1. APPROVED BET Budget Comm. Meeting Minutes

   Documents:

   APPROVED_BET_BUDGET_COMM_MEETING_MINUTES_12-13-05.PDF
The meeting was called to order at 6:33 P.M.

Ms. Storms began the meeting by thanking the committee for all of their hard work while she has served as chairman. This is the last meeting that Ms. Storms and Ms. Burnett will serve as committee members, as they are retiring from public service. Ms. Burnett also thanked Ms. Storms for her years of leadership as chairman.

PR-1 PARKING-Transfer -$200

Request for Transfer:
$200 to G219-58500 Advances to Petty Cash
$200 from G219-52150 Office Services

Cash working funds are needed to provide change in an efficient manner to the public. The transfer is not a material amount that would hinder the purchase of necessary office supplies. For example, sometimes it is necessary to make change of a $100 bill, and at the present time the cashiers do not have enough cash in their cash drawers to handle more than one such transaction. Mr. Gomeau presented this request to the committee. BET approval of advances to petty cash funds are required by the Town charter.
The committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

TX-1  TAX COLLECTOR – Transfer -$300

Request for Transfer:
$300 to A139-58500 Advances to Establish Petty Cash
$300 from A139-53010 Office Supplies

Additional monies are needed in the petty cash draw used by the Tax Collectors Office. The capability to break large bills is needed, as the current amount of petty cash that is split between two cashiers does not allow more than one or two large bills to be broken down for change purposes. Mr. Gomeau presented this request to the committee.

The committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

GM-1  GEMS- Release of Conditions- $1,202,831

$1,202,831 to A51490 Professional NOC

This request is for the release of the second half payment for GEMS for FY 2005-06. Deborah Flynn and Charlee Tufts presented this request to the committee, along with the GEMS Operational and Financial Quarterly Report. The report documents response times and other statistical information for emergency medical responders, and covers the six months ending October 31, 2005. Ms. Tufts reported that in the month of October, calls were higher than budget, and total calls exceeded budget for the period covered. Patient care service revenue exceeded budget by $102,000 for the six-month period. Salaries were on budget, and workers compensation expense exceeded budget due in large part to three serious injuries. There has been an improvement in response times with the addition of Medic 4. Prolonged response times are experienced especially at night.

Mr. Simon had some questions about the total amount budgeted for workers compensation. For FY 2005-06 a total of $53,000 was budgeted based on prior experience. Mr. Simon asked for additional information regarding the timing of rate adjustments as it relates to budgeting for workers compensation, so that it can be discussed by the Budget Committee in February. He also requested a comparison of self-insured rates vs. paying premiums. The Connecticut Hospital Association currently provides the workers compensation coverage. Rates are adjusted based on historical usage.

The committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.
ED-1  BOARD OF EDUCATION- Approval to Use - $5,000

Request for approval to use:
$1,200  to  A6200668-51300  Julian Curtiss School
$2,700  to  A6200668-51060  Julian Curtiss School
$ 750  to  A6200668-53100  Julian Curtiss School
$ 250  to  A6200668-52020  Julian Curtiss School
$ 100  to  A6200668-52050  Julian Curtiss School
$5,000  from  Grant

Three elementary schools have been selected to participate in the High/Scope Ready School pilot project funded through a grant from the Kellogg Foundation. Teachers from the selected schools are involved in piloting a new school readiness assessment instrument. This program focuses on preschool readiness and students who are less ready to enter kindergarten in order to accelerate their learning.

The committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

ED-2  BOARD OF EDUCATION-Approval to Use - $500

Request for approval to use:
$500  to  A6201053-53100  North Mianus School
$500  from  Grant

Based on unanticipated availability of additional funding, this request is a continuation of a request made and approved last year. In 2004-05, the BOE, BET, and RTM approved the acceptance and use of a $6,000 grant awarded to Glenville, North Mianus, and Cos Cob Schools by Project EVOLVE, a federally funded special education initiative based at the University of Vermont. The purpose of the project is to identify and disseminate information about best practices in the use of paraprofessionals to meet the educational needs of students with disabilities. While the project focuses on data collection at only several schools, the entire district benefits from their involvement. Dr. Wallerstein said that his program focuses on the effective use of paraprofessionals partnering with regular classroom teachers.

The committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

HS-1  BOE-Hamilton Avenue School- Additional Appropriation- $3,500,000

Request for additional appropriation:
$3,500,000  to  Z6801792-59550-25110  Hamilton Avenue Reconstruction
$3,500,000  from  Capital and Non-Recurring Fund
This is a request for an additional appropriation of $3,500,000 for the construction of the new Hamilton Avenue School. The initial appropriation of $860,000 for the school was in the 2004-05 budget. In December of 2004, the building committee received an interim appropriation of $2,550,000 to pay for the completion of plans, hiring a project manager, and the abatement and demolition of the existing building. Costs to date total $3,265,486, leaving a balance in the appropriation of $144,514. This money will be used for additional testing and project management.

$21,000,000 for the construction of the school was appropriated in the 2005-06 budget. When this was being addressed by the BET and RTM, it was indicated that this appropriation was at least $3,000,000 below what was needed. The $21,000,000 figure came from a cost estimate from the URS Corporation that had no money included for the garage or the rock excavation that is estimated at over $600,000, and estimated the building abatement and demolition at $400,000.

