

1. BET Budget Comm. Dept. Review Day 3 Documents

Documents:

[APPROVED\\_BET\\_BUDGET\\_COMM\\_DEPART\\_REVIEWES\\_DAY\\_THREE\\_02-13-13.PDF](#)

[SUB\\_TO\\_APP\\_BET\\_BUDGET\\_COMM\\_DEPT\\_REVIEWES\\_DAY\\_THREE\\_02-13-13.PDF](#)

**TOWN OF GREENWICH  
BOARD OF ESTIMATE AND TAXATION  
BUDGET COMMITTEE  
DEPARTMENTAL REVIEW DAY THREE FOR FY14 BUDGET  
MINUTES  
Town Hall Meeting Room – 9:00 A.M.  
Wednesday, February 13, 2013**

Present:

- Committee: Joseph L. Pellegrino, Chairman; William Finger, Jeffrey S. Ramer, Leslie L. Tarkington
- Staff: Peter Mynarski, Comptroller, Roland Gieger, Budget Director, Maureen Tracy, Financial Analyst, Peter Tesei, First Selectman, John Crary, Town Administrator
- Board: Robert Brady, Marc Johnson, Mary Lee Kiernan, Sean Goldrick, Randall Huffman, Michael Mason
- Others: Joseph Siciliano, Director of Parks and Recreation, Thomas Greco, Assistant Director of Parks and Recreation, Jeffrey Freidag, Superintendent of Marine and Facility Operations Division, Mary Pepe, Director of Human Resources, Mary Jo Iannuccilli, Assistant Director of Human Resources, Alison Graham, Employee Benefits Manager, John Wayne Fox, Greenwich Town Attorney, Carol Mahoney, Director of Greenwich Library, Barbara Omerod-Glynn, Deputy Director of Greenwich Library, Kevin McCarthy, Perrot Memorial Library, Diane Fox, Director of Planning and Zoning and Town Planner, Katie Blankley, Deputy Director of Planning and Zoning and Assistant Town Planner, Michael Chambers, Director of Inland Wetlands and Watercourses Agency, Denise M. Savageau, Director of Conservation, Gary Silverberg, Conservation Commission, Carmella Budkins, Town Clerk, Caroline Baisley, Health Department Director, Deborah Flynn, Health Department Business Office Manager, Paula Belmont, Staff Assistant Office of the First Selectman, Boris Hutorin, Information Technology Director

Mr. Pellegrino called the meeting to order at 9:00 A.M.

## **SPEAKERS**

### **1. Parks and Recreation**

The Parks and Recreation budget was presented by Parks and Recreation Director Joseph Siciliano and Assistant Director of Parks and Recreation Thomas Greco. Mr. Siciliano began by saying his budget contains no new initiatives and is up only 1.7% overall. Mr. Siciliano reported that the department was going to make the purchasing of beach cards available on line via the use of a credit card system.

Mr. Siciliano reported that the Parks and Recreation fees would be going up by about 5.1% or \$215,000 in total as passed by the Board of Selectman in December 2012. Mr. Pellegrino asked

if it is possible to get a schedule of all fees charged by Parks and Recreation. Mr. Greco had an available copy with him and distributed the fee schedule.

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Mr. Pellegrino asked about the ferrying costs for Great Captain's Island. Mr. Siciliano and Mr. Greco struggled with an estimate and Mr. Pellegrino directed them to compile figures and forward them to the BET.

Mr. Pellegrino asked Mr. Siciliano if he could think of any Parks and Recreation services that could be cut that the public may approve of. Mr. Siciliano could not think of any services but offered a story regarding the Paddle Tennis Program. Mr. Siciliano said the Town used to have 6 paddle tennis courts throughout town, but cut it back to 2 courts for a lack of demand. He used this example as an area where they cut services without any negative public repercussions.

Mr. Finger asked about the need for an Executive Director at the Eastern Greenwich Civic Center and the lack of one at the Western Greenwich Civic Center. Mr. Siciliano stated that you have to know the history of the position at the Eastern Greenwich Civic Center to fully understand how this occurred. Mr. Siciliano informed the Committee that decades ago the former Director retired and the current Director assumed the position. However, to justify the position a number of recreation programs were transferred to the Civic Center. Regarding the Western Greenwich Civic Center, the position is manned almost similarly, but the individual in the position works out of Town Hall with a number of other programs he oversees that are dispersed throughout Town. Mr. Finger then asked if the department is overstaffed with recreation supervisors. Mr. Siciliano responded that if you cut them you would have to cut services.

