

1. BET Meeting Documents

Documents:

[BET_MEETING_AGENDA_12-18-06.PDF](#)
[VOTED_BET_MEETING_AGENDA-12-18-06.PDF](#)
[BET_MEETING_MINUTES_12-18-06.PDF](#)



**TOWN OF GREENWICH
REGULAR MONTHLY MEETING OF THE
BOARD OF ESTIMATE AND TAXATION
MONDAY, DECEMBER 18, 2006
7:00 PM
TOWN HALL MEETING ROOM**

AGENDA

1. Call to Order and Pledge of Allegiance
2. Consideration of Applications:

ROUTINE APPLICATIONS

<u>Number</u>	<u>Department</u>		
NW-2	Nathaniel Witherell	<u>\$ 3,870,165</u>	Release of Conditions
	A450-51000	\$ 3,160,568	Salary and fee Expense
	A450-52000	\$ 240,174	Service Expense
	A450-53000	\$ 342,362	Supply Expense
	A450-54000 & 56000	\$ 127,061	Maintenance Expense
GM-2	GEMS	<u>\$ 1,273,208</u>	Release of Conditions
	A440-51490		Professional – NOC
SE-4	Selectman's Office	<u>\$ 222,786</u>	Approval to Use 2005 Homeland Security Grant
	F105-51100	\$ 83,545	Overtime
	F105-51490	\$ 82,301	Professional Services
	F105-53950	\$ 55,696	Supplies
	F105-57050	\$ 1,244	Medicare
SE-5	Selectman's Office	<u>\$ 53,327</u>	Approval to Use 2006 Homeland Security Grant
	F105-51100	\$ 20,000	Overtime
	F105-51490	\$ 19,705	Professional Services
	F105-53950	\$ 13,332	Supplies
	F105-57050	\$ 290	Medicare
SS-2	Social Services	<u>\$ 741,344</u>	Release of Conditions
	A501-51000	\$ 118,610	Salary Expense
	A502-51000	\$ 303,790	Salary Expense
	A509-51000	\$ 126,203	Salary Expense
	A510-51000	\$ 192,741	Salary Expense

NON-ROUTINE APPLICATIONS

ED-4	Board of Education	<u>\$ 465,850</u>	Additional Appropriation
	Z680-59560-27098		Architectural & Engineering Services

3. Human Resources Committee Actions & Report:
Summary of Active Employee Healthcare Costs
4. Assessor's Report
5. BET Committee & Liaison Reports
6. Comptroller's Report
7. Acceptance of Treasurer's Report showing investments portfolio activity for the periods of
November 1, 2006 - November 30, 2006
8. Approval of BET Minutes for:
Regular Meeting of the BET Meeting Minutes – November 20, 2006
9. Officer's Report
10. OLD BUSINESS
11. NEW BUSINESS:
 - BET Appointment of Town Treasurer
 - Discussion and approval of BET resolution concerning BOE transfers between Major Object
Codes
12. Adjournment

Peter J. Tesei, Chairman



**TOWN OF GREENWICH
REGULAR MONTHLY MEETING OF THE
BOARD OF ESTIMATE AND TAXATION
MONDAY, DECEMBER 18, 2006
7:00 PM
TOWN HALL MEETING ROOM**

AGENDA

1. Call to Order and Pledge of Allegiance
2. Consideration of Applications:

				<u>Votes</u>
<u>ROUTINE APPLICATIONS</u>				
<u>Number</u>	<u>Department</u>			
NW-2	Nathaniel Witherell	<u>\$ 3,870,165</u>	Release of Conditions	12-0-0
	A450-51000	\$ 3,160,568	Salary and fee Expense	
	A450-52000	\$ 240,174	Service Expense	
	A450-53000	\$ 342,362	Supply Expense	
	A450-54000 & 56000	\$ 127,061	Maintenance Expense	
GM-2	GEMS	<u>\$ 1,273,208</u>	Release of Conditions	12-0-0
	A440-51490		Professional – NOC	
SE-4	Selectman's Office	<u>\$ 222,786</u>	Approval to Use 2005 Homeland Sec	12-0-0
	F105-51100	\$ 83,545	Overtime	
	F105-51490	\$ 82,301	Professional Services	
	F105-53950	\$ 55,696	Supplies	
	F105-57050	\$ 1,244	Medicare	
SE-5	Selectman's Office	<u>\$ 53,327</u>	Approval to Use 2006 Homeland Sec	12-0-0
	F105-51100	\$ 20,000	Overtime	
	F105-51490	\$ 19,705	Professional Services	
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	A509-51000	\$ 126,203	Salary Expense	
	A510-51000	\$ 192,741	Salary Expense	
<u>NON-ROUTINE APPLICATIONS</u>				
ED-4	Board of Education	<u>\$ 465,850</u>	Additional Appropriation	12-0-0
	Z680-59560-27098		Architectural & Engineering Services	

