1. BET Budget Comm. Meeting Documents

Documents:

APPROVED_BET_BUDGET_COMM_MEETING_MINUTES_10-13-09.PDF
BET_BUDGET_COMM_MEETING_AGENDA_10-13-09.PDF
BET_BUDGET_COMM_MEETING PACKET_10-13-09.PDF
SUB_TO_APP_BET_BUDGET_COMM_MEETING_MINUTES_10-13-09.PDF
VOTED_BET_BUDGET_COMM_MEETING_AGENDA_10-13-09.PDF
TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES
Cone Room
Tuesday, October 13, 2009

Committee:
Present: Michael S. Mason, Chairman; William R. Finger, Laurence B. Simon, Robert S. Stone
Board: James Campbell, Art Norton, Jeffrey Ramer, Leslie Tarkington, Stephen Walko
Ex-Officio Board Member: First Selectman Peter Tesei
Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director
Princess Erfe, Administrator, Community Development
Amy Siebert, Commissioner, DPW
Caroline Baisley, Director; Deborah Flynn, Business Office Manager, Health Dept.
Susan Wallerstein, Assistant Superintendent, Board of Education
Joseph Siciliano, Director; Tim Coughlin, Turf Operations Manager, Parks & Recreation Dept.
Peter Siecieniski, Fire Chief; Robert Kick, Assistant Fire Chief
Other: Leslie Moriarty, Vice-Chairman, Board of Education
John Crane, Chairman, Coastal Resource Advisory Committee

The meeting was called to order at 6:31 P.M.

Requests for Budget Adjustments

CD-1 Community Development – Approval to Use - $1,173,151.54

Ms. Erfe explained that this request is for the Community Development Block Grant Program for FY2010. In response to Mr. Simon, Ms. Erfe stated that the three most expensive projects are the Armstrong Court site improvement (Phase 2), Quarry Knoll gutter and siding replacement, and the St. Roch’s daycare rehabilitation. A brief discussion followed regarding leased properties, project oversight, and the approval process.

Approval to Use:
$1,173,151.54 to Q197-5750 CDBG 2010 Budget
$ 925,000.00 from CDBG Entitlement 2010
$ 188,718.00 from CDBG Program Income
$ 59,433.54 from Reprogrammed Funds (PY2008)

The Committee voted 4-0-0 to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.
CD-2  Community Development – Approval to Use - $251,004

Ms. Erfe explained that this request is for Community Block Grant Stimulus funding, to be used to support the sidewalk reconstruction project on Hamilton Avenue from Armstrong Court (including Booth Place) to St. Roch’s Avenue. Ms. Siebert gave an overview of the project. A discussion followed regarding Stimulus funded projects.

Approval to Use:

$ 251,004 to B312-59600-21913 Highway Maintenance
$ 251,004 from CDBG Recovery Funds (Stimulus Funds)

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

HD-2  Health Department – Approval to Use - $26,493

Ms. Baisley explained that this request is for the Public Health Emergency Response (PHER) contract addendum for administration of the H1N1 influenza vaccine and gave an overview of the program. A discussion followed regarding flu clinics and police coverage. In response to Mr. Mason, Ms. Baisley agreed to provide a schedule of the annual clinics, to include the hours and locations.

Approval to Use:

$ 9,072.00 to F40335-51100 Payment Overtime Services
$ 9,860.80 to F40335-51490 Professional Services – NOC
$ 668.00 to F40335-52010 Advertising
$ 6,000.00 to F40335-52150 Office Services
$ 200.00 to F40335-53250 Medical, Surgical, Lab Supplies
$ 693.20 to F40335-57050 Social Security
$ 26,493.00 from PHER Grant

The Committee voted 4-0-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.
HD-3  Health Department – Approval to Use - $8,276

Ms. Baisley explained that this request is for Health Education Risk Reduction (HERR) funds for FY2010, to be used to run Cholesterol and Blood Pressure Screening Clinics.

Approval to Use:
$ 3,910 to F406-51490 Professional Services – NOC
$ 900 to F406-52010 Advertising
$ 950 to F406-52150 Office Services
$ 400 to F406-52920 Work Transfer Other Departments
$ 566 to F406-53010 Office Supplies
$1,550 to F406-53250 Medical, Dental, Lab Supplies
$ 8,276 from HERR Grant

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

ED-2  Board of Education – Transfer - $23,000

This application was withdrawn.

ED-3  Board of Education – Transfer - $13,390

Ms. Wallerstein explained that this request is cover a shortfall for the District’s website software license. A brief discussion followed regarding budget transfer requests.

Transfer:
$ 13,390 to A6201782-52360 Rental/Maintenance Software
$ 8,590 from A6201782-53071 Data WP Hardware
$ 4,800 from A6201782-51460 Prof. Services. – Data WP

The Committee voted 4-0-0 to approve the transfer under the authority delegated to it by the BET.

PR-2  Parks & Recreation– Additional Appropriation - $100,000

Mr. Siciliano explained that this request is to accept a gift from the OGRCC to be used for improvements to Binney Park’s athletic fields. A discussion followed regarding field conditions, drainage, and irrigation.

Additional Appropriation:
$ 100,000 to Z822-59830-21962 Binney Park Field Improvements
$ 100,000 from Capital and Non-recurring
The Committee voted 4-0-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

SE-4  First Selectman – Transfer - $3,500

Mr. Crane explained that this request is for an analysis of alternative upland disposal sites regarding the dredging of the Mianus River Federal Navigation Channel. A discussion followed regarding fees, the project approval process, federal funding, and contaminated material disposal.

Transfer:

$ 3,500 to F834-51490 Professional Fees
$ 3,500 from F834-35005 RRR Coastal Resources

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

NEW BUSINESS

Senior Tax Deferral Program Discussion

Mr. Simon stated that the document has not gone for a first reading before the Board of Selectmen. Mr. Finger stated that this document was presented upon his request. Mr. Mynarski reviewed, in his absence, Mr. Crary’s comments indicating that the Ad-Hoc committee’s recommendations, in compliance with Mr. Finger’s request. However, the ordinance may be changed by the Board of Selectmen. Any questions or comments regarding this document should be sent to Mr. Mynarski. The first reading before the Board of Selectmen is scheduled for October 15th.

Budget Guidelines for 2010-2011

Mr. Mason stated that the Budget Guidelines were passed on Thursday, October 8, 2009, and two additional language changes were noted on the bottom of pp. 2 and pp. 5.

Mr. Mason stated that this year in the guidelines we looked at our historical 3.5% mill rate increase and we used that mill rate increase in our assumptions. Although the budget guidelines are trying to achieve a mill rate increase between two to four percent, the sentiment is that, closer to the low end of that scale would be more appropriate, in these difficult economic times. Conversations have been about finding a balance. The guidelines have been streamlined. We’ve evolved to the point where the process of the guidelines has to cease and change.

Upon a motion by Mr. Mason, seconded by Mr. Simon, the Committee voted 4-0-0 to approve the changes to the language of the guidelines document (Draft 7B) and forward it to the Board of Estimate and Taxation (It should be noted that this was not a vote on the guidelines, as drafted but rather on two small clarifying changes. The guideline vote was taken at the special meeting on October 8, 2009)
Fire Department Staffing

Chief Siecienski gave an overview of emergency responses, current staffing, and staffing recommendations. A brief discussion followed regarding safety issues, adequate coverage, contract disputes, automatic alarm and motor vehicle responses, and back country protection. To Mr. Stone’s question concerning proposed staffing of the King Street station, the Chief indicated that the result would not compromise any expected ISO insurance rating benefits.

OLD BUSINESS

Shared Services

Mr. Mason gave a background for analysis and creating a shared services plan, by hiring a consultant, as stated in the budget guidelines.

Upon a motion by Mr. Simon, seconded by Mr. Finger, the Committee voted 4-0-0, to recommend to the BET to allocate up to $50,000, out of the Finance Dept. budget, to hire a consultant to implement the shared services study as described accurately and concisely within the guidelines.

APPROVAL OF MINUTES

Upon a motion by Mr. Simon, seconded by Mr. Finger, the committee voted 4-0-0 to approve the minutes from the September 15, 2009, Regular Budget Committee Meeting.

There being no further business before the committee, the meeting was adjourned at 8:20 P.M.

Respectfully submitted,

Maria Bocchino, Recording Secretary

Michael S. Mason, Chairman
## Requests for Budget Adjustments

<table>
<thead>
<tr>
<th>Number</th>
<th>Department</th>
<th>Amount</th>
<th>Purpose</th>
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<tbody>
<tr>
<td>CD-1</td>
<td>Community Dev.</td>
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<td>Approval to Use CDBG 2010 Budget</td>
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<td>Health</td>
<td>$26,493.00</td>
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New Business continued:
- Report of Status of Current Economic Conditions
- First Read Senior Tax Deferral Ordinance
- Budget Guidelines for 2010 – 2011 Recap
- Fire Department Staffing Discussion
Old Business:
  • Shared Services Discussion/Action

Approval of BET Budget Committee Meeting Minutes for:
  • BET Budget Committee Meeting September 15, 2009
TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
BUDGET COMMITTEE MEETING
Cone Room – 2nd Floor
Tuesday, October 13, 2009 - 6:30 PM

AGENDA

<table>
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- First Read Senior Tax Deferral Ordinance
- Budget Guidelines for 2010 – 2011 Recap
- Fire Department Staffing Discussion
Old Business:
• Shared Services Discussion/Action

Approval of BET Budget Committee Meeting Minutes for:
• BET Budget Committee Meeting September 15, 2009
**Town Of Greenwich**  
**Request Form For Budget Adjustments**

**Department & Division:** Community Dev  
**Action Requested:** Approval to Use (Accept)  
**Date of Submission:** September 30, 2009

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<td>59,433.54</td>
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</table>

**Justification of Request:** (Set forth reasons the adjustment is required, the factors involved in arriving at costs, and the status of the account from which the transfer is made. Attach separate copy if necessary.)

This request is for acceptance and use of the 2010 CDBG Entitlement including program income (loan repayment) and reprogrammed funds from PY2008 for a total available budget of $1,173,151.54 (+/-) for the CDBG Program Year 2010 (January 1st - December 31st 2010). The enclosed Greenwich Connecticut Consolidated Plan (Strategic Plan for Years 2010-2014 and the 2010 Annual Action Plan) includes the list of activities to be funded and available funding during PY2010 (under 2010 Projects worksheet and the 2010 CDBG Proposed Budget and Expenditure History).

Certified correct as to computations and amounts shows as appropriations to date and unencumbered balances, with any changes given.

**Date:**  
**Comptroller:**  

The following action was taken at a meeting of the Board of Estimate and Taxation held on:

- Approved  
- Disapproved  
- Modified as follows:

Clerk of the Board:

This form should be submitted with 35 blue copies in addition to a current Appropriation Statement.
Memorandum

TO: Board of Estimate and Taxation

CC: Peter Mynarski, Jr., Comptroller

FROM: Princess A. Erfe, Community Development Administrator

DATE: September 30, 2009

RE: 1. Request for Action on the Proposed Year 2010 CDBG Budget and the 2010 Annual Action Plan; and

Enclosed is a copy of the Greenwich Connecticut Proposed Five-Year Consolidated Plan, Strategic Plan for Years 2010 to 2014, including 2010 Annual Action Plan, which includes activities for the 2010 Community Development Block Grant Program. Your review and action on the Proposed Year 2010 CDBG Budget is requested during your October 19, 2009 meeting. If approved, the item will be part of the October 26, 2009 Representative Town Meeting Call. Pending local action, the Final Five-Year Consolidated Plan, Strategic Plan for Years 2010 to 2014, including 2010 Annual Action Plan will be submitted to the Department of Housing and Urban Development by November 15, 2009.

Please note that the submission of the next Greenwich Connecticut Proposed Five-Year Consolidated Plan, Strategic Plan for Years 2010 to 2014, requires no budget actions. The Consolidated Plan is a HUD requirement for entitlement communities to submit long-range plan on how communities plan to expend federal (HUD) funds over the ensuing period to address the housing and community development needs of the low- and moderate-income residents. The previous submission of a Five-Year Consolidated Plan was in 2005.

Enclosure
RESOLUTION BY THE BOARD OF ESTIMATE AND TAXATION IN PASSING UPON THE
REPORT AND THE RECOMMENDATIONS OF THE BUDGET COMMITTEE
FOR THE 2010 (January 1, 2010 through December 31, 2010) BUDGET YEAR

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROPOSED BUDGET
AND EXPENDITURE HISTORY FOR YEAR 2010

WHEREAS, the Policy of the Town of Greenwich requires that the Board of Estimate and Taxation shall annually make and file in the Office of the Town Clerk a Detailed Statement of the Appropriations, with its reasons for said Appropriations which it deems necessary to meet the expenses and to conduct the affairs of the Community Development Block Grant Program of the Town of Greenwich for the ensuing Fiscal Year, that is to say, for the Year January 1, 2010 to December 31, 2010 inclusive; and

WHEREAS, the said Board has so filed in the Office of Town Clerk a Detailed Statement of such Appropriations contained in a document designated as the Greenwich Connecticut Proposed Five-Year Consolidated Plan, Strategic Plan for Years 2010 to 2014 Including 2010 Annual Action Plan (pages 45 through 48, and pages 77 through 142), and it will also forward a copy of this resolution indicating approval of the Community Development Block Grant Plan and Budget for the Fiscal Year January 1, 2010 – December 31, 2010 by the Board of Estimate and Taxation; and

WHEREAS, the said Policy provides that the Board of Estimate and Taxation shall submit proposed Appropriations and make such Appropriations as may appear advisable, except that no Appropriations shall be made exceeding an amount for the same purpose recommended by the said Board; and

WHEREAS, said Proposed Year 2010 CDBG Budget and Expenditure History was forwarded to the members of the Representative Town Meeting on or about September 24, 2009 for action by the Representative Town Meeting at their Meeting to be held October 26, 2009.

NOW, THEREFORE, BE IT RESOLVED, that the recommendations of the Board of Estimate and Taxation as contained in the said Proposed Year 2010 CDBG Budget and Expenditure History filed, as stated, in the Office of the Town Clerk and submitted at the meeting of the Representative Town Meeting be and the same hereby are approved as the Appropriations for the ensuing Calendar Year 2010, except that the following items shall be increased, decreased, modified or omitted as follows:

<table>
<thead>
<tr>
<th>Appropriations Recommended</th>
<th>Increase (+) or Decrease (-)</th>
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<tr>
<td>Appropriations Recommended</td>
<td>Increase (+) or Decrease (-)</td>
</tr>
<tr>
<td>Department Code Number Committee By Budget Increase (+) or Decrease (-) Reason for Increase/Decrease</td>
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Total Increase (+)/Decrease (-) .................................................................
FURTHER RESOLVED, that the Appropriations of $1,173,151.54 (+/-), set forth, are hereby approved, made and adopted for the Fiscal Year January 1, 2010 to December 2010, inclusive and conditioned on the U. S. Department of Housing and Urban Development approval of the projected entitlement of approximately $925,000 (+/-), reprogrammed funds of $59,433.54 (PY2008) and the receipt of an annual incremental loan repayment of $188,718; and

FURTHER RESOLVED, that in the event the entitlement amount should be more than anticipated, the additional funds will be appropriated to a contingency line item, or if either the entitlement is less than the projected $925,000 or the loan repayment is less than the $188,718, the priority for funding, after the staff salaries, will be based on an equal percentage reduction of the activities listed in the “CDBG Program Year 2010 – First Selectman’s Funding Recommendation”; and

FURTHER RESOLVED, that the First Selectman, under the provisions of Title 8 of the Connecticut General Statues, Chapter 130, Part VI, Community Development and Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended (42 U.S.C. §5301 et seq.); the Department of Housing and Urban Development Act, as amended (42 U.S.C. §3531 et seq.), be hereby authorized to accept grants for the purpose of carrying out an approved Community Development Block Grant Program for the Town of Greenwich; and

FURTHER RESOLVED, that the Department of Community Development of the Town of Greenwich, for purposes set forth in this Budget is authorized to accept grants or funds made available through the Community Development Block Grant Fund.
Town Of Greenwich
Request Form For Budget Adjustments

BET Meeting Date: Oct-09
Application #: CD 2

Department & Division: Community Dev

Action Requested: Approval to Use (Accept)

Date of Submission: October 2, 2009

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Justification of Request: (Set forth reasons the adjustment is required, the factors involved in arriving at costs, and the status of the account from which the transfer is made. Attach separate copy if necessary.)

