1. SUB TO APP BET Budget Comm. Hearings Day 5 Minutes
   Documents:
   SUB_TO_APP_BET_BUDGET_COMM_HEARINGS_DAY_5_MINUTES_02-07-20.pdf

2. REVISED SUB TO APP BET Budget Comm. Hearings Day 5 Minutes
   Documents:
   REVISED_SUB_TO_APP_BET_BUDGET_COMM_HEARINGS_DAY_5_MINUTES_02-07-20.pdf

3. APPROVED BET Budget Comm. Hearings Day 5 Minutes
   Documents:
   APPROVED_BET_BUDGET_COMM_HEARINGS_DAY_5_MINUTES_02-07-20.pdf
TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE

DEPARTMENTAL REVIEW FY2020-2021 DAY #5 MINUTES

Town Hall Meeting Room – 9:00 A.M.
Friday, February 7, 2020

Present:

Committee: Leslie L. Tarkington, Chair; Debra Hess, Leslie Moriarty, Jeffrey S. Ramer

Staff: Dana Arnold, Administrative Operations Supervisor, Department (Dept.) of Public Works (DPW); Richard Feminella, Manager, Waste Water Division, DPW; Angela Gencarelli, Ass’t. Budget & Systems Manager, Finance Dept.; Roland Gieger, Budget & Systems Director, Finance Dept.; William Marr, Building Official, DPW; William McCormick, Business Services Manager, DPW; James Michel, Deputy Commissioner, DPW; Alan Monelli, Superintendent, Building Construction & Maintenance, DPW; Peter Mynarski, Comptroller, Finance Dept.; Luigi Romano, Project Manager, Building Construction & Maintenance, DPW; Amy Siebert, Commissioner, DPW

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Budget Committee Chair Tarkington called the meeting to order at 9:03 A.M.
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Sewer and Waste Water Management

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There being no further business before the Committee, the meeting adjourned at 4:06 P.M.

Respectfully submitted,

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Catherine Sidor, Recording Secretary

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Leslie L. Tarkington, Committee Chair

SUBJECT TO APPROVAL
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**Greenwich Library**

**Introduction** - Mr. Heagney, Chair of the Library Building Committee, updated the Committee on the Library’s renovation project and advised that it was one-third completed. The lower level of the Library is on target for opening in August 2020, and the renovation is scheduled to be completed in January 2021. The total project budget is $17.6 million. The fundraising goal of $7.5 million has been exceeded by $4 million. The balance of the renovation costs will be met with the Town’s contribution of $980,000 and the Library’s Capital Reserve Fund.

**Operations** - The Library’s Operations’ Budget increased year-over-year by 1.7% and represents level services. It includes the acquisition of 100 new PCs for public use, new audio books, and a software upgrade. Full time staffing decreased in recent years from 66 to 61 (including the Peterson Fund) positions, and the responsibilities are now covered by temporary and part time employees at one-fifth of the cost. Ms. Ormerod-Glynn commented that the Peterson Foundation’s annual contribution to building and collection staff costs averages $1.62 million annually, which represents 4.5% of a rolling three-year average of the fair market value of the foundation’s portfolio. The Library was encouraged to consider greater use of TOG Purchasing Department services.
Capital Budget - The Library anticipates the following Capital expenditures in its FY2020-2021 Budget: removal of a buried oil tank, replacement of air conditioning equipment at the Byram Library, building maintenance projects and continuation of the structural steel restoration project. Open Capital Items include first phase of structural steel restoration, brick repointing, and roof replacement to be completed at the conclusion of the renovation.

Department of Public Works - Building Inspection; Building Construction & Maintenance

Operations - Commissioner Seibert and Mr. Marr described the conversion of inspection scheduling and permitting from CityView and Cornerstone software to Municiity. The new software has been customized to provide online scheduling, which is in the testing phase. Sewer, highway and P&Z are live on Municiity. The Committee asked if further customization could be added to adjust records of unplanned or under-estimated original construction costs. Mr. Marr commented that the department conducts 80-90 inspections per day.

Mr. Monelli commented on recent energy-saving projects underway or under consideration: replacing lighting or fixtures to convert to LED bulbs, green roofs, motion-detectors for lighting and elimination of steam heat. He commented that further guidance should be provided when alternative energy sources are being considered and used as an example leasing inclusive of maintenance of solar paneling placed on roofs as an alternative to purchase of the panels. He commented that all the Town's new buildings are built to the State's building code, which requires maximum insulation, LED lighting, and motion detectors on lighting. He added that such expenditures such as green roofs are not about energy efficiency. He elaborated on the maintenance and replacement costs, life cycles, and disposal issues of roof solar panels.

Capital Budget - Mr. Monelli commented that the Town owns more than 100 buildings, some of which are leased to Town non-profit organizations, where his department provides a certain level of maintenance and capital. Open items were reviewed to identify projects to be closed out. He commented on projects underway at the Garden Education Center, the Senior Center master plan progress, town-wide asbestos abatement, air conditioning replacement, improvements to the Police Department pistol range and ongoing updates of Town Hall space. He commented on the challenge of managing multiple large projects.

Sewer and Waste Water Management

Operations - Mr. Feminella commented that two staff vacancies were responsible for increased overtime and out-of-class coverage costs. In responding to a question about the sewer line design for a renovated or new Hamill Skating Rink, he identified concerns about topography of the site as well as concerns about the Byram sewer shed resulting from future growth.

Capital Budget - Mr. Feminella reviewed open items and discussed anticipated close outs. He described the challenges for replacing the pumps on private property per the North Mianus sewer line agreement. There are 308 pumps existing on private residential properties tied into the North Mianus sewer line, which have an 8-year life cycle and nearing the schedule for replacement. A contractor will be hired for this work, which entails determining each pump’s power source and interacting with residents, it is expected that 50 can be done this year. A Project Supervisor will be hired to plan and execute several upcoming projects including: Old Greenwich Force Main and a two-year cycle of sewer inspection and rehabilitation. Mr. Feminella proposed a return of $1.1 million of the Sewer Improvement encumbered funds of $10.9 million due to seasonality of work on this multi-year project. The Sewer Maintenance Fund open items were reviewed and of the
$4.5 million encumbered, several items will be closed out and funds from a Metro North flagger project, and the building of Riverside and Belle Haven pumping stations will be returned.

There being no further business before the Committee, the meeting adjourned at 4:06 P.M.

Respectfully submitted,

Catherine Sidor, Recording Secretary

Leslie L. Tarkington, Committee Chair