecast**

**FY 21 Forecast  
to Amended Budget  
Fav/(Unfav)**

**Interest**

**Finance Department**

**210,450**

**390,000**

**15,206**

**(374,794)**

**390,000**

**0**

Interest - Investments

210,450

390,000

15,206

(374,794)

390,000

0

**Total Interest**

**210,450**

**390,000**

**15,206**

**(374,794)**

**390,000**

**0**

**Investments**

**Finance Department**

**3,888**

**10,000**

**0**

**(10,000)**

**10,000**

**0**

Unrealized Inv Gain/Loss

3,888

10,000

0

(10,000)

10,000

0

**Total Investments**

**3,888**

**10,000**

**0**

**(10,000)**

**10,000**

**0**

**Grand Total**

**65,474,666**

**119,524,910**

**63,434,962**

**(56,089,948)**

**119,448,678**

**(76,232)**

**Budget Status Report Through  
9/30/2020 - Expenses**

**FY 20  
Actual  
YTD**

**FY 21  
Amended  
Budget**

**FY 21  
Actual  
YTD**

**FY 21 Actual YTD  
to Amended Budget  
Fav/(Unfav)**

**FY 21  
Forecast**

**FY 21 Forecast  
to Amended Budget  
Fav/(Unfav)**

**Debt Service**

**Debt Service**

**3,599,166**

**9,015,041**

**1,928,042**

**7,086,999**

**9,015,041**

**0**

**Total Debt Service**

**3,599,166**

**9,015,041**

**1,928,042**

**7,086,999**

**9,015,041**

**0**

**Board of Selectmen Operating**

**Board of Selectmen**

**87,638**

**324,838**

**77,469**

**247,369**

**319,892**

**4,946**

**Town Clerk**

**92,805**

**478,414**

**100,780**

**377,634**

**461,045**

**17,369**

**Planning & Zoning**

**112,138**

**572,052**

**124,112**

**447,940**

**560,185**

**11,867**

**Board Of Finance**

**17,000**

**65,500**

**17,000**

**48,500**

**65,500**

**0**

**Human Resources**

**55,084**

**246,759**

**48,794**

**197,965**

**214,187**

**32,572**

**HR Reserve**

**0**

**(99,703)**

**0**

**(99,703)**

**0**

**(99,703)**

**Finance Department**

**99,498**

**786,013**

**197,071**

**588,942**

**771,460**

**14,553**

**Assessor**

**91,476**

**411,946**

**76,302**

**335,644**

**365,640**

**46,306**

**Tax Collector**

**55,519**

**260,783**

**52,745**

**208,038**

**253,687**

**7,096**

**Town Counsel**

**5,970**

**233,800**

**19,278**

**214,522**

**233,800**

**0**

**Probate Court**

**9,870**

**19,000**

**10,206**

**8,794**

**19,000**

**0**

**Registrar Of Voters**

**40,328**

**234,520**

**46,084**

**188,436**

**242,857**

**(8,337)**

Budget Status Report Through 9/30/2020 - Expenses	FY 20 Actual YTD	FY 21 Amended Budget	FY 21 Actual YTD	FY 21 Actual YTD to Amended Budget Fav/(Unfav)	FY 21 Forecast	FY 21 Forecast to Amended Budget Fav/(Unfav)
Town Hall & Annex	23,900	257,157	27,417	229,740	257,157	0
Town Wide Utilities	109,094	879,894	90,241	789,653	879,701	193
Comstock	40,007	181,191	50,248	130,943	179,916	1,275
Other Town Properties	(8,004)	109,000	10,666	98,334	108,500	500
Ambler Farm	1,740	25,488	1,295	24,193	25,488	0
Building	81,912	391,688	89,769	301,919	386,928	4,760
Information Systems	182,138	906,042	303,865	602,177	888,732	17,310
Police	1,468,850	7,947,053	2,565,160	5,381,893	7,968,806	(21,753)
Fire	939,435	5,067,904	1,226,580	3,841,324	5,005,328	62,576
Cert	2,010	13,250	1,174	12,076	13,250	0
Emergency Medical Service	55,214	98,000	56,992	41,008	98,000	0
Paramedic Service	85,780	310,726	86,851	223,875	310,725	1
Georgetown Fire District	422,776	430,000	429,952	48	429,952	48
Central Dispatch	74,140	314,834	72,709	242,125	311,890	2,944
Administration	152,424	667,525	150,116	517,409	661,147	6,378
Highways	517,499	2,850,423	487,808	2,362,615	2,812,734	37,689
Transfer Station	0	91,562	0	91,562	91,562	0
Park & Recreation Admin.	53,124	239,171	47,631	191,540	233,281	5,890
Recreation Programs	49,525	123,418	45,928	77,490	115,529	7,889

