

OFFICE OF THE
FIRST SELECTMAN

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

Email to: lynne.vanderslice@wiltonct.org



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

**BOARD OF SELECTMEN
REGULAR MEETING
Monday May 20, 2019
Meeting Room B, Town Hall**

PRESENT: First Selectman Lynne Vanderslice (via video phone), David Clune, Lori Bufano, Joshua Cole, Deborah McFadden

GUESTS: Chris Burney, Anne Kelly-Lenz

OTHERS: Members of the Press and Members of the Public

A. Call to Order

Mr. Clune called the meeting to order at 8:00 p.m.

B. Public Comment

None

C. Consent Agenda

Motion made by Ms. McFadden, seconded by Mr. Cole and carried 5-0 to approve the Consent Agenda as follows amending the May 6, 2019 Meeting Minutes to add under Selectmen Reports Lori Bufano with No Report and the Adjourned vote corrected from 4-0 to 5-0:

Minutes

- Board of Selectmen Regular Meeting – April 15, 2019

Refunds

- As per Tax Collector's Memo dated May 17, 2019

Ms. Vanderslice made a motion to add as the first item to the agenda – Discussion of Contract for the High School Roof Replacement. Motion seconded by Mr. Clune and carried 5-0.

D. Discussion and/or Action

1. Discussion of Contract for the High School Roof Replacement – Chris Burney
Mr. Burney reviewed the Contract for the High School Roof Replacement. He noted he used the same bid process through a cooperative agreement engaging the vendor, Garland Roofing Supplies. Same as for the Town Hall roof. The lower

of the bids was approximately \$480,000 and is being recommended for the work. Town Counsel reviewed the contract. After further review and discussion, motion moved by Ms. McFadden to approve the Contract for the High School Roof Replacement. Motion seconded by Ms. Bufano and carried 5-0.

2. Road Paving Contract – Chris Burney

Mr. Burney reviewed the Road Paving Contract with the same paving contractor as last year. The contract price is less than the State bid price. Town Counsel reviewed the contract, which is the same as last year's. After review and discussion, a motion was made by Ms. McFadden to approve the Road Paving Contract. Motion seconded by Ms. Bufano and carried 5-0

3. Street Scan Contract – Chris Burney

Mr. Burney reviewed the Street Scan Contract. Street Scan will measure all town roads and provide details on road conditions. This will allow us to prioritize repaving based on road conditions. Town Counsel reviewed the contract. He noted that there is a onetime cost of \$37,075 for the first year (includes software license, 24/7 online/voice support) and then \$80 weekly for maintenance. After review and discussion, a motion was made by Mr. Cole to approve the Street Scan Contract. Motion seconded by Mr. Clune and carried 5-0.

4. Cannon Road Repair Work – Chris Burney

Mr. Burney reported that once the water level receded, we discovered a blocked 15-inch pipe that the Town did not know previously existed. It is not on the town records. The town opened up 15% of the pipe and water is no longer backing up. We will be hiring a vendor to open up the balance of the pipe. It appears that the blocked pipe was the source of the problem experienced over the winter.

5. Musket Ridge Bridge (State-Local) Grant Application – Chris Burney

Mr. Burney reviewed the Musket Ridge Bridge (State-Local) Grant Application. He noted that he is looking for approval from the Board to move forward with the Grant Application for repair to the Musket Ridge Bridge. After review and discussion, a motion was moved by Ms. McFadden to move forward with the Musket Ridge Bridge (State-Local) Grant Application. Motion seconded by Mr. Clune and carried 5-0.

Mr. Burney noted to the Board that DOT will be installing a water main to serve the Wilton Train Station. Work is to start on May 29, 2019 and finish on July 25, 2019. He noted that 48 spaces at the Train Station will be unavailable for that period of time in the main parking lot.

He also noted DOT will be closing Interstate 95 at exit 9 from the evening of May 31, 2019 to June 3, 2019 and the evening of June 7, 2019 to June 10, 2019. All traffic will be detoured off on a single lane from 9:00pm on Friday to 5:00am Monday morning.

6. FY2020 Blum Shapiro Contract – Anne Kelly-Lenz

Ms. Kelly-Lenz reviewed the FY2020 Blum Shapiro Contract. She reviewed the letter that is to be presented to the Board of Finance at their meeting to request that the town continue with Blum Shapiro (as they are working on a number of projects for the town) for another two years before going out to bid again. She

requested approval for the First Selectwoman to sign the contract extension, subject to BOF approval. Motion made by Ms. Bufano to approve the First Selectwoman to sign the Blum Shapiro Extension Agreement, subject to BOF approval. Motion seconded by Mr. Clune and carried 5-0.