This request is for acceptance and use of the 2009 CDBG Recovery Funds (Stimulus Funds) in the amount of $251,004. These funds are supplemental to the regular CDBG Entitlement grant that the Town applies for and allocates to sub-recipients in support of various community development activities. The 2009 CDBG-R (Stimulus Funds) will be used to support the Sidewalk Reconstruction Project at Hamilton Ave. The project involves replacement of sidewalk from Armstrong Court (including Booth Place) to St. Roch’s Ave. This project will maximize economic benefits by investing the CDBG-R funds in infrastructure (sidewalk) that will provide long-term economic benefits, which is one of the goals of the ARRA of 2009 (American Recovery and Reinvestment Act of 2009). The attached document provides additional details about the project.

Certified correct as to computations and amounts shows as appropriations to date and unencumbered balances, with any changes given.

Date: ______________________ Comptroller: _________________________________

The following action was taken at a meeting of the Board of Estimate and Taxation held on:

- Approved
- Disapproved
- Modified as follows:

Second: _______________________________

Clerk of the Board: _______________________________

This form should be submitted with 35 blue copies in addition to a current Appropriation Statement.
THE CDBG-R SUBSTANTIAL AMENDMENT

Jurisdiction(s):
Town of Greenwich, CT

Jurisdiction Web Address:
http://www.greenwichct.org/Home/DefaultDetail.asp?dcid=2026,
http://www.greenwichct.org/CommunityDevelopment/CommDevDetail.asp?dcid=2028,
http://www.greenwichct.org/CommunityDevelopment/CommDevDetail.asp?dcid=2035, and

CDBG-R Contact Person: Princess A. Erfe
Address: Greenwich Town Hall, 101 Field Point Road, Greenwich, CT 06830
Telephone: 203-622-3791
Fax: 203-861-6149
Email: perfe@greenwichct.org

This document is a substantial amendment to the Town of Greenwich’s Final 2008 CDBG Annual One-Year Action Plan (January 1, 2008 – December 31, 2008) as submitted by the Town to the U.S. Department of Housing and Urban Development (HUD). This substantial amendment provides detailed information on the proposed allocation and utilization of the maximum CDBG-R entitlement amount of $251,004. The Town acknowledges that these funds were authorized as a one-time entitlement allocation to the Town as a result of the American Recovery and Reinvestment Act of 2009 (Recovery Act), also referred to as CDBG-R.

A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES
   See attached spreadsheet.

B. CDBG-R INFORMATION BY ACTIVITY (COMPLETE FOR EACH ACTIVITY)

(1) Activity Name:
   Sidewalk Reconstruction Project at Hamilton Avenue in Byram.

(2) Activity Narrative:
   The Town will utilize the full CDBG-R funding of $251,004 to support the Sidewalk Reconstruction Project at Hamilton Avenue in the Byram Area. The existing sidewalk including curbing, driveway entrances and corners at Hamilton Avenue from the entrance to Armstrong Court (including Booth Place) to St. Roch’s Avenue is in poor condition. The Town is proposing to use the CDBG-R funds to completely reconstruct the sidewalk area, which is approximately 2600 linear feet. The estimated cost is about $110/ft for a total estimated project cost of $286,000. This proposed project maximizes economic benefits by investing the CDBG-R funds in infrastructure (sidewalk) that will provide long-term economic benefits.
(3) Jobs Created:
The proposed Sidewalk Reconstruction Project at Hamilton Avenue in Byram meets the ARRA goal of maximizing economic benefits by investing in infrastructure that will provide long-term economic benefits to the citizens of Greenwich. This project will result to the retention of at least 1.5 administrative jobs (1 full-time and 1 part-time), which represent the CDBG staff. In addition, at least 2 construction jobs will be created through the implementation of the sidewalk project. The Town shall monitor and report any changes to the proposed full- and part-time jobs created and retained by this project. In filling out this report, the Town will calculate jobs that are created and/or retained following the same methodology used by the regular CDBG program under the guidance from the Office of Management and Budget (OMB).

(4) Additional Activity Information:
The proposed Sidewalk Reconstruction Project at Hamilton Avenue in Byram maximizes economic benefits by investing the CDBG-R funds in infrastructure (sidewalk) that will provide long-term economic benefits. The proposed project will offer the following long-term benefits:
- Area benefit – certain parts of Byram meet the low- and moderate-income area benefit requirements as an exception grantee;
- Benefit to the residents of Armstrong Court, a low-income public housing complex under the State Moderate Program;
- Improved access to public facilities such as the Hamilton Avenue School, Byram Pool and Byram Beach; and
- Improved access to public transportation (Hamilton Ave. and Armstrong Court bus stop).

In addition to the long-term benefits listed above, this proposed project will further the goal of the ARRA to promote economic recovery by providing work that will retain or preserve jobs (i.e. contractor, sub-contractor, laborers, etc.).

Also, the Town will comply with the ARRA goal of “Buy American” or promoting the use of products or manufactured goods that are produced in the United States by including such language in the bid documents.

The proposed Sidewalk Reconstruction Project at Hamilton Avenue in Byram is the only project that the Town is applying CDBG-R funding for. There are no other projects being proposed that will promote energy conservation, smart growth, green building technologies or reduced pollution emissions. This proposed project would invest CDBG-R funds in infrastructure (sidewalk) to provide long-term economic benefits to the residents of the Town of Greenwich.

In choosing this Sidewalk Reconstruction Project at Hamilton Avenue, the Town will further the ARRA goal of devoting CDBG funds and be under contract within 120 days of grant agreement execution (including the procurement/bidding process). The Town considered the 120-Day Rule set forth by HUD as well as the goal to “use at least 50% of the funds for activities that can be initiated not later than 120 calendar days after
February 17, 2009" in selecting the project to which CDBG-R funds would be utilized. As per the guidance provided by HUD under the FAQ dated June 1, 2009, the Town recognizes that a goal of obligating/using at least 50% of the funds within 120 days of enactment of the Recovery Act, which would be June 17, 2009 would not be achievable given the time frame. Therefore, the Town decided to instead focus on addressing the provision of choosing a project that can award contracts within 120 days of the execution of the grant agreement. Thus the Town, selected this sidewalk project.

Finally, this project also addresses and promotes the goal of improving infrastructure under street and sidewalk improvements and accessibility improvements stated in the Town's Five-Year Consolidated Plan (2005-2009).

(5) Responsible Organization:
The proposed Sidewalk Reconstruction Project at Hamilton Avenue in Byram will be administered by the Town's Department of Public Works. The contact information for the person who will be in charge of project management is as follows:
CDBG-R Project Contact Person: David P. Thompson
Address: Department of Public Works, Greenwich Town Hall, 101 Field Point Road, Greenwich, CT 06830
Telephone: 203-622-7740
Fax: 203-622-3716
Email: dthompson@greenwichct.org

In addition, the Town's Community Development Office will provide technical support and assist the Dept. of Public Works to ensure that all requirements set forth by HUD as they relate to the CDBG-R program are met. The Community Development Office contact information is as follows:
CDBG-R General Information Contact Person: Princess A. Erfe
Address: Community Development Office, Greenwich Town Hall, 101 Field Point Road, Greenwich, CT 06830
Telephone: 203-622-3791
Fax: 203-861-6149
Email: perfe@greenwichct.org

C. PUBLIC COMMENT
Provide a summary of public comments received to the proposed CDBG-R Substantial Amendment.

Response: The Town posted the notice of Substantial Amendment identifying the Sidewalk Reconstruction Project at Hamilton Avenue in Byram project as the proposed activity for the CDBG-R funding on the Town of Greenwich website (default homepage and the Community Development homepage) on May 27, 2009. Copy of notice attached. This ensures a minimum of 7 calendar days for public review and comment. On the same date, the Town also distributed copies of the full substantial amendment including all required forms to various offices within the Town Hall (CDBG Office, First Selectman’s Office and the Town Clerk’s Office) and to all Greenwich public libraries. In addition, individuals
with disabilities who require special assistance and non-English speaking persons were encouraged to contact the CDBG Office to obtain a copy of the full substantial amendment form. This notice is attached.

On May 28, 2009, the Town posted the full substantial amendment copy (draft) on the Town's CDBG website with an updated news announcement stating that the full copy is available via a link and on the Town webpage as well. The public comment date was extended for another day, until June 4, 2009 by 4 PM. This ensures a minimum of 7 calendar days for public review and comment. The updated notice is attached.

The Town will consider any comments or views of the public and will include a summary of the comments or views accepted as well as a summary of the comments and views not accepted (and the reasons therefore).

The Town did not receive any comments or views from the public on the substantial amendment to the CDBG program year 2009 Action Plan and the proposed sidewalk reconstruction project at Hamilton Avenue application for CDBG-R funding.
CDBG-R Substantial Amendment
Grantee Checklist

For the purposes of expediting review, HUD asks that applicants submit the following checklist along with the CDBG-R Substantial Amendment, Spreadsheet for Reporting Proposed CDBG-R Activities, and SF-424.

Contents of a CDBG-R Action Plan Substantial Amendment

<table>
<thead>
<tr>
<th>Jurisdiction(s):</th>
<th>Town of Greenwich, CT</th>
</tr>
</thead>
</table>

CDBG-R Contact Person: Princess A. Erfe
Address: Greenwich Town Hall, 101 Field Point Road, Greenwich, CT 06830
Telephone: 203-622-3791
Fax: 203-861-6149
Email: perfe@greenwichct.org

The elements in the substantial amendment required for the CDBG recovery funds are:

A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES

Does the submission contain a paper copy of the Spreadsheet for Reporting Proposed CDBG-R Activities?

Yes ☑ No ☐ Verification found on page ______

Does the submission include an electronic version of the Spreadsheet for Reporting Proposed CDBG-R Activities sent to the email box CDBG-R@hud.gov?

Yes ☑ No ☐ Date Spreadsheet was emailed: June 4, 2009

Does the Spreadsheet for Reporting Proposed CDBG-R Activities include, for each activity:

- amount of funds budgeted for each activity, including CDBG-R funds, any additional Recovery Funds used and total activity budget,

Yes ☑ No ☐ Verification found on page(s) See spreadsheet
• the Eligibility citation (eligibility regulatory cite or HCDA cite),
  Yes ☑ No ☐ Verification found on page(s) See spreadsheet

• the CDBG national objective citation,
  Yes ☑ No ☐ Verification found on page(s) See spreadsheet

B. CDBG-R INFORMATION BY ACTIVITY

Does the submission contain information by activity describing how the grantee will use the funds, including:

• a narrative for each activity describing how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit,
  Yes ☑ No ☐ Verification found on page(s) _______

• projected number of jobs created for each activity,
  Yes ☑ No ☐ Verification found on page(s) _______

• whether an activity will promote energy efficiency and conservation,
  Yes ☑ No ☐ Verification found on page(s) Not Applicable

• the name, location, and contact information for the entity that will carry out the activity,
  Yes ☑ No ☐ Verification found on page(s) _______

• evidence that no more than 10% of the grant amount will be spent on administration and planning,
  Yes ☑ No ☐ Verification found on page (s) Not Applicable

• evidence that no more than 15% of the grant amount will be spent on public services,
  Yes ☑ No ☐ Verification found on page (s) Not Applicable

• evidence that at least 70% of the grant amount will benefit persons of low and moderate income,
  Yes ☑ No ☐ Verification found on page (s) 100% L/M Benefit

C. PUBLIC COMMENT PERIOD

Was the proposed action plan amendment published via the jurisdiction’s usual methods and on the Internet for no less than 7 calendar days of public comment?
  Yes ☑ No ☐. Verification found on page(s) See attached notices

Is there a summary of citizen comments included in the final amendment?
  Yes ☑ No ☐. Verification found on page(s) The Town did not receive any comments or views on the substantial amendment

D. CERTIFICATIONS

The following certifications are complete and accurate:

(1) Affirmatively furthering fair housing
  Yes ☑ No ☐
(2) Anti-displacement and relocation plan | Yes | No
(3) Drug-free Workplace | Yes | No
(4) Anti-lobbying | Yes | No
(5) Authority of jurisdiction | Yes | No
(6) Consistency with plan | Yes | No
(7) Section 3 | Yes | No
(8) Community development plan | Yes | No
(9) Following a plan | Yes | No
(10) Use of Funds | Yes | No
(11) Excessive Force | Yes | No
(12) Compliance with anti-discrimination laws | Yes | No
(13) Lead-based paint procedures | Yes | No
(14) Compliance with laws | Yes | No
(15) Compliance with ARRA | Yes | No
(16) Project selection | Yes | No
(17) Timeliness of infrastructure investments | Yes | No
(18) Buy American provision | Yes | No
(19) Appropriate use of funds for infrastructure investments | Yes | No
(20) 70% of CDBG-R for LMI | Yes | No

Optional Certification
(21) Urgent Need | Yes | No

**D. STATE CERTIFICATIONS – NOT APPLICABLE**
The following certifications are complete and accurate:

(1) Affirmatively furthering fair housing | Yes | No
(2) Anti-displacement and relocation plan | Yes | No
(3) Drug-free Workplace | Yes | No
(4) Anti-lobbying | Yes | No
(5) Authority of State | Yes | No
(6) Consistency with plan | Yes | No
(7) Section 3 | Yes | No
(8) Community development plan | Yes | No
(9) Consultation with Local Governments | Yes | No
(10) Use of Funds | Yes | No
(11) Excessive Force | Yes | No
(12) Compliance with anti-discrimination laws | Yes | No
(13) Compliance with laws | Yes | No
(14) Compliance with ARRA | Yes | No
(15) Project selection | Yes | No
(16) Timeliness of infrastructure investments | Yes | No
(17) Buy American provision | Yes | No
(18) Appropriate use of funds for infrastructure investments | Yes | No
(19) 70% of CDBG-R for LMI | Yes | No

Optional Certification
(20) Urgent Need | Yes | No
<table>
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<tr>
<th>Sidewalk Reconstruction Project at Hamilton Avenue in Byram</th>
<th>CDBG-R Form Grant Amount: $251,004</th>
<th>Date: 06/04/2009</th>
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<td>The Town will utilize the full CDBG-R funding of $251,004 to support the Sidewalk Reconstruction Project at Hamilton Avenue in the Byram Area. The existing sidewalk including curbing, driveway entrances and corners at Hamilton Avenue from the entrance to Armstrong Court (including Booth Place) to St. Roch's Avenue is in poor condition. The Town is proposing to use the CDBG-R funds to completely reconstruct the sidewalk area, which is approximately 2600 linear feet. The estimated cost is about $110/ft for a total estimated project cost of $286,000. This proposed project maximizes economic benefits by investing the CDBG-R funds in infrastructure (sidewalk) that will provide long-term economic benefits.</td>
<td>24 CFR 570.201(c) - Public Facilities and Improvements 03L - Sidewalks</td>
<td>$251,004</td>
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<td></td>
<td>LMA - 24 CFR 570.208(a)(1) Greenwich Exception Area = 31% L/M for Area Benefit. Low/Mod Area Benefit (45.1% L/M).</td>
<td>$34,996 $286,000</td>
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### Town of Greenwich - Low- and Moderate Data for 2008

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<th>TRACT</th>
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</table>

Note: Greenwich is an exception grantee, which means that any area with a Low- and Moderate Income percent of at least 31% would qualify as Area Benefit. The following information was taken from the HUD website.
Substantial Amendment to CDBG 2009 Program

The Town of Greenwich is pleased to announce that the U.S. Department of Housing and Urban Development (HUD) has allocated an additional two hundred fifty one thousand four dollars ($251,004) to the Community Development Block Grant (CDBG) Program. This funding is available for any eligible and qualified projects that meet the applicable requirements under the American Recovery & Reinvestment Act of 2009 (ARRA) in addition to requirements of the CDBG entitlement program.

