1. SUB TO APP Budget Comm. Dept. Review Day 4 Minutes
   
   Documents:
   
   SUB_TO_APP_BUDGET_DEPT_REVIEW_DAY_4_MINUTES_02-11-19.PDF

2. APPROVED Budget Dept. Review Day 4 Minutes
   
   Documents:
   
   APPROVED_BUDGET_DEPT_REVIEW_DAY_4_MINUTES_02-11-19.PDF
TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE

DEPARTMENTAL REVIEW DAY FOUR FOR FY2019-2020 BUDGET
MINUTES
Cone Room – 9:00 A.M.
Monday, February 11, 2019

Present:

Committee: Leslie Moriarty, Chair; Michael Mason, Jeffrey S. Ramer, Leslie L. Tarkington

Staff: Aamina Ahmad, Assistant Town Attorney, Law Department; Caroline Baisley, Director, Health Department; Lori Contadino, Director, Commission on Aging; Richard Feminella, Manager, Waste Water Division; J. Wayne Fox, Town Attorney, Law Department; Angela Gencarelli, Finance Analyst, Finance Department; Roland Gieger, Budget Director; Mark Kordick, Captain, Operations Division, Police Department; James Michel, Deputy Commissioner, DPW; Alan Monelli, Superintendent, Building Construction & Maintenance, DPW; Peter Mynarski, Comptroller; Patricia Sesto, Director, Environmental Affairs; Amy Siebert, Commissioner, DPW; John Wetmore, Assistant Town Attorney, Law Department

Board: William Drake, Andreas Duus, Debra Hess, Karen Fassuliotos, David Weisbrod

RTM: Lucia Jansen, D7, BOC; Richard Newman, D11, Town Services; Dan Ozizmir, D5, BOC

Other: Jennifer Baldock, Chair, Board of Directors, Greenwich Emergency Medical Services; (GEMS); Francis J. (Kip) Burgweger, Commissioner, Commission on Aging; Ken Borsuk, Reporter, Greenwich Time; Mary Lee Kiernan, Executive Director, YWCA; Michael Miller, Board Treasurer, Transportation Association of Greenwich (TAG); Michael Niekamp, GEMS Financial Officer; Tracey Schietinger, Executive Director, GEMS; Deb Vetromile, Executive Director, TAG

Ms. Moriarty called the meeting to order at 9:04 A.M. She welcomed the audience and asked that the external entities and departmental presenters provide an overview of their capital and operating budgets for the upcoming fiscal year.

GREENWICH EMERGENCY MEDICAL SERVICES (GEMS)

Director Schietinger provided an overview of GEMS services which includes 6,000 – 6,500 ambulance calls leading to 4,000 – 4,500 transports yearly, as well as standby presence at Town events, elementary school visits, CPR, “Stop the Bleed”, NARCAN and opioid training to school coaches and nurses. She described corporate and public training as a steadily growing source of operating revenue, awards received, and grants pursued. Fiscal year goals include identifying...
functional efficiencies, upgrading to cloud-based technology (two-year initiative) and improving portable communications. GEMS Board Chair, Ms. Baldock, commented that a fundraising goal of $500,000 for the year to continue the quality of outcomes due to GEMS expertise and equipment, reinforcing that these donations fund the necessary capital equipment and vehicles. Mr. Niekamp, GEMS Financial Officer, noted that GEMS budget calls for a 1% increase in the upcoming fiscal year due to a combination of decrease in the cost of compensation, negotiated reduction in bank fees and anticipated fundraising revenue. However, revenue is budgeted to decline due to lower reimbursement rates and bad debt expense is increasing due to the increase of high deductible plans. GEMS has an active collection effort to offset this trend. Ms. Schietinger reinforced the need for indoor storage for ambulances. GEMS recently had an ambulance fire caused by the space heater used to keep the equipment and medications warm. It was noted that they had a spare ambulance which was put in service while the repairs are made on the original vehicle. A new ambulance, which is paid for through GEMS fundraising efforts, costs $200,000 and fully outfitted is between $300,000 and $350,000. For Station 4, the King Street location has worked well for GEMS, though they indicated that a little further south would be optimal. In response to a question, it was noted that the Town’s contract with GEMS expires in June 2019 and renewal discussions are underway.

