

## 1. BET Meeting Documents

Documents:

[VOTED\\_BET\\_MEETING\\_AGENDA\\_11-15-04.PDF](#)  
[BET\\_MEETING\\_MINUTES\\_11-15-04.PDF](#)



**REGULAR MONTHLY MEETING OF THE  
 BOARD OF ESTIMATE AND TAXATION  
 MONDAY, NOVEMBER 15, 2004  
 7:00 PM  
 TOWN HALL MEETING ROOM  
A G E N D A**

			<u>Votes</u>
1.	Call to Order and Pledge of Allegiance		
2.	Consideration of Applications:		
<b><u>ROUTINE APPLICATIONS</u></b>			
	<b><u>Number</u></b>	<b><u>Department</u></b>	<b><u>Amount</u></b>
	<b><u>Purpose and Committee</u></b>		
	ED-1	Board of Ed #E92751	\$46,603
		Approval to Use Immigrant Children & Youth Grant STORMS, KRUMEICH	11-0-0
	FR-1	Fire Department #Z345-59560-23013	\$49,000
		Additional Appropriation Cos Cob Fire Station Renovation GUIMARD, TESEI	11-0-0
<b><u>REGULAR APPLICATIONS</u></b>			
	<b><u>Number</u></b>	<b><u>Department</u></b>	<b><u>Amount</u></b>
	<b><u>Purpose and Committee</u></b>		
	CC-1	Conservation Commission #A172-51440	\$47,000
		Additional Appropriation To hire wildlife control specialists to reduce deer herd size SIMON, GARDNER	12-0-0
	PW-1	DPW – Bldg. Const. & Main. #R317-59600	\$150,000
		Additional Appropriation Old Greenwich Railroad Station Rehabilitation KRUMEICH, WALKO	12-0-0
3.	Human Resources Committee Actions & Report:		
	- Approval of Employee Health Care Budget Status Report		
	12-0-0		
4.	Assessor's Report		12-0-0
5.	BET Committee & Liaison Reports		
6.	Comptroller's Report		12-0-0

	<u>Votes</u>
7. Acceptance of Treasurer's Report showing investment portfolio activity for the periods of October 1 – October 31.	12-0-0
8. Approval of BET minutes for:   Public Hearing March 22, 2004 Regular Meeting October 18, 2004	12-0-0 11-0-1
9. Officer's Report	
10. OLD BUSINESS	
11. NEW BUSINESS	
12. Adjournment	

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Peter J. Tesei, Chairman

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**TOWN OF GREENWICH  
BOARD OF ESTIMATE AND TAXATION**

MINUTES of the regular meeting of the Board of Estimate and Taxation held on Monday, November 15, 2004 in the Town Hall Meeting Room, Greenwich, CT.

The Chairman, Peter J. Tesei, called the meeting to order at 7:00 PM, after which the members pledged allegiance to the flag.

Board members in attendance:

Peter J. Tesei, Chairman  
Robert S. Stone, Vice-Chairman  
Alma Rutgers, Clerk  
Peter E. Berg  
Jara Burnett  
Janice C. Gardner  
Kathryn Guimard (7:03 PM)  
Edward Krumeich (7:02 PM)  
Michael Mason  
Laurence B. Simon  
Valeria P. Storms  
Stephen G. Walko

Staff: Peter Mynarski, Roland Gieger, Finance Department; Ted Gwartney, Robert Shipman, Assessor's Office; Maureen Kast, Sherry Krieger, Human Resources Department; John Spang, Board of Education;; Ed Gomeau, Town Administrator; Marcos Madrid, Public Works Department; Chief Warzoha, Fire Department; Denise Savageau, Conservation Director

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

**ROUTINE APPLICATIONS:**

ED-1 BOARD OF EDUCATION – Approval to Accept/Use - \$46,603

Request approval to accept/use:

\$46,603 to E92751-43100

Immigrant Children and  
Youth Grant (ICYG)

\$46,603 from Grant Funds

FR-1 FIRE DEPARTMENT – Additional Appropriation - \$49,000

Request for an additional appropriation:

\$49,000 to Z345-59560-23013 Cos Cob Station Renov.  
\$49,000 from Capital Non-Recurring Fund Balance

Upon a motion by Ms. Rutgers, seconded by Ms. Burnett, the Board voted 11-0-0 (Ms. Guimard had not yet arrived) to approve the routine applications.

**REGULAR APPLICATIONS:**

CC-1 CONSERVATION COMMISSION – Additional Appropriation - \$47,000

Request for an additional appropriation:

\$47,000 to A172-51440 Consulting  
\$47,000 from Contingency

Mr. Tesei distributed a letter he received from the Northwest Greenwich Landowners Association to the Board which supports culling the deer herd in Greenwich.

