1. BET Budget Comm. Meeting Documents

   Documents:

   BET_BUDGET_COMM_MEETING_AGENDA_05-15-07.PDF
   FINAL_BET_BUDGET_COMM_MEETING_MINUTES_05-15-07.PDF
   VOTED_BET_BUDGET_COMM_MEETING_AGENDA_05-15-07.PDF
TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
BUDGET COMMITTEE MEETING
CONE ROOM
TUESDAY, May 15, 2007
6:30 PM

AGENDA

Requests for Budget Adjustments

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2007-2008 Contingency, Resolutions and Mill Rates for the General, Sewer Maintenance and Sewer Improvement Funds

North Mianus Resolution

Approval of Budget Committee Meeting Minutes for:
  Departmental Hearings - Day One 02/15/07
  Departmental Hearings – Day Two 02/16/07
  Consolidation Day 02/26/07
  Regular Meeting of the Budget Committee 04/10/07

Budgetcommntg 05/15/07
The meeting was called to order at 6:35 P.M.

**Requests for Budget Adjustments**

**PR-2  Parks & Recreation - Approval to Transfer- $17,000**

Request for approval to transfer:

- $17,000  to  A 816 54200  Maintenance, Machinery, Tools
- $17,000  from  A 812-54040  Maintenance, Recreation Areas

The request was made due to the need to replace a leaking, aging DX Cooler on Compressor #1 at the Dorothy Hamill Skating Rink. The requested transfer will, when added to available Dept 816 Maintenance Funds of $11,000, cover the replacement compressor cost of $28,000. The goal is to have the rink ready to be operational by the end of the summer.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.
PR-3 Parks & Recreation - Approval to Transfer- $27,621

Request for transfer:
$26,540 to A817-51230 Accumulated Sick Leave
$1,081 to A817-51170 Accumulated Vacation Leave
$27,621 from A812-51010 Regular Salaries

This request is made by the Parks & Recreation Department in order to cover the cost of accumulated Sick Leave and Vacation Leave to be paid out to a retiring employee. This money is not budgeted individually within each department but is normally covered within the HR budget.

Although there are other ways that this issue could have been handled, this was seen as the cleaner, more direct method. It was questioned whether other departments might also have this problem when employees retire. The Committee requested a list of vacation and sick day payouts by Department which was provided in the BET package for the May 21, 2007 meeting.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

FD-1 Fire- Additional Appropriation- $290,000

Additional Appropriation:
$290,000 to Z206-59120-27101 Fire Apparatus
$290,000 from Capital Non-Recurring Fund Balance

Assistant Chief Peter Siecienski explained that this request for approval is for the purchase of fire apparatus to replace Cos Cob Engine #2 which has had ongoing mechanical difficulties since the date of purchase. The manufacturer, Emergency One, Inc. has made an attractive offer to resolve the issue by buying back this engine and providing a new engine with a warrantee at a reasonable cost. The Chief sees this as a significant trade in offer and a reasonable offer.

There were some quality control issues, mechanical and design flaws. Also the Town’s use of this apparatus was not suitable for the Cos Cob area based on its design.

There was also some discussion on the merits of sole sourcing verses looking to several manufacturers. Sole sourcing has the benefit of one manufacturer’s parts inventory, simplified maintenance and training. Offsetting these advantages is competitive pricing with several manufacturers.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.
ED-11 BOE - Approval to Use - $20,000

Approval to Use:

$20,000 to E0407-43100 Vanguard Schools Grant
$20,000 from CT State Department of Education

Hamilton Avenue School has been awarded a $20,000 Grant by the CT State Department of Education. Vanguard School Grants are based on significant improvement in student performance. $5,000 of this grant is to be used to support a mentoring program where we are a partner school not in Greenwich. The remaining $15,000 of the grant will be used to have classroom teachers trained in the Responsive Classroom program ($600 per person), to pay for meals (training will occur Friday evenings and Saturday mornings), and custodian fees for Saturdays (9-3)

These funds will be used in the fall of 2007.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

ED-12 BOE - Additional Appropriation – $545,000

Additional Appropriation:

$545,000 to Z6801792-59550-25110 Hamilton Ave School
$545,000 from Capital Non-recurring Fund Balance

This request is for additional appropriation of $545,000 to cover the estimated remaining costs to complete construction of the new Hamilton Avenue School.

Work on Phase 2 involved a very tight budget, of which Mr. Mazze was aware. Additional architects fees and Project Managers fees were significant items. The Project Manager will have to be paid for additional supervision and overtime fees. There was pressure to keep on schedule and finish the project on time. Change order costs were also expensive and there were many of them.

The Building Committee was operating with an extremely low contingency. The committee tried to stay within the $800,000 amount but they were unable due to extenuating circumstances. This appropriation will increase the contingency amount to $1,345,000 or less than 5% of project cost.

The committee voted unanimously to enter into executive session at 7:18 P.M. to discuss a settlement of legal claims.