The Town will pursue and apply for the full CDBG-R funding of $251,004 and will utilize the funds to support the Sidewalk Reconstruction Project at Hamilton Avenue in the Byram Area. The existing sidewalk including curbing, driveway entrances and corners at Hamilton Avenue from the entrance to Armstrong Court (including Booth Place) to St. Roch’s Avenue is in poor condition. The Town is proposing to use the CDBG-R funds to completely reconstruct the sidewalk area.

This proposed project maximizes economic benefits by investing the CDBG-R funds in infrastructure (sidewalk) that will provide long-term economic benefits. The proposed project will offer the following long-term benefits:

*Area benefit - certain parts of Byram meet the low- and moderate-income area benefit requirements as an exception grantee;
*Benefit to the residents of Armstrong Court, a low-income public housing complex under the State Moderate Program;
*Improved access to public facilities such as the Byram Pool and Byram Beach; and
*Improved access to public transportation (Hamilton Ave. and Armstrong Court bus stop);

In addition to the long-term benefits listed above, this proposed project will further the goal of the ARRA to promote economic recovery by providing work that will retain or preserve jobs (i.e. contractor, sub-contractor, laborers, etc.). In undertaking the proposed project, the Town will comply with the ARRA goal of promoting the use of products or manufactured goods that are produced in the United States.
Per HUD requirements under ARRA, the Town has posted this notice of substantial amendment to the CDBG Program Year 2009 Annual Action Plan on the Town's website (main/default homepage and Community Development Homepage) for a minimum period of seven calendar days for citizens to provide comments and input on the proposed CDBG-R project. The full copy of the substantial amendment including the required forms to be submitted to HUD is available for public review and comment at the Community Development Office, First Selectman’s Office or Town Clerk’s Office at Greenwich Town Hall (101 Field Point Road 1st floor, Greenwich, CT 06830) and at all Greenwich public library branches. The Community Development Office will pursue all means possible to provide individuals with disabilities who require special assistance and non-English speaking persons with access to a copy of the full substantial amendment upon request.

For further inquiries or additional information, contact Princess A. Erfe, CD Administrator, Community Development Office, Town Hall, 101 Field Point Road, Greenwich, CT 06830. Phone: (203) 622-3791. E-mail: perfe@greenwichct.org. Citizen comment must be submitted in writing to Ms. Erfe and must be received by the Community Development Office no later than 4 pm on June 3, 2009.

Peter J. Tesei,  
First Selectman  
Town of Greenwich, CT  
Dated: May 27, 2009

POCD
- School Closing Infor
- Parking Meter Rates Increase
- Sun. March 25: St. I Day Parade
- Recycle Sneakers N- Through April 28
- April: Earth Day Cel- Month
- Response to Storm l and Power Outages
- How to Make a Loss
- Community Meeting Your Congressman
- Shellfish Commissio
- Shelter Our Strays! May 2007
- Storm Cleanup and Assistance
- June 9: Tree Conser Tree Walk
- 16th Annual Salute Veterans at Haveme
- CBS Early Show Cor Greenwich, Invites 
- No Phone Service at Hall
- FEMA / State Disast Recovery Center CLI
- Mosquitos Test Posit West Nile in Greenw
- Emergency Prepare Month
- Tues. Sept, 18: Imp Town Planning Meet
- Two Major Political [ LWV
- Shellfishing Demo o at Noon
- Entry-Level Police O Opportunity
- Public Health Syste Assessment
- School Closing Infor
- Power Outages and
- March 11&25: Histo Data Gathering
- Nathaniel Witherell I Range Plan
- Nat'l Sex Offender [ Includes CT Info
- Earth Day Celebrat Month Long!
- First Selectman's Ca Operating Budgets
- Final 2006-07 Town Now Online

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In addition to the long-term benefits listed above, this proposed project will further the goal of the ARRA to promote economic recovery by providing work that will retain or preserve jobs (i.e. contractor, sub-contractor, laborers, etc.). In undertaking the proposed project, the Town will comply with the ARRA goal of promoting the use of products or manufactured goods that are produced in the United States.
Per HUD requirements under ARRA, the Town has posted this notice of substantial amendment to the CDBG Program Year 2009 Annual Action Plan on the Town's website (main/default homepage and Community Development Homepage) for a minimum period of seven calendar days for citizens to provide comments and input on the proposed CDBG-R project. The full copy of the substantial amendment including the required forms to be submitted to HUD is available for public review and comment at the Community Development Office, First Selectman's Office or Town Clerk's Office at Greenwich Town Hall (101 Field Point Road 1st floor, Greenwich, CT 06830) and at all Greenwich public library branches. The Community Development Office will pursue all means possible to provide individuals with disabilities who require special assistance and non-English speaking persons with access to a copy of the full substantial amendment upon request.

For further inquiries or additional information, contact Princess A. Erfe, CD Administrator, Community Development Office, Town Hall, 101 Field Point Road, Greenwich, CT 06830. Phone: (203) 622-3791. E-mail: perfe@greenwichct.org. Citizen comment must be submitted in writing to Ms. Erfe and must be received by the Community Development Office no later than 4 pm on June 3, 2009.

Peter J. Tesei,
First Selectman
Town of Greenwich, CT
Dated: May 27, 2009
Update: Substantial Amendment CDBG 2009 Program
The full copy (draft) of the substantial amendment to the CDBG program can be accessed by clicking on the following link:
Full Copy (Draft) of Substantial Amendment to CDBG 2009

This document is available under the Project Updates link on the Community Development webpage.

The CDBG Office must receive citizen views and input no later than June 4, 2009 (4 pm). This allows a minimum of 7 full days for public comment.

For any questions or further information, please contact Ms. Princess A. Erfe, CD Administrator, at 203-622-3791 or via e-mail to perfe@greenwichct.org.

Princess A. Erfe
Community Development Administrator
Town of Greenwich
May 28, 2009
**Application for Federal Assistance SF-424**

*1. Type of Submission:* □ Preapplication  □ Application  □ Changed/Corrected Application  
☐ New  ☐ Continuation  ☐ Other (Specify)  

*2. Type of Application:* If Revision, select appropriate letter(s)  

3. Date Received:  
4. Applicant Identifier:  

5a. Federal Entity Identifier:  
5b. Federal Award Identifier:  

State Use Only:  
6. Date Received by State:  
7. State Application Identifier:  

**8. APPLICANT INFORMATION:**  
*a. Legal Name:* TOWN OF GREENWICH, CT  
*b. Employer/Taxpayer Identification Number (EIN/TIN):* 06-6002006  
*c. Organizational DUNS:* 12119589  

d. Address:  
*Street 1:* 101 FIELD POINT ROAD  
*Street 2:* GREENWICH TOWN HALL  
*City:* GREENWICH  
*County:*  
*State:* CT  
*Province:*  
*Country:* USA  
*Zip / Postal Code:* 06830  

*e. Organizational Unit:*  
Department Name: OFFICE OF THE FIRST SELECTMAN  
Division Name: OFFICE OF COMMUNITY DEVELOPMENT  

*f. Name and contact information of person to be contacted on matters involving this application:*  
Prefix: MS  
*First Name:* PRINCESS  
Middle Name: A  
*Last Name:* ERFE  
Suffix:  
Title: COMMUNITY DEVELOPMENT ADMINISTRATOR  
Organizational Affiliation:  

*Telephone Number:* 203-622-3791  
Fax Number: 203-861-6149  
*Email:* perfe@greenwichct.org
**Application for Federal Assistance SF-424**

*9. Type of Applicant 1: Select Applicant Type:*
C. City or Township Government  
Type of Applicant 2: Select Applicant Type:  
Type of Applicant 3: Select Applicant Type:  
*Other (Specify)*

*10 Name of Federal Agency:*
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT - COMMUNITY PLANNING AND DEVELOPMENT

11. Catalog of Federal Domestic Assistance Number:
14.253
CFDA Title:
ENTITLEMENT

*12 Funding Opportunity Number:*
N/A

*Title:*
N/A

13. Competition Identification Number:
N/A
Title:
N/A

14. Areas Affected by Project (Cities, Counties, States, etc.):  
TOWN OF GREENWICH - BYRAM AREA. GREENWICH, CT IS AN EXCEPTION GRANTEE WITH 31% L/M FOR AN AREA BENEFIT. THE PROPOSED PROJECT WILL BENEFIT LOW/MODERATE-INCOME RESIDENTS OF THE ARMSTRONG COURT (PUBLIC HOUSING COMPLEX) AS WELL AS PROVIDE IMPROVED ACCESS TO PUBLIC FACILITIES SUCH AS THE BYRAM POOL AND BYRAM BEACH/PARK AND IMPROVED ACCESS TO PUBLIC TRANSPORTATION - BUS STOP ON HAMILTON AVE AND ARMSTRONG COURT IN BYRAM (45.1% L/M).

*15. Descriptive Title of Applicant's Project:*
SIDEWALK RECONSTRUCTION PROJECT AT HAMILTON AVENUE IN BYRAM. SEE ATTACHED AERIAL MAPS.
16. Congressional Districts Of:
   *a. Applicant: 4<sup>th</sup> Congressional District
   *b. Program/Project: 4<sup>th</sup> Congressional District

17. Proposed Project:
   *a. Start Date: 06/05/2009
   *b. End Date: 09/30/2012

18. Estimated Funding ($):
   *a. Federal
   *b. Applicant
   *c. State
   *d. Local
   *e. Other
   *f. Program Income
   *g. TOTAL

   $251,004
   (Blank)
   (Blank)
   Town Funds $34,996
   (Blank)
   $286,000

19. Is Application Subject to Review By State Under Executive Order 12372 Process?
   □ a. This application was made available to the State under the Executive Order 12372 Process for review on ____________
   □ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
   ✔ c. Program is not covered by E.O. 12372

20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)
   □ Yes  ☒ No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)
   ✔ ** I AGREE

   ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

Authorized Representative:

Prefix: MR.
Middle Name: J
*Last Name: TESEI
Suffix: 

*Title: FIRST SELECTMAN
*Telephone Number: 203-622-7710
Fax Number: 203-622-3793
*Email: ptesel@greenwichct.org

*Signature of Authorized Representative: 
*Date Signed: 08/04/2009
Application for Federal Assistance SF-424

**Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

N/A
The map was produced from the Town of Greenwich Geographic Information System. The Town assumes no liabilities and no liability that may result from the use of this map.

Map: 2/28/06 Copyright © 2006 by the Town of Greenwich.

Legend
- Block Groups
- Low/Mod Areas

Greenwich, CT Low/Mod Income Areas
CERTIFICATIONS

(1) **Affirmatively furthering fair housing.** The jurisdiction will affirmatively further fair housing, which means that it will conduct an analysis to identify impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting the analysis and actions in this regard.

(2) **Anti-displacement and relocation plan.** The jurisdiction will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601), and implementing regulations at 49 CFR part 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under CDBG-R.

(3) **Drug Free Workplace.** The jurisdiction will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

2. Establishing an ongoing drug-free awareness program to inform employees about –
   - (a) The dangers of drug abuse in the workplace;
   - (b) The grantee's policy of maintaining a drug-free workplace;
   - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
   - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;

4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
   - (a) Abide by the terms of the statement; and
   - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:
   - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
(b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

(4) **Anti-lobbying.** To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-L-LL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

(5) **Authority of Jurisdiction.** The jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations and other program requirements.

(6) **Consistency with Plan.** The housing activities to be undertaken with CDBG-R funds are consistent with its consolidated plan.

(7) **Section 3.** The jurisdiction will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u), and implementing regulations at 24 CFR part 135.

(8) **Community development plan.** The jurisdiction certifies that the consolidated housing and community development plan identifies housing and community development needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the statute authorizing the CDBG program.

(9) **Following a plan.** The jurisdiction is following a current consolidated plan that has been approved by HUD.

(10) **Use of funds.** The jurisdiction has developed activities so as to give the maximum feasible priority to activities that will benefit low- and moderate-income families or aid in the prevention of slums or blight. Additional activities may be included that are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs. It has complied with the following criteria:
1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG-R funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available;

2. Special Assessments. The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG-R funds by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG-R funds are used to pay the proportion of a fee or assessment attributable to the capital costs of public improvements (assisted in part with CDBG-R funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds. The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG-R funds, unless CDBG-R funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds. In addition, with respect to properties owned and occupied by moderate-income (but not low-income) families, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG-R funds if the jurisdiction certifies that it lacks CDBG-R or CDBG funds to cover the assessment.

(11) Excessive Force. The jurisdiction certifies that it has adopted and is enforcing: (1) a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and (2) a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction.

(12) Compliance with anti-discrimination laws. The CDBG-R grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), the Fair Housing Act (42 U.S.C. 3601-3619), and implementing regulations.

(13) Compliance with lead-based paint procedures. The activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K, and R of this title.

(14) Compliance with laws. The jurisdiction will comply with applicable laws.

(15) Compliance with ARRA. The jurisdiction will comply with Title XII of Division A of the American Recovery and Reinvestment Act of 2009.

(16) Project selection. The jurisdiction will select projects to be funded, by giving priority to projects that can award contracts based on bids within 120 days from the date the funds are made available to the recipient, and that will ensure maximum job creation and economic benefit.