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Mr. Finger and Mr. Pellegrino asked about a number of various accounts to which Mr. Greco gave reasons for increases and decreases in these accounts.

Ms. Tarkington asked about reorganization in the Parks and Recreation Administration accounts with the shifting around of job classifications with the nine people assigned to this budget code. More specifically, she asked why this reorganization didn't come to the BET Human Resources Committee. Mr. Cray responded that they do reclassifications all of the time and didn't feel these changes warranted approvals from the BET Human Resources Committee.

Mr. Ramer suggested that since the utilization at Great Captain's Island was less than at Island Beach, the Island Beach cleanup efforts be prioritized over Great Captain's Island. The members of the Budget Committee collectively congratulated Mr. Siciliano on the Hurricane Sandy cleanup efforts and stated that he and his staff were doing a very good job.

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Town tree crews are supplemented with the addition of several contracting tree crews they have in place to assist the Town after disastrous storms when needed. Mr. Siciliano also gave credit to CL&P, who he said stepped up to the plate in recent storms.

At the conclusion of the presentation, Mr. Greco distributed a satisfaction survey for Parks and Recreation operations that showed very favorable results to their performances in several areas.

## **2. Selectman/EMOC**

First Selectman Tesei presented the Emergency Management Operations Center (EMOC) budget and noted that the request reflected a net decrease of (0.5%). Mr. Tesei gave an overview on EMOC operations. Ms. Tarkington asked how electricity grids are brought back on line after a major loss of power. Mr. Tesei responded by saying they work with the Connecticut Light and Power Company on prioritizing areas of greatest concern, like Greenwich Hospital and wherever trees create the greatest endangerment to safety. Basically he stated that the four major area of priority are; King Street, Central Greenwich up to the Greenwich Hospital, the Stanwich Road area up to the Merritt Parkway and certain parts of Riverside where they have heavy concentrations of people. Mr. Tesei also added that they are looking at these particular areas as candidates for laying underground power lines.

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First Selectman Tesei acknowledged for the BET, that in attendance was Paula Belmont, the Executive to the First Selectman who provides invaluable services to his office. Mr. Tesei also acknowledged Selectman Drew Marzullo being in attendance.

Mr. Finger asked about the sharp drop in Office Services budget account code. Mr. Tesei responded that they transferred the South Western Regional Planning Agency (SWRPA) membership costs to External Entities with the request to rejoin the Connecticut Conference of Municipalities (CCM).

Mr. Goldrick asked a question about the cost for attorney fees in the budget. Mr. Tesei responded they are for outside legal consultants, Shipman and Goodwin, for assistance with labor matters. Mr. Finger asked if we had a contract with Shipman and Goodwin. It was not known and the Committee decided to ask Town Attorney John Wayne Fox later that day.

## **3. Human Resources**

Ms. Mary Pepe, Director of Human Resources, presented the budget for the Human Resources Department. She noted that the bulk of the departmental request increase of 6.7% was in salaries and attributed it to two factors. Ms. Pepe stated that in response to the Hay Study, the duties of Workers' Compensation Administration were transferred to her department resulting in a headcount increase of one. She also noted this was a trade off with the Finance Department that had a decrease of one position. Secondly, Ms. Pepe distributed a narrative that was a request for another position, entitled Employee Development, Performance, and Compensation Manager. She explained that this position would be a Management and Confidential employee and would have primary responsibilities for employee development and training, performance

evaluations, and wage and salary plans, in addition to providing support to the Director and Assistant Director on other human resources matters.

Ms. Pepe also added that Retirement Administration duties were also added to her department. In addition, safety is under Human Resources and that she was the Chairperson of the Town's Safety Committee.

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Mr. Pellegrino noted that the BET Human Resources Committee took up the issue of the new employee request for Human Resources and asked Mr. Johnson and Ms. Kiernan to add their thoughts on supporting this request. Mr. Johnson and Ms. Kiernan stated that the HR Committee voted 4 to 0 to support and recommend this position and also Ms. Kiernan added that a BET study recently completed and accepted by the full Board 12-0-0 also supported adding this position.