Budget Status Report Through 9/30/2020 - Expenses		FY 20 Actual YTD	FY 21 Amended Budget	FY 21 Actual YTD	FY 21 Actual YTD to Amended Budget Fav/(Unfav)	FY 21 Forecast	FY 21 Forecast to Amended Budget Fav/(Unfav)
Dial-A-Ride		36,090	177,822	36,449	141,373	164,581	13,241
Swimming		67,199	44,800	3,721	41,080	15,150	29,650
Tennis		550	12,300	185	12,115	12,300	0
Parks & Grounds		191,768	920,707	157,900	762,807	863,229	57,478
Environmental Affairs		89,414	461,924	80,066	381,858	431,049	30,875
Animal Control		23,987	123,372	24,180	99,192	119,481	3,891
Health		100,832	493,729	123,209	370,520	586,621	(92,892)
Nursing & Homecare		229,313	957,453	230,610	726,843	957,453	0
Social Services		119,759	577,002	110,951	466,051	516,507	60,495
Senior Center		30,925	147,297	21,715	125,582	76,149	71,148
Trackside		24,500	24,334	6,083	18,251	24,334	0
Employee Benefits		8,053	265,412	(2,845)	268,257	265,412	0
Insurance		231,645	699,066	256,029	443,037	612,068	86,998
Library		700,526	2,737,846	684,461	2,053,385	2,737,846	0
Route 7 Bus Service		0	5,000	0	5,000	5,000	0
Economic Development		0	6,000	5,030	970	6,000	0
Wilton Garden Club		613	5,000	626	4,374	5,000	0
<b>Total</b>	<b>Board of Selectmen Operating</b>	<b>6,774,068</b>	<b>32,097,312</b>	<b>8,252,613</b>	<b>23,844,699</b>	<b>31,684,059</b>	<b>413,253</b>

## Board of Selectmen Capital

# Budget Status Report Through 9/30/2020 - Expenses

FY 20  
Actual  
YTD

FY 21  
Amended  
Budget

FY 21  
Actual  
YTD

FY 21 Actual YTD  
to Amended Budget  
Fav/(Unfav)

FY 21  
Forecast

FY 21 Forecast  
to Amended Budget  
Fav/(Unfav)

Planning & Zoning

0

Finance

0

Assessor

0

130,000

0

130,000

130,000

0

Town Facilities

0

Building

0

1

0

1

1

Information Systems

1,275

100,600

0

100,600

100,600

0

Police

(10,793)

201,300

(15,495)

216,795

201,300

0

Fire

61,197

44,503

0

44,503

44,503

0

Emergency Medical Service

0

Paramedic Service

0

2

0

2

2

Central Dispatch

0

Public Works

0

342,002

0

342,002

342,002

0

Park & Recreation

0

4

0

4

4

0

Canine Control-Capital

0

Transfer Station

0

Total Board of Selectmen Capital

51,679

818,412

(15,495)

833,907

818,409

3

## Charter Authority

Charter Authority BOS/BOF

0

2,969,160

0

2,969,160

2,969,160

Total Charter Authority

0

2,969,160

0

2,969,160

2,969,160

**Budget Status Report Through  
9/30/2020 - Expenses**FY 20  
Actual  
YTDFY 21  
Amended  
BudgetFY 21  
Actual  
YTDFY 21 Actual YTD  
to Amended Budget  
Fav/(Unfav)FY 21  
ForecastFY 21 Forecast  
to Amended Budget  
Fav/(Unfav)**Grand Total****11,130,642****44,899,925****10,165,160****34,734,765****41,517,509****3,382,416**

# Budget Status Report Through 9/30/2020 - Capital

FY 20  
Actual  
YTD

FY 21  
Amended  
Budget

FY 21  
Actual  
YTD

FY 21 Actual YTD  
to Amended Budget  
Fav/(Unfav)

FY 21  
Forecast

FY 21 Forecast  
to Amended Budget  
Fav/(Unfav)

## Board of Selectmen Capital

### Planning & Zoning

0

Staff Vehicles

0

Misc Contractual Svcs

0

### Finance

0

Computer Hardware

0

### Assessor

0

130,000

0

130,000

130,000

0

Computer Software

0

Assessment/Appraisal Serv

0

130,000

0

130,000

130,000

0

### Town Facilities

0

Parking & Landscaping Imp

0

### Building

0

1

0

1

1

Staff Vehicles

0

1

0

1

1

### Information Systems

1,275

100,600

0

100,600

100,600

0

Computer Hardware

0

20,600

0

20,600

20,600

0

Fiber Backbone

0

Computer Software

1,275

Disaster Recovery

0

50,000

0

50,000

50,000

0

GIS

0

Other Consulting Services

0

30,000

0

30,000

30,000

0

### Police

(10,793)