(17) Timeliness of infrastructure investments. When the jurisdiction uses CDBG-R funds for infrastructure investments, the grantee will give preference to quick-start and finish activities, including a goal to use at least 50 percent of the funds for activities within 120 days of enactment of the Recovery Act.
(18) **Buy American provision.** The jurisdiction will ensure that all iron, steel and manufactured goods used in construction, alteration, repair, or maintenance of a public building or public work project assisted with CDBG-R funds under the Recovery Act must be produced in the United States unless the Secretary finds that: (1) the requirement is inconsistent with public interest; (2) those goods are not reasonably available or produced in sufficient quantity in the U.S.; (3) or the use of the goods will increase the project cost by more than 25 percent.

(19) **Appropriate use of funds for infrastructure investments.** The Governor, mayor, or other chief executive, as appropriate certifies, that any infrastructure investments have received the full review and vetting required by law and that the chief executive accepts responsibility that the infrastructure investment is an appropriate use of taxpayer dollars. Alternatively, a grantee’s chief elected official certifies that infrastructure investments will receive the full review and vetting required by law and that the chief executive accepts responsibility that the infrastructure investment is an appropriate use of taxpayer dollars.

(20) **70% of CDBG-R for LMI.** The aggregate use of CDBG-R funds shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the grant is expended for activities that benefit such persons over the life of the CDBG-R grant.

\[ Peter \text{ J. Tesi} \]

Signature/Authorized Official

06/04/2009

Date

**FIRST SELECTMAN**

Title
OPTIONAL CERTIFICATION

CDBG-R

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

Where the urgent need is the current economic conditions, the grantee certifies that the activity is alleviating current economic conditions which pose a threat to the economic welfare of the community in which the activity is being carried out, the recipient is unable to finance the activity on its own, and other sources of funding are not available.

[Signature]

PETER J. TESEI
Signature/Authorized Official

06/04/2009
Date

FIRST SELECTMAN
Title
Town Of Greenwich  
Request Form For Budget Adjustments

BET Meeting Date:  Oct-09  
Application #:  HD 2

Department & Division:  Health  
Action Requested:  Approval to Use  
Date of Submission:  September 28, 2009

<table>
<thead>
<tr>
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<th>Object</th>
<th>Project</th>
<th>Desc</th>
<th>Amount</th>
</tr>
</thead>
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<tr>
<td>To:</td>
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<td>51100</td>
<td></td>
<td>Payt Overtime Services</td>
<td>9,071.00</td>
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<tr>
<td>F 40335</td>
<td>51490</td>
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<td></td>
<td>Advertising</td>
<td>668.00</td>
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<tr>
<td>F 40335</td>
<td>52150</td>
<td></td>
<td></td>
<td>Office Services</td>
<td>6,000.00</td>
</tr>
<tr>
<td>F 40335</td>
<td>53250</td>
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<td></td>
<td>Med, Surgical, Lab Supplies</td>
<td>200.00</td>
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<td>F 40335</td>
<td>57050</td>
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<td>Social Security</td>
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<tr>
<td>From:</td>
<td>F 40335</td>
<td></td>
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<td>PHER Grant</td>
<td>26,493.00</td>
</tr>
</tbody>
</table>

**Justification of Request:** (Set forth reasons the adjustment is required, the factors involved in arriving at costs, and the status of the account from which the transfer is made. Attach separate copy if necessary.)

This request is being made to fund the Public Health Emergency Response contract addendum for H1N1 influenza - Award Novel H1N1 Phase 1 of 3 allocations for the period 7/31/09 to 7/30/10. Please see attached justification.

Certified correct as to computations and amounts shows as appropriations to date and unencumbered balances, with any changes given.

Date:  
Comptroller:  

The following action was taken at a meeting of the Board of Estimate and Taxation held on:  

- Approved  
- Disapproved  
- Modified as follows:  

Clerk of the Board:  

This form should be submitted with 35 blue copies in addition to a current Appropriation Statement.
The Department has received an addendum to the Public Health Emergency Response contract in the amount of $26,493.00 for Novel H1N1 Influenza. This application represents Phase 1 of possibly 3 allocations for the period 7/31/09 to 7/30/10.

**PERSONNEL SERVICES (Overtime TOG employees)** $9,764.20

- **Greenwich Police Department**
  To provide security to clinic sites by Greenwich Police Department Personnel.
  $100.00/hr x 46.45 hrs $4,645.00
  Social Security benefits @ .0765% $355.00

- **Department of Health Staff**
  To cover the costs of overtime required to staff anticipated clinics by Department of Health.
  $70.00/hr x 63.23 hrs $4,426.00
  Social Security benefits @ .0765% $338.20

**PROFESSIONAL SERVICES** $9,860.80

- **Greenwich Emergency Medical Services**
  To provide EMS assistance as necessary at clinics.
  $4,860.80

- **Global Health Systems Consultants, LLC**
  To provide assistance with recruiting volunteers for clinics for medical and non-medical Individuals.
  $5,000.00

**PUBLICITY** $668.00

  To obtain advertising services in local newspapers to indicate locations and times for clinics in the community.

**OFFICE SERVICES** $6,000.00

  These funds will be used to purchase posters and brochures containing public health information relating to Novel H1N1 influenza that may be printed in various languages including but not limited to Spanish, Japanese, Italian, etc.

**MEDICAL, SURGICAL, AND LAB SUPPLIES** $200.00

  To purchase medical supplies such as bandaids and alcohol to administer influenza vaccinations

**Total Grant** $26,493.00
## Approved Budget

**Town of Greenwich, Log # 2010-1076**

**Contract Period:** August 10, 2009 to August 9, 2010  
**Budget Period:** August 10, 2009 to August 9, 2010  
**Program:** H1N1 Phase 1

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>3) Name &amp; Position: Greenwich Police Department</td>
<td>Calculation: $100.00/hr x 50 hrs</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>4) Name &amp; Position: Greenwich Dept of Health Staff</td>
<td>Calculation: $70.00/hr x 68.06 hrs</td>
<td>$4,764.20</td>
</tr>
<tr>
<td>5) Educational Materials posters and brochures</td>
<td></td>
<td>$6,000.00</td>
</tr>
<tr>
<td>6) Medical Materials band aids and alcohol</td>
<td></td>
<td>$200.00</td>
</tr>
<tr>
<td>7) Contractual (Subcontracts)**</td>
<td></td>
<td>$9,860.80</td>
</tr>
<tr>
<td>8) Advertising newspaper ads</td>
<td></td>
<td>$668.00</td>
</tr>
</tbody>
</table>

**Total DPH Grant:** $26,493.00

---

### Subcontractor Schedule A-Detail

**Greenwich Department of Health**  
**Program:** H1N1 Phase 1

#### #1

**Subcontractor Name:** Global Health Systems Consultants, LLC  
**Address:** Arcadia Road, Old Greenwich, CT 06831  
**Telephone:** (203) (344-9333)  
Select One:  
A Budget Basis  
B Fee-for-Service  
C Hourly Rate  
Select One:  
□ MBE  
□ WBE  
□ Neither

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>To utilize the services of this consultant to recruit and obtain medical and non-medical volunteers for Department flu clinics</td>
<td>$5,000.00</td>
</tr>
</tbody>
</table>

**Total Subcontract Amount:** $5,000.00

#### #2

**Subcontractor Name:** Greenwich Emergency Medical Services, Inc.  
**Address:** 1111 East Putnam Ave., Greenwich, CT 06830  
**Telephone:** (203) (637-7505)  
Select One:  
A Budget Basis  
B Fee-for-Service  
C Hourly Rate  
Select One:  
□ MBE  
□ WBE  
□ Neither

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>To utilize the services of the Greenwich Emergency Medical Services, Inc. to provide emergency response at flu clinic sites</td>
<td>$4,860.80</td>
</tr>
</tbody>
</table>

**Total Subcontract Amount:** 4,860.80
PERSONAL SERVICE AGREEMENT

STATE OF CONNECTICUT
OFFICE OF THE STATE COMPTROLLER
CENTRAL ACCOUNTS PAYABLE DIVISION

DPH Log # 2010-1076

<table>
<thead>
<tr>
<th>(1)</th>
<th>(2)</th>
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</thead>
<tbody>
<tr>
<td>☑ Original</td>
<td>Amendment</td>
</tr>
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</table>

(3) Contractor Name: Town of Greenwich, Health Department
(4) Are you Presently a State Employee:
☐ YES  ☑ NO
(5) Agency Name and Address:
State of Connecticut, Department of Public Health
MS#13 GCT, 410 Capitol Ave., PO Box 340308, Hartford, CT 06134-0308
(6) AGENCY NO.

<table>
<thead>
<tr>
<th>CONTRACT PERIOD</th>
<th>CANCELLATION CLAUSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>(7) DATE (FROM)</td>
<td>08/10/09</td>
</tr>
<tr>
<td>THROUGH (TO)</td>
<td>08/09/10</td>
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<tr>
<td>(8) INDICATE</td>
<td>☐ Master Agreement</td>
</tr>
<tr>
<td></td>
<td>☑ Contract Award No.</td>
</tr>
<tr>
<td></td>
<td>☑ Neither</td>
</tr>
</tbody>
</table>

(9) Required No. of days written notice:
30

(10) CONTRACTOR AGREES TO:
Include special provisions - Attach additional blank sheets if necessary.

A. Town of Greenwich, Health Department, hereinafter "the Contractor", shall provide services to the Department of Public Health, hereinafter "the Department", as described in this Agreement, on page 2 as follows:

- The total amount of this Contract shall not exceed $87,523.00.
- Payment shall be made according to the schedule in Section G. of this Contract.
- Payment shall be made under the following schedule upon receipt of properly executed and approved invoices.

(11) PAYMENT TO BE MADE UNDER THE FOLLOWING SCHEDULE UPON RECEIPT OF PROPERLY EXECUTED AND APPROVED INVOICES:

<table>
<thead>
<tr>
<th>REQUIRED</th>
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<tbody>
<tr>
<td>(21) COMMITTED AMOUNT</td>
<td>$61,030.00</td>
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<td>$26,493.00</td>
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<tr>
<td>(22) OBLIGATED AMOUNT</td>
<td>$87,523.00</td>
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<tr>
<td></td>
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</table>

An Individual entering into a Personal Service Agreement with the State of Connecticut is contracting under a "work-for-hire" arrangement. As such, the individual is an independent contractor, and does not satisfy the characteristics of an employee under the common law rules for determining the employer/employee relationship of Internal Revenue Code section 3121(d) (2). Individuals performing services as independent contractors are not employees of the State of Connecticut and are responsible only for payment of all State and local income taxes, federal income taxes and Federal Insurance Contribution Act (FICA) taxes.

ACCEPTANCES AND APPROVALS

(33) STATUTORY AUTHORITY: 4-8, 19a-2a

The Contractor herein IS NOT a Business Associate under HIPAA:

(34) CONTRACTOR (OWNER OR AUTHORIZED SIGNATURE):
Caroline C. Baisley, MPH
Director of Health

(35) AGENCY (AUTHORIZED OFFICIAL):
Norma D. Gyle, R.N., Ph.D
Deputy Commissioner

(36) OFFICE OF POLICY & MGMT./DEPT. OF ADMIN. SERV.

(37) ATTORNEY GENERAL (APPROVED AS TO FORM AND LEGAL SUFFICIENCY):

Page 1a of 29
Town Of Greenwich
Request Form For Budget Adjustments

BET Meeting Date: Oct-09
Application #: HD 3

Department & Division: Health
Action Requested: Approval to Use
Date of Submission: September 28, 2009

<table>
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<th>Project</th>
<th>Desc Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>F</td>
<td>406</td>
<td>51490</td>
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<td>Professional Services NOC</td>
<td>3,910.00</td>
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<td>F</td>
<td>406</td>
<td>52010</td>
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<td>Advertising &amp; Public Notice</td>
<td>900.00</td>
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<td>406</td>
<td>52150</td>
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<td>Office Services</td>
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<td>F</td>
<td>406</td>
<td>52920</td>
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<td>Work Transfer Other Depts</td>
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<td>53250</td>
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<td>Medical,Dental,Lab Supplies</td>
<td>1,550.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

From: HERR Funds - Grant 8,276.00

Justification of Request: (Set forth reasons the adjustment is required, the factors involved in arriving at costs, and the status of the account from which the transfer is made. Attach separate copy if necessary.)

This request is being made to accept HERR Funds for fiscal year 2009/2010. PLEASE SEE ATTACHED.

Department Head: [Signature]

Certified correct as to computations and amounts shows as appropriations to date and unencumbered balances, with any changes given.

Date: [Signature] Comptroller:

The following action was taken at a meeting of the Board of Estimate and Taxation held on:

[ ] Approved  Motion:
[ ] Disapproved Second:
[ ] Modified as follows:

Clerk of the Board: [Signature]

This form should be submitted with 35 blue copies in addition to a current Appropriation Statement.
This application is a request to accept HERR Funds in the amount of $8,276 for FY 2009-2010.

**HIGH BLOOD CHOLESTEROL PROGRAM**
A registered dietitian will present nutritional health related information intended to educate our target populations on strategies for the prevention of cardiovascular disease by promoting a healthier lifestyle through proper nutritional, medicinal and behavioral habits through at least four program sessions totaling three and a quarter hours each. The Greenwich Department of Health Laboratory will provide cholesterol screening on adults age 20 years and older in accordance with the National Heart, Lung and Blood Institute’s “Recommendations Regarding Public Screening for Measuring Blood Cholesterol”. Follow-up testing will be offered to participants with high levels of low-density lipoprotein (LDL) and a member of the Department’s clinical/nursing staff will provide the metabolic syndrome screening that will include blood pressure measurement, blood sugar testing and waist girth measurement during each series. The Department will use the U.S. Department of Health and Human Services’ Department of Agriculture’s “Nutrition and Your Health: Dietary Guidelines for Americans” as the guidelines for nutrition education/counseling activities conducted as part of the cholesterol screening program.

$5,338 for contractual services, supplies, and promotion.

**HIGH BLOOD PRESSURE CONTROL PROGRAM**
The Department will conduct a High Blood Pressure Control Program, as high blood pressure is one of the major risk factors in cardiovascular disease, by promoting a healthier lifestyle through proper nutritional, medicinal, and behavioral habits. The Department will use the criteria and models outlined in the Sixth Report of the Joint National Committee on Detection, Evaluation and Treatment of High Blood Pressure as guidelines for blood pressure self-care programs. The Department will also use the high blood pressure control screening, referral, follow-up and counseling protocols as the model for these programs so that clients learn about their high blood pressure and the necessary skills to control it as well as adopting a heart healthy diet. A registered dietician will teach at least six program sessions totaling three hours each to provide clients with the necessary knowledge to control their high blood pressure. There will also be fitness education included in this program conducted by a certified fitness instructor.

$2,938 for contractual services, supplies and promotion.
September 29, 2009

Caroline Calderone Baisley, MPH, RS
Director of Health
Town of Greenwich
101 Field Point Road
Greenwich, CT 06830

Re: CT DPH Contract Log # 2010-0111
Contract for: LHD
Award: $8,276.00

Dear Ms. Calderone Baisley:

The above referenced contract has been approved. A copy of the fully executed contract is enclosed. Payments will be made according to the schedule indicated in Part I of your contract. Payments will depend on the timely submission and acceptability of any required reports and the availability of funds. *Please submit an original and one copy of the expenditure and program/activity reports or deliverables to the department directed to my attention.* The financial report (format enclosed) must reflect the approved budget in the attached fully executed contract or any subsequently approved budget revisions. **Note that the Financial Reporting Guidelines and included forms have been updated. Please ensure that the revised report formats, included herein, are used for submission of required reports. Outdated versions will not be acceptable.** You should reference the CT DPH Contract Log # 2010-0111 when submitting all reports and correspondence.

