TOWN OF GREENWICH
BOARD OF ESTIMATE & TAXATION

BUDGET COMMITTEE MEETING
Tuesday, March 15, 2016
Cone Room, 2nd Floor
5:00 P.M.

AGENDA

1. Requests for Budget Adjustments

<table>
<thead>
<tr>
<th>Number</th>
<th>Department</th>
<th>Amount</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>PD-4</td>
<td>Police</td>
<td>$33,333</td>
<td>Approval to Use Highway Safety Grant</td>
</tr>
<tr>
<td></td>
<td>F21716 51100 &amp; 57050</td>
<td></td>
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<tr>
<td>SE-3</td>
<td>First Selectman</td>
<td>$xx,xxx</td>
<td>Additional Appropriation Settlement - London v. TOG &amp; M. Carter</td>
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<td></td>
<td>P935 57350</td>
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<tr>
<td>SE-4</td>
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<td>P935 57350</td>
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2. Old Business

3. New Business
   - Discussion of New Lebanon School Project
   - Review and Approval of 2016-2017 Budget Resolutions

4. Approval of the BET Budget Committee Meeting Minutes:
   - February 3, 2016 - Day 1 Department Reviews
   - February 4, 2016 - Day 2 Department Reviews
   - February 8, 2016 - Day 3 Department Reviews
   - February 9, 2016 - Budget Monthly Meeting
   - February 10, 2016 - Day 4 Department Reviews
   - February 17, 2016 - Day 5 Department Reviews
   - February 18, 2016 - Day 6 Department Reviews
   - February 26, 2016 - Consolidation Day
5. Adjournment

Next regular meeting scheduled for April 12, 2016 at 5:00 P.M. in the Town Hall Meeting Room

[Signature]

James Lash
Budget Committee Chairman
Town Of Greenwich
Request Form For Budget Adjustments

BET Meeting Date: Mar-16
Application #: PD 4

Department & Division: Police

Action Requested: Approval to Use

Date of Submission: March 7, 2016

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<tr>
<th>Fund</th>
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<th>Amount</th>
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<tr>
<td>To:</td>
<td>F</td>
<td>21716</td>
<td>51100</td>
<td>Overtime Services</td>
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<td>F</td>
<td>21716</td>
<td>57050</td>
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<td>From:</td>
<td></td>
<td></td>
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<td>FY 2016 Distracted Driving High Visibility Enforcement</td>
<td>25,000</td>
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<tr>
<td>A</td>
<td>213</td>
<td>45135</td>
<td></td>
<td>25% In-Kind Match</td>
<td>8,333</td>
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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.)

We respectfully request permission to accept a Highway Safety Grant entitled "FY 2016 Distracted Driving High Visibility Enforcement" in the amount of $25,000 from the State of Connecticut Department of Transportation. The Grant covers two selected time frames, one in April and the second in August. The grant-funded overtime will be used for enforcement patrols targeting distracted drivers - focusing on motorists who choose to ignore Connecticut's hand-held mobile phone ban. This funding requires a 25% match which the Department of Transportation recommends be provided for by the monies remitted to the Town from citation fees. Please see attached letter.

First Selectman: 
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 Second:
Modified as follows:

Clerk of the Board: ____________________________
Chief James Heavey  
Greenwich Police Department  
11 Bruce Place  
Greenwich, CT 06830

Dear Chief Heavey:

Subject: Highway Safety Grant Application  
2016 Distracted Driving High Visibility Enforcement

The purpose of this letter is to inform you that your agency has been selected to participate in High Visibility Enforcement (HVE) of Connecticut’s hand-held cell phone ban on motorists. This opportunity will utilize Connecticut’s 405(e) Distracted Driving grant monies, funded through the National Highway Traffic Safety Administration’s (NHTSA) 402/405 program.

This designated NHTSA funding source will allow Connecticut to participate in grant funded overtime enforcement through the use of dedicated distracted driving overtime enforcement patrols. There will be two HVE mobilizations targeting distracted drivers – focusing on motorists who choose to ignore Connecticut’s hand-held mobile phone ban. The first will take place form April 4-30, 2016 as part of NHTSA’s Distracted Driving Awareness month. The second will take place from Monday, August 3-16. Your agency will be awarded a set dollar amount to participate in both mobilizations, and therefore, must participate in both if possible.

This selection process was based on crash data analysis that identified your municipality as having a high number of crashes, thought to be the result of driver distraction. The criteria included the following data, weighted and ranked to determine areas where traffic volumes are highest, and the most crashes occur by town:

- Fatal and injury crashes 2009-2013
- Daily Vehicle Miles Traveled (DVMT) (2012)
- Population (2013)
- Crash rate per DVMT
- Crash Rate per population
- Past High Visibility Enforcement Grant Performance

The Highway Safety Office (HSO) has ranked all municipalities in the state using these criteria. This respective ranking of your municipality has identified your area as one where an impact can be made on decreasing crashes that lead to injuries and fatalities as a result of mobile phone use by drivers through HVE.
The HSO will kick-off the HVE mobilization (with over fifty participating towns and the Connecticut State Police) beginning April 4, 2016 and run through April 30, 2016. During this timeframe, your municipality/agency will have the opportunity to select dates to participate in overtime enforcement, specifically identifying, stopping and citing motorists who use mobile hand held phones behind the wheel. The second mobilization will be in August and will kick off August 3 and run through August 16.

If you are interested in partnering with the HSO for this grant funding opportunity, the following information is required:

- You must send a Statement of Interest (SOI) within 15 days from the postmarked date on this letter, notifying the HSO of your intention to participate in this program. A formal letter or email to Aaron Swanson (aaron.swanson@ct.gov) will suffice as your municipality or agency’s SOI. Failure to send this notification will result in non-approval of grant applications for this program.

- You must designate a point of contact from your agency. This individual will be responsible for completing the HS-1 grant application which will be provided to your agency following your SOI. This individual will also be provided with program parameters and instructions for grant application, implementation and reimbursement. Please use the attached form to provide this information.

- Approved funding amounts will be provided upon SOI and grant application process initiation

Please note: All NHTSA 405 funding sources require a 25% program match. This match can be in-kind. Your agency will be reimbursed at 75% of incurred costs. This funding will be eligible to cover fringe benefits for your agency. Please note Connecticut General Statute 14-296aa specifically requires that twenty-five percent of citation fees collected from this violation must be remitted back to municipalities – this may help cover your match cost to your respective municipality.

Sincerely,

[Signature]

Joseph T. Cristalli, Jr.
Transportation Principal Safety Program Coordinator
Department & Division: First Selectman

Action Requested: Additional Appropriation

Date of Submission: 3/10/2016

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<tr>
<td>To:</td>
<td>P</td>
<td>935</td>
<td>57350</td>
<td>Settlement</td>
<td>XXXXX</td>
</tr>
</tbody>
</table>

From: Risk Fund Balance XXXXX

Justification of Request:

Re: Michael London v. Town of Greenwich and Michael Carter

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:

Vote

Clerk of the Board:

Email this form as a PDF along with any supporting documentation (in PDF Format)
Town Of Greenwich
Request Form For Budget Adjustments

BET Meeting Date: Mar-16
Application #: SE 4

Department & Division: First Selectman

Action Requested: Additional Appropriation

Date of Submission: 3/10/2016

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From: Risk Fund Balance XXXXX

Justification of Request:

Re: Chubb Insurance a/s/o Peter Santoro v. Town of Greenwich

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:

Vote

Clerk of the Board:

Email this form as a PDF along with any supporting documentation (in PDF Format)
RESOLUTIONS OF BOARD OF ESTIMATE AND TAXATION AND REPRESENTATIVE TOWN MEETING ON 2016-17 BUDGET

GRANTS AND OTHER RECEIPTS

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

The following Officers and Departments of the Town of Greenwich are hereby authorized to apply for and accept grants, and to accept receipts from Town activities, for the period from July 1, 2016 through June 30, 2017, as provided below.

General Government: Office of the First Selectman

1. The First Selectman is authorized to apply for and accept grants from the Federal Department of Homeland Security and the Connecticut Department of Emergency Services and Public Protection Grants Program, and such grants shall become appropriations upon approval by the Board of Estimate and Taxation and the Representative Town Meeting if necessary under Section 30(c) of the Charter.

2. The First Selectman is authorized to accept proceeds resulting from the activities of the Griffith E. Harris Golf Course, and such proceeds upon recommendation of the First Selectman and approval of the Board of Estimate and Taxation and the Representative Town Meeting if necessary under Section 30(c) of the Charter, shall be added to the appropriate accounts within the Griffith E. Harris Golf Course Revolving Fund. For establishing funding for the appropriation accounts, the Policy of the Department of Parks and Recreation for the Griffith E. Harris Golf Course Revolving Fund is hereby endorsed.

3. The First Selectman is authorized to accept proceeds from Area Nine Cable Council and certified competitive video services providers and such proceeds shall become appropriations upon approval by the Board of Estimate and Taxation.

4. The First Selectman is authorized to apply for and accept grants from the State of Connecticut Department of Transportation, under the Connecticut General Statutes, Section 13b-38bb, and such grants shall become appropriations to the code A440 57221 known as Contributions to External Entities.

5. The First Selectman is authorized to apply for and accept grants, and to execute agreements regarding said grants, made by the State of Connecticut Department of Transportation, under the Connecticut Clean Fuel Program and such grants shall become acceptance of revenues that the Comptroller shall add to the appropriate revenue account.