At each step of the design process, two professional estimating firms gave budget numbers that came out within $40,000 of each other.

As plans developed, two value engineering exercises were conducted and reduced the cost of the building by $2,500,000. Final cost estimates placed the building cost at $22,000,000.

Due to the large increase in oil prices and the effects from Katrina, the construction industry has gone into an inflationary spiral with inflation rates running between 10-14% per year. Structural steel is up 13% from one year ago. The cost of cement, lumber, roofing and most other construction materials have also experienced similar increases.

Requests for furniture, fixtures and equipment are separate and will be budgeted for in FY 2006-07.

A contract for Phase I has already been bid and awarded for the shell of the parking garage. The cost of this work is $1,656,748, leaving a balance of $19,343,252 from the $21,000,000 appropriation. The need for the $3,500,000 is as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Cost estimate for building</td>
<td>$22,000,000</td>
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<tr>
<td>Balance available</td>
<td>19,343,252</td>
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<tr>
<td>Shortfall</td>
<td>2,656,748</td>
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<tr>
<td>Contingency +/- 4%</td>
<td>843,252</td>
</tr>
<tr>
<td></td>
<td>$3,500,000</td>
</tr>
</tbody>
</table>

Frank Mazza, HASBC Chairman, and Joe Roth, Vice Chairman, presented this request to the committee. They said that additional unanticipated costs include drainage issues and the installation of retention basins to address them, and rock excavation. They also noted that site work for projects like this is key, that initial allowances had not covered the actual costs, and that they intended to apply what has been learned here to future projects.
Mr. Simon inquired as to the final cost of the project, including furniture, fixtures, and equipment, but without contingency, and Mr. Mazzi estimated this number to be approximately $29,000,000. This number also includes a garage, drainage, and rock removal.

It was agreed that if bids come in favorably, the contingency and some drainage work can be put off to the '07 budget, thereby allowing $800,000 to qualify for pay-as-you-go. The bids should go out during the first week in January, after final approval from the state. The expected state reimbursement from the bid is 20% based on 77.7% of the approved cost of the job (not the final cost of the job). Based on a $29,000,000 cost, Greenwich should receive $4.5 million.

Steve Walko moved and Larry Simon seconded a motion to reduce the appropriation to $2,700,000. The committee voted unanimously to recommend an interim appropriation of $2,700,000 and forward the recommendation to the Board of Estimate and Taxation as a non-routine application.

PD-1 POLICE- Approval to use - $38,100

Request for approval to use:
$37,548 to F-217-51100 Overtime
$ 552 to F-217-57050 Benefits
$38,100 from Federal Highway Safety Program Grant

Chief of Police James Walters presented this request for permission to accept the amount of $38,100 from the State of Connecticut Department of Transportation Division of Highway Safety. This is a 75% matching fund grant through the Federal Government National Highway Safety Grants for the FY 2005-06 Thanksgiving/Christmas/New Year DUI Enforcement Program.

The committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PD-2 POLICE- Approval to use- $10,275

Request for approval to use:
$10,126 to F-217-51100 Overtime Services
$ 149 to F-217-57050 Benefits
$10,275 from Federal Highway Safety Program Grant

Chief of Police James Walters presented this request for permission to accept the amount of $10,275 from the State of Connecticut Department of Transportation Division of Highway Safety. This is a 75% matching fund grant through the Federal Government National Highway Safety Grants for the FY 2005-06 Expanded DUI Enforcement Program. This extends through April to June. A separate program will cover the July 4 holiday. These programs are not the same as the police department's S.T.E.P program, which targets enforcement activity in an effort to reduce accidents.
The committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PD-3 POLICE- Approval to Use- $4,598

Request for approval to use:
$4,598 to F-213-53310 Patrol Ballistic Shields
$4,598 from F-213-35018 Federal Asset Forfeiture Fund

The Greenwich Police Department requests an appropriation of $4,598 to be drawn from the Federal Asset Forfeiture Fund to allow for the purchase of two Patriot 3 Minutemen Ballistic Shields for the Patrol Division. These protective shields will be used by first responders in emergency situations.

Chief of Police James Walters reported that two of the new shields will be placed in supervisors' patrol vehicles, so that they will be available immediately at the scene of an emergency situation. The other units are kept in the special response vehicle for planned operations. The chief answered some general questions from the committee about the Federal Asset Forfeiture Fund, and some of the items it can be used for.

The committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PD-4 POLICE-Approval to Use- $6,164

Request for approval to use:
$6,164 to F-213-53310 Motorcycle Radio Helmets
$6,164 from F-213-35018 Federal Asset Forfeiture Fund

The Greenwich Police Department requests an appropriation in the amount of $6,164 to be drawn from the Federal Asset Forfeiture Fund to allow for the purchase of four Motorcycle Radio Helmets for the Traffic Enforcement Team. These helmets will allow for communication between members of the Team while they are riding motorcycles.

The committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

APPROVAL OF MINUTES

Upon a motion by Ms. Burnett, seconded by Mr. Walko, the committee voted unanimously to approve the minutes of the November 15, 2005 Budget Committee Meeting.
There being no further business before the committee, upon a motion by Ms. Burnett, seconded by Mr. Walko, the committee voted 4-0-0 to adjourn the meeting at 7:25 P.M.

Respectfully submitted,

Valerie Zebrowski, Recording Secretary

Valeria P. Storms, Chairman