

1. BET Meeting Minutes

Documents:

[BET\\_MEETING\\_MINUTES\\_07-17-06.PDF](#)

MINUTES of the regular meeting of the Board of Estimate and Taxation held on Monday, July 17, 2006 in the Town Hall Meeting Room, Greenwich, CT.

The Chairman, Peter J. Tesei, called the meeting to order at 7:07 P.M., after which the members pledged allegiance to the flag.

Board members in attendance:

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

Mr. Krumeich arrived at 7:56 P.M.

Ex Officio Board Members: James Lash, First Selectman; Peter Crumbine and Penny Monahan, Selectmen

Staff: Peter Mynarski, Roland Gieger, Finance Department: Lloyd Hubbs, Dave Thompson, Garo Garabedian Department of Public Works; Ed Gomeau, Town Administrator; Wayne Fox, Law Department; Ted Gwartney, Robert Shipman, Assessors Office; Captain David Ridberg, Police Department; Nancy Brown, Community Development; Mario Gonzalez, Greenwich Library.

Mr. Tesei, on behalf of the members of the BET, extended condolences on the passing of Joyce Bostic, longtime employee of the Town of Greenwich. Joyce served the Town in various capacities through her over 25-year tenure with the Town, the past four as Town Treasurer. She was a valuable member of the Finance Department who will be missed.

A moment of silence was observed in Joyce's memory.

**ROUTINE APPLICATIONS:**

**Requests for Budget Adjustments**

SE-1 FIRST SELECTMAN-Transfer -\$200,000

Request for transfer:

\$200,000 to Q-19706-59900-26213

Greenwich Library  
Byram Shubert Library Expansion  
St. Luke's LifeWorks  
Construction of Supportive Housing

\$200,000 from Q-19704-59900-24221

**SE-2 FIRST SELECTMAN- Transfer- \$27,500**

Request for transfer:

\$27,500 to Q19706-59900-26211

Family Centers, Inc. Gateway Preschool  
Property Acquisition  
Contingency Fund  
CDGB Program Year 2006  
Unprogrammed Funds

\$27,500 from Q19706-59900-24215

**PD-1 POLICE-Approval to Use- \$9,600**

Request for approval to use:

\$9,600 to F219-57210

Contributions to External Entities  
Office of Policy and Management Police  
and Youth Program

\$9,600 from

**PD-2 POLICE- Approval to Use- \$56,000**

Request for additional appropriation:

\$56,000 to F213-59250

Radio Inter-Operability System  
Dept. of Homeland Security, Office of  
General Grants and Training

\$56,000 from

Upon a motion by Ms. Rutgers, seconded by Mr. Walko, the Board voted 11-0-0 to approve the routine applications, with Mr. Krumeich not yet present.

**NON-ROUTINE APPLICATIONS**

**PW-1 DPW-Additional Appropriation- \$74,500**

Request for additional appropriation:

\$74,500 to Z312-59600-26129

So Water/Mead Roundabout

Mr. Walko said that this request for additional funds is being made in part due to vacancies in the Traffic Engineering Division, higher than expected bids resulting from old estimates and the number of projects being considered this summer. This and the additional appropriation requested in PW-2 raise questions as to how many projects can be planned and provided for in a

given year. It is unclear at what level the town should plan and/or pay for outside monitoring of contracts that involve projects other than buildings. This question and whether the ten-year capital plan should be amended for escalation of costs will be further examined during the February 2007 budget meetings.

The Budget Committee approved this request 3-0.

Upon a motion by Mr. Walko, seconded by Mr. Simon, the Board voted 11-0-0 to approve this additional appropriation, with Mr. Krumeich not yet present.

PW-2 DPW- Additional Appropriation- \$227,000

Request for additional appropriation:

\$227,000 to Z312-59600-26023 King and Rye Lake Roundabout

Mr. Simon pointed out that this project calls for more of the department's time and more money out of the capital budget. He said that there should be some point at which projects are re-evaluated as they grow in size and complexity. By committing to a larger project than originally envisioned, another project in the next fiscal year is precluded.

Mr. Tesei noted that while cost overruns are common, this is not a cost overrun, but rather an underestimate of what the project would cost. Other factors, including figures that are a couple of years old also contribute to the problem.

Mr. Hubbs explained that when things are not accomplished in a timely fashion, there is an inflationary impact not anticipated initially. He said that if projects go beyond a year, they will be re-evaluated. He admitted that both PW-1 and PW-2 were not looked at closely enough. The true costs are often not known until bids are received.