6. The First Selectman is authorized to apply for and accept grants from the Small Town Economic Assistance Program (STEAP), in accordance with C.G.S. § 4-66g as amended by Public Act 07-7, Section 41, and C.G.S. § 4-66c as amended by Public Act 07-07, Section 40, and such grants shall become appropriations upon approval by the Board of Estimate and Taxation.

7. The First Selectman is authorized to accept proceeds from the Friends of Greenwich
Community Television, Inc. and such proceeds shall become appropriations to account A440 57222.

8 The First Selectman is authorized to accept proceeds from the Public Utilities Regulatory Authority and such proceeds shall become appropriations to account A440 57222.

9. The First Selectman is authorized to apply for and accept grants from the Federal Emergency Management Agency (FEMA), and such grants shall become appropriations to the appropriate accounts upon approval by the Board of Estimate and Taxation.

10. The Board of Selectmen, through the Harbor Management Commission, is authorized pursuant to Town Charter § 307 and the Harbor Management Commission ordinance, to collect proceeds from the issuance of moorings permits within the Greenwich Harbor Area, and such proceeds shall become appropriations upon approval by the Board of Estimate and Taxation, to be used for the maintenance and enhancement of the Town's coastal resources.

11. The First Selectman is authorized to apply for and accept funds from the Federal Government and the State of Connecticut under the Federal economic stimulus legislation, the American Recovery and Reinvestment Act of 2009 and subsequent acts and such funds shall become appropriations upon approval by the Board of Estimate and Taxation.

General Government: Finance

12. The Comptroller is authorized to accept insurance proceeds and FEMA proceeds that the Comptroller shall add to the appropriate fund accounts.

13. The Comptroller is authorized to accept medical premium payments from former employees under “Consolidated Omnibus Budget Reconciliation Act” (COBRA), and such payments shall become appropriations to fixed charges Code No. A901 57095.

General Government: Assessor

14. The Assessor is authorized to accept proceeds from the sales of the Grand List books, field cards, and maps, and such proceeds shall become appropriations that the Comptroller shall add to the appropriate account for the purpose of reimbursing the costs of printing and supplying the public with said items.

General Government: Town Clerk

15. The Town Clerk is authorized to apply for and accept grants made by the Archivist of the United States in accordance with Title 44, Chapter 25, §2504 of the United States Code (U.S.C.) and the State of Connecticut under Public Act 00-145 in accordance with C.G.S. §§11-8l and 11-8m, and such grants shall become appropriations that the Comptroller shall add to the appropriate account for the purpose of preserving Town records.

General Government: Planning & Zoning
16. The Planning and Zoning Commission is authorized to accept proceeds from the sale of the Plan of Conservation and Development and the Building Zone Regulations of the Town of Greenwich, and such proceeds shall become appropriations that the Comptroller shall add to the appropriate account to be used for the purpose of reimbursing the cost of printing such documents, pursuant to C.G.S. §8-2a.

17. The Planning and Zoning Department is authorized to apply for and accept monies and grants made by the Department of Transportation, Department of Energy and Environmental Protection, other departments and agencies of the State of Connecticut, the Federal Government and non-profit corporations and foundations, for environmental and planning purposes, and such grants shall become appropriations that the Comptroller shall add to the appropriate accounts upon approval by the Board of Estimate and Taxation.

General Government: Conservation Commission

18. The Conservation Commission is authorized to apply for and accept grants offered by any department and/or agency of the State of Connecticut, the Federal Government, quasi-state agencies, and non-profit corporations and foundations, for the purposes of natural and cultural resource conservation, environmental protection and/or restoration, and related programs, and such grants shall become appropriations that the Comptroller shall add to the appropriate accounts upon approval by the Board of Estimate and Taxation.

General Government: Inland Wetlands & Watercourses

19. The Inland Wetlands and Watercourses Agency is authorized to accept compliance receipts for the purpose of holding said receipts until an applicant has completed work required by the Inland Wetlands and Watercourses Agency.

20. The Inland Wetlands & Watercourses Agency is authorized to accept proceeds from the sale of its regulations, and such proceeds shall become appropriations that the Comptroller shall add to the appropriate account to be used for the purpose of reimbursing the cost of printing such documents.

General Government: Senior Center

21. The Greenwich Senior Center is authorized to accept (a) gifts of physical items from The Friends of the Greenwich Senior Center, Inc., and (b) donations of cash from The Friends of the Greenwich Senior Center, Inc. Such gifts or donations, not to exceed $25,000 per gift or donations with a combined total amount not to exceed $75,000 per fiscal year, shall become appropriations that the Comptroller shall add to the appropriate accounts for the purpose of reimbursing the approved costs of maintaining and improving the Greenwich Senior Center.

General Government: Shellfish Commission

22. The Shellfish Commission is authorized to collect proceeds from licenses and fees for
the taking of shellfish under its control, and such proceeds shall become appropriations upon approval by the Board of Estimate and Taxation, to be used by the Commission for the protection and propagation of shellfish under its control, pursuant to C.G.S. §26-257a(b).

**Fire Department**

23. The Fire Department is authorized to collect proceeds from outside parties for the taking of fire training courses under its control, and such proceeds shall become an appropriation that the Comptroller shall add to the appropriate account for the purpose of defraying the costs of such courses.

**Police Department**

24. The Police Department is authorized to make application to the State and Federal authorities to share with other law enforcement agencies in tangible property and monies seized and forfeited pursuant to state or federal law as a result of criminal defendants' illegal activities, subject to the following:

   (a) The acceptance of tangible property and monies on behalf of the Town of Greenwich, which have been approved by the Board of Selectmen and the Board of Estimate and Taxation, including the placement of said tangible property in the inventory of the Police Department and the disbursement of said monies as an appropriation to the budget account of the Police Department for an increase of law enforcement resources, is hereby approved in the amount of monies or value of property up to a total of $500,000 for the fiscal year (any unappropriated expenses that may be incurred thereby, that have been approved by the Board of Selectmen and the Board of Estimate and Taxation, are hereby approved up to a total of $20,000 for the fiscal year);

   (b) Monies accepted from federal or state authorities as a result of said forfeitures shall be deposited with the Treasurer of the Town of Greenwich for the budget account of the Police Department in accordance with state and federal statutory and regulatory requirements;

   (c) The disposition of said accepted forfeited tangible property and monies shall be in accordance with state and federal statutory or regulatory requirements and the tangible property and monies will be credited to the inventory or budget of the Police Department, in accordance with Town accounting policies resulting in an increase of law enforcement resources for the Police Department;

   (d) The First Selectman is authorized to execute all papers and forms required for the acceptance, establishing of title, registration and whatever other documentation is required to complete the transfer to and utilization of the tangible property and cash by the Police Department;

   (e) The Town Attorney is authorized to certify to the federal and state authorities (i) that the First Selectman has the authority to accept the forfeited tangible property and is the official to whom transfer documents should be delivered; (ii) that the Treasurer is the proper fiscal officer to whom disbursement of forfeited monies is to be made; ( iii) that
there is no state or local law prohibiting the transfer of the tangible property and monies to the Town of Greenwich; and (iv) whatever other legal certification is required to accomplish the transfer to and utilization of the tangible property and monies by the Police Department;

(f) The Chief of Police, on July 1 and January 2, shall submit a written report to the RTM Moderator and Chairman of the RTM Town Services Committee, which report shall detail the sums of money received, and shall describe and provide an estimated value of the tangible property received, in the preceding six months.

25. The Police Department is authorized to apply for and accept grants from the National Highway Traffic Safety Administration, and such grants shall become appropriations that the Comptroller shall add to the appropriate accounts upon approval by the Board of Estimate and Taxation.

26. The Police Department is authorized to apply for and accept grants from the State of Connecticut Office of Policy and Management (OPM) as authorized under C.G.S. §21a-274a, Drug Enforcement Grant Program, and other OPM grants pertaining to law enforcement activities, and such grants shall become appropriations that the Comptroller shall add to the appropriate accounts upon approval by the Board of Estimate and Taxation.

27. The Police Department is authorized to apply for and accept grants from the United States Department of Justice, and such grants shall become appropriations that the Comptroller shall add to the appropriate accounts upon approval by the Board of Estimate and Taxation.

28. The Police Department is authorized to apply for and accept grants from the State of Connecticut Department of Health, and such grants shall become appropriations that the Comptroller shall add to the appropriate accounts upon approval by the Board of Estimate and Taxation.

29. The Police Department is authorized to apply for and accept grants from the State of Connecticut Department of Public Safety as authorized under C.G.S. Sec. 28-24, Enhanced 911 Program, and such grants shall become appropriations that the Comptroller shall add to the appropriate accounts upon approval by the Board of Estimate and Taxation.

Public Works

30. The First Selectman is authorized to apply for and accept grants made by the Connecticut State Department of Energy and Environmental Protection and/or the Federal Government under the provisions of Title 22a of the Connecticut General Statutes Chapter 446k, Water Pollution Control, and Chapter 26, Title 33 of the United States Code, for the purposes of rebuilding, expanding or acquiring a pollution abatement facility and for interim improvements for nitrification/denitrification at the Greenwich Waste Water Treatment Facility, and grants from the State’s Clean Water Fund, in connection with the planning, development and construction of sewer projects, to mitigate the effects
of inflow on treatment processes and on the Long Island Sound.