7. Board of Assessment Appeal Results – Anne Kelly-Lenz
Ms. Kelly-Lenz reviewed the attached memo regarding the Board of Assessment Appeal Results.
8. Financial Report – Anne Kelly-Lenz
Ms. Kelly-Lenz reviewed the attachment FY2019 financial reporting as of April 2019.
9. FY2020 Budget/Annual Town Meeting Wrap-Up
Ms. Vanderslice thanked the Registrars and all that worked at the polls and the Annual Town Meeting (ATM). She thanked Dave Waters for acting as Moderator for the ATM. She noted that all went well at the meeting.
10. Ten-Year Bonding Plan
Ms. Vanderslice reviewed the attached memo sent to BoF Chair Jeff Rutishauser regarding developing a ten-year bonding plan.

E. Selectmen's Reports

1. First Selectman

Ms. Vanderslice reviewed Senior Tax Relief and the Gold Star Tax Relief

Ms. Vanderslice noted rather than having Lunches with Lynne at Town Hall next month, she will host Walk with Lynne to take place from Merwin Meadows to Horseshoe Pond on June 4, 2018 at 12:00 with a stop at the Chess Park. Those interested can join her on the walk if they would like to talk during that time.

Ms. Vanderslice reviewed a Proposal for a town wide celebration of the 100th anniversary of the 19th amendment. The Board members supported the idea.

2. Selectmen

Ms. McFadden

Ms. McFadden noted there are a number of opportunities going on throughout town and encourage all to participate (Upcoming Anniversary of the Grange, Memorial Day Parade, Pancake Breakfast and ceremony at the cemetery). She noted that there will be a Real Estate presentation taking place at the BoF meeting on May 21, 2019 and encouraged attendance or to watch the broadcast.

Mr. Cole

Mr. Cole noted that he is looking forward to the Memorial Day activities.

Mr. Clune

Mr. Cole thanked Parks and Recreation for their efforts in decorating the town. Town looks wonderful. Noted that there will be free hot dogs at Merwin meadows after the Memorial Day Parade

Ms. Bufano

Ms. Bufano noted that she is digesting the POCD draft and that it is very good.

Ms. Vanderslice then noted that the POCD draft will be discussed at the June 3, 2019 BoS meeting.

F. Public Comment

Tina Gardner representing the League of Women Voters spoke regarding the 100th Anniversary of the 19th Amendment and interest in participating in any celebration and activities.

G. Adjournment

Having no further business, Mr. Clune asked for a motion to adjourn. Motion made by Ms. Fadden adjourn meeting at 9:05pm. Motion was seconded by Ms. Bufano and carried 5-0.



Jacqueline Rochester
Recording Secretary
Taken from Video

Office of the Assessor
(203) 563-0121
Fax (203) 563-0293



Town Hall
238 Danbury Road
Wilton, Connecticut 06897

May 13, 2019

Lynne Vanderslice
First Selectwoman
Wilton Town Hall
238 Danbury Rd
Wilton, CT 06897

RE: October 1, 2018 Grand List Totals – After the Board of Assessment Appeals

Dear Mrs. Vanderslice,

I would like to inform you that the members of the Board of Assessment Appeals have completed their duties and the necessary changes have been processed. The Board received a total of 188 assessment appeal applications for the 2018 Grand List. The applications received were for the following property types:

<u>Appeal Type</u>	<u># of Applications</u>
Business Personal Property:	7
Residential Real Estate:	144
Commercial Real Estate:	37
Supplemental Motor Vehicles:	0
Total Appeal Applications Received:	188

The October 1, 2018 Grand List Totals have been adjusted as follows:

2018 Grand List (Before the BAA)				
	# of Accts	Gross Assessment	Exemptions	Net Assessment
Real Estate Totals	6,989	4,246,270,450	406,999,680	3,839,270,770
Personal Property	1,250	307,140,880	97,622,130	209,518,750
Motor Vehicle	16,098	204,359,020	1,413,980	202,945,040
Grand Totals	24,337	4,757,770,350	506,035,790	4,251,734,560

2018 Grand List (After the BAA)						
	# of Accts	Gross Assessment	Exemptions	Net Assessment	Amount of Change	% of Change
Real Estate Totals	6,989	4,240,423,266	406,999,680	3,833,423,586	-5,847,184	-0.15%
Personal Property	1,250	307,137,340	97,622,130	209,515,210	-3,540	0.00%
Motor Vehicle	16,098	204,359,020	1,413,980	202,945,040	0	0.00%
Grand Totals	24,337	4,751,919,626	506,035,790	4,245,883,836	-5,850,724	-0.14%