In attendance were:
Roland Gieger, Budget Director; Peter Mynarski, Comptroller, John Wayne Fox, Town Attorney
Mssrs. Finger, Krumeich, Mason, Norton, Simon, Stone, and Walko
Mmes: Rutgers (until 7:30 P.M.) Barton, Tarkington, Giambo and Moriarity

The committee voted unanimously to conclude the executive session and resume the regular meeting at 7:50 PM.

Mr. Tesei was worried that we might be shortchanging the building by not allocating enough additional funds now. Mr. Simon was also concerned that this additional appropriation should be larger, closer to $625,000. However, the Committee decided to leave the request unchanged.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

LAW-2 Law- Additional Appropriation- $175,000

Additional Appropriation:
$175,000 to A140-51400 Professional Services
$175,000 from Contingency

Town Attorney, John Wayne Fox, explained that the Law department needs to request an additional appropriation in order to cover the cost of Outside Counsel. Mr. Fox explained that although it was not long ago that he had to come before this group, he finds it necessary to appear again. He explained that trying to anticipate the funding needs for the Outside Counsel Account is very difficult. Outside Counsel needs to be used when certain expertise is needed or there might be a conflict involved. It was felt that a list of these situations might be useful. When using Outside Counsel, it is only an estimate and a moving target. He says that he has been trying to take a fairly aggressive stance with regard to litigation, which usually pays off, in positive results, reducing claim experience. Mr. Simon asked whether we should use more outside counsel to be more aggressive or not?

Mr. Fox explained that he has attempted to be conservative but the bills that have come in and the ones that he anticipates will be more than what was budgeted. Mr. Simon would just like to have the budgeting numbers be more on target. The Committee asked for a list of Major Lawsuits that require the use of Outside Counsel. This Confidential letter was distributed with the BET meeting material.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.
FIRST SELECTMAN-Approval to Use

Request for approval to use contribution to Bruce Museum:
$5,000,000  to  F801-57210  Contribution to Bruce Museum
$5,000,000  from  State of Connecticut

Deborah Good answered questions regarding an anticipated grant from the State of Connecticut. She wants to avoid past problems that occurred when grants came directly to the Bruce Museum. They propose to use the funds to improve the current facility and to better serve the community. The Bruce Museum is anticipating receipt of up to $5,000,000, and wants the town to accept the funds and for these funds to become an appropriation to the Bruce Museum. They anticipate receiving the grant in September or October, 2007. They are asking for a resolution to accept this grant and then to appropriate this grant money to the Bruce. Until the funds are actually received, they will not know the exact amount. It is expected to be in the range of $1,500,000 to $5,000,000. The Committee asked Ms. Barton to work on a resolution that will accomplish the above with BET approval required for the appropriation. This resolution was also included in the BET packet for the May 21, 2007 meeting.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

Recommendation for 2007-2008 Contingency
Recommend a contingency amount of zero dollars (The BET has established a Reserve Fund Balance instead).

Recommendation of Mill Rates for the General, Sewer Maintenance and Sewer Improvement Funds for FY2007-08

After discussion, the Committee voted to recommend the following mill rates for BET approval on Monday May 21, 2007

General Fund: 7.763 Mills (3.50% increase)
Sewer Maintenance: 0.335 Mills (18.37% increase)
Sewer Improvements: 0.054 Mills (-19.40% increase)

Discussion of North Mianus Sewer Costs

There was discussion of the recertification of the North Mianus Sewer Project for a cost of $22,932,095.11. This certified figure omits the following costs which total $600,000:
- Original Contract Buyout-$250,000
- Incremental Rebid Costs-$135,061
- Non-allowable change orders per independent audit-$64,939
- Non-allowable paving costs per independent audit-$150,000
The negotiated reduction of $600,000 of costs and interest are to be reimbursed to the Town of Greenwich from the Sewer Improvement Fund Balance. There was concern about altering the bonding resolution.

It was recognized that the Fund Balance numbers need to be reviewed annually so as to adjust the Sewer Improvement Mill rate accordingly.

It was agreed that no action need to be taken at this time.

**APPROVAL OF MINUTES**

Upon a motion by Mr. Walko, seconded by Mr. Simon, the Board voted 4-0-0 to approve as amended the minutes from the February 15, 2007 Departmental Hearings – Day One

Upon a motion by Mr. Walko, seconded by Mr. Simon, the Board voted 4-0-0 to approve as amended the minutes from the February 16, 2007 Departmental Hearings – Day Two

Upon a motion by Mr. Walko, seconded by Mr. Simon, the Board voted 4-0-0 to approve as amended the minutes from the February 26, 2007 Consolidation Day Meeting.

Upon a motion by Mr. Walko, seconded by Mr. Simon, the Board voted 4-0-0 to approve the minutes from the April 10, 2007 regular Budget Committee Meeting.

There being no further business before the committee, upon a motion by Mr. Simon, seconded by Mr. Krumeich, the Committee voted 4-0 to adjourn the meeting at 9:05 P.M.

Respectfully submitted,

_____________________________________

Anne Merz, Recording Secretary

_____________________________________

Stephen G. Walko, Chairman
TOWN OF GREENWICH
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