31. The First Selectman is authorized to apply for and accept grants made by the State of Connecticut Office of Policy and Management under its Local Capital Improvement Program in accordance with C.G.S. §7-536.

32. The First Selectman is authorized to apply for and accept grants and to execute agreements regarding said grants, made by the State of Connecticut Department of Transportation, under its Local Bridge Program in accordance with C.G.S. §13a-175p-pu.

33. The First Selectman is authorized to apply for and accept grants made by the Connecticut State Department of Transportation under the provisions of C.G.S. Section §13b-38a for the purpose of developing or administering any transportation management plan which complies with the objectives and requirements of said statute.

34. The First Selectman is authorized to apply for and accept grants made by the State of Connecticut, Department of Transportation, under the Town Aid Grant for Roads and Public Transportation Services, and such grants shall become appropriations to the Department of Public Works’ Code No. Z314-59600, known as "Highway -- State Town Aid Grant."

35. The First Selectman is authorized to apply for and accept grants from the State of Connecticut Department of Transportation, under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), and subsequent acts.

Vehicles

36. The Comptroller is authorized to accept proceeds from the sale of vehicles and equipment, and such proceeds shall become appropriations that the Comptroller shall add to the appropriate account for the purpose of acquiring replacement vehicles and equipment.

Health Department

37. The Department of Health is authorized to apply for and accept grants made by the Department of Public Health, Department of Energy and Environmental Protection, other departments and agencies of the State of Connecticut, the Federal Government and non-profit corporations and foundations, for the purpose of conducting public health programs in prevention, health promotion and related areas, and such grants shall become appropriations that the Comptroller shall add to the appropriate accounts upon approval by the Board of Estimate and Taxation.

Social Services

38. The Department of Social Services is authorized to accept grants and enter into contracts with the Departments of Labor, Social Services, Children and Families, other departments and agencies of the State of Connecticut, the Federal Government, and
non-profit corporations and foundations, for the purpose of meeting its goals to strengthen self-sufficiency and self-reliance, promote positive development and emotional adjustment, and maintain residents’ economic and emotional well-being, and to reduce or defray existing or potential future costs to the Town for providing social services to residents; and such grants shall become appropriations that the Comptroller shall add to the appropriate account upon approval by the Board of Estimate and Taxation.

39. The First Selectman is authorized to execute and file applications with the State Commissioner of Social Services and the State Commissioner of Economic and Community Development, pursuant to Chapters 128, 129, 130 and 133 of the Connecticut General Statutes, and to act as the authorized representative of the Town of Greenwich in taking the necessary steps to implement day care programs and a program for payment in lieu of taxes.

40. The Department of Social Services is authorized, under Connecticut General Statutes Section 8-266 through 8-282 (the Uniform Relocation Assistance Act), to accept and use reimbursement from property owners for expenses related to the Department’s administration of a Relocation Assistance Advisory Plan for households displaced by Town action.

**Board of Education**

41. The Board of Education is authorized to accept grants made by the Federal Government and/or the State of Connecticut, including, under the following programs:

   (a) Title 20 of the United States Code including Improving America’s Schools Act of 1994, 20 U.S.C. §6301 et seq., Safe and Drug-Free Schools and Communities Act of 1994, 20 U.S.C. §7101 et seq., (including grants being referred by the State as Improving Basic Programs, Eisenhower Professional Development Program, Innovative Education Strategies, Safe and Drug Free Schools), Carl D. Perkins Vocational and Applied Technology Education Act Amendments of 1990, 20 U.S.C. §2301 et seq., Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §1400 et seq., (including grants referred to by the State as “IDEA Part B Section 611”, Entitlement Grant, Pre-School Entitlement Grant and Silver Grant); Vanguard School Grant (through the State Educational Resource Center/SERC); Early Intervention Services Grant (through SERC); and

   (b) Connecticut General Statutes: C.G.S. §10-20d (School to Career Opportunities), C.G.S. §10-262l (Grants for Improvement in Student Achievement), C.G.S. §21a-274a (Drug Enforcement Grant Program); and PL 103-382 Foreign Language Assistance Act of 1994.

   (c) Federal Government and/or State of Connecticut grants not listed above up to $5,000.

   (d) Each grant shall become an appropriation that the Board of Education shall add to the appropriate accounts.

42. The Board of Education is authorized to accept proceeds resulting from the
following sources:

(a) The School Lunch Program, including, but not limited to, the sale of food and any Federal and/or State aid received from the program, and the Board of Education shall add such proceeds to the School Lunch Revolving Fund;

(b) The Continuing Education Program, and such proceeds shall become appropriations that the Board of Education shall add to the appropriate accounts;

(c) The Summer School Program, and such proceeds shall become appropriations that the Board of Education shall add to the appropriate accounts;

(d) The purchase of services from the District print shop by the Greenwich PTA, Distinguished Teachers Award Committee, Inc. and other Town departments, and such proceeds to become appropriations that the Board of Education shall add to the appropriate print shop accounts;

(e) The rental of school buildings, and such proceeds become appropriations that the Comptroller shall add to the appropriate accounts for the purpose of reimbursing the approved costs related to the rental of school buildings, such costs not to exceed proceeds in any fiscal year;

(f) Proceeds from the Greenwich Education Association, and such proceeds shall become appropriations to cover all personnel costs of release time for an officer beyond that which is provided for in the collective bargaining agreement.

(g) The financial donations from the Campaign for MISA, Inc., an organization qualified under 501(c)(3) of the Internal Revenue Code, to be used for the construction of the Greenwich High School music instructional space and auditorium, and all such donations shall constitute revenue to the Town and shall be added to the Capital Projects Fund B.

(h) Financial donations [in excess of 1.2 Million Dollars] from an organization qualified under 501(c)(3) of the Internal Revenue Code and designated by the Board of Education, to enhance the Greenwich High School Performing Arts Center or music instructional space, and such donations shall become appropriations that the Comptroller shall add to the appropriate accounts. The Board of Education shall submit a semi-annual report to the Board of Estimate and Taxation summarizing these donations; any financial donations received shall be used only toward the acquisition of items and enhancements previously identified and approved by the Board of Education.

(i) Reimbursements resulting from activities associated with and in support of the provision of medical and other services reimbursable under Medicaid.

43. The Board of Education is authorized to accept grants from the Greenwich Alliance for Education, a local not-for-profit education foundation, and the Area Nine Cable Council, and such grants shall become appropriations that the Board of Education shall add to the appropriate accounts.
Libraries

44. Pursuant to the Agreement Between The Greenwich Library and the Town of Greenwich concerning the Funding for Staffing and Operations of the Peterson Wing of The Greenwich Library, the Town is authorized to accept gifts of private funds from The Greenwich Library for said purposes in an amount equal to the appropriations authorized in the Code 702 appropriation accounts, and the First Selectman is empowered to execute such amendments to the agreement as are necessary to reflect changes in positions as are approved in the Code 702 appropriation accounts.

45. Pursuant to the Agreement Between The Greenwich Library and the Town of Greenwich concerning the Operations of the Peterson Wing of The Greenwich Library, the Town is authorized to accept gifts of private funds from The Greenwich Library, to be distributed to the appropriate Code 702 appropriation accounts and used by The Greenwich Library for the purpose of paying additional expenditures related to the operations of the Peterson Wing.

Parks & Recreation

46. The Department of Parks and Recreation is authorized to accept proceeds resulting from the rental of Town facilities, and such proceeds shall become appropriations that the Comptroller shall add to the appropriate accounts for the purpose of reimbursing the approved costs related to the rental of Town facilities, such costs not to exceed proceeds in any fiscal year.

47. The Department of Parks and Recreation is authorized to accept (1) any court awarded damages and costs and settlements for the restoration of trees and other vegetation on Town property damaged by any person in violation of C.G.S. 52-560 and 52-560a and (2) any fines and penalties assessed or negotiated by the Town for the damage or restoration of trees and other vegetation on Town property damaged by any person in violation of the Charter and ordinances of the Town, and such funds shall become appropriations that the Comptroller shall add to appropriate accounts as approved by the Board of Estimate and Taxation.

48. The Department of Parks and Recreation, Tree Division, is authorized to accept (a) gifts of trees and plantings from the Greenwich Tree Conservancy, Inc., and (b) donations of planting services of landscape contractors paid for by the Greenwich Tree Conservancy, Inc. for the planting of trees and plantings to be planted on Town property under the authorization and supervision of the Tree Warden. The Department of Parks and Recreation, Tree Division, will submit a report to the Board of Estimate and Taxation annually summarizing these contributions.

49. The Department of Parks and Recreation, Tree Division, is authorized to accept from the Friends of Greenwich Point (a) gifts of plantings, and (b) donations for the purchase of Plantings to be planted at Greenwich Point. Such donations shall become appropriations that the Comptroller shall add to account A829-53800.

50. The Department of Parks and Recreation is authorized to accept donations from the Junior League of Greenwich for the Skate Park, and such donations shall become
appropriations that the Comptroller shall add to the appropriate accounts for the purpose of reimbursing the approved costs related to the maintenance of said Skate Park facilities.

51. The Department of Parks and Recreation is authorized to accept donations from or through the Junior League of Greenwich or a 501(c)(3) entity designated by the Junior League of Greenwich, for the Byram Park and Swimming Pools improvement project, and such donations shall be added by the Comptroller to the appropriate accounts.