201,300

(15,495)

216,795

201,300

0



Budget Status Report Through 9/30/2020 - Capital		FY 20 Actual YTD	FY 21 Amended Budget	FY 21 Actual YTD	FY 21 Actual YTD to Amended Budget Fav/(Unfav)	FY 21 Forecast	FY 21 Forecast to Amended Budget Fav/(Unfav)
	Protective Equipment	0	14,000	0	14,000	14,000	0
	Medical Equipment	0	3,000	693	2,307	3,000	0
	Radar Equipment	0	3,300	0	3,300	3,300	0
	Communications Equipment	547	11,000	0	11,000	11,000	0
	Police Vehicles Use	(11,340)	170,000	(16,188)	186,188	170,000	0
	Building Renovation	0					
<b>Fire</b>		<b>61,197</b>	<b>44,503</b>	<b>0</b>	<b>44,503</b>	<b>44,503</b>	<b>0</b>
	Computer Hardware	0					
	Fire/Rescue Equipment		1	0	1	1	0
	Medical Equipment	0	1	0	1	1	0
	Parts Cleaner	3,147					
	Staff Vehicles	43,050	44,500	0	44,500	44,500	0
	Fire Apparatus	15,000					
	Building Renovation	0	1	0	1	1	0
	Prof Svcs _ Engin Arch	0					
<b>Emergency Medical Service</b>		<b>0</b>					
	Generator	0					
<b>Paramedic Service</b>		<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>		<b>2</b>
	Medical Equipment	0	1	0	1		1
	Paramendic Fly Car	0	1	0	1		1
<b>Central Dispatch</b>		<b>0</b>					

**Budget Status Report Through  
9/30/2020 - Capital**

**FY 20  
Actual  
YTD**

**FY 21  
Amended  
Budget**

**FY 21  
Actual  
YTD**

**FY 21 Actual YTD  
to Amended Budget  
Fav/(Unfav)**

**FY 21  
Forecast**

**FY 21 Forecast  
to Amended Budget  
Fav/(Unfav)**

Communications Equipment	0					
<b>Public Works</b>	<b>0</b>	<b>342,002</b>	<b>0</b>	<b>342,002</b>	<b>342,002</b>	<b>0</b>
Catch Basin Cleaner	0					
Bushwacker Tractor	0					
Dump Trucks - Large	0	175,000	0	175,000	175,000	0
Tri-Axle Dump Truck	0	1	0	1	1	0
Dump Trucks - Small	0	75,000	0	75,000	75,000	0
Sanders	0	48,000	0	48,000	48,000	0
Plows	0	43,999	0	43,999	43,999	0
Loader	0					
Equipment Trailer	0					
Truck	0	1	0	1	1	0
Hot Asphalt Box		1	0	1	1	0
<b>Park &amp; Recreation</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>4</b>	<b>0</b>
Mowers/Grounds Equipment	0					
Tractor	0	1	0	1	1	0
Dump Trucks - Large	0	1	0	1	1	0
Equipment Trailer		1	0	1	1	0
Passenger Van		1	0	1	1	0
<b>Canine Control-Capital</b>	<b>0</b>					
Mobile Radios	0					

**Budget Status Report Through  
9/30/2020 - Capital****FY 20  
Actual  
YTD****FY 21  
Amended  
Budget****FY 21  
Actual  
YTD****FY 21 Actual YTD  
to Amended Budget  
Fav/(Unfav)****FY 21  
Forecast****FY 21 Forecast  
to Amended Budget  
Fav/(Unfav)****Transfer Station****0**

Backhoe

0

**Total Board of Selectmen Capital****51,679****818,412****(15,495)****833,907****818,409****3****Grand Total****51,679****818,412****(15,495)****833,907****818,409****3**

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



TOWN HALL  
238 Danbury Road  
Wilton, Connecticut 06897

October 12<sup>th</sup> 2020

To: Board of Finance

From: Anne Kelly Lenz

Re: FY 2021 BOE Financial Reporting September 2020 draft report

FY 2021 BOE expenditures are currently forecasted over budget by \$452,513. There are a few reasons for this but the main reasons are:

- Additional custodial positions for district wide cleaning
- Additional positions for new school schedule.
- Various safety supplies and equipment: PPE, Sneeze guards/barriers, hand sanitizers etc.
- School signage for social distancing protocols.
- Additional classroom supplies.