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|-----|------------------------------------------------------------------------------------------------------------------------------------|--------|
| 3. | Human Resources Committee Actions & Report:
Summary of Active Employee Healthcare Costs | 12-0-0 |
| 4. | Assessor's Report | 12-0-0 |
| 5. | BET Committee & Liaison Reports | |
| 6. | Comptroller's Report | 12-0-0 |
| 7. | Acceptance of Treasurer's Report showing investments portfolio activity for the periods of
November 1, 2006 - November 30, 2006 | 12-0-0 |
| 8. | Approval of BET Minutes for:
Regular Meeting of the BET Meeting Minutes – November 20, 2006 | 12-0-0 |
| 9. | Officer's Report | |
| 10. | OLD BUSINESS | |
| 11. | NEW BUSINESS: | |
| | - BET Appointment of Town Treasurer | 12-0-0 |
| | - Discussion and approval of BET resolution concerning BOE transfers between Major
Object Codes | 12-0-0 |
| 12. | Adjournment | |

Peter J. Tesei, Chairman

**TOWN OF GREENWICH
BOARD OF ESTIMATE & TAXATION**

MINUTES of the regular meeting of the Board of Estimate and Taxation held on Monday, December 18, 2006 in the Town Hall Meeting Room, Greenwich, CT.

The Chairman, Peter J. Tesei, called the meeting to order at 7:03 P.M., after which the members pledged allegiance to the flag.

Board members in attendance:

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

Ex Officio Board Members: James Lash, First Selectman; Peter Crumbine, Selectman

Staff: Roland Gieger, Peter Mynarski, Finance Department; Ed Gomeau, Town Administrator; Ted Gwartney, Robert Shipman, Assessors Office; Mary Jo Iannuccilli, Department of Human Resources; Dr. Susan Wallerstein, Steve Anderson, Tony Byrne, Board of Education; Bill Kowalewski, Ray Augustine, The Nathaniel Witherell

Other: Kathleen Murphy, recommended candidate for Treasurer; Colleen Giambo, Leslie Moriarty, members of the Board of Education

Mr. Tesei began the meeting by calling for a moment of silence in memory of David Catterton, a former BET member who passed away on November 24, 2006 and David Mynarski, brother of Comptroller Peter Mynarski, who passed away suddenly on December 2, 2006.

Mr. Tesei asked for a motion to take up at this time the appointment of the town's Treasurer, an item that was under New Business on the agenda.

Upon a motion by Mr. Stone, seconded by Ms. Tarkington, the Board voted 12-0-0 to take up at this time the appointment of the town's treasurer.

APPOINTMENT OF THE TOWN TREASURER

Mr. Tesei explained that according to the Town Charter, the BET is responsible for appointing the Assessor, the Comptroller and the Treasurer. The Assessor and Comptroller are appointed every two years, and the Treasurer, once appointed, remains in that position. Karen Anthony from the Finance Department has been Acting Treasurer since the death of Treasurer Joyce Bostic. Mr. Tesei thanked Ms. Anthony for her work in this capacity. The members of the Ad Hoc Treasurer Search Committee were Mr. Tesei, Mr. Stone, Mr. Simon, Mr. Norton and Mr. Himes. Mr. Tesei thanked the members of the committee for their time and effort. He also thanked Mary Jo Iannuccilli of the Department of Human Resources for her leadership in this process.

Mr. Stone reported that the search process has been concluded. After reducing the applicant pool to three finalists, the Ad Hoc Treasurer Search Committee now recommends Kathleen Murphy to the full BET with the following resolution:

“BE IT RESOLVED, that pursuant to Article 1, section 13 of the Town Charter, the Board of Estimate and Taxation hereby appoints Kathleen A. Murphy to the position of Treasurer of the Town of Greenwich, effective January 2, 2007, at an annualized salary of \$86,505.

This is conditional upon Ms. Murphy’s successful completion of a pre-employment physical exam, as well as satisfactory background and credit investigations.”

