

OFFICE OF THE  
FIRST SELECTMAN

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Lynne A. Vanderslice  
*First Selectman*

David K. Clune  
*Second Selectman*

Lori A. Bufano  
*Selectman*

Joshua S. Cole  
*Selectman*

Deborah A. McFadden  
*Selectman*

TOWN HALL  
238 Danbury Road  
Wilton, CT 06897

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TOWN OF WILTON

2019 FEB 27 A 8:54

BY: *[Signature]*

**BOARD OF SELECTMEN  
REGULAR MEETING  
Tuesday February 19, 2019  
Meeting Room B, Town Hall**

- PRESENT:** First Selectman Lynne Vanderslice, David Clune, Lori Bufano, Joshua Cole, Deborah McFadden
- GUESTS:** Chief Ron Kanterman and members of the Fire Department and Fire Commission, Elaine Tai-Lauria, Kim Healy and members of the Wilton Library Association, CFO 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 7:45 p.m.
- B. Executive Session  
Ms. Vanderslice asked for a motion to go into Executive Session to interview Matthew Bezanson regarding his interest in serving on the WPD/Town Hall Building Committee. Motion moved by Ms. Bufano, seconded by Mr. Cole and unanimously carried.
- Out of Executive Session at 8:02 p.m.
- C. Consent Agenda  
Motion made by Ms. McFadden, seconded by Mr. Clune and carried 5-0 to approve the Consent Agenda as follows:
- Minutes
- Board of Selectmen Regular Meeting – February 4, 2019
  - Board of Selectmen Special Meeting – February 9, 2019
- Refunds
- As per Tax Collector's Memo dated February 14, 2019
- D. Public Comment  
None

**E. Discussion and/or Action**

Ms. Vanderslice gave a review of the BoS budget and commented on things she's learned that may impact taxpayers. She noted will go in to more detail during General Budget Discussion.

**1. Fire Department Budget Request**

Chief Ron Kanterman reviewed the FY20 Fire Department budget requests.

**2. Wilton Library Association Budget Request & 2<sup>nd</sup> Qtr Review**

Elaine Tai-Lauria and Kim Healy of the Wilton Library Association gave an update of the WLA's 2<sup>nd</sup> Quarter (see attached) as well as an overview of their budget request, which represents a 1.8% increase.

**3. General Budget Discussion**

Ms. Vanderslice began the General Budget Discussion. As the snow storm on February 12<sup>th</sup> caused the cancellation of that evenings' budget discussion, she suggested changing the additional BoS from February 26, 2019 to a Special BoS Meeting for February 28, 2019. All board members were in agreement to moving the meeting to February 28, 2019 at 8:00pm. She then began the General Budget Discussion and outlined items from the state that would impact the budget and reviewed the revaluation.

**4. Board of Assessment Appeals - Alternate**

Ms. Vanderslice reviewed the Board of Assessment Appeals Alternate position and noted that would bring candidates to the February 28, 2019 Special meeting. She reviewed with the board the option of having candidates interviewed and recommend by the Chair of the BAA without having to be interviewed by the BoS. All board members in agreement with having candidates recommend by the Chair of the BAA for appointment.

**5. Appointments**

Motion made by Ms. McFadden to appointed Matthew Bezanson as additional member on the WPD/Town Hall Building Committee. Motion seconded by Ms. Bufano and carried 5-0.

**F. Selectmen's Reports**

**1. First Selectman**

- Ms. Vanderslice reminded all that the Aquarion Informational Meeting is February 26, 2019 6:30pm at the Wilton Library Brubeck Room
- Ms. Vanderslice noted that she attended the P&Z Public Hearing on the Ambler Farm application and hat there was neighbor objection.
- Ms. Vanderslice noted that Congressman Jim Himes paid a visit to her today and they had a good conversation on a few items.

**2. Selectmen**

Ms. McFadden

Ms. McFadden asked for an update on the NRVT Lease with DOT. Ms. Vanderslice gave an update.

Mr. Cole

None

Mr. Clune

Mr. Clune noted the Wilton Library Association, Trackside and other organizations do provide a value to the Town and commended them for all the programs and services they provide. Ms. Vanderslice reiterated Mr. Clune's thoughts and encouraged the town to donate to these organizations and shop locally.

Ms. Bufano

None.

G. Public Comment

Alex Ruskewich commented on the Revaluation.

Ross Tartell of Washington Post commented on the candidate for BAA and the Wilton Library.

H. Adjournment

Having no further business, Ms. Vanderslice asked for a motion to adjourn. Motion made by Mr. Cole to adjourn meeting at 9:59 p.m. Motion was seconded by Mr. Clune and carried 5-0.