The Nathaniel Witherell

52. The Treasurer is authorized to accept proceeds resulting from the activities of the Nathaniel Witherell Nursing Home, and such proceeds shall be added to the appropriate accounts within the Nathaniel Witherell Nursing Home Revolving Fund. For establishing funding for the appropriation accounts, the existing policies of the Town of Greenwich shall apply. Any revolving fund balance may be utilized by the General Fund upon approval by the Board of Estimate and Taxation.
NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

At the end of the 2016-17 fiscal year, except as otherwise provided by the Board of Estimate and Taxation, any uncommitted balances of the Capital Project Fund shall lapse and, with the approval of the Board of Estimate and Taxation, shall become an appropriation into the Capital and Non Recurring Fund and become available for future capital expenditures.

The Representative Town Meeting of the Town of Greenwich in accordance with C.G.S. §7-450a(b) hereby requests a qualified cost estimate from the enrolled actuary, as defined in said statute, for any ordinance or act altering the retirement system of the Town of Greenwich and receipt of same, as specified in subsection (d) of said statute, shall be accomplished through the Comptroller filing a certified copy of same with the Town Clerk as the Clerk of the Representative Town Meeting.

WHEREAS:

(a) The Board of Estimate and Taxation is responsible for the proper administration of the financial affairs of the Town; and

(b) For the purposes of salary and benefits no appropriation for one object shall be used for any other object, except that the Board of Estimate and Taxation shall have the power to transfer uncommitted balances from one appropriation for a department to another appropriation for the same department;

(c) All appropriations for salary and benefit accounts for the fiscal year 2016-17 are based on the Town's 2016-2017 Table of Organization and positions that are funded in the proposed budget recommended by the Board of Estimate and Taxation; and

(d) Any additions to the number of positions in any Department in the Town’s Table of Organization, or any substantial reorganization or reclassification that will increase the Town's pension liability or contribution to any deferred compensation savings plan, will result in fiscal/budgetary consequences;

IT IS RESOLVED that the appropriations for the salary and benefits accounts in fiscal year 2016-17 may only be used to fund the total number of positions as contained in the Table of Organization, which are the objects of the appropriations, and may not be used to fund any additions to the positions in any Department in the Table of Organization, without approval of the Board of Estimate and Taxation;

IT IS RESOLVED that any funding allocated to the salary accounts for each department over and above that necessary to implement the terms of collective bargaining agreements in effect at the time of the adoption of the FY 2017 budget may
not be expended until and unless a collective bargaining agreement is in place for which the Representative Town Meeting has approved funding pursuant to Connecticut General Statutes §7-474(b).

IT IS RESOLVED that any funding allocated to the Management and Confidential (MC) salary accounts for each department may not be expended until and unless such MC salaries are subsequently approved by the Board of Estimate and Taxation.

AND IT IS FURTHER RESOLVED that any substantial reorganization or reclassification that will increase the Town's pension liability or contribution to any deferred compensation savings plan is subject to approval by the Board of Estimate and Taxation;

Appropriations within each department and activity shall be made on the basis of the following major object accounts with no further subdivision except for equipment and improvements:

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>Personal Services</td>
</tr>
<tr>
<td>200</td>
<td>Services Other Than Personal</td>
</tr>
<tr>
<td>300</td>
<td>Supplies and Materials</td>
</tr>
<tr>
<td>400</td>
<td>Maintenance</td>
</tr>
<tr>
<td>500</td>
<td>Social Services</td>
</tr>
<tr>
<td>600</td>
<td>Insurance</td>
</tr>
<tr>
<td>700</td>
<td>Grants, Subsidies, Debt Service and Other Fixed Charges</td>
</tr>
<tr>
<td>800</td>
<td>Refunds and Non-Expense Items</td>
</tr>
<tr>
<td>900</td>
<td>Equipment and Improvements</td>
</tr>
</tbody>
</table>

The detailed object classifications supporting each one of the above appropriations within each department as shown in the detailed budget recommendation, are set forth for informative purposes only.

Expenditures for miscellaneous equipment not fully itemized shall be substantially for the object shown.

All appropriations shall be committed by and payable upon the order of the Head of the Department, Chairman or Secretary of the Board, Official, or person designated by the Board or by Statute for which or for whom the respective appropriations are made, except as may be, from time to time, determined by the Board of Estimate and Taxation.

WHEREAS, the Board of Estimate and Taxation and the Representative Town Meeting have approved specific appropriations for the various capital projects in the Town’s Capital Plan for the fiscal year ending June 30, 2017, for the purposes and in the amounts appearing under “General Fund” in said Capital Plan;

BE AND IT IS HEREBY RESOLVED:

Section 1. To meet the portion of the approved capital budget appropriations for general public improvement and school projects in the capital budget for fiscal year 2016-2017 (the “Capital Budget Projects”), $62,850,000 general obligation bonds of the Town are authorized to be issued in one or more series, maturing in annual installments of principal in compliance with the General Statutes of Connecticut, as amended from time to time (the “Connecticut General Statutes”), provided the final installment shall be due not later than the fifth year after their date. The bonds shall be in the denomination of $5,000 or a whole multiple thereof, be issued in fully registered form, be executed in the name and on behalf of the Town by the facsimile or manual signatures of the Chairman of the Board of Estimate and Taxation and the Treasurer, and countersigned by the Comptroller, have the seal of the Town affixed and attested by the Town Clerk, be certified by a bank or trust company, and be approved as to their legality by nationally recognized bond counsel. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and interest thereon.

Section 2. The aggregate principal amount of the bonds of each series to be issued, and the manner of issue and sale shall be determined by the Comptroller, provided the bonds shall be issued in amounts which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the costs of issuance of such bonds. The annual installments of principal, redemption provisions, if any, the certifying, registrar and transfer agent and paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds, including approval of the rate or rates of interest payable thereon, shall be determined by the Comptroller, in accordance with the Connecticut General Statutes.

Section 3. Said bonds shall be sold by the Comptroller, in a competitive offering or by negotiation, in his discretion. If sold in a competitive offering, the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days
in advance of the sale in a recognized publication carrying municipal bond notices and
devoted primarily to financial news and the subject of state and municipal bonds. If the
bonds are sold by negotiation, provisions of the purchase agreement shall be approved
by the Comptroller.

Section 4. The Comptroller is authorized to make temporary borrowings in
anticipation of the receipt of the proceeds of said bonds. Notes evidencing such
borrowings shall be signed by the Chairman of the Board of Estimate and Taxation and
the Treasurer, and countersigned by the Comptroller, have the seal of the Town affixed
and attested by the Town Clerk, be approved as to their legality by nationally recognized
bond counsel, and be certified by and payable at a bank or trust company designated by
the Comptroller, pursuant to Section 7-373 of the Connecticut General Statutes. They
shall be issued with maturity dates which comply with the provisions of the Connecticut
General Statutes governing the issuance of such notes, as the same may be amended
from time to time. The notes shall be general obligations of the Town and each of the
notes shall recite that every requirement of law relating to its issue has been duly
complied with, that such note is within every debt and other limit prescribed by law, and
that the full faith and credit of the Town are pledged to the payment of the principal
thereof and the interest thereon. The net interest cost on such notes, including renewals
thereof, and the expense of preparing, issuing and marketing them, to the extent paid
from the proceeds of such renewals or said bonds, shall be included as a capital cost of
the Capital Budget Projects. Upon the sale of the bonds, the proceeds thereof, to the
extent required, shall be applied forthwith to the payment of the principal of and the
interest on any temporary borrowings then outstanding or shall be deposited with a bank
or trust company in trust for such purpose.

Section 5. The Board of Education is authorized in the name and on behalf of
the Town to apply to the Connecticut Commissioner of Education for any and all State
grants-in-aid of the Project.

Section 6. The Town hereby expresses its official intent pursuant to §1.150-2 of
the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse
expenditures paid sixty days prior to and any time after the date of passage of this
resolution in the maximum amount and for Capital Budget Projects with the proceeds of
bonds, notes or other obligations ("Tax Exempt Obligations") authorized to be issued by
the Town. The Tax Exempt Obligations shall be issued to reimburse such expenditures
not later than 18 months after the later of the date of the expenditure or the substantial
completion of the Capital Budget Projects, or such later date the Regulations may
authorize. The Town hereby certifies that the intention to reimburse as expressed herein
is based upon its reasonable expectations as of this date. The Comptroller is authorized
to pay project expenses in accordance herewith pending the issuance of Tax Exempt
Obligations.

Section 7. The Comptroller is hereby authorized, on behalf of the Town, to enter
into agreements or otherwise covenant for the benefit of bondholders to provide
information on an annual or other periodic basis to the Municipal Securities Rulemaking
Board (the "MSRB") and to provide notices to the MSRB of material events as enumerated
in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as
may be necessary, appropriate or desirable to effect the sale of the bonds or other
obligations authorized by this resolution. Any agreements or representations to provide information to MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 8. The time for the issuance of bonds, notes or other obligations authorized hereunder shall not be limited but shall remain in full force and effect until all payments are made and all borrowings completed for the Capital Budget Projects financed by such bonds or other obligations.