#### **4. Law**

The Law Department budget was presented by Town Attorney, John Wayne Fox. Mr. Fox noted that the budget request presented a 1.8% increase, below BET budget guidelines. Mr. Fox thanked the BET members for its support of his operations. Mr. Fox told the Committee they have a very good legal department and was not seeking additional funding for another position. However, he did mention that if he could get funding for another position, it would be for another paralegal.

Mr. Pellegrino asked Mr. Fox if he added another legal position, could it be for a lawyer with an expertise in school special education litigation. Mr. Fox answered no, it would be cost prohibitive. He added the Town spends about \$100,000 for such litigation using the law firm of Shipman and Goodwin. Mr. Fox stated it would be too costly to fund such a position in house.

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Mr. Pellegrino asked Mr. Fox if his department is utilizing technology to their advantage. Mr. Fox responded yes, and mentioned they use the services of Westlaw, a cutting edge firm, for legal opinions. Mr. Fox also mentioned they use the Town's services for digital archiving.

Mr. Fox also mentioned that the Town's staff attorneys should be outfitted with laptop computers when they go to court in the coming year. He noted that when his attorney's go to court, all of the opposition attorneys have laptop computers at their disposal putting our attorneys at a disadvantage.

The Committee recessed at 12:10 P.M. for lunch and reconvened at 12:40 P.M.

## **5. Information Technology**

Mr. Hutorin presented the Information Technology budget and opened with a statement that there are no major initiatives or capital projects planned.

Mr. Pellegrino asked where we stand on the Information Technology Strategic Review. Mr. Hutorin answered the study is in draft form and expects a final report from BerryDunn at the end of February.

Ms. Tarkington asked about the feasibility of having a backup system for the overall Town's system at Nathaniel Witherell on Parsonage Road. Mr. Hutorin responded by saying it is just a recovery site at a distance from Town Hall that costs very little and yes, it could be moved somewhere else.

Mr. Pellegrino asked Mr. Hutorin his assessment of his operations relative to delivery services and customer services provided to Town departments. Mr. Hutorin responded that anecdotally he has heard comments that lead him to believe that Information Technology customers are 99.9% satisfied with the services they receive from his department. Mr. Cray appeared to contradict Mr. Hutorin's response by saying that the Information Technology Department is overwhelmed with customer service requests for assistance and can't meet the demand. Mr. Cray added that was why they requested an additional person last year, which was turned down by the BET.

Mr. Mason directed a question to Mr. Hutorin and Mr. Cray about cutting funding for the Information Technology Department. Mr. Mason asked what they would do if the BET completely cut funding for the IT Department. Mr. Cray answered that services would be cut out such as Lightpath and Helpdesk assistance. Mr. Hutorin did not respond.

Mr. Mason countered by saying that the department does exactly what is in their job descriptions which are not enough. He firmly stated that the goals and objectives of the department need to be redirected.

Mr. Pellegrino stated that Mr. Mason is expressing his feelings that IT needs to redirect itself and he believes his feelings are shared by other BET members. Mr. Pellegrino supported Mr. Mason's remarks by adding that IT is changing so rapidly and the Town needs to change its direction.

Ms. Tarkington criticized the Information Technology Capital Improvement Projects budget request for the next ten years. Ms. Tarkington stated the IT budget request was for only \$10 million dollars, while the Parks and Recreation CIP request for park improvements was for \$32 million dollars. Ms. Tarkington concluded that something was wrong in this area and lacked planning.

## **6. Libraries**

Ms. Carol Mahoney presented the Greenwich Library budget. She distributed their budget message that represents a 1.9% increase over current year's appropriations and within BET budget guidelines. Ms. Mahoney added that the Greenwich Library budget is the foundation that will allow it to move forward with its Strategic Plan within the Town's guidelines.

Ms. Mahoney was quick to point out that in addition to the normal services provided; the Greenwich Library is always available to accommodate the public during storm related emergencies.