Copies of the fully executed contract should be forwarded to the appropriate financial and programmatic staff in your agency so that they will be aware of the contractually required activities and due dates for submitting the necessary reports.

If you have any questions regarding contract issues or expenditure reporting, please contact me at (860) 509-7704. Any questions regarding program progress/activity reports should be directed to Gary StAmand at (860) 509-7581.

Sincerely,

[Signature]

Douglas Yeager
CT DPH Contract Specialist

cc: G. StAmand
STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC HEALTH
HUMAN SERVICE CONTRACT

CONTRACT SUMMARY

The State of Connecticut Department of Public Health

Street: 410 Capitol Avenue, PO Box 340308, MS 13 GCT

City: Hartford State: CT Zip: 06134-0308

Tel#: (860) 509-7704 hereinafter “the Department”.

hereby enters into a contract with:

Contractor’s Name: Town of Greenwich

Street: 101 Field Point Road

City: Greenwich State & Zip: CT 06830

Tel#: (203) 622-7849 FEIN/SS# 000-00-0057

hereinafter “the Contractor”, for the provision of services outlined herein in Part I.

<table>
<thead>
<tr>
<th>Term of Contract</th>
<th>This contract is in effect from August 1, 2009 through June 30, 2010.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statutory Authority</td>
<td>The Department is authorized to enter into this contract pursuant to § 4-8,19a-2a,19a-32. of the Connecticut General Statutes (C.G.S.).</td>
</tr>
<tr>
<td>Set-Aside Status</td>
<td>Contractor □ IS or ✗ IS NOT a set aside Contractor pursuant to § 32-9e of the Connecticut General Statutes.</td>
</tr>
<tr>
<td>Effective Date</td>
<td>This contract shall become effective only as of the date of signature by the Department’s authorized official(s) and, where applicable, the date of approval by the Attorney General. Upon such execution, this contract shall be deemed effective for the entire Term specified above. This contract may be Amended subject to Part II, Section E of this contract.</td>
</tr>
</tbody>
</table>

FULLY EXECUTED
**Town Of Greenwich**  
**Request Form For Budget Adjustments**

**BET Meeting Date:** Oct-09  
**Application #:** ED2

**Department & Division:** BOE  
**Action Requested:** Transfer  
**Date of Submission:** September 25, 2009

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<tr>
<td>From:</td>
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<td>51060</td>
<td>Teachers Wages</td>
<td>23,000</td>
</tr>
</tbody>
</table>

**Justification of Request:** (Set forth reasons the adjustment is required, the factors involved in arriving at costs, and the status of the account from which the transfer is made. Attach separate copy if necessary.)

Transfer for growth & development related to IB training. Both 209 & 106 are codes used for certified staff training. Depending on the method of training chosen.

Department Head:

Certified correct as to computations and amounts shows as appropriations to date and unencumbered balances, with any changes given.

Date:       Comptroller: ____________________________

The following action was taken at a meeting of the Board of Estimate and Taxation held on:

- [ ] Approved  
- [ ] Disapproved  
- [ ] Modified as follows:  
- [ ] Second:

Clerk of the Board: ____________________________

This form should be submitted with 38 blue copies in addition to a current Appropriation Statement.
**Town Of Greenwich**

**Request Form For Budget Adjustments**

**BET Meeting Date:** Oct-09

**Application #: ED 3**

---

**Department & Division:** BOE

**Action Requested:** Transfer

**Date of Submission:** September 25, 2009

---

<table>
<thead>
<tr>
<th>Fund</th>
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<th>Object</th>
<th>Project</th>
<th>Desc</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
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<td>To:</td>
<td>A</td>
<td>6201782</td>
<td>52360</td>
<td>Rental/Maint Software</td>
<td>13,390</td>
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<tr>
<td>From:</td>
<td>A</td>
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<td>53071</td>
<td>Data WP Hardware</td>
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<tr>
<td></td>
<td></td>
<td>6201782</td>
<td>51460</td>
<td>Prof.Svs.- Data WP</td>
<td>4,800</td>
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</tbody>
</table>

**Justification of Request:** Transfer is a reallocation of funds in response to budget reductions in line 236. Additional monies needed in this line for final site license purchase.

Department Head:

Certified correct as to computations and amounts shows as appropriations to date and unencumbered balances, with any changes given.

Date: ___________________  Comptroller: ___________________

---

The following action was taken at a meeting of the Board of Estimate and Taxation held on:

Approved  Motion:

Disapproved

Modified as follows:  Second:

Clerk of the Board: ___________________

---

This form should be submitted with 38 blue copies in addition to a current Appropriation Statement.
Town Of Greenwich
Request Form For Budget Adjustments

BET Meeting Date:  
Application #:  

Department & Division:  P&R

Action Requested:  Additional Appropriation

Date of Submission:  October 1, 2009

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<th>Project</th>
<th>Desc</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>To:</td>
<td>Z 822</td>
<td>59830</td>
<td>21962</td>
<td>Binney Park Field Improvements</td>
<td>$100,000</td>
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From:  Capital and Non Recurring

Justification of Request:
The Town of Greenwich through the Department of Parks and Recreation's Parks and Trees Division has been offered a gift of $100,000 from the Old Greenwich Riverside Community Center to cover the cost of certain improvements to Binney Park Athletic Fields south of the tennis courts.

There are four "junior size" soccer fields (identified as Field #4 in The Town's Field Inventory and Management Plan) used primarily for youth soccer programs in the fall and occasionally for Lacrosse in the spring. During baseball/softball season these fields function as the outfield for Fields #1-3.

The OGRCC has offered to fund the:
- Reconstruction of 2 soccer fields including removal of the existing turf, leveling the playing field, and installation of new sod. The fields combined are approximately one acre in size (180' by 120' each for a total of 43,200 sq ft.). The other 2 soccer fields were previously reconstructed over the last two years.
- Installation of a commercial sports turf irrigation system capable of irrigating the entire Binney Park sports complex (four "junior" soccer fields and three softball fields).
- Excavation and plumbing (including backflow preventer) to connect the irrigation system to the public water supply main.

Board Chairman  Department Head:

Certified correct as to computations and amounts shows as appropriations to date and unencumbered balances, with any changes given.

Date:  Comptroller:  

The following action was taken at a meeting of the Board of Estimate and Taxation held on:

Approved  Motion:

Disapproved

Modified as follows:  Second:

Clerk of the Board: 

This form should be submitted with 35 blue copies in addition to a current Appropriation Statement.
**Town Of Greenwich**

Request Form For Budget Adjustments

**Department & Division:** First Selectman

**Action Requested:** Transfer

**Date of Submission:** June 12, 2009

<table>
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<td>From:</td>
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<td>834</td>
<td>35005</td>
<td>RRR Coastal Resources</td>
<td>3,500</td>
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</table>

**Justification of Request:** (Set forth reasons the adjustment is required, the factors involved in arriving at costs, and the status of the account from which the transfer is made. Attach separate copy if necessary.)

A recent meeting was held with Amy Seibert, representatives of the Board of Parks and Recreation and First Selectman’s Coastal Resource Advisory Committee and the US Army Corps of Engineers regarding the planned maintenance dredging of two the Town’s Federal Navigational Channels. The Corps has requested the Town provide a comprehensive analysis of alternative upland disposal sites as the next key component in obtaining the necessary approvals required for advancement of these projects.

Prepare an assessment of alternative methods and locations for the disposal of soils from the Mianus River and Greenwich Harbor US Army Corps of Engineers maintenance dredging projects. Assist the Town of Greenwich in the development of all necessary materials, studies and supporting documentation required by the Corps of Engineers to be submitted to the Regional Dredge Team for project approval.

Certified correct as to computations and amounts shows as appropriations to date and unencumbered balances, with any changes given:

**Date:**

**Comptroller:**

The following action was taken at a meeting of the Board of Estimate and Taxation held on:

- Approved
- Disapproved
- Modified as follows: Second:

**Clerk of the Board:**

This form should be submitted with 35 blue copies in addition to a current Appropriation Statement.
TOWN OF GREENWICH
CONNECTICUT

Consultant’s TIN#

STANDARD CONSULTING AGREEMENT
(For fees between $600 and $5,000 only)

RETAINED CONSULTANT

GEOFFREY STEADMAN
Name

GEOFFREY STEADMAN
Representing (Firm)

$3,500
Total Fee

OCTOBER 15, 2009
Commencing Date

Assignment: (Purpose and Objective)

A recent meeting was held with Amy Seibert, representatives of the Board of Parks and Recreation and First Selectman’s Coastal Resource Advisory Committee and the US Army Corps of Engineers regarding the planned maintenance dredging of two the Town’s Federal Navigational Channels. The Corps has requested the Town provide a comprehensive analysis of alternative upland disposal sites as the next key component in obtaining the necessary approvals required for advancement of these projects.

Prepare an assessment of alternative methods and locations for the disposal of soils from the Mianus River and Greenwich Harbor US Army Corps of Engineers maintenance dredging projects. Assist the Town of Greenwich in the development of all necessary materials, studies and supporting documentation required by the Corps of Engineers to be submitted to the Regional Dredge Team for project approval.

RETAINED BY

JOSEPH SICILIANO
Name

DIRECTOR
Position

UPON COMPLETION
Fee Payment Schedule

DECEMBER 15, 2009
Completion Date

Consultant (Acceptance) Date

Department Head (Approval) Date
## Town of Greenwich
### Revenues

<table>
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<th></th>
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<tr>
<td><strong>Conveyance</strong></td>
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<td></td>
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<tr>
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<td>442,552</td>
<td>831,010</td>
<td>540,390</td>
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<tr>
<td>Aug</td>
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<td>427,480</td>
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<tr>
<td>Oct</td>
<td>-</td>
<td>190,543</td>
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<td>406,652</td>
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<tr>
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<td>-</td>
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<td>Dec</td>
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<tr>
<td>Jan</td>
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<td>Feb</td>
<td>-</td>
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<td>Mar</td>
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<td>Apr</td>
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<td>501,440</td>
<td>526,818</td>
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<tr>
<td>May</td>
<td>-</td>
<td>151,614</td>
<td>330,399</td>
<td>564,008</td>
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<td>Jun</td>
<td>-</td>
<td>261,774</td>
<td>511,846</td>
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<td><strong>Total</strong></td>
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<td>7,300,000</td>
<td>7,300,000</td>
</tr>
</tbody>
</table>

|                  |                  |                  |                  |                  |
| **Building Permits** |                  |                  |                  |                  |
| Jul              | 148,585          | 506,707          | 532,454          | 437,524          |
| Aug              | 280,466          | 241,709          | 509,514          | 592,322          |
| Sep              | 359,486          | 383,079          | 723,099          | 608,411          |
| Oct              | -                | 335,102          | 398,391          | 454,652          |
| Nov              | -                | 236,655          | 450,891          | 443,934          |
| Dec              | -                | 142,240          | 645,790          | 326,988          |
| Jan              | -                | 397,690          | 542,435          | 378,432          |
| Feb              | -                | 317,752          | 294,881          | 288,817          |
| Mar              | -                | 134,719          | 465,678          | 419,864          |
| Apr              | -                | 202,506          | 440,543          | 467,886          |
| May              | -                | 189,409          | 328,712          | 457,432          |
| Jun              | -                | 327,585          | 473,281          | 793,001          |
| **Total**        | 786,537          | 3,415,153        | 5,805,669        | 5,667,263        |
| **Budget**       | 3,900,000        | 6,000,000        | 6,000,000        | 6,000,000        |

|                  |                  |                  |                  |                  |
| **Interest**     |                  |                  |                  |                  |
| Jul              | 16,664           | 79,132           | 212,367          | 228,666          |
| Aug              | 65,126           | 208,015          | 527,521          | 539,100          |
| Sep              | 51,012           | 164,201          | 389,961          | 445,215          |
| Oct              | -                | 166,017          | 283,705          | 355,444          |
| Nov              | -                | 111,703          | 184,161          | 245,157          |
| Dec              | -                | 50,714           | 83,116           | 143,754          |
| Jan              | -                | 32,885           | 200,953          | 220,405          |
| Feb              | -                | 73,737           | 286,030          | 401,695          |
| Mar              | -                | 57,746           | 230,121          | 349,733          |
| Apr              | -                | 38,910           | 127,291          | 292,155          |
| May              | -                | 21,022           | 89,349           | 265,391          |
| Jun              | -                | 15,550           | 41,416           | 629,597          |
| **Total**        | 132,802          | 1,019,632        | 2,655,991        | 4,116,312        |
| **Budget**       | 1,500,000        | 3,300,000        | 5,000,000        | 4,747,377        |

|                  |                  |                  |                  |                  |
| **Total Estimated Shortfall** |                  |                  |                  |                  |
|                  | (9,807,745)      | (3,590,951)      | (517,657)        |                  |

September revenues are through 9-25-09
### Town of Greenwich

2010 Spending Compared to 2009 and 2008 by Month

<table>
<thead>
<tr>
<th>Month</th>
<th>2008</th>
<th>2009</th>
<th>2010</th>
<th>Change 2010 over 2009</th>
</tr>
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### 2010 Spending Compared to 2009 and 2008 by Month

<table>
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<th></th>
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<th>2009</th>
<th>2010</th>
<th>Change 2010 to 2009</th>
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<td>-116.55</td>
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| **102 ETHICS** |      |      |      |                     |
| 3              | 0.00 | 0.00 | 1,179.40 | 1,179.40 |
|                | 0.00 | 0.00 | 1,179.40 | 1,179.40 |

| **104 EMERGENCY OPERATIONS** |      |      |      |                     |
| 1                       | 7,391.47 | 4,288.12 | 84.90 | -4,203.22 |
| 2                       | 7,556.39 | 15,883.50 | 12,265.40 | -3,618.10 |
| 3                       | 6,004.77 | 9,824.77 | 5,644.70 | -4,180.07 |
| 4                       | 7,339.88 | 14,445.06 |      |                     |
| 5                       | 6,759.90 | 4,467.06 |      |                     |
| 6                       | 0.00 | 4,291.05 |      |                     |
| 7                       | 17,568.25 | 7,861.77 |      |                     |
| 8                       | 3,841.65 | 4,621.68 |      |                     |
| 9                       | 7,495.43 | 6,355.11 |      |                     |
| 10                      | 12,060.35 | 8,760.82 |      |                     |
| 11                      | 4,136.87 | 7,184.58 |      |                     |
| 12                      | 15,299.34 | 13,971.40 |      |                     |
|                         | 95,452.30 | 101,954.92 | 17,995.00 | -12,001.39 |

| **105 OFFICE OF THE FIRST SELECTMAN** |      |      |      |                     |
| 1                       | 55,148.47 | 71,883.58 | 76,219.29 | 4,335.71 |
| 2                       | 76,217.65 | 131,992.84 | 114,722.46 | -17,270.38 |
| 3                       | 52,240.63 | 120,236.13 | 71,076.10 | -49,160.03 |
| 4                       | 95,959.11 | 76,901.77 |      |                     |
| 5                       | 75,336.22 | 29,514.93 |      |                     |
| 6                       | 62,188.32 | 66,440.05 |      |                     |
| 7                       | 114,219.87 | 103,176.19 |      |                     |
| 8                       | 77,738.13 | 71,557.70 |      |                     |
| 9                       | 75,518.15 | 81,416.11 |      |                     |
| 10                      | 85,672.99 | 64,053.83 |      |                     |
| 11                      | 64,677.49 | 72,725.59 |      |                     |
| 12                      | 153,286.45 | 82,244.97 |      |                     |
|                         | 988,203.48 | 972,143.69 | 262,017.85 | -62,094.70 |

| **106 PURCHASING DEPARTMENT** |      |      |      |                     |

---
# Town of Greenwich

## 2010 Spending Compared to 2009 and 2008 by Month

<table>
<thead>
<tr>
<th>Month</th>
<th>2008</th>
<th>2009</th>
<th>2010</th>
<th>Change 2010 to 2009</th>
</tr>
</thead>
<tbody>
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## 107 ADMINISTRATIVE SERVICES CENTER