Upon a motion by Mr. Stone, seconded by Mr. Himes, the Board voted 12-0-0 to appoint Kathleen A. Murphy as Treasurer of the Town of Greenwich.

Ms. Murphy thanked the Board for their vote of confidence and said that she looks forward to working with the Finance Department and serving the residents of Greenwich.

ROUTINE APPLICATIONS

NW-2 NATHANIEL WITHERELL-Release of Conditions- \$3,870,165

\$3,160,568	to	A-450-51000	Salary and fee expense
\$ 240,174	to	A-450-52000	Service Expense
\$ 342,362	to	A-450-53000	Supply Expense
\$ 127,061	to	A-450-54000	
	and	A-450-56000	Maintenance Expense
\$3,870,165	from		Release of Funds

GM-2 GEMS-Release of Conditions- \$1,273,208

\$1,273,208 to A-440-51490 Professional NOC

SE-4 FIRST SELECTMAN-Approval to Use- \$222,786

\$ 83,545	to	F-105-51100	Overtime
\$ 82,301	to	F-105-51490	Professional Services
\$ 55,696	to	F-105-53950	Supplies
\$ 1,244	to	F-105-57050	Medicare
\$222,786	from		Homeland Security Grant

SE-5 FIRST SELECTMAN- Approval to use- \$53,327

\$20,000	to	F-105-51100	Overtime
\$19,705	to	F-105-51490	Professional Fees
\$13,332	to	F-105-53950	Supplies
\$ 290	to	F-105-57050	Medicare

SS-2 SOCIAL SERVICES- Release of Conditions- \$741,344

\$118,610	to	A-501-51000	Salary Expense
\$303,790	to	A-502-51000	Salary Expense
\$126,203	to	A-509-51000	Salary Expense
\$192,741	to	A-510-51000	Salary Expense
\$741,344	from		Release of Funds

Upon a motion by Ms. Rutgers, seconded by Mr. Walko, the Board voted 12-0-0 to approve the routine applications.

NON-ROUTINE APPLICATIONS

ED-4 BOARD OF EDUCATION-Additional Appropriation- \$465,850

\$465,850	to	Z-680-59560-27098	Architectural and Engineering Services
\$465,850	from		Capital Non-Recurring Fund Balance

Mr. Walko explained that this appropriation is for the architectural and engineering work required for school capital improvements to be done in the 2008 fiscal year. The architectural and engineering work must be done in the current 2007 fiscal year in order to complete the work in the summer when school is out. The schools initially requested \$250,000, which was less than the amount required to do the architectural and engineering work. Members of the Budget Committee thought it advisable to appropriate the total amount needed, which led to the revised figure of \$465,850.

The Budget Committee approved this appropriation with a subject to release conditioned on approval of these capital projects for FY 2008 by the CIP Committee.

In the future the BOE will request architectural and engineering money for capital projects such as these in the fiscal year preceding the year in which the work will actually be done so that this timing problem does not recur.

Ms. Tarkington expressed disappointment in the process. She said that this was an improper prioritization of these projects. She also said that more information should have been provided to substantiate the numbers and that at least the completed CIP forms should have been provided.

Mr. Krumeich responded that this appropriation was being done now on an interim basis in order to improve the process in the future and that in subsequent years, the architectural and engineering appropriations will become a part of the regular budget process and not handled on an interim basis. He said that the conditioning of the appropriation keeps the substance of the CIP process intact.

Mr. Gieger and Mr. Mynarski confirmed for Mr. Walko that the appropriated funds will be allocated to the specific projects and that if a project does not receive CIP approval, the money will be withheld and returned to the Capital Non-recurring Fund.

Upon a motion by Mr. Walko, seconded by Mr. Simon, the Board voted 12-0-0 to approve the non-routine application.

HUMAN RESOURCES COMMITTEE ACTIONS & REPORT AND EMPLOYEE HEALTH CARE BUDGET STATUS REPORT

The Employee Health Care Budget Status Report was provided to Board members in the Board Package.

Mr. Tesei said that the Human Resources Committee Report would be given under Committee Reports.

ASSESSOR'S REPORT

Mr. Gwartney highlighted his report for the Board and said he would answer any questions Board members may have. He noted that the real estate portion of the 2006 Grand List has been completed.

In response to a question from Mr. Tesei, Mr. Gwartney said that there continues to be an issue with the MUNIS system and that this has been frustrating. He plans to look for an alternate system. He said that he has been trying to work with MUNIS for five years to get them to be more receptive to the assessment function in Connecticut. Mr. Gwartney expressed his feeling that this firm lacks the drive to do what needs to be done. He has sent them a letter requesting a definite response.