Mr. Walko asked if additional liability insurance needs to be obtained for the hunt. Mr. Mynarski confirmed for Mr. Walko that a certificate of insurance with standard requirements is all that is necessary for the proposed hunt.

Upon a motion by Ms. Storms, seconded by Mr. Simon, the Board voted 12-0-0 to approve the additional appropriation of \$47,000 for the Conservation Commission.

PW-1 PUBLIC WORKS – Blg. Const. & Maint. – Additional Appropriation - \$150,000

Request for an additional appropriation:

\$150,000 to R317-59600-24099 OGRR Station Rehab.  
\$150,000 from Contingency

Ms. Storms noted that all information has been submitted to the State of Connecticut Department of Transportation for approval to use money from the railroad parking fund for this purpose. Mr. Madrid indicated that the Town has not yet received the letter of approval from the State DOT and that Senator Nickerson is in contact with the Commissioner of Transportation.

Mr. Stone inquired if the Town proceeded with the additional work prior to receiving State approval, would we violate some regulation, which would make the expenditures ineligible for reimbursement by the State. Mr. Madrid responded that we would not violate any regulation, and he is confident approval will eventually be given.

It was agreed that this appropriation should come from contingency with the understanding that reimbursement would come from the railroad parking fund once the

State approved this use of the funds. Mr. Gomeau noted that reimbursements from the State are often delayed and that this situation is not unusual.

Upon a motion by Ms. Storms, seconded by Ms. Burnett, the Board voted 12-0-0 to approve the additional appropriation of \$150,000 for Public Works.

### **HUMAN RESOURCES COMMITTEE ACTIONS & REPORT:**

Mr. Stone noted that the HR Committee did not meet in November. Mr. Stone said that it is the HR Committee's expectation that it will be seeing and reviewing the departmental tables of organization as part of the budget process.

Mr. Tesei noted that we need to work out new procedures in light of the new budget process.

Mr. Krumeich said that the departmental operational plans and tables of organization should be seen by the BET Budget Committee as part of the budget process.

### **APPROVAL OF EMPLOYEE HEALTH CARE BUDGET STATUS REPORT:**

Ms. Kast noted that the changes to the new format are ongoing. She has separated the self-insured plans.

Ms. Kast said that headcount increased by 8 positions (all within the BOE). She noted that the fluctuation on the Anthem number is related to headcount as we are running 15 to 20 positions over the original Anthem budget. She attributes this to the fluctuation in the BOE.

Mr. Mason reiterated his request that Ms. Kast denote the position titles of employees added/dropped to the plan each month. Ms. Kast will do so starting next month.

Ms. Krieger noted that there was no change in the OPEB format since last month. She pointed out that a column in the new format has been added to show the variance to premium equivalents. Ms. Krieger noted that Caremark is running over budget by \$140,000 at the present time and Anthem is running \$86,000 under budget.

Mr. Simon inquired if administration fees are being charged. Mr. Gomeau responded that charging a fee has not been decided yet. Mr. Gomeau confirmed for Mr. Simon that the Caremark credits are given to OPEB quarterly.

Ms. Kast confirmed for Ms. Burnett that she hopes to have the format for this report finalized shortly and will be able to distribute the report to the Board in the monthly Board packet.

Upon a motion by Mr. Simon, seconded by Mr. Walko, the Board voted 12-0-0 to accept the Health Care Budget Status Report as submitted.

### **ASSESSOR'S REPORT:**

Mr. Gwartney, Assessor, highlighted for the Board his monthly Assessor's Report.

Mr. Gwartney said that the 2004 real estate grand list is in the final stages of preparation. The department continues to work on personal property and motor vehicle taxes.

Mr. Gwartney noted that three staff members won employee awards from the Town in October:

- Lucia Febbraio, Outstanding Team Player
- Denise D'Acunto, Award of Excellence
- Ali Karimi, Award of Excellence

Mr. Gwartney said that he is currently working on the 2005/2006 budget. The department will be making a request shortly to receive credits from various accounts to offset the expense of providing services to the public that take in revenue, such as copies of maps, field cards, the Grand List, special reports, etc.

Mr. Stone inquired about the litigation decisions. Mr. Gwartney responded that only five properties were decided in Superior Court and all but one decision favored the Town.

Mr. Simon inquired about the status of the personal property declarations. Mr. Gwartney responded that processing the declarations has begun. There is a random audit system in place to ensure information accuracy.