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<thead>
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<th>Month</th>
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<th>2009</th>
<th>2010</th>
<th>Change 2010 to 2009</th>
</tr>
</thead>
<tbody>
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**Change 2010 to 2009**

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## Town of Greenwich

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### 130 FINANCE - ADMINISTRATION

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## Town of Greenwich

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## Town of Greenwich

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#### 170 CONDEMNATION COMMISSION

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#### 172 CONSERVATION COMMISSION

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Town of Greenwich

2010 Spending Compared to 2009 and 2008 by Month

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Town of Greenwich

2010 Spending Compared to 2009 and 2008 by Month

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|       | 585,756.51 | 586,057.62 | 171,350.36 | 6,003.11           |

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|       | 952,388.55 | 1,086,768.10 | 97,985.51 | -4,504.33          |

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|       | 417,768.40 | 372,305.69 | 64,848.90 | -399.55            |

204 FIRE MARSHALL

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|       | 952,388.55 | 1,086,768.10 | 97,985.51 | -4,504.33          |
## Town of Greenwich

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## Town of Greenwich

### 2010 Spending Compared to 2009 and 2008 by Month

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### 211 POLICE DEPT - ADMINISTRATION

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### 213 POLICE DEPT - GENERAL SERVICES

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## Town of Greenwich

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#### 302 D P W - ENGINEERING DIVISION
Town of Greenwich

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312 HIGHWAY - STREETS AND BRIDGES

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313 HIGHWAY LEAF COLLECTION

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315 HIGHWAY - B O E MAINTENANCE

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## Town of Greenwich

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## Town of Greenwich

### 2010 Spending Compared to 2009 and 2008 by Month

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### 401 HEALTH - ADMINISTRATION

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Town of Greenwich

2010 Spending Compared to 2009 and 2008 by Month

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410 HEALTH DEPT - SPECIAL CLINICAL

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415 HEALTH DEPT- ADULT, MATERNAL

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## Town of Greenwich

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### 501 SOC SER - ADMINISTRATION

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## Town of Greenwich

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#### 600 ADMINISTRATION

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#### 620 INSTRUCTION

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#### 640 OPERATION OF PLANTS

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## Town of Greenwich

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#### 701 Greenwich Library

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## Town of Greenwich

**2010 Spending Compared to 2009 and 2008 by Month**

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### 801 P & R - Administration

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## Town of Greenwich

### 2010 Spending Compared to 2009 and 2008 by Month

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### 811 P & R - RECREATION- SUPRV

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### 814 EASTERN CIVIC CENTER

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## Town of Greenwich

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#### 815 Community Centers

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#### 816 Ice Skating Rink

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# Town of Greenwich

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Town of Greenwich

2010 Spending Compared to 2009 and 2008 by Month

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831 MARINE - SUPRV

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832 MARINE - MAINTENANCE

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## Town of Greenwich

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### Town of Greenwich

**2010 Spending Compared to 2009 and 2008 by Month**

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Town of Greenwich

2010 Spending Compared to 2009 and 2008 by Month

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999 TRANSFERS FROM/TO OTHER FUNDS

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Comments on Senior Tax Deferral Proposal

By John Crary

During the discussion of the Senior Citizen Tax Credit program last year the members of the Board of Selectman agreed that the option of a tax deferral should also be considered for our senior citizen population. Peter Tesei appointed a working group in July of 2009 and asked the committee to report back with their recommendations for amendments to the existing ordinance that would permit implementation in time for 2010.

The committee consisted of: Samuel Deibler, Catherine Brennan, Jim Dougherty, Gordon Ennis, Bob Tuthill, Jim Campell, Nancy Barton, Ted Gwartney, Peter Mynarski, Eugene McLaughlin and John Crary, Chairman. Jim Campell later resigned from the committee due to a scheduling problem. The committee met eight times and reviewed the experience of other communities, the options that were available, the legal issues that were involved and the projected costs of such a change.

The deferral of property taxes is permitted under State law and has been adopted in various forms by 29 other municipalities within the State. However, less than 1,000 participants have joined the program within these municipalities. The Town of Westport has the largest number of participants at 211. During our review of tax deferral programs by other municipalities it was clear that there was no uniform program. Income limits, the value of the underlying property, and the amount that could be deferred were at variance. Within Fairfield County for instance, the maximum income went from $45,000 in Norwalk to $100,000 in Westport and the amount that could be deferred went from the incremental increase in annual taxes in Fairfield to 100% of the real estate tax levy in Westport for those whose income was under $75,000. (Westport also permitted the incremental increase in annual taxes to be deferred for those whose income was above $75,000 but below $100,000.) Throughout the rest of the state the variances were even more diverse.

Most of the meetings of the committee were spent considering the elements that would make up a tax deferral program. Amongst these were: the age at which a senior could participate, the maximum income limits permitted and the amount of taxes that could be deferred in relationship to the value of the underlying property. Other considerations were: should a lien be required of all participants to secure the Town's deferred taxes, shall participants who elect to defer taxes also be eligible for the tax credit program, what interest rate should be charged for the taxes that have been deferred, what will be the cost to the Town to administer the program and finally, what will be the impact of a deferral program on the Town's annual tax revenue.

In order to consider these options the committee studied what other communities had adopted, reviewed financial models of projected participation and the resultant costs and debated the merits of each issue. Initial decisions reached were that a lien had to be entered on all properties who elect the tax deferral option to secure the Town’s legal position, interest should be charged on the taxes deferred, and the interest rate should be sufficient to cover what the Town would have received through normal investments plus an amount sufficient to cover the Town’s administrative costs. The committee settled on the 10 year US Treasury Note plus 2% as being a reasonable. The committee also agreed that this rate should be reset annually to recognize the market place and the rate would be levied against the aggregate amount of taxes deferred.
The committee also agreed to mirror many of the elements of the existing tax credit program. The age limit would be set at 65 and the maximum income limit would be $60,000. Some consideration was given to raising the age limit to 75 to assure that the costs to the Town were not beyond our expectations. We learned that the average age of participants in the Town’s tax credit program was 82 and the number of people in the group from age 65 to 75 was approximately 16% of the total. Given the relatively small number of people in this group it was viewed as not necessary to increase the age above 65. The committee members also agreed that the maximum amount that could be cumulatively deferred could not exceed 50% of the assessed valuation of the property.

The last areas that the committee considered was the size of the benefit, the affect on the tax credit program and the cumulative affect of both on the Town’s tax revenues. The members agreed that participants should only be eligible for the tax credit program or the tax deferral program, but not both. Given the unknowns on how many people would actually make use of the program it was considered prudent to err on the side of caution until we had a base of knowledge from which to make decisions. The committee felt that it would take two to three years to get a better understanding on how many and why the program was attractive to certain groups of residents. The committee agreed that the current sunset provision in the ordinance should be extended from 2013 to 2014 to give sufficient time to gather meaningful data.

Finally, the Committee members settled on a flat $3,000 tax deferral option for all income categories between 0 and $60,000. $3,000 was large enough to be consequential but not too large as to create a large unknown for the Town’s budgeted revenues. Financial models were prepared that depict usage by 25 or 100 seniors. While the number of seniors who actually make use of the program is unknown it was pointed out that the cost will be somewhat muted due to the requirement that if you participate in the tax deferral program you may not file under the credit program.

Due to the large number of participants in the Town of Westport program (more than 20% of the State’s total). The committee spent some time reviewing their program and considering the potential for a similar affect on Greenwich. A side by side comparison of the programs depicts some of the key areas that affect the large participation in Westport. Amongst these are the following: Westport’s permits 100% of all property taxes to be deferred for people with incomes up to $75,000. People with incomes between $75,000 and $100,000 may elect to defer the size of their annual tax increase. Westport also permits homeowners to select both the credit program and the deferral program. The Town also charges a lower interest rate than what has been proposed in the Greenwich program. All of these elements, plus a program that dates back to the 1980’s have resulted in an unusually large level of participation. We don’t believe this level of participation is representative of what we will experience.

The committee believes that the program as proposed for Greenwich should be approved. Controls are in place to assure that the funds deferred will not prove to be a burden to the community. The program should however, be sufficiently attractive for those residents whose circumstances make this program an option that a real benefit is available. Like many government programs compromises were required to reach a consensus. We believe that until more data is forthcoming from several years of actual experience that this proposal is a practical and responsible first step and we urge that it be presented to the RTM for adoption.
Sec. 12-6.1. Property tax relief for seniors.

1. Statutory authority; age qualification. Pursuant to General Statutes § 12-129n property tax relief shall be provided to any resident of the town with respect to real property occupied by such resident as his or her principal residence for which the resident is liable for taxes as owner or as tenant for life or years under General Statutes § 12-48, who meets the qualifying total annual income herein and (1) who is sixty-five (65) years of age or over, (2) whose spouse, living with the resident is sixty-five (65) years of age or over, or (3) who is sixty (60) years of age or over and the surviving spouse of a taxpayer receiving relief in the town under this section at the time of his or her death. The ages specified in this section shall have been attained by December 31 preceding the application for tax relief under this ordinance.

2. Taxpayer qualification. Residents or spouses qualifying for tax relief under this section must be taxpayers of real property located in the town for one (1) year immediately preceding their receipt of tax benefits under this section and meet the requirements set forth in subsection 11 of this section with respect to the qualifying total annual income allowable for their federal income tax year preceding the year in which application is made for tax relief under this section.

3. Other relief. Prior to the granting of property tax relief, such person must first have applied for tax relief under any other statute for which he or she is eligible and shall certify to the assessor and tax collector the tax credits received thereunder. No property tax relief granted under this section, together with any property tax relief received by any such person under all applicable statutes shall exceed, in the aggregate seventy-five (75) percent of the total amount of the tax which would, except for those applicable statutes and this section, be laid against the person applying for tax relief hereunder.

4. Limit on abatement. The total credit and deferral abatement of property tax revenue which may be granted in each tax year by the town pursuant to the provisions of this section shall be set by the Board of Estimate and Taxation at the time it sets the mill rate for such tax year at an amount which is (a) not less than the lesser of (1) $570,000 or (2) the amount of the tax credit relief for approved applications and (b) not greater than an amount, equal to one-half of one (½) percent of the total real property tax levied in the town in the current tax year. Such tax relief granted to eligible persons for any fiscal year shall be decreased if necessary to keep the total amount of the town tax relief within such limit by applying such decrease ratably to the credit relief for the eligible persons with the highest qualifying total annual income determined under Section 6[(a)] and then if no credit relief is left for persons with such income by applying the decrease ratably to the credit relief for the persons with the next highest income and so on for the others, until the decrease that is required to stay within such limit is met.

5. Principal residence requirement. For purposes of this section the principal
6. Qualifying total annual income. Qualifying total annual income for tax relief under subsection 11 of this section shall be reviewed and determined by the assessor on the basis of amounts listed in the computation of total income for federal income tax purposes furnished by the taxpayer for the year preceding the filing of an application for tax relief hereunder, regardless of whether or not separate federal income tax returns were filed by such person or his or her spouse and shall be adjusted in accordance with subsections (a) and (b) of this section.

(a) Included in income. Qualifying total annual income shall include income from the following sources, whether or not such sources were included in amounts listed for the computation of total income in a federal income tax return, and shall therefore be adjusted and determined by the assessor to the extent such amounts are not included as total income in a federal income tax return:

1. Wages, bonuses, commissions, gratuities and fees, self-employment net income;
2. Gross Social Security, Federal Supplemental Security Income, payment for jury duty (excluding travel allowance);
3. Dividends, interest, and annuities;
4. Taxable IRA distributions;
5. Black Lung payments;
6. Interest or proceeds resulting from gifts received;
7. Lottery winnings;
8. Net income from sale or rent of real or personal property, provided that, to the extent that there is no net income, qualifying total annual income shall not be decreased by sale and rental net income losses;
9. Pensions, including veterans' and railroad retirement;
10. Severance pay; Unemployment compensation;
11. Worker's compensation;
12. Alimony;
13. Capital gains, provided that, to the extent there is no capital gain, qualifying total annual income shall not be decreased by capital losses;
14. Partnership income, provided that, to the extent there is no net income, qualifying total annual income shall not be decreased by partnership net income losses;

(b) Excluded from income. Qualifying total annual income shall exclude income from the following sources, whether or not such sources were included in amounts listed for the computation of total income in a federal income tax return or under subsection (a) above and shall therefore be adjusted and determined by the

2
assessor to the extent that such amounts are included in a federal income tax return or
under subsection (a) above:

(1) Social Security payments specifically for a dependent person or minor
child;
(2) Casualty loss reimbursements by insurance companies;
(3) Gifts, bequests or inheritances, except for any interest or other income
produced by the gift, bequest or inheritance;
(4) Grants for disaster relief;
(5) Income derived through volunteer service under the Domestic Volunteer
Service Act of 1973, as amended, including stipends earned under the Foster
Grandparents' Program, Retired Senior Volunteer Program, Senior Companion
Program, and Community Training under Department of Mental Retardation;
(6) Life insurance proceeds;
(7) For a married homeowner whose spouse is a resident of a health care or
nursing home facility and who is receiving payment related to such spouse under Title
XIX Medicaid, total income shall not include the spouse's Social Security income,
provided that the following has been submitted to the Assessor on the facility's
letterhead and signed by the administrator or other nursing home official:

(i) Proof that the spouse is in a health care or nursing home facility,
(ii) The name and address of the facility,
(iii) The period during the benefit year that the spouse was in the facility,
(iv) The period during the benefit year that the spouse was on Title XIX
Medicaid;

(8) Food stamps; fuel assistance; child support payments and temporary family
assistance program payments.

7. Delinquent taxes. No tax relief shall be given under this section to any
person who has delinquent taxes to the town from real property, personal property or
motor vehicles, including capital assessments or user charges owed to the town which
have not been paid in full or brought current by June 1 preceding the fiscal year for which
tax relief shall be granted. For purposes of this section, abated taxes shall not be
considered delinquent.