In response to a question from Mr. Simon with regard to the Grand List, Mr. Gwartney said that the balance of the Grand List consists of personal property and motor vehicles. The processing of these portions of the 2006 Grand List should be complete by mid-January. A report will be available at that time.

In response to another question from Mr. Simon with regard to when an alternative administrative software system would be considered, Mr. Gwartney said that he would move to an alternative provider if he does not get satisfaction by the spring of 2007. Mr. Simon suggested pursuing an alternative provider sooner than that and Mr. Gwartney said he would consider this suggestion.

Mr. Walko asked if switching to an alternative provider would require a capital expenditure. Mr. Gwartney said that there might be some capital expense involved in acquiring a new system, as well as annual maintenance costs. Mr. Walko was concerned with timing and the possibility of going outside the CIP process. Mr. Gwartney said that an approximate cost of \$30,000 was expected, and that this would not have to go into a capital account.

In response to a question from Mr. Tesei with regard to a new application under Public Act 490, specifically for farm land classification, Mr. Gwartney said that this does not require RTM approval because the property is currently listed in a farm class.

Upon a motion by Mr. Norton, seconded by Ms. Barton, the Board voted 12-0-0 to accept the Assessor's Report.

BET COMMITTEE & LIAISON REPORTS

Human Resources Committee-Leslie Tarkington

Ms. Tarkington reported that the HR Committee met on December 13, 2006, with all members and Mr. Mynarski present. Also in attendance were Mr. Lash, Mr. Gomeau and Ms. Kast.

Discussion included updates on the vacancy, reclassifications and new positions reports.

Mr. Lash updated the Committee on reported changes that could be implemented in January and the first quarter, including first steps in response to implementation of recommendations from the Payroll Audit.

Additional information with regard to part time employees was reviewed by the Committee. Information on department and division hours was reviewed, as well as dollars spent. Mr. Lash provided explanation as to why these costs were up in a selected department. Periodic review of the details of the part time employees is important, and the Committee will request that breakdowns include temporary employees, as well as permanent part timers. The consensus of the Committee is that Mr. Lash is accommodating to the Committee and there is good dialogue between all participating.

Ms. Tarkington said that a report on the status of the M/C Benchmarking and Compensation Study was presented by Ms. Kast. The Study Committee will now be known as the M/C Pay Plan Committee, and is composed of Ms. Kast, the only non-voting member, and nine voting members. The five voting Board and Commission members include Alma Rutgers, Leslie

Tarkington, Don Fritz from The Nathaniel Witherell Board, Don Heller from the Planning and Zoning Commission, and Jane Marsh of the Library Board. The four voting town employees include Al Cava, Director of Labor Relations, Ed Gomeau, Town Administrator, Mario Gonzalez, Director, Libraries, and Lloyd Hubbs, Commissioner of Public Works.

In response to a question from Mr. Himes as to staffing and the Department of Social Services, and if this had been discussed at the Human Resources Committee meeting, Ms. Tarkington said there had been discussion as it related to the changes as a result of the payroll audit and how that may be centralized.

Ms. Rutgers recalled that there had been discussion, in a very general sense, of possible staff reductions in the Department of Social Services and that this had been in the context of the First Selectman's overall report to the Committee.

Mr. Norton recalled that there had been discussion as to this year's social services budget and next year's budget.

Audit Committee- Robert Stone

The Audit Committee met on December 4, 2006. The items discussed included the following:

- Status report concerning payroll audit findings: Mr. Mynarski reviewed a general plan that will be instituted in early to mid January 2007, designed to "cure" the findings of the payroll audit. A briefing from the First Selectman is anticipated, and the Town Administrator will attend and/or provide the report for the January Audit Committee meeting.
- Discussion with outside auditor McGladrey and Pullen: The draft management letter was reviewed, and the financials will be filed by year's end. Figures will be reviewed with the Audit Committee at the January meeting.
- Purchasing and contract award practices: New documentation and eligibility criteria are being reviewed for eventual submission to the Town Attorney and, finally, for adoption.
- Use of town owned vehicles and accidents involving same: The Risk Manager will be reconciling incident reports involving those employees being referenced more than once.

Retirement Board Liaison-Robert Stone

In November 2006 Mr. Stone and Mr. Simon met with Michael Pagliaro, Chairman of the Retirement Board, and discussed performance of the fund, services of the consultant and possible adoption of guidelines regarding monitoring of investment performance and points of intervention.

