

**BOARD OF FINANCE  
REGULAR MEETING – SEPTEMBER 15, 2015  
MEETING ROOM B TOWN HALL**

**PRESENT:** Warren Serenbetz, Lynne Vanderslice, Richard Creeth, Al Alper, Jeff Rutishauser  
**ABSENT:** John Kalamarides

**Others Present:** Sandra Dennies, CFO; Kendra Baker, reporter for the Wilton Bulletin, and two members of the public

**Call to Order**

Chairman Warren Serenbetz called the meeting to order at 7:30 p.m.

**Approval of Minutes of the Regular Meeting August 18, 2015**

Richard Creeth first asked if there had been any update on the possibility of using .pdf's for the preservation and conservation of documents. Per Mr. Serenbetz, there had been no feedback yet. Mr. Creeth also suggested a change in wording for the FY15 Year End Status Report. On page two, second paragraph, first sentence - the wording has been changed to "The books are kept open until the end of August." Mr. Serenbetz asked for a motion to approve the minutes as amended; Lynne Vanderslice so moved, Richard Creeth seconded and the motion carried 5-0.

**FY15 Status Report - Update**

Ms. Dennies gave a brief update to the year-end report. Expenditures were about the same as reported last month. The sale of the fire truck and miscellaneous revenues of \$150,000 from the closeout of old FEMA grants were unbudgeted and pushed up the overall collection percentage. For the first time revenues from the provision of ALS services were collected through WVAC resulting in \$55,000 in revenue. There was one big change; that of the Special Education funds being received against a zero budget.

Ms. Dennies informed the Board that most Operating Departments did a great job of controlling spending throughout the year. The auditors will be here in October. In November a draft audit of the General Fund will be presented and in December the final audit for the BoF's review and approval.

Ms. Dennies explained two big overages: Human Resources ended the year with significant money left over, because not as much was needed for litigation and negotiations as budgeted, and Town Counsel was at 145.82% of their budget. Mr. Alper requested copies of Cohen & Wolf's breakout of FOIAR's be sent to all BoF members, saying by case number would suffice vs. detailed statements. Ms. Dennies will contact Cohen & Wolf to obtain.

Mr. Rutishauser asked if the positive variance in Information Systems meant we were behind, to which Ms. Dennies replied yes. She further clarified that this was mostly licenses needing renewal, GIS system enhancements. She explained that the IT Department is doing a stellar job with just one individual, who interfaces with the different systems of the various Town, Fire and Police Departments. She also told

the Board that one more individual has been recently hired into this Department, which will enhance the project flow.

Ms. Vanderslice asked for clarification as to what was actually spent on health claims. Ms. Dennies will print out an expense details sheet for Ms. Vanderslice. In response to Jeff Rutishauser's question about the size of the Medical Claims Reserve, Ms. Dennies said that the consultants recommended it be taken down from the \$4+ million to about \$3.3 million.

### **FY17 Operating Budget Guidance**

#### **BOE:**

Mr. Serenbetz started the conversation by recognizing the enrollment change factor data from last meeting, saying it drove about a 1% increase. Jeff Rutishauser said one of the issues is long-term planning and how to adjust the budget accordingly to projections of enrollment getting smaller over the next few years. Mr. Alper objected to Special Ed being broken out from Regular Ed saying the BoE needs to look at innovative ways to solve problems so as to keep budgets in check. Mr. Serenbetz stated he felt they were all in agreement with using the enrollment change factor approach, and asked for a motion to be made using 1.1% budget guidance. Ms. Vanderslice so moved. Mr. Creeth seconded. The motion was carried 4-1, with Mr. Alper voting no.

#### **BOS:**

Discussion revolved around favorable variances. Lynne Vanderslice felt that when budgeting 2017 it should not generate favorable variances; there are areas where excess funds could be redirected, as well as reduced. She stated that is what Charter Authority is for, if results come up unfavorable. Sandra Dennies pointed out that Mr. Brennan manages the budget to the bottom line and although some departments did not spend their entire budget, the surplus could be used to offset overages elsewhere.

After further discussion of guidance being in the range of 0.5 % - 0.75%, Richard Creeth requested that this discussion be continued at the next Regular Meeting on October 20, so the Board could further research data to support this percentage range. All Board members agreed to continue this discussion at that date.

### **Committee Reports**

Comstock Building Committee: Richard Creeth advised that the next meeting is scheduled for Monday 9/21 and that things are reasonably on track, even though Phase I will be slightly delayed. He reported they are still under budget and hope it stays so. He gave a brief explanation of the two phases in the project.

There were no other Committee Reports.

### **Other Business**

None.

**Public Participation**

Kim Becker of Timber Top Trail, Wilton came to the podium. She took exception to Mr. Alper's comments about people not voting. She stated she was not aware of how to go about obtaining an absentee ballot. Mr. Alper acknowledged her frustration, explained how the ballot is put together and how to attain an absentee ballot. Ms. Becker commented the absentee ballot procedure should be better explained to people and had nothing further to add.

Having no further business, Mr. Serenbetz stated that the meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Kris Fager  
(from video recording)