Section 9. The Chairman of the Board of Estimate and Taxation, the Treasurer and the Comptroller are hereby authorized, on behalf of the Town, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution and to contract in the name of the Town with engineers, contractors and others in connection therewith.
RESOLUTION AUTHORIZING THE ISSUANCE OF $4,971,000 BONDS OF THE TOWN FOR VARIOUS SEWERAGE SYSTEM APPROPRIATIONS IN THE SEWER IMPROVEMENT CAPITAL PLAN FOR FISCAL YEAR 2016-2017 AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWING FOR SUCH PURPOSE

WHEREAS, the Board of Estimate and Taxation and the Representative Town Meeting have approved specific appropriations for various sewer projects in the Town’s Capital Plan for the fiscal year ending June 30, 2017, for the purposes and in the amounts appearing under “General Fund” in said Capital Plan;

BE AND IT IS HEREBY RESOLVED:

Section 1. To meet the portion of the approved capital budget appropriations for sewer improvements to be met from borrowings in fiscal year 2015-2016 (the “Sewer Projects”), $4,971,000 general obligation bonds of the Town are authorized to be issued in one or more series, maturing in annual installments of principal in compliance with the General Statutes of Connecticut, as amended from time to time (the “Connecticut General Statutes”), provided the final installment shall be due no later than twenty years after their date. The bonds shall be in the denomination of $5,000 or a whole multiple thereof, be issued in fully registered form, be executed in the name and on behalf of the Town by the facsimile or manual signatures of the Chairman of the Board of Estimate and Taxation and the Treasurer, and countersigned by the Comptroller, have the seal of the Town affixed and attested by the Town Clerk, be certified by a bank or trust company, and be approved as to their legality by nationally recognized bond counsel. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and interest thereon.

Section 2. The aggregate principal amount of the bonds of each series to be issued, and the manner of issue and sale shall be determined by the Comptroller, provided the bonds shall be issued in amounts which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the costs of issuance of such bonds. The annual installments of principal, redemption provisions, if any, the certifying, registrar and transfer agent and paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds, including approval of the rate or rates of interest payable thereon, shall be determined by the Comptroller, in accordance with the Connecticut General Statutes.

Section 3. Said bonds shall be sold by the Comptroller, in a competitive offering or by negotiation, in his discretion. If sold in a competitive offering, the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, provisions of the purchase agreement shall be approved by the Comptroller.

Section 4. The Comptroller is authorized to make temporary borrowings in anticipation of
the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the Chairman of the Board of Estimate and Taxation and the Treasurer, and countersigned by the Comptroller, have the seal of the Town affixed and attested by the Town Clerk, be approved as to their legality by nationally recognized bond counsel, and be certified by and payable at a bank or trust company designated by the Comptroller, pursuant to Section 7-373 of the Connecticut General Statutes. They shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a capital cost of the Sewer Projects. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any temporary borrowings then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The Town hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the “Regulations”), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this resolution in the maximum amount and for Sewer Projects with the proceeds of bonds, notes or other obligations (“Tax Exempt Obligations”) authorized to be issued by the Town. The Tax Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Sewer Projects, or such later date the Regulations may authorize. The Town hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Comptroller is authorized to pay project expenses in accordance herewith pending the issuance of Tax Exempt Obligations.

Section 6. The Comptroller is hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the “MSRB”) and to provide notices to the MSRB of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds or other obligations authorized by this resolution. Any agreements or representations to provide information to MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 7. The time for the issuance of bonds, notes or other obligations authorized hereunder shall not be limited but shall remain in full force and effect until all payments are made and all borrowings completed for the Sewer Projects financed by such bonds or other obligations.

Section 8. The Chairman of the Board of Estimate and Taxation, the Treasurer and the Comptroller are hereby authorized, on behalf of the Town, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution and to contract in the name of the Town with engineers, contractors and others in connection therewith.
Mr. Lash welcomed members of the Board of Education and the audience to the first day of the 2016-2017 Budget Hearings. He invited the BOE to share the rationale behind its requests so that the Budget Committee could understand what choices would make sense to the taxpayer and not have other Town concerns crowd out things they would prefer to do.

**SPEAKERS**

**BOE Budget Review Opening Comments** - Ms. Erickson, Chairman of the Board of Education offered an overview of BOE’s proposed 2016-2017 Budget for Greenwich schools citing its objective of achievement, alignment and accountability for its population of 8,900 students, 7,000 of whom used school transportation, and 1,250 staff. She credited the support of the Greenwich Alliance for Education Foundation for BOE’s ability to maintain level services including curriculum nights, summer school and the AVID program.

Dr. McKersie provided details of the Budget showing what it was doing for students and describing the academic, personal and interpersonal metrics used as measurement tools in the growth model being developed for its Strategic Dashboard. Progress in this metrics is partially enabled by the BOE’s digital learning resources.
Ms. Parisi and Dr. Flanagan spoke to how the curriculum was being aligned to State and national standards through shifts in instructional practice and professional development training. They also commented on various tactics for accountability, which included unit-based assessment of students, comparative measurement of students throughout New England administrative classroom observations and on-going best practice research.

Ms. Forde expanded on the Family and Community Engagement topic to show how it supported achieving goals. Robust and systematic engagement with parents/guardians to minimize language barriers, ethnic expectations and employment demands, implementation of Customer Service standards and adaption of the website’s redesign to mobile device usage, are some of the ways being pursued. Student emotional learning tactics based on expanding social skills and experiences to build relationships are being tested as one method to counter risky behavior and build trust and comfort to support development. Ms. Forde remarked that only 3.13% of the 7.4% of the student population needing Special Education status were sent out of the district because of the highly qualified Greenwich teaching staff.

**Digital Learning Environment (DLE)** - Mr. Dunn presented information about the Digital Learning Education program focusing on how it supports changing teacher instructional practice, personalizes learning and increases potential education outcomes through the Dashboard metric analysis capability. He offered that there were 10,463 Apple IPad and Lenovo Chrome Books in-place throughout the school system and described how his capital plan anticipated replacing or repurposing these devices at a cost of $1.5 to $1.4 million for FY17 and FY18 respectively, with a reduction in cost by FY19 to $1.4 million. Mr. Dunn projected that on-demand content and mastery self-assessment were moving technology education forward rapidly. He assured the Committee that Phase I and Phase II implementation were on time and within budget. Mr. Dunn was asked to provide additional information on the lease arrangements for the devices.

**Human Resources** – Mr. Stacy spoke further about level staffing despite the increase of enrollment projected for Fall 2016, which might require future adjustment based on class size. He noted that the previous year’s reduction of the Arts Coordinator position had proven that oversight of art, music and theater programs was needed. Ms. Kiernan asked who was responsible for risk management in the schools, to which Mr. Hricay and Ms. Erickson responded that the Director of Facilities worked with the Town’s HR Safety Consultant to manage the responsibility and Mr. Stacy spoke about risk management practices with respect to staff.

The Committee asked that further information be provided on: 1) a Chart of FTEs that would reconcile with the provided BOE headcount; 2) an exploration of possible savings from retirements, conversion of positions or increased productivity; 3) the impact of New Lebanon building on the Int’l Baccalaureate program; 4) whether there was a staffing and operating plan included in New Lebanon “ed specs”; 5) if the 50-seat capacity of the magnet school was planned to meet referrals from eleven schools; 6) whether the enrollment and demographic study was projected out for ten years; 7) staffing model for the new New Lebanon School when completed.

**New Lebanon Elementary School** - Mr. Lash asked the New Lebanon building committee architect, Richard Szczpek, to help the Committee review their options for accommodating the school’s students during the construction phase of the new building. He requested that a single-page comparison of the costs and timeline of modular construction vs busing or remaining in the old school building during construction, be prepared for further discussion before February 29th’s Decision Day meeting to integrate the Budget Committee’s evaluation of the impact to the
budget of the inclusion of the Williams Street field, the potential loss of IB school certification and the optimal intangible factor of keeping the whole school body together during the construction phase.

**BOE Capital improvement Plan FY17** - Mr. Hricay presented several of the BOE’s Capital item requests: a feasibility study of a new Cardinal Stadium at Greenwich High School; and replacement of the Greenwich High School, Field One turf carpet.

Mr. Hricay and Mr. Matten provided the Committee with information about the request for a Master Plan for the 15 schools that would take into account their robust current use vs. changing needs. A Facilities Assessment of all the buildings’ systems, space utilization and demographics plus planning for limited-mobility student access issues would make future decision-making more efficient. It would provide a per-building estimate of the scope of the work needed to plan capital spending. Dr. McKersie emphasized that a comprehensive look at the “ed specs” for each school building would support prioritization of projects.

The Committee also asked for a detailed update on the State reimbursements for the Hamilton Avenue School, Glenville School, and MISA building projects, as well as information on the timing of expected approval for state funding and the range of reimbursement, for the New Lebanon School.

**Capital Open Appropriations** - A review of Encumbered Projects was made to identify open balances which might be closed-out. The Committee discussed the return of the balance of Hamilton Avenue building fund’s settlement from the Risk Fund or an explanation of projects to which it would be dedicated.

Mr. Lash moved the additional outstanding items and discussion of the Food Service to a later meeting date.

**LABOR Negotiation Update**

Mr. Cava began his presentation at 3:10 P.M.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, The Committee entered Executive Session at 3:22 P.M.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee exited Executive Session at 4:11 P.M.

There being no further business before the Committee, the meeting was adjourned at 4:12 P.M.