8. Form of application. The form of application for property tax relief under
this ordinance shall: (a) be made by affidavit on forms provided by the assessor and
accompanied by documentation of all qualifying income, including a copy of the
applicant's most recent federal tax return for the taxpayer's fiscal year immediately
preceding the town's fiscal year for which tax relief is being requested and, (b) state the
qualifying information set forth in the preceding sections of this ordinance, whether or
not applicant has previously applied or is currently applying for any other tax relief for
the elderly or disabled under any state statute. For those persons not required by law to
file a federal tax return, an affidavit from such persons shall be required attesting to the
fact that they are not required to file a tax return. In the case of an application for tax
deferral as provided under this ordinance the assessor shall take from the applicant an agreement in writing, signed, witnessed and acknowledged as required for a conveyance of land, containing the street address and land records volume and page of the deed to the property to the applicant or other legal description, that states the obligation to repay the deferred taxes and expressly grants to the town a security lien therefor on such real estate which agreement shall be recorded in the land records with the lien filed by the tax collector in accordance with Section 11(b) hereof.

9. Filing dates. An application for property tax relief under this ordinance, including any required affidavit and documentation, shall be filed by mail or delivered in person to the assessor’s office not earlier than February 1, nor later than May 15 to obtain property tax relief for the next fiscal year. For those persons who have sought and received by May 15 an extension of time to file a tax return, the application must nevertheless be filed by May 15 and a copy of the tax return received by the assessor’s office by June 15 or the application will be denied. If the qualifying total annual income for the year following that contained in the application remains less than the limit of the category approved for a resident under subsection 11 then that resident shall not be required to file an application in the next following year but shall only be required to file an application biennially and the assessor may rely on the approved application on file to continue the tax credit accordingly. Otherwise, based on changes for such following year in qualifying total annual income that exceed the limit of the category approved for a resident or for a claim that the resident be allowed a larger [credit] relief based on a lower income category under subsection 11, the resident shall notify the assessor of such change and, if still qualifying for property tax relief, shall file again annually, by the dates set forth in this subsection.

10. Assessment limit. The property tax relief available hereunder shall be available for one (1) residence only collectively for each applicant and spouse and shall not be available to any residence with an assessed value in excess of one hundred and fifty (150) percent of the highest median assessed value of residences sold during the prior assessment years, October 1 to September 30, since the inception of the last town wide revaluation as calculated by the assessor.

11. Computation of credit or deferral. [(a)] The tax relief provided by this section shall be elected by the applicant, subject to section 3, as either a credit, as provided in the following subsection (a), or a deferral, as provided in the following subsection (b), but not both.

(a) Tax Credit.

(1) The computation of the amount of property tax credit hereunder [subject to section 3] for the fiscal year commencing July 1, 2009 shall be determined on the following graduated basis:

<table>
<thead>
<tr>
<th>Qualifying Total Annual Income</th>
<th>Property Tax Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than $24,000</td>
<td>$1,900</td>
</tr>
<tr>
<td>$24,000-$36,000</td>
<td>$1,300</td>
</tr>
</tbody>
</table>
[(b)] (2) For fiscal years commencing July 1, 2010 and following, the amount of tax credit shall be adjusted by a percentage change from the prior year as follows:

[(1)] (i) In a fiscal year in which a tax assessment revaluation becomes effective, the percentage change shall be the product of the new mill rate times the new grand list divided by the product of the prior grand list times the prior mill rate, minus one.

Example:
Prior Grand List = $20 Billion
Prior Mill Rate = 12 mills
New Grand List = $40 Billion
New Mill Rate = 6.2 mills
Benefit Change = ((6.2 mills x $40 Billion)/(12 mills x $20 Billion))-1
= ($248 million /$240 million)-1
= .03333 or 3.333% increase

[(2)] (ii) In a fiscal year in which a tax assessment revaluation does not become effective the percentage change shall be the same as the percentage change in the mill rate from the prior year.

(b) Tax Deferral.
(1) The maximum amount of tax deferral hereunder for the fiscal year commencing July 1, 2010 and thereafter for applicants with a qualifying total annual income of sixty thousand dollars ($60,000) or less shall be three thousand dollars ($3,000).

(2) The amount of tax deferred shall be reimbursed to the town on the death of the taxpayer or transfer of the property as provided in paragraphs 12 and 13 hereunder together with accrued interest at the rate of a ten (10) year treasury bill plus two hundred (200) basis points (2.00%) determined as of July 1 for each ensuing tax deferral year compounded annually from the date of deferral to the date of payment.

(3) The maximum amount including interest that may be cumulatively deferred for any property shall not exceed fifty (50%) percent of the assessed valuation of that property or the taxpayer’s prorated assessed valuation of that property as determined by the assessor under paragraphs 14 or 15 hereof.

(4) Upon the approval of an application for deferral the assessor shall forward notification of the approved together with the agreement specified in paragraph 8 hereof to the tax collector who shall file in the land records the agreement together with a tax lien on the property which shall become effective and be continued in the same manner as with other tax liens for the cumulative amount of deferred taxes plus the interest specified herein.

(c) For fiscal years commencing July 1, 2010 and following the qualifying total annual income shall be adjusted by the percentage increase in the Consumer Price Index affecting the town designated “CPI-W NY-NJ-CT-PA” rounded down to the nearest $500.
12. Death of taxpayer. Upon the death of any person entitled to tax relief pursuant to this section, the tax relief hereunder shall end the following June 30, unless his or her spouse is otherwise qualified hereunder. Any deferred tax plus interest shall thereby become due the following July 1 and if not paid by the following August 1 shall become a delinquent tax unless the date of death is after May 1, in which event the repayment of deferred tax plus interest shall not become a delinquent tax if paid by the following February 1.

13. [Conveyance] Transfer of property. If any person entitled to [a] tax credit relief hereunder [sells] transfers the property with respect to which the tax relief hereunder has been granted to someone other than a spouse otherwise qualified hereunder, the tax relief shall be suspended as of the date of conveyance, the deferred tax plus interest shall thereupon become due and if not paid within thirty (30) days shall become a delinquent tax and the nonqualifying [purchaser] transferee of such property shall pay the town a prorated share of taxes that become [thereby] due and owing as provided by General Statutes § 12-81a.

14. Proration of relief. The property tax relief provided for in this section may, in any case where title to real property is recorded in the name of the taxpayer or his or her spouse and any other person or persons, be prorated to reflect the fractional portion of such taxpayer or spouse or, if such property is a multiple family dwelling, such relief may be prorated to reflect the fractional portion of such property occupied by the taxpayer.

15. Cooperatives. Persons qualifying in accordance with age and income requirements of this ordinance shall be eligible if they are unit owners and occupiers of a cooperative. The amount of annual property tax relief in accordance with this section to any such person shall be determined in relation to an assumed amount of property tax liability applicable to the assessed value for the dwelling unit which such person owns and occupies as determined by the assessor which may be based on the number of cooperative shares attributable to the unit compared to the total number of shares in the cooperative. For purposes of this section the assessor shall determine the assumed amount of property tax liability applicable to the assessed value for the dwelling unit of each such person who is otherwise eligible under this section, but such determination shall not constitute a tax bill for purposes of property taxation of such cooperative or any individual dwelling unit thereof. Annually not later than the first day of June, the assessor, upon the basis of an application for such relief, shall determine, with respect to the assessment list for the assessment year commencing October first immediately preceding, the portion of the assessed value of the entire cooperative, as included in such assessment list, attributable to the dwelling unit occupied by such person. The assumed property tax liability for purposes of determining the amount of such relief shall be the product of such assessed value and the mill rate in the town as determined for purposes of property tax imposed on said assessment list for the assessment year commencing October first immediately preceding. The amount of relief to which such person shall be entitled for such assessment year shall be equivalent to the amount of tax reduction for which such person would qualify, considering such assumed property tax liability to be the actual property tax applicable to such person's dwelling unit and such person as liable
for the payment of such tax.

16. Procedures. The tax collector and assessor shall prescribe with regard to their respective duties under this section, such forms and procedures as may be necessary to implement this section. The assessor, in addition, shall take such steps as are necessary to satisfactorily establish the facts as to the qualifying income of an applicant for benefits under this section by requesting and reviewing income tax forms filed therewith and any additional evidence of qualifying income, which the assessor may require. This documentation shall not be open to public inspection. The assessor may deny the application of a person who fails to provide information required by the assessor that is necessary to determine eligibility.

17. Effective date. This ordinance, as amended, shall be effective starting with applications accepted February 1, [2009] 2010 for tax relief for the fiscal year commencing July 1, [2009] 2010.

18. All provisions of this ordinance, as amended, shall cease to be effective on June 30, 2011 unless an ordinance extending this ordinance is properly submitted to the Board of Selectmen, the Board of Estimate and Taxation and approved by the Representative Town Meeting.

(RTM, 4/9/2001; RTM, 12/10/2001; RTM 6/13/05; RTM 1/20/09)
### HYPOTHETICAL SENIOR TAX REFERRAL - Flat $3,000 25 APPLICANTS

<table>
<thead>
<tr>
<th>Increase</th>
<th>FY 08/09</th>
<th>FY 09/10</th>
<th>FY 10/11</th>
<th>FY 11/12</th>
<th>FY 12/13</th>
<th>FY 13/14</th>
<th>FY 14/15</th>
<th>FY 15/16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Tax Credit - % growth</td>
<td>1.035</td>
<td>$548,065</td>
<td>$935,198</td>
<td>$942,565</td>
<td>$973,454</td>
<td>$1,005,352</td>
<td>$1,036,289</td>
<td>$1,072,301</td>
</tr>
<tr>
<td>Number in Senior Credit</td>
<td>-2</td>
<td>545</td>
<td>954</td>
<td>929</td>
<td>927</td>
<td>925</td>
<td>923</td>
<td>921</td>
</tr>
<tr>
<td>Average Cost Senior Credit</td>
<td>$1,006</td>
<td>$980</td>
<td>$1,015</td>
<td>$1,050</td>
<td>$1,087</td>
<td>$1,125</td>
<td>$1,164</td>
<td>$1,205</td>
</tr>
</tbody>
</table>

**Amount Deferred FY 10/11** $3,000

**Amount Deferred FY 11/12** $3,000

**Amount Deferred FY 12/13** $3,000

**Amount Deferred FY 13/14** $3,000

**Amount Deferred FY 14/15** $3,000

**Amount Deferred FY 15/16** $3,000

**Amount Deferred FY 16/17** $3,000

**Amount Deferred FY 17/18** $3,000

**Amount Deferred FY 18/19** $3,000

**Amount Deferred FY 19/20** $3,000

**Total Deferred Taxes - % growth** 1.000

**Total Deferred Taxes - Cumulative** $75,000 $162,000 $261,000 $372,000 $495,000 $630,000

**Deferral Net Cost** $0 $0 $75,000 $87,000 $99,000 $111,000 $123,000 $135,000

**Number in the Deferral Program** 4 4 4 4 4 4 4 4

**Average individual Deferred Taxes** $3,000 $3,000 $3,000 $3,000 $3,000 $3,000

**Total for both programs** $549,016 $835,198 $1,017,565 $1,060,454 $1,104,352 $1,139,235 $1,183,227 $1,214,421

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**ASSUMPTIONS**

1) Deferral program starts with 25 households
2) Deferral program assumes changes per year per year.
3) Senior Tax Credit assumes 3.5% tax inc. per year.
4) Deferral program assumes 3.5% tax inc. per year.
5) Amount deferred uses a current 10 year treasury + 2%. (3.75% + 2%) + 2%
6) The interest rate will be compounded at year end.
7) The Senior Credit Program assumes change per year.
8) Unknown variables - number applicants and amount allowed to be deferred.
<table>
<thead>
<tr>
<th></th>
<th>Deferral Cost</th>
<th>Reduced Credit</th>
<th>Net Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2.62%</td>
<td>2.62%</td>
<td>2.62%</td>
</tr>
<tr>
<td>$3,000</td>
<td>$18,947</td>
<td>$11,999</td>
<td>$6,947</td>
</tr>
<tr>
<td>$3,000</td>
<td>$22,327</td>
<td>$9,675</td>
<td>$12,652</td>
</tr>
<tr>
<td>$3,000</td>
<td>$26,258</td>
<td>$8,753</td>
<td>$17,505</td>
</tr>
<tr>
<td>$3,000</td>
<td>$7,469</td>
<td>$1,245</td>
<td>$6,224</td>
</tr>
<tr>
<td>$75,000</td>
<td>$31,672</td>
<td>$43,328</td>
<td></td>
</tr>
<tr>
<td>$3,000</td>
<td>$1,267</td>
<td>$1,733</td>
<td></td>
</tr>
</tbody>
</table>
## Comparison of Tax Deferral Programs

<table>
<thead>
<tr>
<th>Income Level</th>
<th>Proposed Town of Greenwich</th>
<th>Existing Town of Westport *</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ Amount Deferred</td>
<td>up to $60,000</td>
<td>$75,000</td>
</tr>
<tr>
<td>$ Amount Deferred</td>
<td>Up to $3,000</td>
<td>No Limit on the $ Amount of Taxes Deferred</td>
</tr>
<tr>
<td>Income Level</td>
<td>Not Applicable</td>
<td>$75-100,000</td>
</tr>
<tr>
<td>$ Amount Deferred</td>
<td>Not Applicable</td>
<td>Tax Increases only (base year 2005); No limit on $ Amount of Taxes Deferred</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Interest Rate on Aggregate Amount Deferred</th>
<th>Proposed Town of Greenwich</th>
<th>Existing Town of Westport *</th>
</tr>
</thead>
<tbody>
<tr>
<td>Variable, this year Approx. 5.2% - as of 10/1/09</td>
<td></td>
<td>Variable, this year 4.0%</td>
</tr>
</tbody>
</table>

* Deferral Program began in 1980's
  - As of 1998 - 66 participants, cost of $116,000
  - As of 2002 - 166 participants, cost of $570,000
  - As of 2004 - 171 participants, cost of $727,000

* Participants can select the credit program or the deferral program but not both.

* In 2004/05 the program changed to permit participants to select both the credit and the deferral programs at the same time.
  - As of 2005 - 202 participants, cost of $944,000
  - As of 2007 - 211 participants, cost of $1,541,000

* Per Joyce, Deputy Assessor Town of Westport (203-341-1070)
Age Distribution – Current Tax Credit Program

2008

Years Old vs. Frequency
## Lower Fairfield County Senior Property Tax Relief Programs - 2006

<table>
<thead>
<tr>
<th>Town</th>
<th>State</th>
<th>Local Town Credit</th>
<th>Local Town Deferral</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Max Inc</td>
<td>Benefit</td>
<td>Max Inc</td>
</tr>
<tr>
<td>Darien</td>
<td></td>
<td>121</td>
<td>$44,300 Up to 95% of tax</td>
<td>207</td>
</tr>
<tr>
<td>Fairfield</td>
<td></td>
<td>943</td>
<td>$55,000 $700-$4,000</td>
<td>1,605</td>
</tr>
<tr>
<td>Greenwich</td>
<td></td>
<td>389</td>
<td>$39,000 $880-$1,760</td>
<td>593</td>
</tr>
<tr>
<td>New Canaan</td>
<td></td>
<td>58</td>
<td>$60,000 $1,000-$1,700</td>
<td>136</td>
</tr>
<tr>
<td>Norwalk</td>
<td></td>
<td>762</td>
<td>$40,400 $550-$800</td>
<td>944</td>
</tr>
<tr>
<td>Stamford</td>
<td></td>
<td>725</td>
<td>$100,000 $200-$1,250</td>
<td>1,042</td>
</tr>
<tr>
<td>Westport</td>
<td></td>
<td>237</td>
<td>$55,000 $1000-$3500</td>
<td>385</td>
</tr>
<tr>
<td>Wilton</td>
<td></td>
<td>86</td>
<td>$58,600 $500-$3000</td>
<td>225</td>
</tr>
</tbody>
</table>
The meeting was called to order at 6:30 P.M.

