

1. BET Meeting Documents

Documents:

[BET_MEETING_AGENDA-07-16-07.PDF](#)

[VOTED_BET_MEETING_AGENDA_07-16-07.PDF](#)

[DRAFT_BET_MEETING_MINUTES_07-16-07.PDF](#)



**TOWN OF GREENWICH
REGULAR MONTHLY MEETING OF THE
BOARD OF ESTIMATE AND TAXATION
MONDAY, July 16, 2007
6:30 PM
TOWN HALL MEETING ROOM**

AGENDA

1. Call to Order and Pledge of Allegiance
2. Consideration of Applications

Requests for Budget Adjustments

ROUTINE APPLICATIONS

<u>Number</u>	<u>Department</u>	<u>Amount</u>	<u>Purpose</u>
CD-1	Community Development Q19707-59900-27212	\$ 13,883	Transfer Family Centers Rehab
ED-1	Board of Education E0458-43100	\$ 60,000	Approval to Use Early Intervention Program
HD-1	Health F4031-51010	\$ 28,500	Approval to Use Regular Salaries
PD-1	Police F213-53310	\$ 3,760	Approval to Use Personal Protective Equipment
SE-1	First Selectman P935-57350	\$ 45,000	Additional Appropriation Moss v. Cohen & TOG

NON-ROUTINE APPLICATIONS

PW-1	DPW Z312-59660	\$ 250,000	Additional Appropriation Drainage Study – Pemberwick
SE-2	First Selectman P935-57350	\$ 1,500	Additional Appropriation Settlement – Bill Clark

Approval to accept grant from the State of Connecticut for Enhanced 9-1-1 System

3. Assessor's Report
4. BET Committee & Liaison Reports
5. Comptroller's Report
6. Acceptance of Treasurer's Report showing investing portfolio activity for the periods of June 1, 2007 – June 30, 2007
7. Approval of BET minutes for:
Regular Meeting of the BET Meeting Minutes – June 18, 2007
8. Officer's Report
9. OLD BUSINESS
10. NEW BUSINESS:
-Approval of Regular BET meeting dates for 2008
11. Adjournment

Peter J. Tesei, Chairman



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Votes

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Canceling August BET Regular Meeting 11-0-0
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-Approval of Regular BET meeting dates for 2008 11-0-0
11. Adjournment

Peter J. Tesei, Chairman



MINUTES of the regular meeting of the Board of Estimate and Taxation held on Monday, July 16, 2007 in the Town Hall Meeting Room, Greenwich, CT.

Chairman Peter Tesei called the meeting to order at 6:30 P.M., after which the members pledged allegiance to the flag.

Board members in attendance:

Peter Tesei, Chairman
Robert S. Stone, Vice Chairman
Alma Rutgers, Clerk
Nancy E. Barton
William R. Finger
James Himes
Edward Krumeich
Michael Mason
Arthur D. Norton
Laurence B. Simon
Leslie Tarkington

Absent: Stephen Walko

Staff: Roland Gieger, Peter Mynarski, Finance Department; Ted Gwartney, Robert Shipman, Assessor's Office; Lloyd Hubbs, Amy Sieber, DPW; Chief Michael Ridberg, Lieutenant Mark Kordick, Greenwich Police Department

Other: Vince DeMarco, Pemberwick Association

ROUTINE APPLICATIONS

CD-1 Community Development-Transfer-\$13,883

Request for transfer:

\$13,883 to Q19707-59900-27212

Family Centers Rehab

ED-1 Board of Education-Approval to Use- \$60,000

Request for approval to use:

\$60,000 to E0458-43100 Early Intervention Program

HD-1 HEALTH-Approval To Use-\$28,500

Request for approval to use:

\$28,500 to F4031-51010 Regular Salaries

PD-1 POLICE-Approval to Use-\$3,760

Request for approval to use:

\$3,760 to F213-53310 Personal Protective Equipment

SE-1 First Selectman-Additional Appropriation-\$45,000

Request for additional appropriation:

\$45,000 to P935-57350 Moss v. Cohen & TOG

Upon a motion by Ms. Rutgers, seconded by Mr. Simon, the Board voted 11-0 to approve the routine applications.

NON ROUTINE APPLICATIONS

PW-1 DPW-Additional Appropriation-\$250,000

Request for additional appropriation:

\$250,000 to Z312-59660 Drainage Study-Pemberwick

Upon a motion by Mr. Mason, seconded by Mr. Krumeich, there followed discussion.

Mr. Mason explained that this is the start of a project which is outside of the budget process. This is a hydraulic study which will focus on the Byram River Watershed area. Findings are expected by spring of 2008 and will be addressed in future budgets going forward.

Mr. Hubbs spoke briefly with regard to the drainage master plan. He said that other areas will be addressed in future budgets. The master plan will identify deficiencies and options for solving them.

Mr. Stone asked if a construction program to solve some of the identified problems could be initiated before the entire town has been studied. Mr. Hubbs said that the Pemberwick Project can be done in isolation while studying the rest of the town. There are some short term items that can be implemented quickly in the Pemberwick area. The project will be guided by cost beneficial improvements.

Ms. Tarkington asked if the Conservation and Wetlands would be involved in review of the RFP for this project. Mr. Hubbs said that these agencies will be an integral part of the process, as most issues will require close coordination. Items such as development issues may be considered for the Plan of Conservation and Development.

The Board voted 11-0 to approve this non- routine application.

Mr. DeMarco was invited to comment as Chairman of the Pemberwick Community Association. Mr. DeMarco asked if further updates could be provided to the Association by DPW. Members of the Association will also be providing visual recommendations throughout the process as interaction between members of the community and town agencies is an important part of the process. Mr. Hubbs said that while DPW will be available anytime for an update, the forum for review will go through the Flood and Erosion Control Committee, whose meetings are open to the public.