Upon a motion by Ms. Guimard, seconded by Mr. Walko, the Board voted 12-0-0 to accept the Assessor's Report as submitted.

### **BET COMMITTEE & LIAISON REPORTS:**

#### *Parks and Recreation* – J. Burnett

Ms. Burnett reported that she attended a meeting of a volunteer group, Friends of Hamill Rink. The group has hired a contractor with private funds to study the feasibility of building a second skating rink. The group has received a rough estimate of \$8 million to \$9 million to construct an additional rink and to upgrade the existing rink, money which would be raised through public-private partnership. The group is expecting private and public funding.

#### *Policy and Procedure Committee* – J. Gardner

Ms. Gardner reported that the committee met on November 4, 2004 and discussed the purpose of the Policy and Procedure Committee and the possibility of its taking a more active role. Ms. Gardner and the committee will further discuss this at their December meeting and report back to the Board.

#### *Budget Committee* – V. Storms

Ms. Storms noted that the First Selectman will have preliminary budgets in December submitted to him by the individual departments. The Budget Committee plans to discuss the need to change the budget process under the new Charter language.

#### *Audit Committee* – R. Stone

Mr. Stone reported that the BOE has withdrawn the resolution concerning compensated volunteers from the RTM agenda. He has confirmed with the BOE that compensated volunteers

are being paid through the Town's payroll. Investigations to ensure booster clubs are not using the Town's federal ID # are ongoing.

Pay Plan Working Group – S. Walko

Mr. Walko noted that the Pay Plan Committee will meet on November 17, 2004 in the Mazza Room at 6:00 PM. Ms. Kast will circulate the Town Attorney's legal opinion and draft language for Charter change via e-mail.

**COMPTROLLER'S REPORT:**

Mr. Mynarski, Comptroller, presented the Board with his monthly report.

Mr. Stone inquired about the cost of implementing outcome based budgeting. Mr. Mynarski responded that full costs have not yet been calculated (consulting and internal personnel). Mr. Stone inquired about the length of time before sufficient data had been recorded to use the process for making budgeting decisions. Mr. Mynarski noted that outcome based budgeting is a base building process that will take approximately three years to have comparison measures. The entire Town should be utilizing outcome based budgeting by the year 2008.

Ms. Storms inquired about the status of the Enterprise Fund for Nathaniel Witherell. Mr. Gomeau said that the Nathaniel Witherell Board has a committee that is working on this. In addition to members of the Nathaniel Witherell Board, the group working on this includes Ray Augustine, Peter Mynarski, Roland Gieger and Ed Gomeau.

Mr. Stone inquired about the status of the Risk Management Study. Mr. Mynarski responded that the Board will be provided with recommendations about all categories and levels of insurance requirements once the draft has been received in December.

Mr. Mynarski noted that the audit on the North Mianus sewers has not yet begun. He is continuing to work with the neighborhood associations regarding additional information.

Mr. Mynarski will provide the Board with the average sewer assessment for the Milbrook sewers once he receives the necessary information from the Department of Public Works.

**TREASURER'S REPORT:**

Upon a motion by Mr. Stone, seconded by Ms. Burnett, the Board voted 12-0-0 to accept the Treasurer's Reports for October 2004 as submitted.

**APPROVAL OF MINUTES:**

Upon a motion by Mr. Krumeich, seconded by Ms. Guimard, the Board voted 12-0-0 to approve the minutes of the public hearing of the Board of Estimate and Taxation of March 22, 2004.



Upon a motion by Mr. Krumeich, seconded by Mr. Walko, the Board voted 11-0-1 to approve the minutes of regular meeting of the Board of Estimate and Taxation of October 18, 2004 as submitted. Ms. Burnett abstained, because she was not present at the meeting.

**OFFICER'S REPORT:**

Mr. Tesei noted that the Pay Plan Working Group will meet on November 17, 2004; Sandy Waters, Board of Education, has been invited to attend.

Mr. Tesei reported that the Comptroller transition meetings have been productive and will now meet only once a month.

Mr. Tesei updated the Board on the status of televising the Board's meetings on public access television. Mr. Paul Curtis will attend the next meeting to determine camera set ups, etc.

**NEW BUSINESS:**

Mr. Lash noted that he will be meeting with the heads of the local neighborhood associations to explain the CIP process in detail to them and to help them understand how they can have an effect on the 10 year plan.

There being no further business before the Board, upon a motion by Ms. Gardner, seconded by Ms. Guimard, the meeting adjourned at 8:09 PM.

Respectfully submitted,

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Jennifer Sargeant, Recording Secretary

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Peter J. Tesei, Chairman

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Alma Rutgers, Clerk of the Board