Ms. Tarkington pointed out that the three DPW projects now before the Board totaled \$420,500 over what the costs were in last years Capital Budget. PW-1 has a 19% increase over the projected number. PW-2 has a 26% increase, and PW-3 an 18% increase. Ms. Tarkington supports hiring an outside construction administrator for these projects to help protect the town from additional increased costs. The department could also learn new processes for managing and cost control for these kinds of heavy construction jobs.

Upon a motion by Mr. Walko, seconded by Mr. Norton, the Board voted 11-0-0 to approve this as a non-routine application, with Mr. Krumeich not yet present.

PW-3 DPW- Additional Appropriation- \$119,000

Request for additional appropriation:

\$119,000 to Z312-59620-26034 N Porchuk Rd Bridge Replacement

Mr. Walko explained that this amount is reimbursed at a 90.32% rate under the State of Connecticut Local Bridge Program. This appropriation is being requested primarily because of increased pile lengths.

The Budget Committee approved this request 3-0.

Upon a motion by Mr. Walko, seconded by Mr. Simon, the Board voted 11-0-0 to approve this as a non-routine application, with Mr. Krumeich not yet present.

### **HUMAN RESOURCES COMMITTEE ACTIONS & REPORT-APPROVAL OF EMPLOYEE HEALTH CARE BUDGET STATUS REPORT**

The Board received the Employee Health Care Budget Status Report for the end of the fiscal year 2005-2006 in the board package. As suggested at the June meeting of the BET, the Board no longer requires Ms. Kast, the Director of Human Resources, to be present at Board meetings. Any questions with regard to this report should be directed to the Director of Human Resources.

Ms. Tarkington reported that the BET Human Resources Committee met on July 14, 2006. All Committee members were present, as well as Mr. Mynarski, Ms. Kast and Mr. Gomeau. The meeting began with discussion of the town's vacancy report. Also in attendance at the meeting were the Chair, Vice-Chair and an Alternate from the Planning and Zoning Commission, and there was a brief review of two positions in that department. The Committee agreed that over the summer it will draft input on human resources issues to deliver to the Budget Committee for the budget guidelines for the fiscal year 2007-2008. Ms. Barton suggested at the meeting that preparation of the guidelines may generate issues to be covered as monthly agenda topics at future meetings of the Human Resources Committee.

### **ASSESSOR'S REPORT**

Mr. Gwartney presented his report to the Board. He began with a brief update on the revaluation frequency proposal. Mr. Gwartney continues to support more frequent revaluations, but it has become necessary to postpone this proposal at this time. Staffing is a problem due to attrition, and completing the work to maintain the current Grand List has become difficult. It is hoped that the Assessors office will be able to improve the quality of its database in preparation for an accelerated schedule as improving the database is the key to a quality revaluation. Funding to move forward may not be available until the fiscal year 2007-2008.

This year the focus will be on major new construction of approximately 396 new condominiums and 150 new homes. A new Geographic Information System (GIS) tool is planned that will allow updates of records of land characteristics.

Mr. Tesei praised Ms. Tarkington and Ms. Barton for their efforts in drafting questions regarding the issues involved in more frequent revaluations. Mr. Tesei anticipates that these questions will be addressed when the proposal comes up again. Mr. Walko suggested appending the list of questions to the record, so that the Board does not lose track of the process. Mr. Tesei did not think this necessary, and asked that all Board members be provided the list. Mr. Gwartney will also maintain a copy on file.

In response to a question from Mr. Walko with regard to the institution of a quality assurance program, Mr. Gwartney said that recent legislation contains new language, and he plans to present this to the Board in the coming year. This legislation enables towns to measure the quality and effectiveness of revaluations. The quality assurance program is expected sometime in the spring.

Ms. Tarkington asked if the final number of appeals on assessments is available. Mr. Gwartney responded that his office receives the final number after the town attorney reviews the appeals. He was aware of fifty appeals that had been filed so far, but more may have come in, and a greater number of residential as opposed to commercial appeals is expected.

Upon a motion by Ms. Tarkington, seconded by Mr. Norton, the Board voted 11-0-0 to accept the Assessor's Report, with Mr. Krumeich not yet present.

## **BET COMMITTEE & LIAISON REPORTS**

### *Law Committee-Michael Mason*

Mr. Mason presented the Law Committee report to the Board. Progress is expected on the budget resolutions for the upcoming budget cycle. The Law Committee contacted Doug Wells, Chairman of the RTM Legislative and Rules Committee, on this issue. The Committee has had meetings with Mr. Fox regarding the contract for outside services and his retention as Town Attorney.