Hamilton Avenue Building Committee-Stephen Walko

Mr. Walko reported that the project is approximately four months behind. More information will be forthcoming as the project continues. There is optimism that the project will be completed in time for the start of the school year in September 2007.

Glenville School Building Committee- Peter Tesei

Mr. Tesei reported that the focus at the Committee's meeting last meeting was on the cost of the project. Dr. Wallerstein said that costs had been value engineered to bring the project within the originally anticipated level of spending.

COMPTROLLER'S REPORT

Mr. Mynarski presented his report to the Board.

In response to a question from Mr. Norton with regard to progress on the North Mianus Sewer project since December 7, 2006, Mr. Mynarski said that while he did not attend the December 7, 2006 meeting, a final offer of costs was presented to the North Mianus Association at that meeting. Mr. Mynarski said he is waiting for the final cost certification from the Commissioner of Public Works. He will then forward the certified amount to the Condemnation Commission. The Finance Department is proceeding as if the cost of the project has been finalized.

In response to a question from Mr. Finger, Mr. Mynarski said that, with regard to the capital project and land acquisition financing section of his report, the Tuchman land acquisition documentation had been completed and credit reviews done when a soil contamination issue was discovered. The sale date had been scheduled for December 7, 2007 and has been deferred temporarily until the soil contamination issue and remediation (if necessary) can be resolved.

Mr. Simon inquired as to the status of a new manager for the Retirement Plan assets. Mr. Mynarski said three bids were received. Responsibilities of this position include retiree benefits, customer service, reconciliation of financials on a monthly basis and quarterly reports. None of the responses to the RFP addressed all of these requirements, and it was not acceptable to make the award to any of the three bidders. USI was one of the bidders. Mr. Mynarski said that the town would stay with USI into the next month.

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

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

Mr. Stone asked why the equity allocation in the OPEB Fund was not at the maximum permitted by state statute. The current allocation is 42%, while the maximum allowed is 50%. Mr. Mynarski replied that he was waiting for the Investment Committee to meet to authorize an

increase in the equity allocation. Mr. Stone said that the BET had approved a resolution in 2004 allowing the equity allocation to go as high as 60%. Mr. Mynarski said that the state legislature never approved a 60% allocation. Mr. Stone replied that the BET had, nonetheless, adopted the concept of going from a 40% allocation to an allocation that would be as high as allowed by law. Mr. Tesei said that Mr. Himes and Mr. Norton, as the members of the Investment Committee, were in the process of addressing this matter. Mr. Norton said that there were two issues involved; 1) the policy issue and 2) implementation of the policy. He cautioned against confusing the policy issue with the implementation issue and said that the Investment Committee needs to make a decision as to the best way to implement the policy.

Mr. Mynarski noted that the resolution gives the Treasurer the latitude to make changes in the allocation, but that the Public Act requires that any changes in the allocation be approved by the BET.

In reviewing the documents that Mr. Stone had with him, he found and read into the record the following excerpt:

“...Equity allocation increased to 40% at the rate of \$500,000 a month (and to 60% after October 1 if enabling legislation so allows).” Mr. Stone noted that legislation has not enabled a move to 60% but it has enabled a move to 50%.

Upon a motion by Mr. Simon, seconded by Mr. Norton, the Board voted 12-0-0 to accept the Treasurer’s Report.

APPROVAL OF MINUTES

Upon a motion by Mr. Walko, seconded by Mr. Krumeich, the Board voted 12-0-0, to approve the Regular Meeting Minutes of the BET from November 20, 2006.

OFFICER’S REPORT

Mr. Tesei said that he will be asking the Department of Human Resources to electronically distribute the employee evaluation forms for the Comptroller and the Assessor. He asked that Bet members complete these evaluation forms by Friday, January 12, 2007 and forward them to him by that date in time for the January 22, 2007 BET meeting. BET members have received, under separate cover, last year’s evaluations of the Comptroller and Assessor and the goals established for them for the current period.

The Nathaniel Witherell Board has asked to give their Project Renewal presentation to the BET. They are scheduled for the January 22, 2007 BET meeting. Questions from Board members should be directed to the Nathaniel Witherell Board, so that The Nathaniel Witherell is prepared to answer these questions at the time of their presentation.

The Selectman's Pedestrian Safety Committee met on December 13, 2006 and presented their findings in a report on sidewalks, crosswalks, traffic calming and signage. Each Board member received a copy of the report.