Respectfully submitted,

_______________________________
Catherine Sidor, Recording Secretary

_______________________________
James A. Lash, Chairman
Present:

Committee: James A. Lash, Chairman; Mary Lee A. Kiernan, Jeffrey S. Ramer, Leslie L. Tarkington

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Ben Branyan, Town Administrator; Melissa Jones, Senior Business Analyst; Peter Siecienski, Fire Chief; Robert Kick, Assistant Fire Chief; Larry Roberts, Deputy Chief; Mathew Brooks, Firefighter, Rep. IAFF 1042; James Heavey, Police Chief; Joseph Siciliano, Director, Parks & Recreation; Tom Greco, Assistant Director Parks & Recreation; Susan Snyder, Superintendent of Recreation; J. Wayne Fox, Town Attorney; Aamina Ahmad, Ass’t Town Attorney; Valerie Keeney, Assistant Town Attorney; Al Monelli, Superintendent Building Construction & Maintenance; Dr. Alan Barry, Commissioner, Social Services; Mary Pepe, Director Human Resources

Board: John Blankley, William Drake, Beth Krumeich, Michael Mason, Leslie Moriarty, Art Norton, Jill Oberlander, Nancy Weissler

Selectmen: Peter Tesei, First Selectman; Drew Marzullo, Selectman; John Toner, Selectman

Others: Steve Warzoha, RTM Member; Lucia Jansen, RTM Member and BOC; William Galvin, RTM Member; Rebecca Steinfeld, RTM Member; Susan Fox, Riverside Resident; Ken Borsuk, Greenwich Time Reporter

Mr. Lash called the meeting to order at 9:06 A.M. He welcomed the audience and suggested that presenters opening remarks include an overview of accomplishments as well as a look forward into the goals and objectives for their department’s upcoming fiscal year.

**SPEAKERS**

First Selectman Tesei introduced the conversation about Greenwich Fire Service requesting the Budget Committee add four (4) FT firefighters to staff. He referred to discussions with IAFF 1042 on their concern about a greater degree of protection for their members and life and property of Greenwich residents.

**Fire Department**

The Fire Department budget was presented by Chief Siecienski, Assistant Fire Chief Robert Kick and Deputy Training Chief Larry Roberts. Chief Siecienski provided an overview of current
year accomplishments and reported that no fatalities occurred during the year’s work. He added that Greenwich is the most alarm monitored community in the country. He noted that in the Town review by ISO, there had been a 15% improvement in the department’s scores which should lead to a reduction in residential fire insurance premiums; he announced a new Goal of joining the 2% of fire departments nationally that were ranked Class 2. To accomplish that Goal, additional staffing and an additional fire station location are needed. Bob Kick commented that ISO is strictly a property preservation, not life safety rating.

**Capital Budget** - Assistant Chief Kick highlighted the value of additional staffing. A handout was distributed showing a model for hiring 16 additional firefighters over the next four years. The Committee compared the new model to the one offered in the previous year, questioned cost–efficiencies in overtime expenditure and supportive fire-site assistance available from the fire department volunteers. Mr. Lash requested an analysis of personnel at fire sites of structure fires.

Northwest Fire House – The Committee asked Chief Siecienski to have a 5-mile radius map of the proposed location of the new firehouse that would include properties and population to be served; an additional map of the area within five miles of the Round Hill fire station and a copy of the ISO report should also be sent to the Budget Committee; Chief Siecienski was asked to return to interpret the maps at the February 17th Public Safety Buildings Day meeting. Mr. Lash also suggested that new BET members see the fire videos presented in the previous year.

**Parks & Recreation Department**

Mr. Siciliano provided an overview of how level service would only increase his departmental budget by 1.7% for the coming year, whereas adding the new fiscal year’s three initiatives, (new departmental line item of Risk contribution; summer police coverage for enforcement at beaches; the impact of the HR study required equity adjustments to GMEA salaries) would mean an overall 2.7% increase to the annual departmental budget that appears in the current budget. He characterized the $10,888,513 operating budget as reflecting conservative demand with a moderate increase of revenue projections associated with beach, marine and harbor facilities that generated $2,818,696 in FY15 and were expected to be $2,661,960 budgeted for FY16. A 3.3% increase for temporary staffing expenses was attributed to competitive pay needed to offset features offered at private local country clubs.

**Operations Budget** - The Committee asked for a time-of-day vehicle traffic study to be done at the entrance to Greenwich Point. The Committee asked to see that the Williams Street field adjacent to the New Lebanon School’s be prioritized in the Parks & Recreation Operational Plan. They asked how the school landscape plan was being implemented.

Byram Park & Pool – The Committee asked about the progress and changes taking place and whether conditions for release of funds in March/April were being met. Revenue potential sources were reviewed and it was learned that no concessionaire had yet committed to the new facility. It was urged that the ball field, tennis courts and lighting be refreshed to make them consistent with other upgrades taking place throughout the park. Mr. Siciliano was asked to return with additional information about the admission policy being developed for the Byram Pool and corresponding information on possible changes to staffing requirements. It was noted that meetings to discuss Byram Park and Pool access policy would need to take place with the Law Department and the Office of the First Selectman and an operational plan be developed for delivery for the next Release of Conditions discussion in March or April Budget Committee
meeting. Mr. Siciliano updated the Committee on the progress of preparation of the Junior League fundraising effort for their contribution to building the Park’s pool.

**Capital Budget** - The Committee asked for a cost/benefit analysis of the removal of current carpet, installation and maintenance of new turf at Cardinal Stadium as well as possible installation of turf at the middle school fields. The Committee asked the schedule for replanting of trees at Greenwich High School, and moving the expense of the Tree Risk Assessment program into the Operations Budget rather than the Capital Budget. A fuller explanation for the installation of air conditioning equipment at the Dorothy Hamill Skating Rink was requested; use or return to the General Fund of the balance of the Risk funds from the Hamilton Avenue field and garage; and justification for heating equipment for the Platform tennis court was also discussed.

**Law Department**

**Operations Budget** - Mr. Fox describe the Law Department staffing as five full-time and 2 part-time employees, each with heavy caseloads. He commented that typically on an annual basis 343 claims, 135-150 contracts and a multitude of opinions, advice and counseling were provided to the Office of the First Selectman, the BET and various departments. A 1.9% increase was proposed for the Law Department’s operating budget. Fees for outside counsel expertise, opinions, defense in cases with multiple claimants or lawsuits by attorneys was planned to be $915,000 in the coming year. Mr. Fox said that he had considered hiring an additional full-time attorney but felt the variety of expertise was necessary to obtain the outcomes. The Law Department recommended the Budget Committee approve an increased allocation to the Risk Management Fund of a total of $1,000,000 given the pending litigation and possible settlement costs.

**Department of Social Services**

Dr. Barry presented an overview of his department and characterized it as a case-work agency with a network of community partnerships as referral and contract resources. Dr. Barry thought the future direction of the department would be to focus attention on the Town’s youth population, particularly the 0-3 year old population, and support clients’ medical, dental and mental health issues.

**Operations Budget** - The agency interviewed and assessed clients, possibly providing emergency funds, and thereafter worked as case managers in conjunction with agencies to which clients were referred. Its objective was to provide short term solutions for basic human needs to get through crises but its long-term client solutions are helping clients to develop goal and plan timeframes for their accomplishment by being actively involved in directing clients to education, training and employment. The agency’s budget is $3.2 million and has a full time staff of 20, which has decreased over the past several years.

Dr. Barry suggested that the Town be more supportively engaged with youth at risk through the First Selectman’s Youth Commission, and its programs and supporting its Youth Services Coordinator, Jenny ByxBee. He recommended consideration of the new arrangement for the Youth Services Coordinator and associated programs, formerly housed at the United Way. Under this arrangement, the Youth Services Coordinator salary was split among the State, the Town and the United Way, with benefits and overhead paid by the United Way. Program dollars in the amount of $10,000 was added to the FY 16 budget by the BET last year. The Committee requested a one-page summary for the Youth Services Coordinator transitional year of how it
plans to serve the community, the budget it would require and how it would measure its outcomes to help define the Town’s role.

The Committee added an interview with TAG to discuss its budgets for its February 17, 2016 Departmental Review Day #4.

The meeting adjourned at 3:55 P.M.

Respectfully submitted,

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Catherine Sidor, Recording Secretary

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James A. Lash, Chairman

SUBJECT TO APPROVAL
TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE

DEPARTMENTAL REVIEW DAY THREE FOR FY16-17 BUDGET
FIXED CHARGES & REVENUES

Town Hall Meeting Room – 9:00 A.M.
Monday, February 8, 2016

Present:

Committee: James A. Lash, Chairman; Mary Lee A. Kiernan, Jeffrey S. Ramer, Leslie L. Tarkington

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Ben Branyan, Town Administrator; Melissa Jones, Senior Business Analyst; Angela Gencarelli, Finance Department; Lauren Elliot, Tax Assessor

Board: John Blankley, William Drake, Beth Krumeich, Michael Mason, Leslie Moriarty, Art Norton, Jill Oberlander, Nancy Weissler

Selectmen: John Toner, Selectman

Others: Steve Warzoha, RTM Member; Lucia Jansen, RTM Member and BOC; William Galvin, RTM Member, Rebecca Steinfeld, Ken Borsuk, Greenwich Time Reporter

Mr. Lash called the meeting to order at 9:05 A.M.

