1. BET Budget Comm. Meeting Documents

Documents:

BET_BUDGET_COMM_MEETING_AGENDA_10-10-06.PDF
FINAL_BET_BUDGET_COMM_MEETING_MINUTES_10-10-06.PDF
VOTED_BET_BUDGET_COMM_MEETING_AGENDA_10-10-06.PDF
## AGENDA

**Requests for Budget Adjustments**

<table>
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<tr>
<th>Number</th>
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| ED-3   | BOE        | $4,000 | Approval to Use  
A6200368-51310 | Glenville School  
A6200368-51060 | Glenville School  
A6201070-51310 | North Mianus School  
A6200568-53100 | Cos Cob School |
| HD-2   | Health     | $59,465| Approval to Use  
F403-51300 | Payments Temp Service-GPP  
F403-51490 | Professional Services NOC  
F403-53010 | Office Supplies  
F403-53250 | Medical, Dental, Lab Supplies  
F403-59100 | Medical, Dental, Lab Equipment  
A901-57050 | Social Security |
| HD-3   | Health     | $9,831 | Approval to Use  
F406-51490 | Professional Services NOC  
F406-52010 | Advertising & Public Notice  
F406-52150 | Office Supplies  
F406-52920 | Work Transfer Other Depts  
F406-53010 | Office Supplies  
F406-53250 | Medical, Dental, Lab Supplies |
| PD-4   | Police     | $8,417 | Other  
F213-9120 | 1998 BMW 740i  
F213-35018 | Federal Asset Forfeiture |
| PD-5   | Police     | $614  | Other  
A213-35018 | Federal Asset Forfeiture |
| PD-6   | Police     | $26,535| Approval to Use  
F213-53250 | Medevac Floating Litters (2)  
F213-53310 | Float Vests (5)  
F213-53520 | Marine Scanning Radio  
F213-53520 | Hydraulic Marine Davit/rotation |
| SE-3   | First Selectman | $4,500 | Additional Appropriation  
P935-57350 | Settlement:  
American Home Asssuranc Co. vs TOG |
Approval of Budget Committee Meeting Minutes for: Regular Meeting of the Budget Committee 9/07/06

Approval of Budget Committee Meeting Minutes for:
- Regular Meeting of the Budget Committee 9/07/06

Discussion – Budget Guidelines for 2007-08 Fiscal Year

Discussion - Board of Education Control of Commitment

Budgetcommntg 10/10/06
TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES
Cone Meeting Room
Tuesday, October 10, 2006

Present:
  Committee:  
 Stephen Walko, Chairman; Edward Krumiech, Michael Mason, Larry Simon

Staff:
 Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Ed Gomeau, Town Administrator; Susan Wallerstein, Leslie Moriarty, Colleen Giambo, Greenwich Public Schools; Deborah Flynn, Department of Health; Chief James Walters, Captain Michael Ridberg, Greenwich Police Department;

Board:
 Nancy Barton, William Finger, Arthur Norton, Alma Rutgers, Robert Stone, Leslie Tarkington, Peter Tesei

Ex Officio Board Member: James Lash, First Selectman

The meeting was called to order at 5:43 P.M.

Requests for Budget Adjustments

ED-3 BOARD OF EDUCATION- Approval to Use - $4,000

Request for approval to use:

$1,000   to  A6200368-51310  Glenville School
$1,500   to  A6200368-51060  Glenville School
$1,000   to  A6201070-51310  North Mianus School
$  500   to  A6200568-53100  Cos Cob School
$4,000   from  Grant

Dr. Wallerstein presented the application to the Committee. This request is a continuation of one made and approved last year, for the federally funded EVOLVE special education project. This request does not require RTM approval.