SE-2 First Selectman-Additional Appropriation-\$1,500

Request for additional appropriation:

\$1,500 to P935-57350 Settlement-Bill Clark

Upon a motion by Mr. Mason, seconded by Mr. Krumeich, the Board voted 11-0 to approve this non- routine application.

Approval to accept grant from the State of Connecticut for Enhanced 9-1-1 System

Upon a motion by Mr. Mason, seconded by Mr. Simon, the Board voted 11-0 to accept the grant from the State of Connecticut for Enhanced 9-1-1 System

ASSESSOR'S REPORT

Mr. Gwartney presented the Assessor's report to the Board.

Mr. Gwartney said that tax bill information has been transferred to the Tax Collector. The contract has been awarded to Total Valuation Services, LLC, for all three phases of the next Revaluation. Darien and Waterbury are two of six towns who currently engage Total Valuation Services, LLC.

In response to a question from Mr. Krumeich with regard to the Elderly Tax Credit and a recent drop off in the number of seniors applying for tax relief, Mr. Gwartney said that in addition to the Assessors office tracking the problem, information is being provided to the Commission on Aging. At this time there is no plan for a detailed analysis. Information such as the number of households that could qualify but may not be aware that they qualify will be explored.

Mr. Tesei shared with the Board a letter he received through the Finance Department. The letter came from an RTM member who asked whether Greenwich would implement a program that involved deferring taxes, similar to what Stamford does. Mr. Gwartney said that many towns throughout Connecticut implement this type of system and that it could be considered for Greenwich as well.

Mr. Finger inquired as to the progress with condominium conversion. Mr. Gwartney said that his office has to wait for condominiums to file so that their status is known. Not all have filed for this status yet. Many properties are being converted this year.

Mr. Krumeich asked if the State Elderly Tax Program has experienced shrinkage similar to that of local programs, and Mr. Gwartney said that it has to some degree.

Upon a motion by Ms. Tarkington, seconded by Mr. Norton, the Board voted 11-0 to accept the Assessor's Report.

BET COMMITTEE & LIAISON REPORTS

Human Resources Committee-Leslie Tarkington

The Human Resources Committee met on July 10, 2007. All members were present, along with Mr. Mynarski and Ms. Kast.

UAAO Consultant Bridget Coxill spoke to the Committee with regard to employee training programs. BOE M/C Pay Plan salary increases were also discussed, as well as a 2% bonus plan for BOE cabinet employees. The M/C Pay Plan Study is underway. The Hay Group will return with recommendations from their study.

Audit Committee- Robert Stone

The Audit Committee met on July 12, 2007.

Items discussed included processes in the town's construction projects involving building committees.

Status was reviewed of proposed changes to the Town's purchasing processes. A limited scope internal audit concerning NSF checks revealed that the Town did not charge fees and penalties to those submitting subsequently uncollected checks. The Town Attorney will assist with follow up.

The status of a lease with the Byram Shore Boat Club was discussed, and the Town Attorney will attend the next Audit Committee meeting to address this subject.

Budget Committee- Michael Mason

Mr. Mason asked that any Board members with comments about the budget guidelines for the upcoming budget forward them to Mr. Gieger by August 15, 2007. The OPEB Ad Hoc Committee will have their next meeting on September 11, 2007 before the regular Budget Committee meeting.

COMPTROLLER'S REPORT

Mr. Mynarski presented the Comptrollers Report for the months of June and July to the Board.

In response to a question with regard to BOE transfers, Mr. Mason asked that a list of all other requests under \$10,000 be forwarded to the BET; Mr. Mynarski said that these will be provided at the September BET meeting.

Mr. Mynarski has certified the costs for the North Mianus Sewer Project to the Condemnation Commission. Mr. Mason asked for the original appropriation and finance charges to be forwarded as well.

ACCEPTANCE OF TREASURER'S REPORT SHOWING INVESTMENT PORTFOLIO ACTIVITY FOR THE PERIODS OF JUNE 1, 2007- JUNE 30, 2007

Upon a motion by Mr. Simon, seconded by Mr. Norton, the Board voted 11-0 to accept the Treasurer's Report.

APPROVAL OF MINUTES

Upon a motion by Mr. Simon, seconded by Mr. Mason, the Board voted 11-0, to approve the Regular Meeting Minutes of the BET from June 18, 2007.

OFFICER'S REPORT

Mr. Tesei attended a Norwalk Board of Finance Chair Roundtable on June 25, 2007. Stamford also participated. How Finance Board's function, challenges and issues were discussed.

On June 28, 2007 Mr. Tesei attended a demonstration on the Seaton Reservation on the dry hydrant that was recently installed.

There will be no August meeting of the BET.

NEW BUSINESS

-Approval of Regular BET meeting dates for 2008

The Board discussed the meeting dates for 2008. Mr. Simon suggested adding the Public Hearing and Decision Meeting from the budget process in March.

Upon a motion by Mr. Norton, seconded by Ms. Tarkington, the Board voted 11-0, to approve the Regular BET Meeting dates for 2008, to include a Public Hearing on March 18, 2008 at 7:00 P.M., and the Decision Meeting on March 19, 2008 at 7:00 P.M.

ADJOURNMENT

Upon a motion by Mr. Finger, seconded by Mr. Norton, the Board voted 11-0 to adjourn at 7:30 P.M.

Respectfully submitted,

Valerie Zebrowski, Recording Secretary

Alma Rutgers, Clerk of the Board

Peter Tesei, Chairman