

1. BET Budget Comm. Dept. Review Day 1 Documents

Documents:

[APPROVED_BET_BUDGET_COMM_DEPT_REVIEW_DAY_ONE_02-12-09.PDF](#)
[SUB_TO_APP_BET_BUDGET_COMM_DEPT_REVIEW_DAY_ONE_02-12-09.PDF](#)

**TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
BUDGET COMMITTEE
DEPARTMENTAL 2009 - 2010 BUDGET REVIEW
MINUTES
Cone Room, 2nd Floor – 9:00 A.M.
Thursday, February 12, 2009**

Present:

Committee: Michael Mason, Chairman
Edward Krumeich, Larry Simon, Robert Stone

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; John Crary, Town Administrator; Peter Tesei, First Selectman; Amy Siebert, DPW Commissioner; Dave Thompson, Deputy Commissioner, DPW; Bill McCormick, Administrative Coordinator, DPW; Betty Linck, Fleet Director; Dr. Victoria Anyikwa, Commissioner of Social Services; Bob LaMarche, Social Services Budget and Systems Supervisor; Kimberly Terrenoire, Board of Social Services, Chris DeMeo, Director of Risk Management.

Board: Nancy Barton, James Campbell, William Finger, Arthur Norton, Jeffrey Ramer, Leslie Tarkington, Stephen Walko

Mr. Mason called the meeting to order at 9:07 A.M.

SPEAKERS

1. Selectman: Budget Reductions.

Mr. Mason welcomed the First Selectman, Peter Tesei. Mr. Tesei pointed out that his comments will be an addendum to his January 26, 2009 presentation to the BET Budget Committee and the Public.

Mr. Tesei handed out a Public Employee alert produced by Shipman and Goodwin, a legal firm utilized by the Town.

Mr. Tesei thanked the Board of Estimate and Taxation for their support in helping him with headcount reductions in the two departments they have authority over. He attributed the reasons for these necessary cuts directly to the associated revenue losses of the Town. Mr. Tesei indicated many other governmental entities were having these same issues.

Mr. Tesei discussed vacancies versus retirements versus eliminations as detailed in a salary savings handout to the BET Budget Committee.

Mr. Tesei also is recommending to the wage freezes should be across the board. Mr. Tesei then went into a detailed description of the bumping process to the Committee. He also is pushing for a migration of employees from Preferred Provider Organizations (PPO's) to less costly Health Savings Accounts (HSA's).

Mr. Tesei defended his position of the targeted layoffs and emphasized his position on not laying off Public Safety and Nathaniel Witherell employees.

Mr. Mason asked for clarification on the impact of the reductions of force on this year versus next for healthcare, unemployment and salary freezes. Mr. Tesei responded accordingly.

Mr. Tesei pointed out that Mr. Roland Gieger has been assisting his office on the various impacts of the employee headcount reductions in an attempt to reallocate the \$4.9 million budgetary shortfall.

Mr. Tesei also indicated that Mr. Crary has been helping the BET with non-certified Board of Education possible reductions

2. Public Works

Public Works Commissioner Amy Siebert discussed how recent layoffs will affect her divisions. Ms. Siebert provided the Committee a building permit and inspection summary and discussed their status.

The Budget Committee then proceeded to discuss shared services between the Town and Board of Education operations.

Ms. Siebert described how snow removal operations are performed between the Town and BOE personnel.

Pursuant to a question from Mr. Simon, Ms. Siebert apprised the Committee of the status of the City View software implementation and the implications for the operation of her departments.

The Committee inquired as to how capital projects would be impacted in light of staffing reductions to the Public Works operation. Ms. Siebert offered her thoughts on the potential impact

3. OPEB

Mr. Evan (Bill) Woollacott, Hooker and Holcomb Actuary, provided the Committee and other BET members a copy of the OPEB Actuary report for July 1, 2008. Mr. Woollacott answered a series of questions on the OPEB Trust Fund, particularly in the area of funding the annual required contribution (ARC).

As a result of recommendations from the Committee, the actuary report was finalized and the completed report will be put on the agenda for the BET Regular Meeting on February 17, 2009 for ratification. The Budget Committee recommended a level dollar amount funding method.

