



WESTPORT

**TOWN OF WESTPORT**  
**BOARD OF FINANCE**  
**BOARD OF FINANCE PACKET**  
**APRIL 8, 2026**  
**07:30 PM**



TOWN OF WESTPORT

**BOARD OF FINANCE AGENDA**

APRIL 8, 2026  
07:30 PM

The Board of Finance will hold a Public Meeting on Wednesday, April 8, 2026 at 7:30 p.m. in the Auditorium of the Westport Town Hall for the following purposes: **SPECIAL NOTICE ABOUT PROCEDURES FOR THIS PUBLIC MEETING:** This meeting will be held **IN-PERSON IN THE AUDITORIUM OF THE WESTPORT TOWN HALL**. This meeting will be broadcast on Channel 79 **AND/OR** live streamed on the Town Website [westportct.gov](http://westportct.gov). (On the website, select "How Do I" heading, and select "Watch Town Meetings".) Meeting materials will be available at [westportct.gov](http://westportct.gov) along with the meeting notice posted on the Meeting List & Calendar page. Agenda to include but not be limited to the following items and is subject to revision(s).

1. **To approve the Board of Finance Minutes of the March 4, 2026 Regular Meeting and the March 9, 2026 and March 10, 2026 Special Budget Hearings.**

Attachment: [BOF Meeting Minutes 3-4-26 unapproved.pdf](#)

Attachment: [BOF Special Budget Hearing Minutes 3-9-26 unapproved.pdf](#)

Attachment: [BOF Special Budget Hearing Minutes 3-10-26 unapproved.pdf](#)

2. **Financial Report from the Finance Director. (Discussion Only)**
3. **The Board will consider any requests for restoration of sums removed from the Budget by the Board at its March 9, 2026 and March 10, 2026 Budget Hearings and take such action on it as the meeting may determine.**

The Board will approve the "BOF Recommended Budget for Fiscal Year 2026-2027" as follows:

- a. General Fund
- b. Wakeman Farm
- c. Railroad Parking Fund
- d. Sewer Fund

4. **Upon the request of the Fire Chief, to approve an appropriation in the amount of \$495,615 to the General Fund Account Funds for covering the costs related to hiring for five unanticipated openings.**

a.	10102220-513413	FLSA FF Open Position-FIR	\$360,625
b.	10102220-513410	FLSA Training Leave/Replace-FIR	\$5,092
c.	10102220-513409	FLSA Training Days-FIR	\$16,848
d.	10102220-585014	Training: General-FIR	\$47,402
e.	10102220-585015	Training: Supplies & Equip-FIR	\$56
f.	10102220-585001	Expenses: Department Physicals	\$3,522
g.	10102220-528402	Replacement/Dress-FIR	\$7,016
h.	10102220-575303	Fire Turnout Gear	\$55,054

Attachment: [FIRE - Approp Hiring of Five Openings - item 4.pdf](#)

5. **Upon the request of the Director of Parks & Recreation, to approve an appropriation in the amount of \$1,218,564 along with bond and note authorization to the Municipal Improvement Fund Account 30508810-500490 for the renovation of the Staples High School Tennis Courts. - WITHDRAWN**
6. **Upon the request of the Director of Public Works, to approve an appropriation in the amount of \$1,870,000 along with bond and note authorization to the Sewer Reserve Fund Account 32003330-500487-10146 for the design and construction for the**

**upgrades to Pump Station #10 and its Force Main. (Previously approved at the March 4, 2026 BOF meeting. Bond and Note authorization wording was missing on the previous item.)**



**Board of Finance**

Town Hall, 110 Myrtle Avenue  
Westport, CT 06880  
BOF@westportct.gov

**WESTPORT™**

**DRAFT NOTICE AND AGENDA OF BOARD OF FINANCE MEETING**

**NOTICE OF BOARD OF FINANCE PUBLIC MEETING**

The Board of Finance held a Public Meeting on **Wednesday, March 4, 2026 at 7:30 p.m. in the Auditorium of the Westport Town Hall** for the following purposes:

**Members Present: Danielle Dobin, Brian Gaines, Jeff Hammer, Allyson Stollenwerck, Elaine Whitney, Rich Hightower participated by phone until 8:05 p.m. and in person thereafter. Absent: Liz Heyer**

**AGENDA**

**Meeting Commencement: 7:36 p.m.**

1. Upon the request of the Board of Education, to approve the use of funds in the amount of \$695,000 from the Board of Education Carry Over Account for the Staples High School Mobile Duress System.  
*(It is anticipated that the Board of Finance will vote to go into Executive Session for such discussion)*

At 7:37 p.m., the Board voted to go into executive session for the purpose of discussion of a security matter.