Ms. Mahoney stated that the Greenwich Library has focused on strengthening its technology infrastructure and introducing software to provide a clear return on investments in collections and measurable outcomes

Ms. Mahoney added that they have purchased Bibliocommns, which will allow library users to search the catalog for materials with the Google and Amazon like look and feel that they come to expect, and also apply social media components to expand the user experiences. Mr. Pellegrino asked Ms. Mahoney what is their experience with the technology vendors. Ms. Mahoney answered with a one word response, excellent.

Ms. Mahoney told the Committee that Greenwich Reads Together continues for the third year as a community ready experience and AuthorsLive has brought prominent authors to the Library to discuss their books and their writing processes.

Mr. Pellegrino asked about the working relationship between the Library and the Board of Education. Ms. Mahoney responded that they work well together and are always trying to ensure compatibility.

Ms. Tarkington asked if the Library had emergency generators. Ms. Mahoney answered no, but added that they are not down that often, if at all.

Ms. Mahoney's presentation concluded and Mr. Kevin McCarthy presented for the Perot Library. Mr. McCarthy told the Committee he has been the Perrot Library Director for 15 years and they have never had a written agreement with the Town of Greenwich and they work very well together. Mr. McCarthy told the Committee that the Library recently had a complete air conditioning upgrade and that the proposed budget increases are mainly from salary increases.

Mr. Goldrick asked Ms. Mahoney why a number of budget lines were essentially flat and she responded that it was attributable to them losing a desire for periodicals and the price for eBooks going down.

Mr. Goldrick inquired about the Library being opened for longer hours on the weekends. Ms. Mahoney responded that the Library hours are based on door counts and they are looking at having the branches open longer during evening hours.

## **7. Land Use**

Ms. Diane Fox opened up the presentation for the Land Use agencies by discussing the Planning Board of Appeals and Zoning budget. She stated that the budget was up 1.7% and the department consisted of 3 employees.

Ms. Fox was asked about various large variances in the budget request. She explained that the fiscal year 2011-2012 budget was for half a year and this budget is just catching up on budgeting correctly with the recent reorganizations of staff over previous years.

Ms. Fox moved to the next Land Use Department, Planning and Zoning. She was asked by Mr. Pellegrino about the 3.8% increase in salaries. Ms. Fox wasn't sure about the increase other than a number of employees being new and they were getting annual raises along with step increases.

Mr. Johnson asked how the Planning and Zoning Department keeps up with changes in zoning regulations and about the long turnaround time for the permitting process. Ms. Fox said it is difficult because the permit applications are up due to good interest rates for borrowing and the interface among the different departments lengthens the permitting process. Ms. Fox told the Committee that during the process a permittee may have to interface with a number of departments such as; Engineering, Zoning Enforcement, Planning and Zoning, Building Inspection and sometimes the Health and Inland Wetlands Departments.

The Committee asked about how well CityView was working. Ms. Blankley responded by saying they have been working with CityView since 2006 along with the implementation of the digital imaging project. Ms. Blankley stated the office has been greatly improved with CityView and it has been an excellent experience. When asked, Ms. Blankley answered that CityView is supported by the Information Technology Department.

Mr. Johnson asked if the Geographic Information System should be in the Information Technology Department. Ms. Fox answered that she felt it is best to be supported in the Information Technology Department.

Ms. Savageau opened up with a lengthy presentation on the merits of justifying the Conservation Commission request to add a position to her department. Ms. Savageau detailed a number of additional assignments that have been added to her operations over the years. They included, but were not limited to; deer management, geese oiling management program, draught restriction oversight and reporting, a geese hazing program, black bear and mountain lion sightings management and reporting to the press, an eel preservation program and hurricane management and coordination with the Fire Department during a recent fire in Old Greenwich. Ms. Savageau conceded they are not a regulatory commission but the work load is what it is.

Ms. Savageau pointed out her request for a new position is an increase from a current part-time position. A Conservation Commission member, Mr. Garry Silverberg, offered comments in support of the overworked department and adding the position. Mr. Johnson told the Committee that the Human Resources Committee met the evening before and voted 3 to 1 to not support the position at this time.

Mr. Pellegrino asked Ms. Savageau if she had ever looked at intern programs as an answer to lessening the burden of her overburdened operations. She answered that they have looked at that option in the past but did not elaborate.

Mr. Goldrick challenged the magnitude of the duties of the Geese Management Program which consists of one dog. Ms. Savageau quickly countered that the dog must be highly qualified with associated requirements for the program that must be met and which she ensures are satisfied.