4. Fleet: Outsourcing activities vs. in-house

Ms. Linck, Fleet Director, and Mr. Tesei went over the Fleet Department table of organization with the Committee and answered questions. The BET Budget Committee asked a series of questions dealing with outsourcing and Ms. Linck responded accordingly. During these outsourcing discussions, the Committee attempted to quantify the costs of outsourcing versus in-house utilization of staff.

How are snow storms covered?

Ms. Linck gave the Committee a detailed explanation of how the Fleet Department meets scheduling needs in response to snow storms or related call outs.

Policy of meeting delivery service needs for vehicles.

Ms. Linck stated that downtime created by her staff employees who are out on either workers' compensation, sick or vacation time is impacting the quality of servicing Town and BOE vehicles. Mr. Tesei defended the Fleet Department by stating that Town managers are lax in their care of town vehicles and a number of the vehicles are coming to the Fleet Department in a major state of disrepair.

5. Workers' Compensation:

The Committee was provided with a Workers' Compensation Loss Analysis for the years covering 2003-2004 to 2007-2008. Mr. Mynarski and Mr. DeMeo answered questions as they were presented regarding the subject of workers' compensation claims for the Town and Board of Education employees. The cost seems relatively stable for the past several years.

6. Social Services:

Dr. Victoria Anyikwa, Commissioner of Social Services provided the Committee with an extensive handout and proceeded to lead those in attendance through a presentation detailing benchmarking studies, a description of homemaker services provided by the department, caseload statistics, departmental FTE's (full-time equivalents) and related costs.

Subsequent to her presentation Dr. Anyikwa went through her fiscal year 2009-2010 budget for the Committee. The Committee asked Dr. Anyikwa and her staff a number of questions which were answered.


The Committee inquired about the person hired to look at external entities. Dr. Anyikwa stated that although they are tracking statistics through the EVOLV software program, they are not entirely sure how the external entities are performing in regard to expectations. The person who was hired part-time has not had time to look at External Entities.

The meeting adjourned at 2:57 P.M.

Respectfully submitted,



Peter Mynarski, Recording Secretary



Michael S. Mason, Chairman

**TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
BUDGET COMMITTEE
DEPARTMENTAL 2009 - 2010 BUDGET REVIEW
MINUTES
Cone Room, 2nd Floor – 9:00 A.M.
Thursday, February 12, 2009**

Present:

Committee: Michael Mason, Chairman
Edward Krumeich, Larry Simon, Robert Stone

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; John Crary, Town Administrator; Peter Tesei, First Selectman; Amy Siebert, DPW Commissioner; Dave Thompson, Deputy Commissioner, DPW; Bill McCormick, Administrative Coordinator, DPW; Betty Linck, Fleet Director; Dr. Victoria Anyikwa, Commissioner of Social Services; Bob LaMarche, Social Services Budget and Systems Supervisor; Kimberly Terrenoire, Board of Social Services, Chris DeMeo, Director of Risk Management.

Board: Nancy Barton, James Campbell, William Finger, Arthur Norton, Jeffrey Ramer, Leslie Tarkington, Stephen Walko

Mr. Mason called the meeting to order at 9:07 A.M.

SPEAKERS

1. Selectman: Budget Reductions.

Mr. Mason welcomed the First Selectman, Peter Tesei. Mr. Tesei pointed out that his comments will be an addendum to his January 26, 2009 presentation to the BET Budget Committee and the Public.

Mr. Tesei handed out a Public Employee alert produced by Shipman and Goodwin, a legal firm utilized by the Town.

Mr. Tesei thanked the Board of Estimate and Taxation for their support in helping him with headcount reductions in the two departments they have authority over. He attributed the reasons for these necessary cuts directly to the associated revenue losses of the Town. Mr. Tesei indicated many other governmental entities were having these same issues.

Mr. Tesei discussed vacancies versus retirements versus eliminations as detailed in a salary savings handout to the BET Budget Committee.

