1. APPROVED BET Budget Comm. Meeting Minutes

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TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION

BUDGET COMMITTEE

MINUTES
Cone Meeting Room
Tuesday, March 15, 2005

Present:
Committee: Valeria P. Storms, Chairman
Jara Burnett, Laurence Simon, Stephen Walko

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director
Carol Femia, Ray Butler, Bob La Marche, Nick Edwards, Social
Services
John Wetmore, Fernando de Arango, Law Department
Elizabeth Link, Fleet Department
Caroline Baisley, Health Department
Christine Clark, Ray Augustine, Nathaniel Witherell
Dr. Larry Leverett, Dr. Susan Wallerstein, Board of Education
Marcos Madrid, James Lavin, Joseph Roberto, Public Works
Ed Gomeau, Town Administrator

Board: Peter Berg, Janice Gardner, Kathryn Guimard, Michael Mason,
Alma Rutgers, Peter Tesei

Board Ex Officio: James A. Lash, First Selectman

Other: John Booth, Ann Drake, Board of Social Services

The meeting was called to order at 6:30 PM.

The Chairman introduced the new Recording Secretary, Marion Drexler.

SS-1 SOCIAL SERVICES - Release of Conditions - $769,072

Request for release of condition:
$66,946 to A501-51000 Salary Expense
$332,593 to A502-51000 Salary Expense
$89,330 to A509-51000 Salary Expense
$280,203 to A510-51000 Salary Expense

The final installment of funds was subject to the receipt and acceptance of reports to the
Budget Committee showing the department’s progress towards satisfactory program
evaluations, as defined by the Cornerstone study.
John Booth, Co-chairman of the Board of Social Services, said that they now have costs for Senior Services and will continue with further analysis of that major part of the department’s work. Board members have been appointed to look at other towns’ delivery of social services.

The committee voted unanimously to approve the release of condition and forward the application to the Board of Estimate and Taxation for consideration as a routine application.

EXECUTIVE SESSION:

The committee voted unanimously to enter into executive session at 6:48 PM to discuss the settlement of legal claims.

In attendance were:
Roland Gieger: Budget Director
Peter Mynarski: Comptroller
John Wetmore, Fernando de Arango: Law Department
Mssrs. Berg, Mason, Simon, Tesei, and Walko: BET
Mmes: Burnett, Gardner, Guimard, Rutgers and Storms: BET
Ex Officio Members: James A. Lash, First Selectman

The committee voted unanimously to conclude the executive session and resume the regular meeting at 7:05 PM.

SE-1 FIRST SELECTMAN - Additional Appropriation - $150,000

Request for additional appropriation
$150,000 to P935-57350 Settlement Barresi, et al. v. TOG
$150,000 from Contingency

The committee voted unanimously to approve the additional appropriation and forward the application to the Board of Estimate and Taxation for consideration as a routine application.

SE-2 FIRST SELECTMAN - Additional Appropriation - $186,000

Request for additional appropriation:
$186,000 to P935-57350 Settlement Peter Engelman v. TOG
$186,000 from Contingency

The committee voted 3-0-1 to approve the additional appropriation and forward the application to the Board of Estimate and Taxation for consideration as a non-routine application. Mr. Walko abstained because he did not want to condone the circumstances that led to the need for the additional appropriation.
FL-1  FLEET - Transfer - $30,000

Request for transfer:
$30,000 to A380-53510 Parts for Auto Equipment
$30,000 from A380-54920 Less Credits received from JV’s

Request due to heavy parts usage in winter and major repairs and parts purchased.

The committee voted unanimously to approve the additional appropriation and forward the application to the Board of Estimate and Taxation for consideration as a routine application.

L-1  HEALTH - Approval to Use - $48,344

Request for approval to use:
$5,200 to F4031-51100 Overtime Services
$21,000 to F4031-51300 Temporary Services
$5,400 to F4031-51490 Professional Services NOC
$2,000 to F4041-52090 Tuition Payments
$5,400 to F4031-52100 Travel Expense
$300 to F4031-52110 Mileage Allowance
$1,244 to F4031-53010 Office Supplies
$7,000 to F4031-53250 Medical, Surgical, Lab Supplies
$800 to F4031-54150 Maintenance Office Equip.
$48,344 from Grant

Request to accept state funds for Public Health Bioterrorism/Emergency Preparedness Planning Funding is from the Centers for Disease Control and Prevention (CDC), through the State of CT Department of Public Health. The purpose of the grant is to upgrade local jurisdictions’ preparedness for and response to bioterrorism or other public health outbreaks of infectious disease, threats, or emergencies.

When asked whether fringe benefits were covered by grant funds where applicable, Caroline Baisley said she thought so, but if not, would work with the Finance Department to see that the proper process is followed.

The committee voted unanimously to approve the additional appropriation and forward the application to the Board of Estimate and Taxation for consideration as a routine application.

NW-1  NATHANIEL WITHERELL -Release of Condition - $3,695,513

Request for release of condition:
$3,114,247 to A450-51000 Salary & fee expense
$73,192 to A450-52000 Service expense
$382,566 to A450-53000 Supply expense
$50,508 to A450-54000 Maintenance expense
$75,000 to A450-56000 Insurance

Request for the release of expense funding for the fourth quarter, in the amount of $3,695,513, which represents 24.9% of the 2005 fiscal year original budget. The January 2005 income statement reflects a reduction in revenue of $393,549 offset by a reduction in TOG spending of $764,580.