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

HD-2 HEALTH- Approval to Use- $59,465.28
Request for approval to use:

$ 5,942.62 to F403-51300 Payments Temp Service-GPP
$ 20,550 to F403-51490 Professional Services-NOC
$  4,200 to F403-53010 Office Supplies
$ 13,500 to F403-53250 Medical, Dental, Lab Supplies
$ 14,800 to F403-59100 Medical, Dental, Lab Equipment
$  462.66 to A901-57050 Social Security
$59,465.28 from Public Act Funds-Grant

This request is to accept Public Act Funds for FY 2006-07.
Ms. Flynn presented the application to the Committee. The funds will be used for a variety of items, including the following:

- Personnel Services- a Part Time Administrative Staff Assistant and a Part Time Lab Assistant;
- Professional Services- Health screening clinics and web page enhancement;
- Equipment- water purification system
- Office Supplies- I.D. cards, portable wireless amplification system, and a new copier;
- Medical, Surgical and Lab Supplies- an incubator, analytical balance, clinic supplies and a radon measurement chamber.

Mr. Walko asked for feedback with regard to $10,000 to enhance the Department of Health web page, in terms of any skills or knowledge that can be gained by the IT Department that will translate to other departments or to the town’s web site.

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

HD-3  Health-Approval to Use-$9,831

Request for approval to use:

$7,134 to F406-51490 Professional Services-NOC
$  798 to F406-52010 Advertising & Public Notice
$  572 to F406-52150 Office Services
$  250 to F406-52920 Work Transfer Other Departments
$  100 to F406-53010 Office Supplies
$  977 to F406-53250 Medical, Dental, Lab Supplies
$9,831 from HERR Funds-Grant

This request is to accept HERR funds for the FY 2006-07.
Ms. Flynn presented this application to the Committee. The funds will be used for contractual services, supplies and promotions for High Blood Cholesterol and Excess Dietary Fats/Nutrition Programs.
The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PD-4  POLICE- Approval to Accept- 1998 BMW 740i

Request for approval to accept:
$9,150 to F213-9120  1998 BMW 740i
$ 733.22 to F213-35018  Federal Asset Forfeiture
$8,417 from In Kind Grant

This request is for approval to accept a vehicle which was awarded to the Greenwich Police Department by the U.S. Marshal’s Office. Also request permission to spend $733.22 from the Federal Asset Forfeiture Account for administrative fees incurred to accept the vehicle. After additional information was received but not yet reviewed by Chief Walters, the Budget Committee determined that further review was necessary and that there would be no vote at this time, but it will be considered to be a non-routine application. Mr. Walko asked for consensus on the item from the police department by the October 16 meeting of the full BET.

PD-5  POLICE- Approval to Accept- $614

Request for approval to accept:
$614 to A213-35018  Federal Asset Forfeiture
$614 from In Kind Grant

Chief Walters presented this application to the Committee. This request is for the approval to accept $614.00 awarded to the Greenwich Police Department by order of the Connecticut Superior Court in connection with a narcotics arrest; to be deposited to the Federal Asset Forfeiture Account.

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

PD-6  POLICE- Approval to Use- $26,535

Request for approval to use:
$ 1,600 to F213-53250  Medevac Floating Litters (2)
$10,340 to F213-53310  Float Vests (5)
$  595 to F213-53520  Marine Scanning Radio
$14,000 to F213-53520  Hydraulic Marine Davit/Rotation
$26,535 from F213-35018  Federal Asset Forfeiture

Chief Walters presented this application to the Committee. The request is for an appropriation to allow for the purchase of equipment for the Marine Division.
Chief Walters explained that the police department had purchased 2 float vests last year, and wished to outfit all seven Marine Division officers with the custom fitted vests. In response to a question from Mr. Walko with regard to purchasing a custom fitted vest for an officer who may someday leave the department, Chief Walters stated that the Safety Float Vests have a shelf life and that the cost to purchase new vests may be considered an equipment item in the budget in three to five years.

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

SE-3  FIRST SELECTMAN- Additional Appropriation- $4,500

Request for additional appropriation:

$4,500 to P935-57350 Settlement
$4,500 from Risk Fund Balance

This request is for an appropriation of $4,500.00 for the property damage settlement in the matter of American Home Assurance Co. v. Town of Greenwich. Settlement was approved by the Board of Selectmen at its meeting on September 20, 2006. The lawsuit involves damage to a motor vehicle caused by a sand/salt truck.

