

OFFICE OF THE
FIRST SELECTMAN

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TOWN HALL
238 Danbury Road
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To: Board of Selectmen

From: Lynne Vanderslice

Date: September 18, 2023

RE: September 19th Agenda

The following is additional information for tomorrow's agenda items

- ***FY2023 Preliminary Financial Results.*** Dawn will present the FY2023 actual results subject to audit. BOS operating expenses are approximately \$423,000 favorable to budget. This includes a \$170,000 overage in the Transfer Subsidy to fund the FY2023 operating deficit and the FY2022 fund balance deficit. Since the subsidy is to a fund outside of the general fund, we will be asking for an approval of the budget transfer from various accounts with favorability to the transfer subsidy line item.

We recommend the final FY2023 net operating expense savings, which at this time are approximately \$423,000, be transferred to the Infrastructure Improvement Fund.

Later in the meeting, we will recommend \$40,000 of those monies be used to supplement the ARPA funds previously designated for the municipal building needs assessment and the Schenck's Island parking lot and possibly provide additional funds for the Police Headquarters project.

- ***Traffic and Car Theft Issues.*** Deputy Chief Cipolla will discuss recent traffic hotspots and the spike in car thefts and thefts from cars which began in August.
- ***Approval of Proposed Contract NRVT Wil-Walk Extension.*** A previously discussed grant was awarded for the section covered by the contract.
- ***Possible Change to the Agreement with WARF for the Sale of Banners at Wilton Stadium and Lilly Field.*** With the defeat of the proposed turf field and the uncertainty of the future of turf fields, question as to whether the proceeds from the sale of banners should continue to be put in a fund for turf fields or instead be used for more immediate recreational repairs and improvements.
- ***Projects to be Completed by November 30th vs Carried Over to the New Board of Selectmen.*** Below is a list of projects/tasks in process and expected to be completed by November 30th and those that will carry over to the new BOS.

See you at the meeting.

In -process Projects/Tasks Expected to be Completed by November 30th

- Selection of Police HQ Contractor
- Immediate Actions to Address Police Shortage
- Complete Allocation of ARPA Funds
- Complete of Schenck's Island Parking lot
- Complete of AFSCME Contract Negotiations
- Resolution of Single Remaining Residential Blighted Property in Foreclosure
- Vote on Proposed Ordinance for Property Tax Relief for Vehicles for Certain Individuals with Disabilities
- Decision on Revision to Banner Sales Policy and Updated MOU with WARF
- Identify Procedures for Commercial Blighted Enforcement Under the New Statute Adopted in the Most Recent Legislative Session
- Implement OnBoard Board/Commission Management Software implementation
- Document Scanning-Final internal changes for land use
- Appoint Officers as of Dec 1
- Clean Out Prior First Selectmen Files
- Officially Close Inactive Committees

In-Process Projects/Task to be Carried Over to New BOS

- Oct 1, 2023 Revaluation
- Transfer Station Onsite Payment System Implementation
- Online Permitting Software Implementation
- State close out of Miller Driscoll construction reimbursement
- Long-Term Solutions to Address Police Shortage
- Installation of Merwin Meadows Playground
- Possible approval and Execution of Lease with CT DOT for Allen's Meadow
 - Special Town Meeting-January
- Possible liquor ordinance change
 - Special Town Meeting-January
- School and municipal building master planning
 - School Report expected in November
- Cell Tower at Bus Barn
 - Second Siting Council Approval Process
 - Municipal approvals and construction
- Ambler Farm Lease or PPA
 - Yellow House Study Committee and Recommendation
- WVAC Request to Expand HQ on the Town Campus Property
- Construction of Police Headquarters
- Design and Installation of Schenck's Island Playground
- Appointed Commission/Committee Member Requirements:

- Town required cybersecurity training
- State required sexual harassment training
- Open discussion of requiring background checks
- Open discussion of each adopting Civility, Respect and Understanding Proclamation as of Dec 1
- Implementation of Munis Financial Software as of July 1
- Ongoing Litigation
- WestCOG
 - Shared Firing Range Project Team
 - NRVT Design and Engineering Project Team
 - Regional Value Capture Feasibility Study Advisory Team
- WPCA Ongoing System and Capacity Review