Mr. Chambers concluded the Land Use presentations by discussing the Inland Wetland budget with a 5.7% increase. Mr. Chambers explained to the Committee that the use of consultants contributes to the increase. Mr. Chambers also stated that Inland Wetland Department permitting is down and could not conclude as to why in light of the fact that other Land Use permits were up.

Mr. Finger asked why Temporary Salaries were up to which Mr. Chambers responded they were using an intern for the first time.



## 8. Town Clerk

The Town Clerk budget was presented by Ms. Carmen Budkins. Ms. Budkins gave the Committee an overview of the department's layout. She told the Committee that Vital Statistics was located downstairs with access to the Town Clerk's office via a connecting stairway. Ms. Budkins also said they did a lot of work improving the vault area regarding size and cleanliness. She added that they have 6 public access computers downstairs and 2 computers upstairs. Ms. Budkins stated that the workload in Vital Statistics dramatically increased with the closure of United Hospital regarding a demand for death certificates.

Ms. Budkins reminded the Committee that they are the liaison for the Representative Town Meeting (RTM) to the Town and public for their meetings.

Mr. Pellegrino asked if there were any ebbs and flows regarding the workflow during the year. Ms. Budkins said no, they are extremely busy all year long.

Mr. Pellegrino asked if there were any changes she would like to see in Town Hall. Ms. Budkins responded that she would like to see that every department office was open from 8 to 4 and that everyone answered their telephone.

## 9. Health

Ms. Caroline Baisley presented the Health Department budgets. Ms. Baisley pointed out that the Health Department consists of five divisions; Administration, Environmental, Special Clinics, Family Health and the Laboratory. She added that the overall budget was up 2.1%.

The subject of compensatory time came up and Ms. Baisley explained to the Committee how there is a need for compensatory time on occasion and how it is administered by her.

The Committee asked why there was an increase in account code 401-51300 in Temporary Salaries. Ms. Baisley answered that there was a request for part-time funds for \$3,845 to support grant funded Public Health Emergency Preparedness Coordinator Positions.

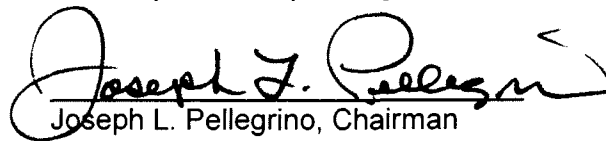
As the meeting concluded, Mr. Mason reported that there would be a BET Special Meeting on February 26, 2013 to address a number of issues.

The meeting adjourned at 4:06 P.M.

Respectfully submitted,



Peter Mynarski, Recording Secretary



Joseph L. Pellegrino, Chairman

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Mr. Pellegrino asked Mr. Fox if his department is utilizing technology to their advantage. Mr. Fox responded yes, and mentioned they use the services of Westlaw, a cutting edge firm, for legal opinions. Mr. Fox also mentioned they use the Town's services for digital archiving.

Mr. Fox also mentioned that the Town's staff attorneys should be outfitted with laptop computers when they go to court in the coming year. He noted that when his attorney's go to court, all of the opposition attorneys have laptop computers at their disposal putting our attorneys at a disadvantage.

The Committee recessed at 12:10 P.M. for lunch and reconvened at 12:40 P.M.

## **5. Information Technology**

Mr. Hutorin presented the Information Technology budget and opened with a statement that there are no major initiatives or capital projects planned.

Mr. Pellegrino asked where we stand on the Information Technology Strategic Review. Mr. Hutorin answered the study is in draft form and expects a final report from BerryDunn at the end of February.

Ms. Tarkington asked about the feasibility of having a backup system for the overall Town's system at Nathaniel Witherell on Parsonage Road. Mr. Hutorin responded by saying it is just a recovery site at a distance from Town Hall that costs very little and yes, it could be moved somewhere else.

Mr. Pellegrino asked Mr. Hutorin his assessment of his operations relative to delivery services and customer services provided to Town departments. Mr. Hutorin responded that anecdotally he has heard comments that lead him to believe that Information Technology customers are 99.9% satisfied with the services they receive from his department. Mr. Crary appeared to contradict Mr. Hutorin's response by saying that the Information Technology Department is overwhelmed with customer service requests for assistance and can't meet the demand. Mr. Crary added that was why they requested an additional person last year, which was turned down by the BET.