**Motion to Approve; Dobin; Seconded by Hammer, 6-0-0**

At the invitation of the Board of Finance, the following individuals joined the Board in the executive session: First Selectman Kevin Christie (joined at 7:42 p.m.); Police Chief David Farrell; Deputy Police Chief Ryan Paulsson; Board of Education members Lee Goldstein, Dorie Hordon, Jill Dillon, and Abby Tolan; Westport Public Schools officials Thomas Scarice, Superintendent of Schools, Elio Longo, Chief Financial Officer, John Bayers, Assistant Superintendent of Human Resources and General Administration, Michael Rizzo, Assistant Superintendent of Pupil Personnel Services, and Natalie Carrignan, Director of Technology.

The executive session adjourned and the public session resumed at 8:19 p.m.

2. To approve the Board of Finance Minutes of the January 7, 2026 Regular Meeting.

**Motion to Approve: Stollenwerck, Seconded by Whitney, 6-0-0**

3. Financial Report from the Finance Director. (Discussion Only)
4. Board of Education 2nd quarter Fiscal Year 2026 Financial Report from the Chief Financial Officer. (Discussion Only)
5. Status Update from the Audit Manager. (Discussion Only)
6. First Selectman Kevin Christie will present the Town of Westport Budget for Fiscal Year 2026 -2027.

Danielle Dobin, Chair  
4/3/2026

March 2026 BOF Minutes

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7. Board of Education Superintendent Thomas Scarice and Board of Education Chair Lee Goldstein will present the Board of Education Operating and Capital Budget for Fiscal Year 2026 - 2027.

**At 10:41 p.m., Danielle Dobin moved to continue the meeting with all remaining agenda items, as it was after 10:30 p.m.**

**Motion to Approve: Dobin, Seconded by Hammer, 6-0-0**

8. Upon the request of the Director of Public Works, to approve an appropriation in the amount of \$1,870,000 to the Sewer Reserve Fund Account 32003330-500487-10146 for the design and construction for the upgrades to Pump Station #10 and its Force Main.

**Motion to Approve: Hammer, Seconded by Hightower, 6-0-0**

9. Upon the request of the Director of Public Works, to approve an appropriation in the amount of \$995,000 along with bond and note authorization to the Educational Facilities Improvement Fund Account 32506650-500488 for parking lot repaving, curbing and sidewalk improvements at Saugatuck Elementary School and Kings Highway Elementary School.

**Motion to Approve: Stollenwerck, Seconded by Whitney, 6-0-0**

10. Upon the request of the Director of Public Works, to approve an appropriation in the amount of \$495,000 along with bond and note authorization to the Municipal Improvement Fund Account 30503310-500489 for the construction of a mid-block crosswalk signal and associated sidewalk improvements of Wisteria Land and Easton Road.

**Motion to Approve: Hightower, Seconded by Hammer, 6-0-0**

11. Bylaws Update. (Discussion Only)

**Danielle Dobin moved to make the Board of Finance Bylaws an action item and to revise the Board of Finance Bylaws to provide for the election of officers on an annual basis.**

**Motion to Approve: Dobin, Seconded by Whitney, 6-0-0**

**Motion to Adjourn: Dobin, Seconded by Hightower, 6-0-0**

**Meeting Adjourned: 11:19pm**

**Meeting minutes respectfully submitted by Elaine Whitney.**

**DRAFT MINUTES OF BOARD OF FINANCE SPECIAL BUDGET HEARING**

Public Budget Hearing was held by the Board of Finance beginning at 7:30 PM MONDAY, MARCH 9, 2026 (Board of Education Budget Presented by Superintendent Thomas Scarice to review the 2025-26 Budget requests of the Board of Education.