The BOE has received various State grants to date but we are still waiting on final FEMA approval.

**Wilton Public Schools**  
**Fiscal Year 2020-2021**  
**Budget Projection Sept 30, 2020**

Account Description	Adopted Budget	Budget Amend	Amended Budget	YTD Encumb	YTD Actuals	YTD Transactions	YTD Forecast	Budget Variance	% Exp'd
<b>District Totals</b>									
Salaries - Full Time	51,390,979	(226,688)	51,164,291	-	7,230,427	7,230,427	51,751,142	(586,851)	101%
BOE Stipend	630,548	66,800	697,348	-	80,863	80,863	697,348	-	100%
Overtime	561,271	-	561,271	-	143,474	143,474	561,271	-	100%
Additional Time	349,798	-	349,798	-	173,117	173,117	349,798	-	100%
Shift Premium	-	-	-	-	4,029	4,029	4,029	(4,029)	0%
Temporary Help	11,328	-	11,328	-	-	-	11,328	-	100%
Staff Replacement	(500,000)	-	(500,000)	-	-	-	(500,000)	-	100%
Substitute	669,600	3,150	672,750	-	30,706	30,706	672,750	-	100%
Social Security	1,475,000	-	1,475,000	-	227,863	227,863	1,475,000	-	100%
Defined Benefit	578,000	-	578,000	-	582,365	582,365	582,365	(4,365)	101%
Defined Contribution	175,000	-	175,000	-	35,413	35,413	175,000	-	100%
Group Insurances	9,950,560	200,000	10,150,560	-	2,153,882	2,153,882	10,150,560	-	100%
Unemployment	45,000	-	45,000	-	(3,105)	(3,105)	45,000	-	100%
Guardian Life Insurance	91,000	-	91,000	-	16,483	16,483	91,000	-	100%
Flexible Spending Plan	1,900	-	1,900	-	643	643	1,900	-	100%
Custodial Lunches/Attire	10,000	-	10,000	2,072	2,928	5,000	10,000	-	100%
Other Employee Benefits	90,000	-	90,000	5,000	43,547	48,547	90,000	-	100%
Severance Pay	45,000	-	45,000	-	-	-	45,000	-	100%
Comprehen. Business Pol.	375,192	(16,343)	358,849	-	331,531	331,531	331,531	27,318	92%
Umbrella Liability	34,214	10,800	45,014	-	45,014	45,014	45,014	-	100%
Insurance - Errors &	24,776	5,543	30,319	-	30,319	30,319	30,319	-	100%
Workers Compensation	215,000	-	215,000	-	30,126	30,126	215,000	-	100%
Water	51,895	-	51,895	43,596	8,299	51,895	51,895	-	100%
Sewer Use Charge	37,034	-	37,034	-	33,945	33,945	37,034	-	100%
Electricity	911,667	-	911,667	883,868	27,800	911,667	911,667	-	100%
Telephone	208,800	-	208,800	91,159	35,758	126,917	208,800	-	100%
Building Fuel Natural Gas	314,500	-	314,500	265,871	48,629	314,500	314,500	-	100%
Mileage Reimbursement	12,238	-	12,238	62	3,516	3,578	12,238	-	100%
Conferences/Seminars	185,531	-	185,531	57,499	3,796	61,294	75,000	110,531	40%
Subscriptions & Pubs	12,895	(200)	12,695	-	-	-	9,000	3,695	71%