In connection with discussions to put the Human Resources Department into the Town Charter, there was discussion on how various Charter provisions affect the Board of Education (BOE). The BOE hired outside counsel for an opinion without Law Department approval, which led to questions on control of financial commitments and whether the BOE is exempt from Charter provisions governing financial commitments. When consulted on the matter by the Law Committee, Mr. Fox clearly defined the role of the BET in relation to the control of financial commitments, and clearly noted that the BOE would be subject to the same financial controls as any other appointing authority within the town. The BET's position is that the sections of the Charter granting the BET authority to act on, administer and conduct the financial affairs of the town are non-discretionary. The BOE position continues to rely on an outside opinion received by an attorney not retained by the town. The next step is a meeting with the Comptroller, the

Town Attorney, and representatives of the BOE to seek assurance that the BOE maintains full compliance with Charter sections pertaining to financial commitments.

Health and Human Services-Leslie Tarkington

Ms. Tarkington reported that The Nathaniel Witherell is close to completing the state Medicare/Medicaid audit for the period covering the five years ending in 2003. A minimum impact on rates is expected as a result. TNW will implement recommendations for their annual September Medicaid cost reporting. This will provide increased documentation for town costs such as fringe benefits, insurance and allocations for other town departments that are currently only estimates. Ms. Tarkington added that TNW does not intend to create an enterprise fund.

Audit Committee- Robert Stone

Mr. Stone reported that, in April, pursuant to an RFP and recommendation of the Audit Committee, the Board voted unanimously to engage independent auditor McGladrey and Pullen for a period of the current fiscal year and several option years, to begin July 1, 2006. On June 16, 2006, the Purchasing Director received a letter from McGladrey and Pullen indicating that they would be unable to represent they could maintain \$25million in professional liability insurance coverage after the engagement expired, as per the requirement in the RFP. The Audit Committee met at a special meeting on June 22, 2006, and after reviewing the situation with the Risk Manager, Purchasing Director and Comptroller, a resolution was passed unanimously recommending that the town not execute the engagement letter between the town and McGladrey and Pullen until the BET had been advised of the change and the reason behind the change could be researched more fully.

The Committee met again on July 13, 2006 with three members present. Mr. Mynarski reported at that meeting that no new information had been received despite requests for some indication as to why the change had taken place. Although the \$25 million was in place, this could not go beyond the current fiscal year. Based on this, the Committee voted 3-0 to recommend to the BET a resolution that limits the engagement to the current fiscal year, with the situation to be continuously reviewed for the next thirty days with McGladrey and Pullen, to advise the Board if another RFP needs to be distributed for years beyond the current fiscal year.

The Payroll Audit was also discussed at the Audit Committee meeting. In April, the Committee met with the First Selectman, and Mr. Mynarski issued a memorandum concluding that a possibly significant exposure that the Town is currently incurring could be mitigated and possibly eliminated with simple adherence to town policy.

The Audit Committee adopted following Resolution was adopted unanimously:

The Audit Committee of the BET considers the findings of the Internal Auditor with respect to Payroll Processing to be very significant and considers the addressing of instances in which town departments are not following established policies to be extremely urgent. The Committee believes that many findings of the Internal Auditor will be addressed simply by adhering to town policies. The Committee requests that the First

Selectman in coordination with relevant appointed authorities provide to the BET a specific plan for addressing the findings at the earliest possible time.

*Glenville School Building Committee-Peter Tesei*

Mr. Tesei reported that Perkins & Eastman has been selected for architectural services for the building project. A contract in the amount of \$1,025,000 has been negotiated, and includes a \$45,000 cap on reimbursable items. The Town had budgeted \$1.4 million for these services. Three design schemes have been presented for review, and the committee is working to select one.

**COMPTROLLER'S REPORT**

Mr. Mynarski presented his report to the Board.

In response to a request from Mr. Walko for an update on the North Mianus/Milbrook Sewer Assessments, Mr. Mynarski said that he reviews the status of the audit report with Mr. Kalm and Mr. Hubbs. The draft form of the audit is complete and is still being negotiated with the First Selectman's office and the North Mianus Sewer Association. The numbers should be finalized within the next two to three weeks, after which they are sent to the Comptroller for certification. The process will be done in time for the September BET.