The following is a summary of the Budget requests as presented to the Board of Finance.  
(A complete copy of the Budget is available online at [www.westportct.gov](http://www.westportct.gov) under the Finance Department)

**Minute Meetings for March 9, 2026 Budget Hearing**  
**Attendees:** Danielle Dobin, Brian Gaines, Jeff Hammer, Liz Heyer, Allyson Stollenwerck, Elaine Whitney. **Absent:** Rich Hightower.  
**Meeting Commenced at 7:38pm.**  
**Motion to Adjourn: Heyer; Dobin; 6-0-0.**  
**Meeting Adjourned at 8:57 p.m.**  
**Meeting minutes respectfully submitted by Vice-Chair, Liz Heyer.**

**TOWN OF WESTPORT REQUESTED BUDGET FOR THE 2026-27 FISCAL YEAR:**

GENERAL FUND:	2024-25 Actual	2025-26 Budget	2026-27 Requested	
Revenues				
Current Taxes	212,997,866	216,034,926	TBD	
Prior Taxes	1,238,577	2,250,000	1,775,000	
Education	1,376,365	1,283,765	1,337,740	
Parks & Recreation	7,194,232	7,364,166	7,786,755	
Other	16,391,274	16,391,301	15,829,200	
Transfers	521,615	538,486	521,600	
<b>Total Revenues:</b>	<b>239,719,929</b>	<b>243,862,644</b>	<b>27,250,295</b>	
Expenditures				
01 General Government	7,398,550	8,217,334	8,531,484	
02 Public Safety	27,384,810	27,969,721	28,567,135	
03 Public Works	13,151,271	14,160,779	14,614,891	
05 Human Services	1,636,162	1,767,655	1,808,290	
08 Parks & Recreation	8,293,496	9,010,277	9,811,907	
09 Pension,OPEB,Insurance & Misc.	19,731,771	20,752,048	20,558,844	
10 Debt Service	4,346,959	4,572,568	4,278,633	
11 Transfers to Other Funds	1,398,889	1,368,165	1,368,165	
<b>Town Totals:</b>	<b>83,341,909</b>	<b>87,818,547</b>	<b>89,539,349</b>	
Board of Education Expenditures				
650 Board of Education	143,031,505	150,371,920	157,863,623	<b>3/9/26: Motion to Approve: Whitney; Hammer; 6-0-0</b>
650 BOE Program Expenses	176,026	243,970	249,326	<b>3/9/26: Motion to Approve: Gaines; Stollenwerck; 6-0-0</b>
651 BOE Rental/Reimbursements	145,895	0	0	
652 Aid to Pvt/Parochial Schools	538,312	564,166	576,577	<b>3/9/26: Motion to Approve: Dobin; Heyer; 6-0-0</b>
654 BOE Debt Service	6,923,674	6,456,038	10,129,421	<b>3/9/26: Motion to Approve: Hammer; Gaines; 6-0-0</b>
656 Transfer to Capital Nonrecurring Fund	172,512	0	0	
<b>Total Education</b>	<b>150,987,924</b>	<b>157,636,094</b>	<b>168,818,947</b>	
04 Health	594,568	606,459	624,653	
07 Library	5,954,832	6,309,849	6,515,349	
907 Earthplace	105,000	105,000	105,000	
915 Westport Transit District	465,978	491,842	459,316	
<b>Total General Fund Expenditures:</b>	<b>241,450,211</b>	<b>252,967,791</b>	<b>266,062,614</b>	
RAILROAD PARKING FUND:				
Revenues				
Parking Permits	1,306,456	1,350,000	1,375,000	
Daily Parking	365,181	330,000	390,000	
Rent & Miscellaneous	226,971	180,000	180,000	
EV Charger Equip Revenue	16,927	0	15,000	
Interest Income	39,594	42,158	35,978	
<b>Total Revenues:</b>	<b>1,955,129</b>	<b>1,902,158</b>	<b>1,995,978</b>	
Expenditures				
219 Railroad Parking	1,954,276	1,954,365	1,995,978	
WAKEMAN FARM FUND:				
Revenues				
Wakeman Farm Revenues	473,045	621,000	630,000	
Expenditures				
215 Wakeman Farm	529,244	645,336	630,000	
SEWER FUND:				
Revenues				
Assessments	892,227	1,140,000	1,245,000	
Use Charges	3,510,045	3,713,000	3,663,000	
Carrying Charges	246,762	300,000	300,000	
Other	89,903	90,000	100,000	
Transfer From Other Funds	368,165	368,165	368,165	
<b>Total Revenues:</b>	<b>5,107,102</b>	<b>5,611,165</b>	<b>5,676,165</b>	
Expenditures				
03 Sewage Treatment/Collection	2,625,366	2,677,489	2,763,717	
09 Miscellaneous	494,318	536,950	584,141	
10 Debt Service	2,915,971	2,945,660	2,898,643	
<b>Total Expenditures:</b>	<b>6,035,654</b>	<b>6,160,099</b>	<b>6,246,501</b>	