The committee voted unanimously to approve the additional appropriation and forward the application to the Board of Estimate and Taxation for consideration as a routine application.

ED-1 BOARD OF EDUCATION - Additional Appropriation - $36,382

Request for Additional Appropriation:
$36,382 to A620-35021 Reserved for restricted receipts for Replacement teacher
$36,382 from Payment from GEA

This application was withdrawn.

ED-2 BOARD OF EDUCATION - Additional Appropriation - $6,000

Request for Additional Appropriation:
$1,500 to A6200568-51060 Cos Cob School
$3,000 to A6201056-81060 North Mianus School
$1,500 to A6200356-81060 Glenville School
$6,000 from Grant

The Board of Education authorized district elementary schools (Glenville, Cos Cob, North Mianus) to apply to become national demonstration sites for Project EVOLVE, a federally funded special education initiative based at the University of Vermont. The purpose of the project is to identify and disseminate information about best practices in the use of paraprofessionals to meet the educational needs of students with disabilities.

The project provides selected schools with mini-grants to support related activities, including professional development and the purchase of additional materials and supplies. Funding has been received to date for North Mianus and Cos Cob Schools. Additional funding is anticipated for Glenville.

The committee voted unanimously to approve the additional appropriation and forward the application to the Board of Estimate and Taxation for consideration as a routine application.

ED-3 BOARD OF EDUCATION - Additional Appropriation - $390,000

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Request for Additional Appropriation:

$390,000 to Z680-59560-25063 Hamilton Ave Modulars
$390,000 from Capital and Non-recurring Fund

This request is for funds to cover $390,000 used from the schools’ operating budget to pay for cost overruns on the Hamilton Avenue modulars project, a plan agreed on in January when the exact amount needed was not known. The total amount of the overruns could be $483,683, but the Board of Education anticipates that only $390,000 will be required to finish this project. The BOE will journal voucher those expenses already paid, and their operating budget will be reimbursed from the Capital and Non-recurring Fund. In this manner, all expenditures for this project will be properly recorded against the Capital and Non-recurring Fund.

The committee voted unanimously to approve the additional appropriation and forward the application to the Board of Estimate and Taxation for consideration as a non-routine application.

PW-1 PUBLIC WORKS - Additional Appropriation -$668,000

Request for Additional Appropriation:

$160,500 to A312-51100 Overtime
$15,00 to A312-51300 Temporary Services
$61,800 to A312-53200 Hired Equipment
$338,000 to A312-53750 Materials
$61,500 to A315-51300 Temporary Services
$12,500 to A315-52300 Hired Equipment
$18,700 to A315-53750 Highway Materials
$668,000 from Contingency

The total snow budget of $654,000 for FY 04-05 was based on the area’s 50-year average of snowfall, which is 30 inches. As of March 4, 2005, an average of 49 inches had fallen, costing the Town an additional $801,000, an average cost of $19,600 per inch. There have also been nine ice control days. The $668,000 is the amount of the extra costs allocated to the General Fund.

The cost projections are intended to:

1) Provide funds to cover the current shortfall - $307,000
2) Provide a snow budget for March – $294,000
3) Replenish the depleted salt and sand material inventory - $200,000

The committee voted unanimously to approve the additional appropriation and forward the application to the Board of Estimate and Taxation for consideration as a routine application.
PW-2 PUBLIC WORKS - Additional Appropriation -$66,000

Request for Additional Appropriation:

$1,000 to G317-51920 Salaries
$16,000 to G317-52300 Hired Equipment
$49,000 to G317-53750 Highway Materials
$66,000 from Fund Balance

These funds are the amount of the extra snow removal costs allocated to the Parking Fund.

The committee voted unanimously to approve the additional appropriation and forward the application to the Board of Estimate and Taxation for consideration as a routine application.

PW-2A PUBLIC WORKS - Additional Appropriation -$67,000

Request for Additional Appropriation:

$36,000 to R317-51920 Salaries
$31,000 to R317-53750 Highway Materials
$67,000 from Fund Balance

These funds are the amount of the extra snow removal costs allocated to the Leased Railroad Fund.

The committee voted unanimously to approve the additional appropriation and forward the application to the Board of Estimate and Taxation for consideration as a routine application.

APPROVAL OF MINUTES:

Upon a motion by Mr. Simon, seconded by Ms. Burnett, the committee voted unanimously to approve the minutes of:
February 7, 2005 - First Selectman’s Budget Presentation
February 8, 2005 - Comptroller’s Budget Presentation
February 9, 2005 - Board of Education’s Budget Presentation
February 14, 2005 - Public Hearings on 2005-2006 Budget

There being no further business before the committee, upon a motion by Mr. Simon, seconded by Ms. Burnett, the committee voted 4-0-0 to adjourn the meeting at 8:35 PM.
Respectfully submitted,

Marion Drexler, Recording Secretary

Valeria P. Storms, Chairman