Mr. Mason welcomed new member to the Budget Committee Mr. Finger, who replaced longtime committee member Mr. Krumeich.

**Requests for Budget Adjustments**

**ED-1** Board of Education – Transfer - $10,000

Dr. Wallerstein explained that this request is to transfer funds to pay for professional learning that was provided internally instead of the presumed external conferences and workshops.

Transfer:

$10,000 to A6200468-51060 Teachers – Regular Wages

$10,000 from A6200468-52090 Tuition

The Committee voted 4-0-0 to approve the transfer under the authority delegated to it by the BET.

**CC-1** Conservation Commission – Additional Appropriation - $500

Meeting of the Board of Estimate and Taxation Budget Committee
September 15, 2009-Subject to Approval
Mr. Gieger explained that this request is to use funds from a Grant and will be used to purchase equipment for fishway monitoring. In response to Mr. Finger, Mr. Gieger stated that he will obtain written confirmation from the Atlantic Center for the Environment that the grant funds may be used for this purpose.

Additional Appropriation:
$ 500 to A174-53010 Supplies

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

PW-3 DPW – Additional Appropriation - $215,327

Ms. Siebert explained that this request is to purchase a second Vac-All unit, to be used to clean storm drains. Mr. Roberto gave an overview of the condition and upkeep of the Town’s Vac-All equipment. In response to Mr. Mason, Mr. Roberto stated that the goal is to clean all 10,000 drains and catch basins each year. Ms. Siebert stated that they are continually tracking data, using asset management software to determine needs, costs, and cost-effectiveness of rental vs. owned.

In response to Mr. Stone, Ms. Siebert stated that this expenditure will eliminate the DPW capital request for this item in FY11. DPW will also be returning $127,325 to Capital Non-Recurring previously budgeted for this item and the additional cost to CNR will be $88,000. A discussion followed regarding timing, accounts used, rental equipment, repairs, outsourcing, and long-range planning.

Additional Appropriation:
$ 215,327 to Z312-59120-219xx Vac-All
$ 215,327 from Capital Non-Recurring Fund Balance

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

NEW BUSINESS

Workers Compensation Discussion

Upon a motion by Mr. Stone, seconded by Mr. Simon, the committee voted unanimously to enter into executive session at 6:55 P.M. to discuss litigation matters.

In attendance were:
BET Members: Mason, Finger, Stone, Simon, Barton, Campbell, Norton, Tarkington, and Walko
Peter Mynarski, Comptroller; Roland Gieger, Budget Director
The committee voted unanimously to leave executive session at 7:23 P.M. to discuss litigation matters.

Mr. Demchak of Connecticut Interlocal Risk Management Agency (CIRMA) gave a lengthy presentation and explanation of Workers’ Compensation Loss Analysis for the five year period from FY05 – FY09.

Report on Status of Current Economic Conditions

Mr. Gieger gave an explanation and overview of current spending rates and revenues. A discussion followed regarding the importance of monitoring the spending rates in order to achieve an acceptable fund balance on June 30, 2010. A further discussion was held on the impact of the early retirement incentive program.

Accrued Sick/Vacation Payout Policy Discussion

Mr. Mason gave an overview of the accrued sick/vacation payout funding process for retirees. A discussion followed regarding the retirement incentive program. At the moment, sick and vacation payouts for those individuals in the early retirement incentive program are being paid from the department from which they retired.

Senior Tax Deferral Program Discussion

Mr. Crary explained that after reviewing the Senior Tax Credit Program, the Board of Selectmen suggested developing a Senior Tax Deferral Program as a supplement, and Mr. Crary gave an overview of the initial proposal. Mr. Finger requested of John Crary that he present the final tax deferral proposal to the BET prior to it being voted on by the Selectmen. A brief discussion followed.

Review Draft Budget Guidelines for 2010-2011

A FY 2011 Budget Guidelines draft was circulated. Mr. Mason stated that all comments regarding the FY 2011 Guidelines be sent to Mr. Gieger within the next fourteen days after which the committee will schedule a daytime work session. Mr. Stone stated that the document should not to be considered the committee’s draft. He pointed out that he had received the draft only several hours earlier, and had not had an opportunity to provide input. A discussion followed regarding the Board of Education’s enrollment. Upon a motion by Mr. Mason, seconded by Mr. Simon, the committee voted 4-0 to approve the FY11 Budget Schedule as presented as Appendix B in the FY2011 Budget Guidelines.

Approval of 2010 BET Budget Meeting Schedule
Upon a motion by Mr. Mason, seconded by Mr. Simon, the committee voted 4-0 to approve the Budget Committee Meeting Schedule for CY2010.

APPROVAL OF MINUTES

Upon a motion by Mr. Simon, seconded by Mr. Stone, the committee voted 3-0-1 (Mr. Finger abstained) to approve the minutes from the July 14, 2009, Regular Budget Committee Meeting.

There being no further business before the committee, the meeting was adjourned at 8:53 P.M.

Respectfully submitted,

Maria Bocchino, Recording Secretary
The meeting was called to order at 6:31 p.m.

**Requests for Budget Adjustments**

**CD-1  Community Development – Approval to Use - $1,173,151.54**

Ms. Erfe explained that this request is for the Community Development Block Grant Program for FY2010. In response to Mr. Simon, Ms. Erfe stated that the three most expensive projects are the Armstrong Court site improvement (Phase 2), Quarry Knoll gutter and siding replacement, and the St. Roch’s daycare rehabilitation. A brief discussion followed regarding leased properties, project oversight, and the approval process.

Approval to Use:
- $1,173,151.54 to Q197-5750 CDBG 2010 Budget
- $925,000.00 from CDBG Entitlement 2010
- $188,718.00 from CDBG Program Income
- $59,433.54 from Reprogrammed Funds (PY2008)

The Committee voted 4-0-0 to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.
CD-2  Community Development – Approval to Use - $251,004

Ms. Erfe explained that this request is for Community Block Grant Stimulus funding, to be used to support the sidewalk reconstruction project on Hamilton Avenue from Armstrong Court (including Booth Place) to St. Roch’s Avenue. Ms. Siebert gave an overview of the project. A discussion followed regarding Stimulus funded projects.

Approval to Use:
$ 251,004  to  B312-59600-21913  Highway Maintenance
$ 251,004  from  CDBG Recovery Funds (Stimulus Funds)

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

HD-2  Health Department – Approval to Use - $26,493

Ms. Baisley explained that this request is for the Public Health Emergency Response (PHER) contract addendum for administration of the H1N1 influenza vaccine and gave an overview of the program. A discussion followed regarding flu clinics and police coverage. In response to Mr. Mason, Ms. Baisley agreed to provide a schedule of the annual clinics, to include the hours and locations.

Approval to Use:
$ 9,072.00  to  F40335-51100  Payment Overtime Services
$ 9,860.80  to  F40335-51490  Professional Services – NOC
$  668.00  to  F40335-52010  Advertising
$  6,000.00  to  F40335-52150  Office Services
$  200.00  to  F40335-53250  Medical, Surgical, Lab Supplies
$  693.20  to  F40335-57050  Social Security
$ 26,493.00  from  PHER Grant

The Committee voted 4-0-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.
HD-3  Health Department – Approval to Use - $8,276

Ms. Baisley explained that this request is for Health Education Risk Reduction (HERR) funds for FY2010, to be used to run Cholesterol and Blood Pressure Screening Clinics.

Approval to Use:

<table>
<thead>
<tr>
<th>Amount</th>
<th>To/From</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 3,910</td>
<td>to</td>
<td>F406-51490 Professional Services – NOC</td>
</tr>
<tr>
<td>$ 900</td>
<td>to</td>
<td>F406-52010 Advertising</td>
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<tr>
<td>$ 950</td>
<td>to</td>
<td>F406-52150 Office Services</td>
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<tr>
<td>$ 400</td>
<td>to</td>
<td>F406-52920 Work Transfer Other Departments</td>
</tr>
<tr>
<td>$ 566</td>
<td>to</td>
<td>F406-53010 Office Supplies</td>
</tr>
<tr>
<td>$ 1,550</td>
<td>to</td>
<td>F406-53250 Medical, Dental, Lab Supplies</td>
</tr>
<tr>
<td>$ 8,276</td>
<td>from</td>
<td>HERR Grant</td>
</tr>
</tbody>
</table>

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

ED-2  Board of Education – Transfer - $23,000

This application was withdrawn.

ED-3  Board of Education – Transfer - $13,390

Ms. Wallerstein explained that this request is cover a shortfall for the District’s website software license. A brief discussion followed regarding budget transfer requests.

Transfer:

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<thead>
<tr>
<th>Amount</th>
<th>To/From</th>
<th>Description</th>
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<tbody>
<tr>
<td>$ 13,390</td>
<td>to</td>
<td>A6201782-52360 Rental/Maintenance Software</td>
</tr>
<tr>
<td>$ 8,590</td>
<td>from</td>
<td>A6201782-53071 Data WP Hardware</td>
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<tr>
<td>$ 4,800</td>
<td>from</td>
<td>A6201782-51460 Prof. Services. – Data WP</td>
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The Committee voted 4-0-0 to approve the transfer under the authority delegated to it by the BET.

PR-2  Parks & Recreation– Additional Appropriation - $100,000

Mr. Siciliano explained that this request is to accept a gift from the OGRCC to be used for improvements to Binney Park’s athletic fields. A discussion followed regarding field conditions, drainage, and irrigation.

Additional Appropriation:

<table>
<thead>
<tr>
<th>Amount</th>
<th>To/From</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>$ 100,000</td>
<td>to</td>
<td>Z822-59830-21962 Binney Park Field Improvements</td>
</tr>
<tr>
<td>$ 100,000</td>
<td>from</td>
<td>Capital and Non-recurring</td>
</tr>
</tbody>
</table>
The Committee voted 4-0-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

SE-4 First Selectman – Transfer - $3,500

Mr. Crane explained that this request is for an analysis of alternative upland disposal sites regarding the dredging of the Mianus River Federal Navigation Channel. A discussion followed regarding fees, the project approval process, federal funding, and contaminated material disposal.

Transfer:
$ 3,500 to F834-51490 Professional Fees
$ 3,500 from F834-35005 RRR Coastal Resources

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

NEW BUSINESS

Senior Tax Deferral Program Discussion

Mr. Simon stated that the document has not gone for a first reading before the Board of Selectmen. Mr. Finger stated that this document was presented upon his request. Mr. Mynarski reviewed, in his absence, Mr. Crary’s comments indicating that the Ad-Hoc committee’s recommendations, in compliance with Mr. Finger’s request. However, the ordinance may be changed by the Board of Selectmen. Any questions or comments regarding this document should be sent to Mr. Mynarski. The first reading before the Board of Selectmen is scheduled for October 15th.

Budget Guidelines for 2010-2011

Mr. Mason stated that the Budget Guidelines were passed on Thursday, October 8, 2009, and two additional language changes were noted on the bottom of pp. 2 and pp. 5.

Mr. Mason stated that this year in the guidelines we looked at our historical 3.5% mill rate increase and we used that mill rate increase in our assumptions. Although the budget guidelines are trying to achieve a mill rate increase between two to four percent, the sentiment is that, closer to the low end of that scale would be more appropriate, in these difficult economic times. Conversations have been about finding a balance. The guidelines have been streamlined. We’ve evolved to the point where the process of the guidelines has to cease and change.

Upon a motion by Mr. Mason, seconded by Mr. Simon, the Committee voted 4-0-0 to approve the changes to the language of the guidelines document (Draft 7B) and forward it to the Board of Estimate and Taxation (It should be noted that this was not a vote on the guidelines, as drafted but rather on two small clarifying changes. The guideline vote was taken at the special meeting on October 8, 2009)
Fire Department Staffing

Chief Siecienski gave an overview of emergency responses, current staffing, and staffing recommendations. A brief discussion followed regarding safety issues, adequate coverage, contract disputes, automatic alarm and motor vehicle responses, and back country protection. To Mr. Stone’s question concerning proposed staffing of the King Street station, the Chief indicated that the result would not compromise any expected ISO insurance rating benefits.

OLD BUSINESS

Shared Services

Mr. Mason gave a background for analysis and creating a shared services plan, by hiring a consultant, as stated in the budget guidelines.

Upon a motion by Mr. Simon, seconded by Mr. Finger, the Committee voted 4-0-0, to recommend to the BET to allocate up to $50,000, out of the Finance Dept. budget, to hire a consultant to implement the shared services study as described accurately and concisely within the guidelines.

APPROVAL OF MINUTES

Upon a motion by Mr. Simon, seconded by Mr. Finger, the committee voted 4-0-0 to approve the minutes from the September 15, 2009, Regular Budget Committee Meeting.

There being no further business before the committee, the meeting was adjourned at 8:20 P.M.

Respectfully submitted,

_____________________________

Maria Bocchino, Recording Secretary

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Michael S. Mason, Chairman
TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
BUDGET COMMITTEE MEETING
Cone Room – 2nd Floor
Tuesday, October 13, 2009 - 6:30 PM

VOTED AGENDA

<table>
<thead>
<tr>
<th>Requests for Budget Adjustments</th>
<th>Purpose</th>
<th>Votes</th>
</tr>
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<tbody>
<tr>
<td><strong>Number</strong></td>
<td><strong>Department</strong></td>
<td><strong>Purpose</strong></td>
</tr>
<tr>
<td>CD-1</td>
<td><strong>Community Dev.</strong></td>
<td>$1,173,151.54</td>
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<tr>
<td>CD-2</td>
<td><strong>Community Dev.</strong></td>
<td>$251,004.00</td>
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<tr>
<td>HD-2</td>
<td><strong>Health</strong></td>
<td>$26,493.00</td>
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<tr>
<td>HD-3</td>
<td><strong>Health</strong></td>
<td>$8,276.00</td>
</tr>
<tr>
<td>ED-2</td>
<td><strong>BOE</strong></td>
<td>$23,000.00</td>
</tr>
<tr>
<td>ED-3</td>
<td><strong>BOE</strong></td>
<td>$13,390.00</td>
</tr>
<tr>
<td>PR-2</td>
<td><strong>Parks &amp; Recreation</strong></td>
<td>$100,000.00</td>
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<tr>
<td>SE-4</td>
<td><strong>First Selectman</strong></td>
<td>$3,500.00</td>
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</tbody>
</table>

New Business continued:
- Report of Status of Current Economic Conditions
- First Read Senior Tax Deferral Ordinance
- Budget Guidelines for 2010 – 2011 Recap
- Fire Department Staffing Discussion
  Changes approved 4-0-0
Old Business:
• Shared Services Discussion/Action
  Voted to allocate $50K shared services for study 4-0-0

Approval of BET Budget Committee Meeting Minutes for:
• BET Budget Committee Meeting September 15, 2009 4-0-0