SPEAKERS

FINANCE DEPARTMENT: Fixed Charges and Revenue Presentations

Mr. Mynarski provided an overview of the Fixed Charges budget ($162,175,581) with the projected increases for Healthcare Costs, Debt Service, and contribution to Nathaniel Witherell and the Risk Fund totaling an additional $16,421,000. He noted that the Capital Tax Levy is projected to increase by $3 million. He observed the potential impact of lowering the rate of return assumption from 7% and inflation rate from 3% on Retirement Fund and OPEB ARC funding would cause a shortfall in the First Selectman’s planned Budget. Mr. Mynarski also commented on opportunities for lowering budgeted costs such as FICA, which is conservatively budgeted. He noted that the Town’s insurance broker, Frankel, would be in later in the week to discuss the Town’s insurance policies coverage and costs.

Mr. Mynarski noted that Risk Management Department had negotiated favorable insurance premiums that were supported by efforts by the Safety Analyst, the First Selectman’s Safety Council and the initiative to charge each department’s budget to incentivize proactive accident prevention. Ms. Tarkington suggested that there might be revenue opportunities from charging sewer tax on leased Town properties (as documented in their leases) and additionally noted that Greenwich’s 501c3 non-public schools busing costs in fixed charges exceed public school...
busing costs and perhaps Greenwich might emulate other towns by requesting the schools to make contributions in lieu of taxes. The question of Sewer Maintenance becoming a bonding item for major infrastructure projects rather than pay-as-you-go was considered.

Ms. Elliot spoke about ReVal revenue expectations of the late February finalized Grand List changes, and that the ReVal increase must be ignored for purposes of planning the mill rate increase. Also, she reminded the Committee that there had been 1,065 informal taxpayer hearings that could cause the Board of Assessment Appeals to reduce revenues during their hearings. She commented that a revenue contribution might be sought from outstanding real estate, property and business tax receivables which were classified currently as uncollectables. Mr. Mynarski added that revenue from both Operating and Capital encumbered funds not yet closed out would also contribute to unbudgeted income.

Mr. Lash and Mr. Mynarski agreed that intentional under-budgeting that could be over taxing residents or over-budgeting with the intention of growing the Fund Balance would be scrutinized by credit rating agencies.

**CAPITAL Project Appropriation Statement**

The Committee examined each department’s requests in detail. Mr. Gieger was asked to follow up with Mr. Branyan on the Trunked Radio System project and what Parks & Recreation open project budgets might be closed out immediately rather than later in FY16. Questions about DPW projects would be discussed with Ms. Seibert and Mr. Monelli on Wednesday, February 17th. The sequence of planning the costs of Cardinal Stadium, re-turfing the other artificial turf fields, and BOE interim modular units to house New Lebanon students during construction needed further explanation.

In reviewing the Town’s 15 Year Capital Plan, it was questioned whether the Capital Plan was being distorted by using the full appropriation for projects instead of actual bonded amounts. The Committee also analyzed any disadvantages of funding piecemeal contracts on major projects in the future. Discussion as to whether some expenses should be re-categorized as operation costs or capital costs was postponed to a future Hearing Day agenda.

The meeting adjourned at 4:51 P.M.

Respectfully submitted,

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Catherine Sidor, Recording Secretary

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James A. Lash, Chairman
TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES – Cone Room
Tuesday, February 9, 2016

Committee Present: Jim Lash, Chairman; Mary Lee A. Kiernan, Jeffrey S. Ramer, Leslie L. Tarkington

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Peter Siecienski, Fire Chief; Denise Savagnau, Director, Conservation Commission; Frank Mazza, Chairman, Harbor Management Commission

Board: Michael Mason, BET Chairman; John Blankley, William Drake, Beth Krumeich, Leslie Moriarty, Arthur Norton, Jill Oberlander, Nancy Weissler

Other: Jim Hricay, BOE Managing Director of Operations; John Hopkins, BOE Director Food Services; Alan Brown, Director, Nathaniel Witherell; Chris Alexander, Director Financial Operations; George Sorenson, RTM BOC

The meeting was called to order at 5:03 P.M.

Mr. Lash welcomed attendees.

Request for Budget Adjustments

<table>
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<tr>
<th>NW-2</th>
<th>Nathaniel Witherell</th>
<th>Release of Conditions</th>
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</thead>
<tbody>
<tr>
<td>$600,000</td>
<td>H999 57128</td>
<td>Benefits</td>
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Mr. Alexander requested the release of the quarterly allotment of the total conditional amount within the fiscal 2016 budget. He cited remedial steps being implemented to meet the newly estimated shortfall of over $2 million rather than the originally anticipated $1.2 million due to: 1) over budgeting of private-pay patient revenues; 2) reduced demand for long term facilities due to competitive product pricing available at assisted living facilities; and, 3) TNW policy of not charging a cancellation fee. Mr. Brown commented that TNW Board is now considering raising daily rates; weighing the installation of a cancelation fee; and, proactively recruiting long-term and rehab patients by upgrading the PT Admissions representative to full-time.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0 to approve the application and forward it to the Board of Estimate & Taxation as a Non-Routine Application.

<table>
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<tr>
<th>ED-5</th>
<th>BOE</th>
<th>Release of Conditions</th>
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<tbody>
<tr>
<td>$977,155</td>
<td>S670 51300</td>
<td>Temporary Salaries</td>
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Mr. Hopkins requested the release of funds based on the BOE development and implementation of a plan to generate new revenue from its food services. He noted a full spectrum of steps ranging from new menus to increased catering that had boosted sales by 15%. Mr. Lash requested a single-sheet year-over-year analysis to study revenue yield.
Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0 to approve the application and forward it to the Board of Estimate & Taxation as a Non-Routine Application.

SE-2  Office of the First Selectman  Additional Appropriation
$ 60,250  F834 & various codes  Temporary Salaries & Misc. Services

Mr. Mazza requested the appropriation to complete the aligning of the HMC budget to the Town's current budget process.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0 to approve the application and forward it to the Board of Estimate & Taxation as a Non-Routine Application.

CC-1  Conservation Commission  Approval to Use
$20,000  F172 53100  Compost/Recycling Project

Ms. Savagneau requested access to grant money received from the CT DEEP for Municipal Waste Reduction Initiative of composting/recycling project within the school system.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0 to approve the application and forward it to the Board of Estimate & Taxation as a Routine Application

**Old Business**

None

**New Business**

- **Report on Status of Economic Conditions** - Mr. Gieger reported that revenues were trending strong.

**Acceptance of BET Budget Committee Minutes January 12, 2016**

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0 to accept the Regular BET Budget Committee Meeting Minutes of January 12, 2016 amended.

**Adjournment**

The Committee agreed unanimously to adjourn at 6:43 P.M.

Next regular meeting will be March 15, 2016 at 5:00 P.M. in the Cone Room.

Respectfully submitted,

Catherine Sidor, Recording Secretary
SUBJECT TO APPROVAL
TOWN OF GREENWICH  
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE  
DEPARTMENTAL REVIEW DAY FOUR FOR FY16-17 BUDGET  

Town Hall Meeting Room  
Wednesday, February 10, 2016 – 9:00 A.M.  

Present:  

Committee:  
James A. Lash, Chairman; Mary Lee A. Kiernan, Jeffrey S. Ramer, Leslie L. Tarkington  

Staff:  
Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Ben Branyan, Town Administrator; Melissa Jones, Senior Business Analyst; Angela Gencarelli, Financial Analyst; Tod Laudonia, Tax Collector; James Heavey, Police Chief; Greg Hannigan, Director of Police Business Services; Robert Kick, Ass’t Fire Chief; Jay Domeseck, Director Fleet Department; Al Monelli, Superintendent, Buildings & Construction; Joseph Siciliano, Director, Parks & Recreation  

Board:  
John Blankley, William Drake, Beth Krumeich, Michael Mason, Leslie Moriarty, Art Norton, Jill Oberlander, Nancy Weissler  

Selectmen:  
John Toner, Selectman  

Others:  
Greg Stump, Boomershine Consulting Group; John Chadwick, Chairman, Retirement Board; Alan Brown, Director Nathaniel Witherell; Chris Alexander, Nathaniel Witherell Director of Financial Operations; Laurence Simon, Chair, Friends of Nathaniel Witherell; Lloyd Bankson, Member, Friends of Nathaniel Witherell  

RTM Members:  
Steve Warzoha, RTM Member; Lucia Jansen, RTM Member and BOC; John Dolan, RTM Member; Rebecca Steinfeld, RTM Member; Valerie Stauffer, RTM Member; William Galvin, RTM Member; George Sorenson, RTM Member; Roz Castro, RTM Member; Ken Borsuk, Greenwich Time Reporter  

Mr. Lash called the meeting to order at 9:02 A.M.  

SPEAKERS  

Retirement System/Pension Plan - Mr. Chadwick requested that the Committee reduce the expected rate of return on the Retirement System Pension portfolio from 7% to 6.75% because producing the higher rate of return in the current economic environment with the required 25% of the portfolio in Fixed Income did not appear to be possible. He commented that choices seemed to be boosting risk in the Equity portion of the portfolio or building up cash reserve for later investing.
Actuarial Report - Mr. Stump presented an Experience Study of the Town’s employee population integrating inflation, pension costs, healthcare benefits, COLA, salary increase and career assumptions. Simulations of the Retirement Systems pension fund were modeled based on a 7% rate of return with a 2.5% inflation rate, as well as a 6.75% return rate with 2.25% inflation. The Committee asked the actuary if both combinations of assumptions were reasonable. Mr. Stump replied that both combinations of assumptions were reasonable and resulted in the same real rate of return.