ENVIRONMENTAL AFFAIRS -- CONSERVATION COMMISSION AND INLAND WETLANDS AND WATERCOURSES AGENCY

Ms. Sesto, Director of Environmental Affairs discussed the activities of both the Conservation Commission and the Inland Wetlands & Watercourses Agency (IWWA). For the Conservation Commission, she indicated the initiatives included Sustainable Greenwich activities, such as BYO bag education, and the Town’s energy conservation committee, which will be holding a business forum on March 22. Priorities also include zero waste initiatives, revising the open space plan, wildlife and fish maintenance, and sea level rise planning. She noted the budget for consultants in the 51400 line has been reduced by $25,000 for a reduction in hours. In response to questions, Ms. Sesto noted an energy audit was conducted at Town Hall. In response to a question about the open space plan, she noted the last plan was done in 2015 but not adopted.

She commented on the IWWA budget which has no major changes. She indicated the department is continuing to review new applications and follow-up on outstanding permits.

TRANSPORTATION ASSOCIATION OF GREENWICH (TAG)

Mr. Miller, TAG’s Board Treasurer, reviewed the organization’s financial experience and the steps taken to improve its operating performance while still meeting the needs of Greenwich residents. As part of the restructuring, headcount has been reduced and prices have been increased. The Dial-A-Ride program, which gets a $73,000 grant from the State if the Town provides matching funds, has been able to reduce the number of rides to allow it to work within that budget. Additionally, prices for its other transportation services have been increased except for the Senior Center. Mr. Miller indicated TAG will be able to replace two vehicles next year, which will help address the cost of maintenance for TAG’s aging fleet. The budget for the contribution to TAG and Safe Rides is a 0.7% increase over FY19. The Committee asked for a copy of TAG’s 2017 Audit and asked the Finance Department to provide a breakout of Town departments’ payment for TAG services.

LAW DEPARTMENT
Mr. Fox introduced the Law Department’s FY2019-2020 budget commenting that 0.9% increase in costs reflect salary increases and outside counsel fees. Documentation for cases, CHRO complaints, the number of contracts, and FOIA requests were steadily increasing and anticipated to continue to increase in the coming fiscal year. While additional staff is not included in the FY20 budget request, it will probably be needed in a future year due to both the complexity of the legal matters as well as the increased volume. Mr. Fox explained how outside counsel is selected and the expenditure authorization process.

**EXECUTIVE SESSION – Discussion of Pending Litigation**

Ms. Moriarty called for an Executive Session to discuss Pending Litigation.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to enter Executive Session at 1:14 P.M.

Executive Session concluded at 2:09 P.M.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to exit the Executive Session at 2:09 P.M.

**DEPARTMENT OF PUBLIC WORKS (DPW) (continuation from 2/4/2019 meeting)**

Ms. Siebert continued the presentation of the DPW budget from the February 4, 2019 meeting. For Stormwater projects, she indicated the current budget includes a request for a capital appropriation for stormwater compliance efforts and the start of the Strickland Brook project, which total cost is projected at $19.5 million over seven years. Byram River project will be the next major stormwater project to be proposed. Ms. Siebert also provided an update on existing projects including Binney Park dredging, Church Street storm drain replacement, Steamboat Road landing, and Glenville Road corridor improvements, the Holly Hill project, Byram Fire Station, and GHS Soil Remediation. Ms. Siebert also indicated a request for a $2 million appropriation for continued work on the GHS Soil Remediation project with the goal of completing the work around Fields 6 and 7.

The Sewer division reviewed its projects. It has open appropriations of $8.2 million in the sewer maintenance fund and $2.9 million in sewer improvement fund. Efforts will be concentrating on completing those projects. The Sewer Maintenance division is requesting $1.2 million for continuation of ongoing work for the rehabilitation of several pump stations, continuation of improvements to the Old Greenwich Force Main that is part of a consent decree, ongoing sewer rehabilitation and sewer maintenance efforts. The Sewer Improvement Fund will continue with projects to improve the Grass Island Waste Water Treatment Plant for $7.25 million.

In response to a question about how a 1% budget reduction would impact the department, Ms. Siebert replied it would be a big impact. She would work to limit overtime expense by moving activities, like paving, leaf collection, snow removal, to regular working hours, but she noted it would inconvenience residents. She identified that a reduction in solid waste would positively impact the budget, but it is difficult to know how to accomplish it.

There being no further business before the Committee, the meeting adjourned at 4:01 P.M.
Respectfully submitted,

__________________________________________
Catherine Sidor, Recording Secretary

__________________________________________
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