Danielle Dobin, Board of Finance Chair

**DRAFT MINUTES OF BOARD OF FINANCE SPECIAL BUDGET HEARING**

Public Budget Hearing was held by the Board of Finance beginning at 7:30 PM TUESDAY, MARCH 10, 2026 (Selectwoman's Budget), to review the 2025-26 Budget requests of  
 The following is a summary of the Budget requests as presented to the Board of Finance.  
 (A complete copy of the Budget is available online at [www.westportct.gov](http://www.westportct.gov) under the Finance Department)

**Minute Meetings for March 10, 2026 Budget Hearing**  
**Attendees:** Danielle Dobin, Jeff Hammer, Liz Heyer, Allyson Stollenwerck, Elaine Whitney. **Absent:** Brian Gaines, Rich Hightower.  
**Meeting Commenced at 7:34pm.**  
**Motion to Adjourn:** Hammer; Dobin; 5-0-0.  
**Meeting Adjourned at 9:29 p.m.**  
**Meeting minutes respectfully submitted by Vice-Chair, Liz Heyer.**

**TOWN OF WESTPORT REQUESTED BUDGET FOR THE 2026-27 FISCAL YEAR:**

GENERAL FUND:	2024-25 Actual	2025-26 Budget	2026-27 Requested	Revised 03-10-2026 GGC
<b>Revenues</b>				
Current Taxes	212,997,866	216,034,926	TBD	
Prior Taxes	1,238,577	2,250,000	1,775,000	
Education	1,376,365	1,283,765	1,337,740	
Parks & Recreation	7,194,232	7,364,166	7,786,755	
Other	16,391,274	16,391,301	15,829,200	
Transfers	521,615	538,486	521,600	
<b>Total Revenues:</b>	<b>239,719,929</b>	<b>243,862,644</b>	<b>27,250,295</b>	
<b>Expenditures</b>				
01 General Government	7,398,550	8,217,334	8,531,484	<b>3/10/26: Motion to Approve General Gov't Budget of \$8,410,484; Stollenwerck; Whitney; 5-0-0.</b>
02 Public Safety	27,384,810	27,969,721	28,567,135	<b>Revised Amount to be Voted on at BoF Meeting 4/8/26.</b>
03 Public Works	13,151,271	14,160,779	14,614,891	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>
05 Human Services	1,636,162	1,767,655	1,808,290	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>
08 Parks & Recreation	8,293,496	9,010,277	9,811,907	<b>3/10/26: Motion to Approve: Dobin; Stollenwerck; 5-0-0.</b>
09 Pension, OPEB, Insurance & Misc.	19,731,771	20,752,048	20,558,844	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>
10 Debt Service	4,346,959	4,572,568	4,278,633	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>
11 Transfers to Other Funds	1,398,889	1,368,165	1,368,165	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>
<b>Town Totals:</b>	<b>83,341,909</b>	<b>87,818,547</b>	<b>89,539,349</b>	
<b>Board of Education Expenditures</b>				
650 Board of Education	143,031,505	150,371,920	157,863,623	
650 BOE Program Expenses	176,026	243,970	249,326	
651 BOE Rental/Reimbursements	145,895	0	0	
652 Aid to Pvt/Parochial Schools	538,312	564,166	576,577	
654 BOE Debt Service	6,923,674	6,456,038	10,129,421	
656 Transfer to Capital Nonrecurring Fund	172,512	0	0	
<b>Total Education</b>	<b>150,987,924</b>	<b>157,636,094</b>	<b>168,818,947</b>	
04 Health	594,568	606,459	624,653	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>
07 Library	5,954,832	6,309,849	6,515,349	<b>3/10/26: Motion to Approve Library Budget of \$6,129,557; Stollenwerck; Whitney; 5-0-0. Motion to Approve Library Pension of \$385,792; Stollenwerck; Whitney; 5-0-0.</b>
907 Earthplace	105,000	105,000	105,000	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>
915 Westport Transit District	465,978	491,842	459,316	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>
<b>Total General Fund Expenditures:</b>	<b>241,450,211</b>	<b>252,967,791</b>	<b>266,062,614</b>	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>
<b>RAILROAD PARKING FUND:</b>				
<b>Revenues</b>				
Parking Permits	1,306,456	1,350,000	1,375,000	
Daily Parking	365,181	330,000	390,000	
Rent & Miscellaneous	226,971	180,000	180,000	
EV Charger Equip Revenue	16,927	0	15,000	
Interest Income	39,594	42,158	35,978	
<b>Total Revenues:</b>	<b>1,955,129</b>	<b>1,902,158</b>	<b>1,995,978</b>	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>
<b>Expenditures</b>				
219 Railroad Parking	1,954,276	1,954,365	1,995,978	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>
<b>WAKEMAN FARM FUND:</b>				
<b>Revenues</b>				
Wakeman Farm Revenues	473,045	621,000	630,000	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>
<b>Expenditures</b>				
215 Wakeman Farm	529,244	645,336	630,000	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>
<b>SEWER FUND:</b>				
<b>Revenues</b>				
Assessments	892,227	1,140,000	1,245,000	
Use Charges	3,510,045	3,713,000	3,663,000	
Carrying Charges	246,762	300,000	300,000	
Other	89,903	90,000	100,000	
Transfer From Other Funds	368,165	368,165	368,165	
<b>Total Revenues:</b>	<b>5,107,102</b>	<b>5,611,165</b>	<b>5,676,165</b>	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>
<b>Expenditures</b>				
03 Sewage Treatment/Collection	2,625,366	2,677,489	2,763,717	
09 Miscellaneous	494,318	536,950	584,141	
10 Debt Service	2,915,971	2,945,660	2,898,643	
<b>Total Expenditures:</b>	<b>6,035,654</b>	<b>6,160,099</b>	<b>6,246,501</b>	<b>3/10/26: Motion to Approve: Stollenwerck; Whitney; 5-0-0.</b>