EXECUTIVE SESSION:

The committee voted unanimously to enter into executive session at 6:00 to discuss a settlement of legal claims.

In attendance were:
Roland Gieger: Budget Director
Peter Mynarski: Comptroller
Ed Gomeau: Town Administrator
Mssrs. Finger, Krumeich, Mason, Norton, Simon, Stone, Tesei, and Walko: current BET
Mmes: Barton, Rutgers, and Tarkington: current BET
Jim Lash, Ex Officio BET

The committee voted unanimously to conclude the executive session and resume the regular meeting at 6:08 PM.

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

APPROVAL OF MINUTES
Upon a motion by Mr. Mason, seconded by Mr. Krumeich, the Committee voted 4-0 to approve the Minutes of the September 7, 2006 Regular Budget Committee Meeting.

Discussion of Budget Guidelines for FY 2007-08

Mr. Walko commented that this year there has been more input from BET members than in years past. The following changes considered to be substantive were discussed:

- Elimination of the portion of establishing new MOC (Major Object Code);
- Revised Board of Education numbers, based on enrollment; added or eliminated language based on comments from BET members;
- Eliminated a paragraph pertaining to Nathaniel Witherell, which reflects the work they are doing;
- Re-word some language with regard to the Department of Social Services to make clear the Budget Committee’s desire to work with them and the new Commissioner on strategic planning.

Additional comments can be directed to Roland Gieger. The Budget Committee will recommend these guidelines to be voted on by the full BET on Monday, October 16, 2006.

There was some confusion as to where the Town was budgeting for vacation and sick time for GMEA, Teamsters and LIUNA employees from the BOE. It was first thought this was budgeted from Human Resources, who claim to not have funds for BOE employees, so this will be more closely examined in February during the budget process to see where the money for this should be.

Mr. Mason noted that a paragraph from last year’s resolutions with regard to some services being shared between the Board of Education and town government is included in the guidelines. The paragraph will be added into the guidelines, and three typographical changes will be made.

Upon a motion by Mr. Simon, seconded by Mr. Mason, the Committee voted 4-0 to approve the Budget Guidelines for FY 2007-08, and forward to the Board of Estimate and Taxation.

Discussion-Board of Education Control of Commitment

This issue came to the Budget Committee through the Law Committee. The question remains whether there is compliance with the town charter and whether oversight is needed or the process followed. There were 22 out of 203 transfers last year that were greater than $10,000, the threshold amount that requires prior approval from the Board of Education.

With the exception of a large transfer of $851,007 from salary savings for fuel costs, most transfers were for internal reasons, and do not require BET oversight. The charter states that transfers between major object codes require BET oversight. The BET has the authority to
approve or deny a transfer, between MOC’s, and also has the power to approve an interim appropriation for the same purpose. The MOC’s for the Board of Education break down into divisions such as Administrative, Maintenance, Instructional, etc.

Ms. Barton asked if there was a method to determine if transfers between the divisions of the MOC’s needed approval.

Mr. Krumeich pointed out that oversight needs to be done before the transfer, not as ratification after the fact.

Ms. Barton will contact the Town Attorney to determine if specific statutes of the charter should be addressed. The BOE will be included as part of this discussion.

A recommendation to the full BET will be made by the Budget Committee in November after receipt of a report from the Law Committee.

There being no further business before the committee, upon a motion by Mr. Krumeich, seconded by Mr. Mason, the Committee voted 3-0 to adjourn the meeting at 7:12 P.M.

Respectfully submitted,

_____________________________
Valerie Zebrowski, Recording Secretary

_____________________________
Stephen G. Walko, Chairman
TOWN OF GREENWICH  
BOARD OF ESTIMATE AND TAXATION  
BUDGET COMMITTEE MEETING  
CONe ROOM  
TUESDAY, OCTOBER 10, 2006, 5:30 PM  

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NON-ROUTINE APPLICATIONS

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P935-57350

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4-0-0
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BudgetCommmtg 10/10/06