Mr. Tesei asked who is currently fulfilling the responsibilities of the Treasurer. Mr. Mynarski responded that Karen Anthony is the back up Treasurer, and is completing the day to day activities. Pat Maranan has also been assisting.

In response to a question from Mr. Simon with regard to the Town's need for a Treasurer, and the appointment of an acting Treasurer, Mr. Mynarski stated that according the Charter, an acting treasurer should be appointed.

Mr. Fox confirmed that an accurate reading of the Charter points out that a Treasurer, or Acting Treasurer, should be appointed. The appointment of an Acting Treasurer was not on the agenda for this meeting, but could be added as an agenda item by a two-thirds vote of the BET. Mr. Tesei asked Mr. Mynarski to consider candidates for Acting Treasurer.

Upon a motion by Mr. Krumeich, seconded by Mr. Norton, the Board voted 12-0-0 to accept the Comptrollers Report.

**ACCEPTANCE OF TREASURER'S REPORT SHOWING INVESTMENT PORTFOLIO ACTIVITY FOR THE PERIODS OF JUNE 1, 2006-JUNE 30, 2006**

Mr. Mynarski said that a revised version of the Treasurer's Report was given to all Board members had been given. The change is in the capital projects category. The account contained

\$5,195,599 and, due to above average activity at year's-end, the account was cleared and transferred to the General Fund. The revised report reflects that these funds do not exist in the capital projects area. The bottom line, \$88.6 million, is changed to \$83.4 million at year's end. This balance represents invested cash.

Upon a motion by Mr. Krumeich, seconded by Mr. Simon, the Board voted 12-0-0 to accept the amended Treasurers Report.

### **APPROVAL OF MINUTES**

Upon a motion by Mr. Krumeich, seconded by Mr. Himes, the Board voted 12-0-0, to approve the Regular Meeting Minutes of the BET from June 19, 2006, with some spelling corrections of names.

### **OFFICER'S REPORT**

Mr. Tesei had requested comments from the Board regarding the Budget process. The Budget Committee solicited opinions from the Board, and Mr. Tesei thanked Ms. Barton for her response and very good comments as a new Board member.

Mr. Tesei asked for names of Board members to assist with the Ad Hoc Committee for Outcome Based Budgeting. The committee so far consists of Mr. Walko, Mr. Simon, Mr. Mynarski, Mr. Gieger and Mr. Gomeau. The group will consider whether or not to proceed with outcome based budgeting. Mr. Tesei asked that two other members for the committee be identified and that the Ad Hoc Committee be formed by September, if not before. He said he did not want to leave Mr. Mynarski with an open item.

Mr. Krumeich expressed an interest in serving on the Ad Hoc Committee.

### **OLD BUSINESS**

#### **Approval of Regular BET meeting dates for 2007**

The Board has received the final draft of the Meeting Calendar for 2007. Mr. Tesei had also asked that a new starting time of 6:30 p.m. for BET meetings be considered. A majority of the Board members polled indicated a preference for a 6:30 p.m. starting time. Mr. Walko requested that the 7:00 p.m. starting time be maintained as the earlier time sets a bad precedent and could preclude future Board members from serving if they work in the city. He said the earlier time also impacts the party caucuses. Mr. Tesei pointed out that this was for only the 2007 calendar year, and that if it was determined that the new starting time becomes a hardship, the time can be altered, saying that he believes the earlier time is in consideration of the staff who must attend

the meetings. Mr. Krumeich pointed out that there are times when the business of the Board benefits from longer caucuses, and then the starting time could be pushed to 7:00 p.m.

Upon a motion by Ms. Tarkington, seconded by Mr. Simon, the Board voted 10-2-0 to approve the 6:30 p.m. starting time for Regular Board of Estimate and Taxation Meetings, with Mr. Mason and Mr. Walko opposed.

Mr. Simon and Mr. Walko recommended one change to the Regular Meeting schedule. The proposed calendar has a meeting scheduled for Wednesday, January 17, 2007, and the recommended change is to Monday January 22, 2007, with the Budget Committee to meet on Wednesday, January 17, 2007. The Board agreed to this change by consensus.

Upon a motion by Mr. Simon, seconded by Mr. Finger, the Board voted 12-0-0 to approve Regular Board of Estimate and Taxation Meeting Dates for 2007, as amended.