Mr. Tesei also is recommending to the wage freezes should be across the board. Mr. Tesei then went into a detailed description of the bumping process to the Committee. He also is pushing for a migration of employees from Preferred Provider Organizations (PPO's) to less costly Health Savings Accounts (HSA's).

Mr. Tesei defended his position of the targeted layoffs and emphasized his position on not laying off Public Safety and Nathaniel Witherell employees.

Mr. Mason asked for clarification on the impact of the reductions of force on this year versus next for healthcare, unemployment and salary freezes. Mr. Tesei responded accordingly.

Mr. Tesei pointed out that Mr. Roland Gieger has been assisting his office on the various impacts of the employee headcount reductions in an attempt to reallocate the \$4.9 million budgetary shortfall.

Mr. Tesei also indicated that Mr. Cray has been helping the BET with non-certified Board of Education possible reductions

2. Public Works

Public Works Commissioner Amy Siebert discussed how recent layoffs will affect her divisions. Ms. Siebert provided the Committee a building permit and inspection summary and discussed their status.

The Budget Committee then proceeded to discuss shared services between the Town and Board of Education operations.

Ms. Siebert described how snow removal operations are performed between the Town and BOE personnel.

Pursuant to a question from Mr. Simon, Ms. Siebert apprised the Committee of the status of the City View software implementation and the implications for the operation of her departments.

The Committee inquired as to how capital projects would be impacted in light of staffing reductions to the Public Works operation. Ms. Siebert offered her thoughts on the potential impact

3. OPEB

Mr. Evan (Bill) Woollacott, Hooker and Holcomb Actuary, provided the Committee and other BET members a copy of the OPEB Actuary report for July 1, 2008. Mr. Woollacott answered a series of questions on the OPEB Trust Fund, particularly in the area of funding the annual required contribution (ARC).

As a result of recommendations from the Committee, the actuary report was finalized and the completed report will be put on the agenda for the BET Regular Meeting on February 17, 2009 for ratification. The Budget Committee recommended a level dollar amount funding method.

4. Fleet: Outsourcing activities vs. in-house

Ms. Linck, Fleet Director, and Mr. Tesei went over the Fleet Department table of organization with the Committee and answered questions. The BET Budget Committee asked a series of questions dealing with outsourcing and Ms. Linck responded accordingly. During these outsourcing discussions, the Committee attempted to quantify the costs of outsourcing versus in-house utilization of staff.

How are snow storms covered?

Ms. Linck gave the Committee a detailed explanation of how the Fleet Department meets scheduling needs in response to snow storms or related call outs.

Policy of meeting delivery service needs for vehicles.

Ms. Linck stated that downtime created by her staff employees who are out on either workers' compensation, sick or vacation time is impacting the quality of servicing Town and BOE vehicles. Mr. Tesei defended the Fleet Department by stating that Town managers are lax in their care of town vehicles and a number of the vehicles are coming to the Fleet Department in a major state of disrepair.

5. Workers' Compensation:

The Committee was provided with a Workers' Compensation Loss Analysis for the years covering 2003-2004 to 2007-2008. Mr. Mynarski and Mr. DeMeo answered questions as they were presented regarding the subject of workers' compensation claims for the Town and Board of Education employees. The cost seems relatively stable for the past several years.

6. Social Services:

Dr. Victoria Anyikwa, Commissioner of Social Services provided the Committee with an extensive handout and proceeded to lead those in attendance through a presentation detailing benchmarking studies, a description of homemaker services provided by the department, caseload statistics, departmental FTE's (full-time equivalents) and related costs.

Subsequent to her presentation Dr. Anyikwa went through her fiscal year 2009-2010 budget for the Committee. The Committee asked Dr. Anyikwa and her staff a number of questions which were answered.

The Committee inquired about the person hired to look at external entities. Dr. Anyikwa stated that although they are tracking statistics through the EVOLV software program, they are not entirely sure how the external entities are performing in regard to expectations. The person who was hired part-time has not had time to look at External Entities.

The meeting adjourned at 2:57 P.M.

Respectfully submitted,

Peter Mynarski, Recording Secretary

Michael S. Mason, Chairman

SUBJECT TO APPROVAL