Next Meeting – Special Meeting February 28, 2019  
Regular Meeting March 4, 2019



Jacqueline Rochester  
Recording Secretary  
Taken from Video

DRAFT	12.03.18	PROFIT AND LOSS BUDGET FOR FISCAL YEAR 2019-2020											
		2014-15 ACTUAL	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2019-20 BUDGET	% Tot Revs	\$ CHANGE FY'19 vs 20	% CHANGE FY'19 vs 20			
OPERATING REVENUE													
Outside Income													
1.	State Grant	17,282	14,962	14,277	12,431	10,000	13,000	0.36%	3,000	30.00%			
2.	Copier & Printing	5,841	5,323	5,467	5,838	6,000	6,000	0.16%	0	0.00%			
3.	Facility/Video Rentals	35,281	33,184	33,873	36,170	40,000	38,000	1.04%	-2,000	-5.00%			
4.	Programs	29,573	17,542	6,754	13,479	20,000	14,000	0.38%	-6,000	-30.00%			
5.	Book Sales	96,237	90,821	94,002	109,596	99,000	113,000	3.09%	14,000	14.14%			
6.	Late Fees (Book and Video)	49,583	44,099	40,159	36,291	40,000	36,000	0.98%	-4,000	-10.00%			
7.	Investment Sources	10,686	10,830	11,504	11,035	12,000	12,000	0.33%	0	0.00%			
8.	Miscellaneous	16,829	17,512	16,268	16,353	20,000	18,000	0.49%	-2,000	-10.00%			
9.	Goslee Rent	12,600	12,600	13,235	13,463	13,866	14,200	0.39%	334	2.41%			
Total Outside REVENUE		273,912	246,873	235,539	254,656	260,866	264,200	7.22%	3,334	1.28%			
Town Income													
10.	Town Operating Grant	2,597,856	2,692,972	2,738,453	2,752,453	2,752,453	2,802,105	76.57%	49,652	1.80%			
TOTAL OPERATING REVENUE		2,871,768	2,939,845	2,973,992	3,007,109	3,013,319	3,066,305	83.79%	52,986	1.76%			
OPERATING EXPENSES													
Salaries, Etc.													
11.	Salaries	1,728,526	1,802,196	1,777,608	1,808,844	1,832,435	1,826,000	49.90%	-6,435	-0.35%			
12.	Medical Benefits	377,397	388,635	394,337	443,509	447,433	473,200	12.93%	25,767	5.76%			
13.	Pension Benefits	135,951	151,028	104,543	116,536	126,000	117,000	3.20%	-9,000	-7.14%			
14.	FICA, CT Unemploy., ADP	148,893	153,140	155,054	155,930	161,282	160,905	4.40%	-377	-0.23%			
	Total	2,390,767	2,494,999	2,431,542	2,524,819	2,567,150	2,577,105	70.43%	9,955	0.39%			
Administration													
15.	Insurance	33,993	35,386	35,515	35,168	36,000	30,000	0.82%	-6,000	-16.67%			
16.	Audit	17,500	17,800	18,250	19,000	19,250	19,500	0.53%	250	1.30%			
17.	Office Supplies	26,245	21,508	22,924	20,431	21,000	22,000	0.60%	1,000	4.76%			
18.	Postage	5,731	6,896	6,642	5,643	6,500	6,500	0.18%	0	0.00%			
19.	Professional Development	7,250	8,070	8,633	8,307	6,500	9,000	0.25%	2,500	38.46%			
20.	Association Memberships	4,031	4,415	4,238	3,654	4,500	4,000	0.11%	-500	-11.11%			
21.	Miscellaneous	11,134	11,122	10,437	9,589	11,000	10,500	0.29%	-500	-4.55%			
	Total	105,884	105,197	106,639	101,792	104,750	101,500	2.77%	-3,250	-3.10%			
Building													
22.	Utilities	145,177	154,128	176,998	155,182	170,000	149,000	4.07%	-21,000	-12.35%			
23.	PPE Maintenance/Repair	50,196	34,724	55,456	43,886	40,000	61,000	1.67%	21,000	52.50%			
24.	Maintenance Supplies	16,058	14,160	19,307	16,311	16,000	16,000	0.44%	0	0.00%			
	Total	211,431	203,012	251,761	215,379	226,000	226,000	6.18%	0	0.00%			
Public Service													
25.	Technology	50,000	49,946	50,514	45,512	40,000	40,000	1.09%	0	0.00%			
26.	Systems Maintenance	54,614	50,063	48,347	47,635	50,770	53,000	1.45%	2,230	4.39%			
27.	Telecommunications Maint.	6,736	7,407	5,327	4,579	7,700	7,700	0.21%	0	0.00%			
28.	Collection Processing Supplies	16,770	18,689	16,226	15,181	17,000	16,000	0.44%	-1,000	-5.88%			
29.	Copiers	23,353	24,936	25,323	25,260	25,000	25,000	0.68%	0	0.00%			
30.	Programs	32,209	23,006	9,744	18,230	20,000	14,000	0.38%	-6,000	-30.00%			
31.	Newspaper Subscriptions	3,735	3,435	2,970	3,792	3,500	3,500	0.10%	0	0.00%			
	Total	187,417	177,482	158,451	160,189	163,970	159,200	4.35%	-4,770	-2.91%			
Library Development													
32.	Book Sale	2,934	1,962	2,289	2,909	2,000	2,500	0.07%	500	25.00%			
	Total	2,934	1,962	2,289	2,909	2,000	2,500	0.07%	500	25.00%			
TOTAL OPERATING EXPENSES		2,898,433	2,982,652	2,950,682	3,005,088	3,063,870	3,066,305	83.79%	2,435	0.08%			
Surplus ( Deficit)		-26,665	-42,807	23,310	2,021	-50,551	0						