As you may be aware the motor vehicle grand list changes more frequently due to vehicles being disposed of and taxpayers moving from one jurisdiction to another. This office has been processing corrections for vehicles in which the taxpayer has already supplied the required documentation. We have been able to process roughly sixty to seventy percent of the paperwork we have received. The current motor vehicle grand list totals as of May 13, 2019 are as follows:

Motor Vehicle	# of Accts	Gross Assessment	Exemptions	Net Assessment
(As of 5/13/19)	16,129	200,057,673	1,413,980	200,643,693

Please do not hesitate to contact me with any questions.

Thank you



Sarah C. Scacco
Assessor, CCMAII

CC: Anne Kelly-Lenz, Chief Financial Officer;
Jeffrey Rutishauser, Chairman of the Board of Finance

FINANCE DEPARTMENT

Tel (203) 563-0114

Fax (203) 563-0299



TOWN HALL
238 Danbury Road
Wilton, Connecticut 06897

May 20, 2019

To: Board of Selectmen

From: Anne Kelly Lenz 

Re: FY 2019 Financial Reporting April 2019

Below I have listed the key items of the FY 2019 forecast versus the budget.

FY 2019 revenues are currently forecasted \$1,471,424 higher than the budget, mainly due to:

- Education – up \$550,275 due to State ESC funds that were received to true up the Excess Cost from FY 18 and receiving ESC fund not budgeted.
- Interest on cash reserves earning higher than expected.
- A delinquent tax case was resolved and all taxes paid.

FY 2019 expenses are currently forecasted \$1,402,715 lower than budget, mainly due to:

- Favorability of \$133,779 currently in the BOS budget due to open positions (10) in various departments - all but 1 have been filled at this point.
- Charter Authority – savings of \$1,263,003 as the Town is forecasting it to be unused at this time.

To: Jeff Rutishauser

From: Lynne Vanderslice

Date: May 17, 2019

RE: Debt

Dear Jeff,

As discussed at our Tri-Board meeting, our outstanding debt and debt service will grow as we address long neglected municipal infrastructure requirements. See attached schedule. Those requirements will need to be assessed in terms of affordability. As such I propose that the Board of Selectmen and the Board of Finance work collaboratively to develop a 10-year capital plan, with input from the Board of Education.

I will be discussing this concept with the Board of Selectmen at our meeting on Monday and hope you will do the same at your meeting on Tuesday.

On the town side, the Board of Selectmen is currently working to identify costs and options for some of the key components of the plan:

- **Roads:** We are in year 2 of a 5-year road restoration program. Before that bonded program ends in FY2022, we will need to determine how we expect to fund an ongoing repaving program, so that we do not find ourselves in this situation again. We are engaging a contractor to scan all roads to determine their condition. This will allow us to 1-identify the priority of the roads to be restored through FY2022 and 2-assist us with preparing a repaving schedule for the balance of the roads and thus develop the annual need cost going forward.
- **Town Campus Buildings:** The committee assigned to study and develop proposals for these buildings should have a sense of options and costs by the end of the summer. At the same time, the BOS will need to provide them with what we can afford.
- **Bridges:** The town owns 29 bridges. As previously discussed, two of those bridges are in poor condition and are located on a road with only one access point. We are applying for a grant to fund more than 20% of the cost of the bridges, but those monies are not guaranteed. We will be engaging a contractor to further evaluate all our bridges to understand the time table and cost of any additional required repairs or replacements.
- **Public Safety Communications:** Our communications systems for Police, Fire and EMS will soon no longer be supported. We are in the process of discussions and analysis with our current vendor and the State, which makes their State Police communications available to the municipalities. Initial estimates are a cost of up to \$2 million. We have more work to do, but as this involves replacement of dispatching equipment, the timing should coincide with the police station work, so as not to duplicate costs.

Outstanding Debt-Based on ATM approvals and current plan					
	2019	2020	2021	2022	2023
opening debt	84,245,130	79,610,043	77,583,150	82,415,920	85,352,537
repay	(8,235,087)	(7,675,043)	(6,827,315)	(7,663,324)	(8,068,618)
new principal	3,600,000	5,648,150	11,660,085	10,599,940	4,313,900
closing debt	79,610,043	77,583,150	82,415,920	85,352,537	81,597,819