There was a meeting on December 8, 2006 with the Board of Education. BET members in attendance at that meeting were Mr. Walko, Mr. Mason, Ms. Barton and Mr. Tesei. This item is to be further discussed under New Business.

Mr. Tesei and Ms. Rutgers have met to discuss recommendations generated from the Democratic Caucus with regard to improving and changing the manner in which liaisons work. There are six areas with significant budget implications that require ongoing review. These areas are Capital Projects, Health Care, Retirement Plans, Risk Management, Education and the Assessors Office with respect to revaluations.

Proposed changes to the narrative in the BET Membership Handbook explaining Liaison responsibilities are being reviewed and will be sent to the full Board for comments.

NEW BUSINESS

Board of Education Transfers Between Major Object Codes

Mr. Tesei said that there were many discussions involving the BET Budget Committee, Law Committee and the Board of Education regarding two legal opinions: one by an outside attorney hired by the BOE and one by the Town Attorney.

Mr. Tesei said that at the last BOE meeting, Ms. Giambo, BOE Chairman, had asked that the Town Attorney Wayne Fox and Jeffrey Pingpank from the outside firm work with the BET and the BOE to address questions and work through the divergent opinions.

As a result, a modification of an earlier proposal was formulated as a six-month trial that would have the BOE submit to the town Finance Department and the BET Budget Committee transfers of \$10,000 or more. The proposal was acceptable to the BOE as well as the BET and to Town Attorney Wayne Fox.

Ms. Barton of the BET Law Committee presented the Resolution according to which the BET delegates its authority to the BET Budget Committee for BOE transfers of \$10,000 or more and for transfers of less than \$10,000 to the Comptroller. This practice shall be effective January 1, 2007 and will be reviewed by the BET Budget Committee at its July 2007 meeting.

Board members waived the reading of the full Resolution that was included in the Board Packages.

Mr. Norton referenced a court case specifically related to this issue, Citation #SC16825, Court case # 268Conn295, from the Connecticut Law Journal, March 2005. This is a case of the BOE vs. the Town of Naugatuck. This case involved charter changes, specifically three that related to

the BOE, including two regarding the ability of the Town to pass on the BOE budget and the separation of the BOE operating budgets for the Town of Naugatuck.

In its decision, the court identified that there is both state and local law. The local law in this case being the charter of the Town of Naugatuck, and that when there is conflict, the state law shall predominate. The court further identified that as long as the actions of a municipality, relating to the process of education, do not conflict with meeting the educational needs of the town, or do not conflict with satisfying the state's educational mandates, then any charter provision is acceptable.

Upon a motion by Ms. Barton, seconded by Mr. Mason, the Board voted 12-0-0 to adopt, on a six-month trial basis, the following Resolution delegating authority for BOE transfers to the Budget Committee for transfers over \$10,000 and to the Comptroller for those under \$10,000:

BE IT RESOLVED that the practice of the Board of Estimate and Taxation ("BET") with respect to budget transfers by the Board of Education ("BOE") between Major Object Codes shall be as follows:

1. For transfers of \$10,000 or more, the BET delegates its authority to the BET Budget Committee for prior review and action.
2. The BOE has agreed to transmit to the Comptroller the same package used for BOE approval of budget transfers at the BOE's monthly meetings. The BET Budget Committee shall meet to review and act upon such transfers within three business days following the Comptroller's receipt of the BOE package, or if mutually agreed, at the next regularly scheduled monthly meeting of the BET Budget Committee. If the BOE believes that one or more items require expedited treatment, the BOE finance staff shall so advise the Comptroller, and the BET Budget Committee will use its best efforts to meet the BOE deadline.
3. For transfers of less than \$10,000, the BET delegates its authority to the Comptroller. The Comptroller and the BOE finance staff shall agree upon a procedure and appropriate documentation to accomplish the Comptroller's review.
4. This practice shall be effective January 1, 2007.
5. The BET Budget Committee will review this practice at its July 2007 meeting.

Mr. Tesei thanked Ms Barton, Mr. Mason, Ms. Giambo and Dr. Wallerstein for their work on this matter.

ADJOURNMENT

Upon a motion by Mr. Norton, seconded by Mr. Finger, the Board voted 12-0-0 to adjourn at 8:27 P.M.

Respectfully submitted,

Valerie Zebrowski, Recording Secretary

Alma Rutgers, Clerk of the Board

Peter J. Tesei, Chairman