DRAFT	12.03.18	WILTON LIBRARY ASSOCIATION								
		RESTRICTED AND DESIGNATED FUNDS BUDGET FOR FISCAL YEAR 2019-2020								
			2014-15 ACTUAL	2015-16 ACTUAL	2016-17 ACTUAL	2017-18 ACTUAL	2018-19 BUDGET	2019-20 BUDGET	\$ CHANGE FY'19 vs 20	% CHANGE FY'19 vs 20
		RESTRICTED AND DESIGNATED FUNDS REVENUE								
		1. Annual Appeal	223,725	205,584	224,555	239,999	233,000	243,000	10,000	4.29%
		2. Other Donations	120,483	111,364	99,644	141,925	170,000	170,000	0	0.00%
		3. Fund Raising Events	132,421	180,462	167,270	176,380	190,000	180,000	-10,000	-5.26%
		TOTAL RESTRICTED AND DESIGNATED FUNDS REVENUE	476,629	497,410	491,469	558,304	593,000	593,000	0	0.00%
		RESTRICTED AND DESIGNATED FUNDS EXPENDITURES								
		4. Collection Materials (from line 1)	274,395	205,929	189,514	192,362	210,000	210,000	0	0.00%
		5. Collection Materials from funds (from line 2)	35,658	35,692	43,069	41,707	45,000	45,000	0	0.00%
		6. Programs/Technology/Art, etc. from funds (from line 2)	166,349	129,792	86,924	64,906	137,000	132,000	-5,000	-3.65%
		7. Fund Raising Events (from line 3)	48,773	48,815	41,012	50,048	49,000	52,000	3,000	6.12%
		8. Annual Appeal Expense	18,091	20,196	17,762	18,438	22,000	22,000	0	0.00%
		9. Development Expense	0	0	59,000	62,000	65,000	67,000	2,000	3.08%
		10. Technology-special projects	48,572	101,128	41,864	53,291	50,000	50,000	0	0.00%
		11. Maintenance Reserve	0	0	0	12,685	15,000	15,000	0	0.00%
		TOTAL RESTRICTED AND DESIGNATED FUNDS EXPENDITURES	591,838	541,552	479,145	495,437	593,000	593,000	0	0.00%
		Surplus ( Deficit )	-115,209	-44,142	12,324	62,867	0	0	0	
		Long Term Restricted Funds Received	5,000	15,000	20,000	24,134				

**Wilton Library Association**  
**Monthly Financial Summary**  
**December 2018**

Monthly Financial Summary				Current	
December 2018		2018-2019		FY Forecast	
		2018-2019	FY Forecast	2018-2019	Var to Budget
	Category	YTD	Curr Month	Budget	\$ %
REVENUE					
Town Grant	Operating	1,377,388	2,752,453	2,752,453	- 0.0%
Other Revenue	Operating	118,633	258,866	260,866	(2,000) -0.8%
TOTAL OPERATING REVS		1,496,022	3,011,319	3,013,319	(2,000)
Fundraising	Restricted	254,692	593,000	593,000	- 0.0%
TOTAL REVENUE		1,750,714	3,604,319	3,606,319	(2,000) -0.1%
EXPENSES					
Salaries & Benefits	Operating	1,133,528	2,567,150	2,567,150	- 0.0%
Building Utilities & Maint	Operating	105,595	226,000	226,000	- 0.0%
Technology & Supplies	Operating	71,870	163,970	163,970	- 0.0%
Insurance, Audit & Other	Operating	59,627	98,750	106,750	8,000 -7.5%
TOTAL OPERATING EXP		1,370,621	3,055,870	3,063,870	8,000 -0.3%
Library Content & Programs	Restricted	151,676	392,000	392,000	- 0.0%
Development & Fundraising	Restricted	80,121	136,000	136,000	- 0.0%
Other	Restricted	-	65,000	65,000	- 0.0%
TOTAL RESTRICTED EXP		231,797	593,000	593,000	- 0.0%
TOTAL EXPENSES		1,602,418	3,648,870	3,656,870	8,000 -0.2%
Surplus ( Deficit)		148,296	(44,551)	(50,551)	6,000 -11.9%