### **Approval of Public Hearing and Decision Day Meeting dates for FY 2007-08 Budget for 2007**

Mr. Tesei asked the Board if the dates or the time of these meetings needed to be changed. Mr. Simon stated that the decision to have the Public Hearing at 7:00 P.M. was made in consideration of the public, so this should not change. The Decision Day meeting scheduled for 7:00 P.M. could involve a longer caucus, so this should also not change. Mr. Simon also asked that the day of the week be added to each meeting date.

Upon a motion by Mr. Simon, seconded by Mr. Finger, the Board voted 11-1-0 to approve the 2007 Public Hearing and Decision Day meeting dates for the FY 2007-08 Budget, with Mr. Walko opposed.

### **First Selectman Report on status of the Tuchman Property Acquisition**

Mr. Lash requested the opportunity to speak to the BET regarding the status of the Tuchman property and to review the history of this proposed acquisition as there are now new BET members who may not be familiar with this history.

Mr. Lash began by explaining that during the early part of 2001, the town had the opportunity to acquire the Pomerance and Tuchman properties for \$35 million. The town did acquire the Pomerance property for \$22 million, with the remaining \$13 million for the Tuchman property held in abeyance. There were negotiations at the time with one of three Tuchman siblings, Alma Tuchman. Ms. Tuchman wished to stay in the house on the property, and an attempt at a lease with the Town failed. The other two siblings brought an action in court to divide the property. Eventually the court ruled in favor of the two siblings, dividing the property. The piece with the house that Ms. Tuchman occupies has a house on it and is less than one third of the total property.

The town entered into a contract with the two siblings to acquire the property for approximately two-thirds of the \$13 million. The BET and the RTM authorized the sale of notes with a term up to five years to pay for this, and the sellers have some options as to whether they get all cash or some cash at the time of closing. In the original transaction for the Pomerance property, one fifth of the price was paid in cash at the closing, and the remainder was paid in four equal installments.

Mr. Lash suggested the following will now happen: Town Attorneys and the attorneys for the sellers have been talking, and the sellers are having a survey done. Some further paperwork needs to be done, and a closing is expected sometime in September. The BET and the RTM authorized the sale of \$2.5 million in 5 year bonds, and added to that will be the \$8.8 million to complete the transaction.

Mr. Finger inquired as to the location of a meadow area indicated on a map of the property distributed to the Board. According to Mr. Lash, part of the meadow area will go to the Town and part will remain with the piece that is being kept by Alma Tuchman.

The contract rate of interest is 6.5%, if the sellers take the notes.

Mr. Krumeich said that this is a valuable piece of property, with the parts of the property the Town is acquiring contiguous to Town parkland.

There have been no indications from Ms. Tuchman as to her plans for the future of the piece she occupies.

Mr. Lash also updated the Board on the recent tornado that went through town. Most of the damage occurred to trees and not dwellings. Only a few minor injuries were sustained. He praised the response of town employees. A large part of the response came from volunteer services, which assisted with traffic diversion and working with career fire and police personnel going door to door to be sure people were safe. CL&P and the Red Cross responded quickly. Follow up continues to be good, and clean up is ongoing.

Mr. Lash also updated the Board on the public safety complex, saying that the bid for the police building came in this week, approximately \$2.5 million above the budgeted amount. This will be re-bid, and this could take until September. Some changes will be made to the RFP in an effort to get more people to bid.

## **Approval of Revised Terms of Engagement with Independent Auditors-McGladrey and Pullen**

The Board received a recommendation from the Audit Committee regarding McGladrey and Pullen as was indicated in the Audit Committee Liaison Report. Mr. Stone proposed the following resolution to the Board:

“Resolved, that McGladrey and Pullen (M & P) be engaged as independent auditors for the current fiscal year per RFP #6281, dated February 14, 2006. Further resolved, that M & P be asked to comply with the original terms of the RFP with respect to insurance coverage within a 30 day period and that if M & P is not able to so comply that the BET undertake a new RFP process during the current fiscal year for the selection of independent auditor.”

Mr. Norton asked that the motion include a reference to the April 17, 2006 vote to engage M & P for an extended period of time.

Mr. Stone had no objection to the reference, but noted that the engagement at that time was one that focused on the current fiscal year and gave the Town the option to extend for additional periods. The situation with the insurance could mean a shorter final engagement period for M & P.

Ms. Barton suggested adding the dates of the current fiscal year in order to make it clearer that this was to be this fiscal year.

Mr. Mynarski explained that M & P audit the previous year, and the audit work is done during the current year. There was agreement that the specific time period for the resolution should to be referenced.