Mr. Mason directed a question to Mr. Hutorin and Mr. Crary about cutting funding for the Information Technology Department. Mr. Mason asked what they would do if the BET completely cut funding for the IT Department. Mr. Crary answered that services would be cut out such as Lightpath and Helpdesk assistance. Mr. Hutorin did not respond.

Mr. Mason countered by saying that the department does exactly what is in their job descriptions which are not enough. He firmly stated that the goals and objectives of the department need to be redirected.

Mr. Pellegrino stated that Mr. Mason is expressing his feelings that IT needs to redirect itself and he believes his feelings are shared by other BET members. Mr. Pellegrino supported Mr. Mason's remarks by adding that IT is changing so rapidly and the Town needs to change its direction.

Ms. Tarkington criticized the Information Technology Capital Improvement Projects budget request for the next ten years. Ms. Tarkington stated the IT budget request was for only \$10 million dollars, while the Parks and Recreation CIP request for park improvements was for \$32 million dollars. Ms. Tarkington concluded that something was wrong in this area and lacked planning.

## **6. Libraries**

Ms. Carol Mahoney presented the Greenwich Library budget. She distributed their budget message that represents a 1.9% increase over current year's appropriations and within BET budget guidelines. Ms. Mahoney added that the Greenwich Library budget is the foundation that will allow it to move forward with its Strategic Plan within the Town's guidelines.

Ms. Mahoney was quick to point out that in addition to the normal services provided; the Greenwich Library is always available to accommodate the public during storm related emergencies.

Ms. Mahoney stated that the Greenwich Library has focused on strengthening its technology infrastructure and introducing software to provide a clear return on investments in collections and measurable outcomes

Ms. Mahoney added that they have purchased Bibliocomms, which will allow library users to search the catalog for materials with the Google and Amazon like look and feel that they come to expect, and also apply social media components to expand the user experiences. Mr. Pellegrino asked Ms. Mahoney what is their experience with the technology vendors. Ms. Mahoney answered with a one word response, excellent.

Ms. Mahoney told the Committee that Greenwich Reads Together continues for the third year as a community ready experience and AuthorsLive has brought prominent authors to the Library to discuss their books and their writing processes.

Mr. Pellegrino asked about the working relationship between the Library and the Board of Education. Ms. Mahoney responded that they work well together and are always trying to ensure compatibility.

Ms. Tarkington asked if the Library had emergency generators. Ms. Mahoney answered no, but added that they are not down that often, if at all.

Ms. Mahoney's presentation concluded and Mr. Kevin McCarthy presented for the Perot Library. Mr. McCarthy told the Committee he has been the Perrot Library Director for 15 years and they have never had a written agreement with the Town of Greenwich and they work very well together. Mr. McCarthy told the Committee that the Library recently had a complete air conditioning upgrade and that the proposed budget increases are mainly from salary increases.

Mr. Goldrick asked Ms. Mahoney why a number of budget lines were essentially flat and she responded that it was attributable to them losing a desire for periodicals and the price for eBooks going down.

Mr. Goldrick inquired about the Library being opened for longer hours on the weekends. Ms. Mahoney responded that the Library hours are based on door counts and they are looking at having the branches open longer during evening hours.

## **7. Land Use**

Ms. Diane Fox opened up the presentation for the Land Use agencies by discussing the Planning Board of Appeals and Zoning budget. She stated that the budget was up 1.7% and the department consisted of 3 employees.

Ms. Fox was asked about various large variances in the budget request. She explained that the fiscal year 2011-2012 budget was for half a year and this budget is just catching up on budgeting correctly with the recent reorganizations of staff over previous years.

Ms. Fox moved to the next Land Use Department, Planning and Zoning. She was asked by Mr. Pellegrino about the 3.8% increase in salaries. Ms. Fox wasn't sure about the increase other than a number of employees being new and they were getting annual raises along with step increases.

Mr. Johnson asked how the Planning and Zoning Department keeps up with changes in zoning regulations and about the long turnaround time for the permitting process. Ms. Fox said it is difficult because the permit applications are up due to good interest rates for borrowing and the interface among the different departments lengthens the permitting process. Ms. Fox told the Committee that during the process a permittee may have to interface with a number of departments such as; Engineering, Zoning Enforcement, Planning and Zoning, Building Inspection and sometimes the Health and Inland Wetlands Departments.