2. Upon the request of the Board of Education, to approve the use of funds in the amount of \$695,000 from the Board of Education Carry Over Account for the Staples High School Mobile Duress System.  
**3/10/26: Motion to Approve: Hammer; Dobin; 5-0-0.**  
**3/10/26: Motion to add agenda item to discuss the Capital Appropriation Request Form (Discussion Only).**  
**3/10/26: Motion to Approve: Dobin; Whitney; 5-0-0.**



**WESTPORT FIRE DEPARTMENT**

**Nicholas L. Marsan  
Chief of Department**



March 19, 2026

Mr. Kevin Christie  
First Selectman  
Westport Town Hall  
110 Myrtle Avenue  
Westport, Connecticut 06880

APPROVED  


**Kevin Christie  
First Selectman**

DATE: 3 / 20 / 26

**RE: Request for an appropriation of \$495,615 for Costs Associated with Five Unanticipated Vacancies**

First Selectman Christie,

I am writing to request an appropriation of \$495,615 to cover expenses incurred as a result of five unanticipated vacancies during the current fiscal year.

These unexpected departures created significant and immediate staffing challenges, requiring substantial expenditure in both recruitment and operational coverage. Costs were incurred for uniforms, background checks, physicals, turnout gear, specialized training, and other onboarding needs for newly hired personnel.

Additionally, to maintain mandatory minimum staffing levels while these positions remained vacant, we relied heavily on overtime coverage throughout the year. A summary of the associated financial impact is outlined below:

- Recruitment and Training: \$129,895 for equipment, physicals, and professional training for new personnel.
- Operational Coverage: \$365,720 in backfill overtime required to maintain minimum staffing levels.

This request reflects only the costs associated with five specific unanticipated resignations to other departments. It does not include retirements, disability pension separations, or vacancies created through internal promotions. The overtime calculations cover the period from each departure through the time when their replacements become fully operational in mid-December.

Thank you for your consideration of this necessary appropriation.

Respectfully,



Nicholas L. Marsan  
Chief of Department

515 Post Road E, Westport, CT 06880  
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**WESTPORT FIRE DEPARTMENT**

**Nicholas L. Marsan  
Chief of Department**




March 19, 2026

The Chief of the Westport Fire Department respectfully requests an appropriation of \$495,615. These budget lines are currently depleted or trending toward depletion before the end of the fiscal year and restoring these funds is critical to maintaining our department's readiness and service levels:

101-02-22-220-0000-513413-FLSA FF Open Position - FIR \$360,625  
101-02-22-220-0000-513410-FLSA Training Leave/Replace – FIR \$5,092  
101-02-22-220-0000-513409-FLSA Training Days – FIR \$16,848  
101-02-22-220-0000 -585014-Training: General – FIR \$47,402  
101-02-22-220-0000-585015-Training: Supplies & Equip - \$56  
101-02-22-220-0000-585001-Expenses: Department Physicals - \$3,522  
101-02-22-220-0000-528402-Replacement/Dress – FIR \$7,016  
101-02-22-220-0000-575303-Fire Turnout Gear \$55,054

Respectfully,

  
Nicholas L. Marsan  
Chief of Department.

515 Post Road E, Westport, CT 06880  
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