**Wilton Public Schools**  
**Fiscal Year 2020-2021**  
**Budget Projection Sept 30, 2020**

Account Description	Adopted Budget	Budget Amend	Amended Budget	YTD Encumb	YTD Actuals	YTD Transactions	YTD Forecast	Budget Variance	% Exp'd
<b>District Totals</b>									
Operating/General	635,634	2,230	637,864	97,489	85,083	182,572	587,256	50,608	92%
Cleaning Supplies	122,000	-	122,000	94,293	20,985	115,278	122,000	-	100%
Maintenance Supplies	8,000	-	8,000	-	-	-	8,000	-	100%
Bldg Maintenance Supp	56,250	-	56,250	3,812	1,188	5,000	56,250	-	100%
Vehicle Fuel	223,264	-	223,264	194,377	5,623	200,000	200,000	23,264	90%
Digital Resources	364,453	-	364,453	28,919	215,839	244,758	364,453	-	100%
Test & Evaluation Supplies	51,306	-	51,306	11,836	402	12,238	51,306	-	100%
Equipment	116,141	1,661	117,802	292,390	95,834	388,224	266,224	(148,422)	226%
Textbooks & Workbooks	258,185	-	258,185	61,968	43,576	105,544	208,185	50,000	81%
Periodicals & Newspapers	19,284	-	19,284	4,126	-	4,126	19,284	-	100%
Professional Books &	11,050	-	11,050	-	4,497	4,497	11,050	-	100%
Rent - Building and Land	114,130	-	114,130	-	-	-	114,130	-	100%
Rental of Facilities	(18,250)	39,625	21,375	63,333	27,517	90,850	21,375	-	100%
Rent - Operating	13,500	-	13,500	9,959	3,320	13,279	13,500	-	100%
Refuse Disposal	99,000	-	99,000	80,000	-	80,000	80,000	19,000	81%
Employee Recruitment	6,180	(3,150)	3,030	-	627	627	3,030	-	100%
Legal Expenses	275,000	-	275,000	275,000	-	275,000	275,000	-	100%
Pre-K Tuition	(250,000)	-	(250,000)	-	(63,162)	(63,162)	(120,000)	(130,000)	48%
Tuition - Public	(1,000)	60,665	59,665	30,333	(6,978)	23,355	59,665	-	100%
Tuition - Private	2,850,000	(200,000)	2,650,000	2,335,701	718,170	3,053,871	2,650,000	-	100%
Staff Travel	7,765	-	7,765	-	-	-	-	7,765	0%
Field & Athletic Trips	175,951	-	175,951	-	-	-	65,951	110,000	37%
Assemblies & Graduation	17,350	-	17,350	3,986	679	4,665	17,350	-	100%
Entrance Fees	7,900	-	7,900	-	-	-	7,900	-	100%
Participation Fee	(165,250)	-	(165,250)	-	(38,416)	(38,416)	(45,000)	(120,250)	27%
Parent Activities	7,100	-	7,100	-	-	-	-	7,100	0%
Maintenance - Grounds	23,500	-	23,500	957	13,883	14,840	23,500	-	100%
Building Repairs	179,000	-	179,000	48,849	37,138	85,987	179,000	-	100%
Boiler & Air Cond Repair	19,000	-	19,000	12,319	-	12,319	19,000	-	100%
Maint Agreements -	63,200	-	63,200	54,000	-	54,000	63,200	-	100%

**Wilton Public Schools  
Fiscal Year 2020-2021  
Budget Projection Sept 30, 2020**

<b>Account Description</b>	<b>Adopted Budget</b>	<b>Budget Amend</b>	<b>Amended Budget</b>	<b>YTD Encumb</b>	<b>YTD Actuals</b>	<b>YTD Transactions</b>	<b>YTD Forecast</b>	<b>Budget Variance</b>	<b>% Exp'd</b>
<b>District Totals</b>									
Equipment Repair &	141,761	100	141,861	18,221	24,102	42,324	91,861	50,000	65%
Vehicles- Repair/Maint	16,000	-	16,000	35	-	35	16,000	-	100%
Dues And Memberships	108,856	209	109,065	8,091	56,851	64,942	80,942	28,123	74%
Printing, Binding &	26,975	-	26,975	98	681	780	26,975	-	100%
Contractual Services	3,719,570	(4,000)	3,715,570	2,044,664	874,499	2,919,163	3,715,570	-	100%
Transportation Services	442,229	59,598	501,827	478,947	-	478,947	501,827	-	100%
Transportation Services -	3,597,458	-	3,597,458	3,436,063	8,741	3,444,803	3,597,458	-	100%
Transportation - Magnet	32,900	-	32,900	32,900	-	32,900	32,900	-	100%
Transportation - Private	18,717	-	18,717	18,717	-	18,717	18,717	-	100%
Contractual Services -	18,600	-	18,600	-	-	-	9,600	9,000	52%
Contractual Services -	90,445	-	90,445	-	-	-	45,445	45,000	50%
Medicaid Program	(45,000)	-	(45,000)	-	(13,439)	(13,439)	(45,000)	-	100%
Education Assistance	110,000	-	110,000	750	40,146	40,896	110,000	-	100%
OPEB	124,314	-	124,314	-	-	-	124,314	-	100%
E-Rate Projects	41,320	-	41,320	809	360	1,169	41,320	-	100%
Technology Plan/Lease	583,990	-	583,990	-	140,934	140,934	583,990	-	100%
Library Books & Catalogs	68,059	-	68,059	10,826	464	11,290	68,059	-	100%
<b>District Totals</b>	<b>82,344,563</b>	<b>-</b>	<b>82,344,563</b>	<b>11,102,896</b>	<b>13,620,514</b>	<b>24,723,409</b>	<b>82,797,076</b>	<b>(452,513)</b>	<b>101%</b>