The Committee asked about how well CityView was working. Ms. Blankley responded by saying they have been working with CityView since 2006 along with the implementation of the digital imaging project. Ms. Blankley stated the office has been greatly improved with CityView and it has been an excellent experience. When asked, Ms. Blankley answered that CityView is supported by the Information Technology Department.

Mr. Johnson asked if the Geographic Information System should be in the Information Technology Department. Ms. Fox answered that she felt it is best to be supported in the Information Technology Department.

Ms. Savageau opened up with a lengthy presentation on the merits of justifying the Conservation Commission request to add a position to her department. Ms. Savageau detailed a number of additional assignments that have been added to her operations over the years. They included, but were not limited to; deer management, geese oiling management program, draught restriction oversight and reporting, a geese hazing program, black bear and mountain lion sightings management and reporting to the press, an eel preservation program and hurricane management and coordination with the Fire Department during a recent fire in Old Greenwich. Ms. Savageau conceded they are not a regulatory commission but the work load is what it is.

Ms. Savageau pointed out her request for a new position is an increase from a current part-time position. A Conservation Commission member, Mr. Garry Silverberg, offered comments in support of the overworked department and adding the position. Mr. Johnson told the Committee that the Human Resources Committee met the evening before and voted 3 to 1 to not support the position at this time.

Mr. Pellegrino asked Ms. Savageau if she had ever looked at intern programs as an answer to lessening the burden of her overburdened operations. She answered that they have looked at that option in the past but did not elaborate.

Mr. Goldrick challenged the magnitude of the duties of the Geese Management Program which consists of one dog. Ms. Savageau quickly countered that the dog must be highly qualified with associated requirements for the program that must be met and which she ensures are satisfied.

Mr. Chambers concluded the Land Use presentations by discussing the Inland Wetland budget with a 5.7% increase. Mr. Chambers explained to the Committee that the use of consultants contributes to the increase. Mr. Chambers also stated that Inland Wetland Department permitting is down and could not conclude as to why in light of the fact that other Land Use permits were up.

Mr. Finger asked why Temporary Salaries were up to which Mr. Chambers responded they were using an intern for the first time.



## **8. Town Clerk**

The Town Clerk budget was presented by Ms. Carmen Budkins. Ms. Budkins gave the Committee an overview of the department's layout. She told the Committee that Vital Statistics was located downstairs with access to the Town Clerk's office via a connecting stairway. Ms. Budkins also said they did a lot of work improving the vault area regarding size and cleanliness. She added that they have 6 public access computers downstairs and 2 computers upstairs. Ms. Budkins stated that the workload in Vital Statistics dramatically increased with the closure of United Hospital regarding a demand for death certificates.

Ms. Budkins reminded the Committee that they are the liaison for the Representative Town Meeting (RTM) to the Town and public for their meetings.

Mr. Pellegrino asked if there were any ebbs and flows regarding the workflow during the year. Ms. Budkins said no, they are extremely busy all year long.

Mr. Pellegrino asked if there were any changes she would like to see in Town Hall. Ms. Budkins responded that she would like to see that every department office was open from 8 to 4 and that everyone answered their telephone.

## **9. Health**

Ms. Caroline Baisley presented the Health Department budgets. Ms. Baisley pointed out that the Health Department consists of five divisions; Administration, Environmental, Special Clinics, Family Health and the Laboratory. She added that the overall budget was up 2.1%.

The subject of compensatory time came up and Ms. Baisley explained to the Committee how there is a need for compensatory time on occasion and how it is administered by her.

The Committee asked why there was an increase in account code 401-51300 in Temporary Salaries. Ms. Baisley answered that there was a request for part-time funds for \$3,845 to support grant funded Public Health Emergency Preparedness Coordinator Positions.

As the meeting concluded, Mr. Mason reported that there would be a BET Special Meeting on February 26, 2013 to address a number of issues.

The meeting adjourned at 4:06 P.M.

Respectfully submitted,

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Peter Mynarski, Recording Secretary

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Joseph L. Pellegrino, Chairman