Mr. Stone clarified that the thirty-day period commences on the date of the resolution.

In response to a question from Mr. Krumeich with regard to whether M & P had been contacted and was aware of the 30 days in which they could obtain satisfactory insurance coverage, Mr. Stone said that M & P was fully aware of the Town’s dissatisfaction at the change in insurance being offered and have clearly indicated that at this stage they are unable to comply and have provided no sense of assurance that they are able to comply in a 30 day period.

Mr. Krumeich asked if there was reason to believe that any other firms would comply with the insurance requirement. Mr. Mynarski stated that three firms responded to the RFP. Of the three, two were disqualified because one could only provide \$5 million of coverage, and the other firm \$8 million. M & P was the only firm that indicated it could provide the \$25 million coverage, and as of this date, they currently do have \$25 million insurance coverage, but they cannot assure the town that this coverage can be extended three years, as required by the RFP.

Mr. Simon pointed out that the \$25 million requirement may be too high, and that firms may not be able to afford the coverage. Larger firms that can afford the \$25 million may not bid at all. The requirement may need to be lowered.

Mr. Mynarski spoke with representatives from all three firms initially involved in the RFP. Greenwich is the only municipality that has this type of coverage requirement. The City of Stamford, for example, has a \$5 million professional liability requirement. Mr. Mynarski recommended lowering the requirement, perhaps to \$5 million, and re-wording the section in the RFP that is specific to the three year extension.

Discussion followed regarding the specific wording of the Resolution.

Upon a motion by Mr. Stone, seconded by Ms. Tarkington, the board approved the following Resolution:

“Resolved, that McGladrey and Pullen (M & P) be engaged as independent auditors for the fiscal year ending June 30, 2006 per RFP #6281, dated February 14, 2006. Further resolved, that M & P be asked to comply with the original terms of the RFP with respect to insurance coverage and that if M & P is not able to so comply within a 30 day period that the BET undertake a new RFP process during the current fiscal year for the selection of independent auditor.”

The vote was 11-1-0, with Mr. Krumeich opposed.

## **NEW BUSINESS**

### **BET Chairman’s Appointment of Recruitment Committee to fill Treasurer Vacancy**

Mr. Tesei said that he had intended to form a Committee comprised of Board members to act as a recruitment/screening committee to work with the Human Resources Department, Comptroller and the Chief Accountant to proceed with the recruitment in filling the vacant Treasurer position. Pursuant to Section 13 of the Town Charter, the BET will appoint a Treasurer. This position is a LIUNA position, so there are provisions that require the Town to give right of refusal to any applicant who is a member of that union.

The tentative timetable is for a two to three week process, which begins after posting the position on June 21, with a close date of August 4 for accepting applications. An eligibility list will be established by August 11. First round interviews would be held during the week of August 21, and the second round during the week of August 28. Ideally, a candidate would be selected the week of September 5.

Mr. Tesei recommended Mr. Stone, Mr. Simon, Mr. Himes and Mr. Norton to serve as panel members, as well as Mr. Mynarski and Ms. Walczykowski.

The issue raised earlier in the meeting is that the town is currently operating without a Treasurer. There is a town employee acting to perform these functions and duties, but this person is not legally, under the Charter, acting in that capacity.

Upon a motion by Mr. Norton, seconded by Mr. Simon, the Board voted 12-0-0 to take up appointing an Acting Treasurer as an agenda item.

Mr. Mynarski recommended Karen Anthony as Acting Treasurer.

Upon a motion by Mr. Krumeich, seconded by Mr. Norton, the Board voted 12-0-0 to nominate Karen Anthony as Acting Town Treasurer until such time as a full time Town Treasurer is appointed.

Mr. Walko pointed out that to comply with the Charter the board should also fix compensation and level of bond. The motion was amended as follows:

Upon a motion by Mr. Krumeich, seconded by Ms. Barton, the Board voted 12-0-0 to nominate Karen Anthony as Acting Town Treasurer at her current rate of pay, giving consideration to any out of class pay, and the amount of the bond to be the same as that of the Treasurer, until such time as a full time Town Treasurer is appointed.

## **ADJOURNMENT**

Upon a motion by Mr. Finger, seconded by Mr. Norton, the Board voted 12-0-0 to adjourn at 9:18 P.M.

Respectfully submitted,

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Valerie Zebrowski, Recording Secretary

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Alma Rutgers, Clerk of the Board

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Peter J. Tesei, Chairman