Mr. Stump explained that the Actuarial Valuation for TOG’s Retirement System was based on a model of contributions and return assumptions in order to define TOG’s ARC (Annual Required Contribution). Charts demonstrating the difference of using 6.75% and 7.00% rates of return to determine the amount of the Town’s FY17 contribution to TOG’s Pension and the amount of the unfunded liability were presented. Mr. Stump projected an outlook of a loss of approximately $35 million in the Pension fund assets if the fiscal year ends with 0% rate of return.

Mr. Stump also explained the use of a new mortality table reflecting longer life expectancies. He said four years of data were used, rather than the more typical five, because in the consolidation of the two actuary companies, one year of data was lost. Mr. Stump explained why wages were increased by an additional 0.25% over the inflation rate, which reflected Greenwich’s higher cost of living. The Committee suggested that this was unnecessary as his calculations were based on actual Greenwich employee compensation rates which reflected this effect. He shared that one quarter of the pension fund active plan members are police and fire.

Mr. Lash requested that the actuarial group deliver more scenarios so that the impact of additional variables in the mortality table, inflation rate, career salary, COLA and healthcare cost scenarios could be reviewed again before the end of February.

OPEB Fund - Mr. Lash asked Mr. Stump to project how future Workmen’s Compensation, inflation and healthcare costs would become a bigger liability and therefore impact the contribution TOG should be making annually.

Tax Collector - Mr. Mynarski asked Mr. Laudonia the percentage of “uncollectable taxes” in each of the three categories (real estate, personal property and business taxes) and what percentage would eventually be written off or if anticipated receivables should be reduced. Referring to comments in the Auditor’s Letter regarding the QDS system implemented in the Tax Collector’s office, the Committee asked what steps had been taken to resolve the issues. Staffing and departmental operations were also discussed.

Nathaniel Witherell - Mr. Brown introduced TNW FY2017 Budget saying it reflected decreased expense levels, reduced the need to draw from the Town’s General Fund with the removal of in-kind charges, decreased capital expenses and reset revenue expectations based on revised census projections and five additional rehab beds.

Revenues - Mr. Alexander commented that FY2016 projected revenues were too high because of the occupancy assumptions, payer mix and delay completing capital project construction. Mr. Lash requested a single-page analysis that segregated philanthropy and State tax credits as debt reduction offsets so that the cost of operations could be reviewed again.

Operations - Mr. Brown described the need for additional part time staffing to deliver patient care in the additional short term rehab area. The cost of TNW fringe benefits was discussed and Mr. Brown requested that pension contribution be charged at normal cost rather than including
amortization costs; the question is being referred to the Budget and Audit Committees and would be discussed further on BET Budget Committee Decision Day, February 29, 2016. Mr. Lash requested that Mr. Alexander and Mr. Gieger provide formula scenarios of healthcare and pension costs. Ms. Weissler suggested that a lease/sale analysis be prepared with residual costs related to the Town for further discussion.

Capital Request - Mr. Alexander requested a capital investment in new Nursing Equipment that would support and maintain patients in the new short term rehab rooms. A new bus was requested to replace an aging bus in the TNW inventory.

Fleet Department - Mr. Branyan presented an overview of the request for capital investment in town vehicles that would level demand to facilitate planning in the 15 Year Budget. The cost of inspection, service and replacement to provided safe operating vehicles resulted in this request by the Fleet Department; the Police and Fire Departments representatives concurred with estimate of the need for newer, safer vehicles. Mr. Domeseck commented that he appreciated Mr. Branyan’s assistance identifying and returning close-out funds from previous projects.

Capital Requests - Each department's requests for vehicles was presented separately based on respective vehicle life-expectancy measurements standards. Mr. Lash requested a single-page analysis of vehicle repair bills/trade-in value and cost of replacement for the Committee’s further consideration. The Police and Fire Departments were asked it any of the requested items could be deferred or were serviceable for limited use; Chief Heavey and Ass’t Chief Kick provided detailed explanation of equipment deployment and their respective department’s replacement formulas.

Mr. Lash asked Mr. Gieger to obtain and forward the additional information requested from specific departments during their Department Review and schedule return interviews prior to Consolidation and Decision Days.

The meeting adjourned at 4:52 P.M.

Respectfully submitted,

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Catherine Sidor, Recording Secretary

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James A. Lash, Chairman
Present:

Committee:  James A. Lash, Chairman; Mary Lee A. Kiernan, Jeffrey S. Ramer, Leslie L. Tarkington

Staff:  Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Ben Branyan, Town Administrator; Melissa Jones, Senior Business Analyst; Angela Gencarelli, Financial Analyst; James Heavey, Police Chief; Peter Siecienski, Fire Chief; Robert Kick, Assistant Fire Chief; Amy Seibert, Commissioner DPW; James Michel, Deputy Commissioner, DPW; Richard Feminella, Waste Water Division Manager; Al Monelli, Superintendent, Construction & Buildings; Joseph Siciliano, Director, Parks & Recreation; Tom Klein, Director IT; Francis St. Jean, IT Technical Support Manager; Allison Graham, Employee Benefits Manager Retirement

Board:  Michael Mason, Chairman; John Blankley, William Drake, Beth Krumieich, Leslie Moriarty, Art Norton, Jill Oberlander, Nancy Weissler

Selectmen:  Peter Tesei, First Selectman; John Toner, Selectman

Others:  Laurence Simon, Chair, Friends of Nathaniel Witherell; Charlee Tufts, GEMS Director; John Strong, GEMS Fiscal Officer; James Boutelle, Executive Director, TAG; Kirk Schubert, President Old Greenwich-Riverside Community Center

RTM Members:  Steve Warzoha, RTM Member; Lucia Jansen, RTM Member and BOC; Rebecca Steinfeld, RTM Member; Erf Porter, RTM Member; Roz Castro, RTM Member; Ken Borsuk, Greenwich Time Reporter

Mr. Lash called the meeting to order at 9:04 A.M.

SPEAKERS

Greenwich Emergency Medical Service

Ms. Tufts provided an overview of GEMS services and described how it interacts with Police and Fire Departments and Greenwich Hospital. She also emphasized that the community outreach program provided by GEMS included safety lectures and demonstrations at more than 230 school, social group and events annually.
Operations - Ms. Tufts requested a budget increase of 2.2% for the department’s FY17. She commented that while expenses were consistent, there had been an increase in service demand. She noted that GEMS had recently changed health care benefit vendors as well as experienced a .6% increase in retirement costs. Additionally, a part-time fundraiser had been hired and fundraising software had been purchased to accelerate donation solicitations for a future fully-equipped ambulance estimated to cost $365,000. It was noted that GEMS currently owns 7 ambulances located at 4 stations around Greenwich. Each ambulance drives approximately 20,000 to 30,000 miles per year and idles additional time (equivalent to 23 miles per hour).

Revenue - EMT Training is growing as a source of revenue. Filing for a State rate increase takes place annually

Capital - GEMS made a request for a new headquarters station-facility as well as an opportunity to relocate its administrative and training facility within the next 24 months, hopefully to a town facility, to reduce overhead cost. Mr. Lash noted the original plan to co-locate GEMS in the Public Safety complex and asked that they look at that option before returning to the BET during the next budget cycle. GEMS requires a permanent location in northwest Greenwich, also.

Department of Public Works

Public Safety Space - Mr. Monelli reported that the new Central Fire House was 70% complete with a Fall occupancy anticipated. When the Central Fire apparatus returns to the main facility, the temporary Horseneck facility will become the temporary home to the Byram fire apparatus while the Byram Fire Station is refurbished. Features of the 1327 King Street site adjacent to the Town’s public golf course were reviewed to evaluate the location for a combined GEMS and fire station for Northwest Greenwich. Costs of location, the potential need for its reconfiguration, septic system and east/west traffic accessibility were discussed. Mr. Lash asked for a simplified cost analysis and building schedule comparison of a stand-alone fire station at 1327 King Street and at an alternative location combining GEMS and Fire, as well as the all-in costs of utilizing the Round Hill site.

The Budget Committee asked for additional information to consider the NW Fire Station question. It requested the manpower and equipment plan for the Central Fire House, the Horseneck facility during the Byram rehabilitation and Sound Beach facility upgrades; additionally it requested a review of how GEMS could be relocated into the Public Safety Complex.

Chief Siecienski and Ass‘t Fire Chief Kick were asked for additional operational statistics concerning the deployment and contribution of volunteers considering the number of calls which turned out to be false alarms. The Committee discussed travel time to fire sites and the arrival of the second engine to evaluate if 24/7 coverage could be planned differently when new staffing was implemented and whether there would be a need to continue to dispatch dual response.

Operations - Ms. Seibert and Mr. Monelli were asked what had changed in the department, as there had been a 1.4% increase in operating expenses while presenting no offset for the additional custodian requested. This Department is budgeted within the Parking Fund, which by FY17 year end will deplete its fund balance.
Capital - The Committee asked, if additional funds were allocated, whether DPW could execute the new projects given the number of current projects with balances that had not been closed out. Ms. Seibert enumerated the number of large projects that had been completed in FY16 and attributed land use permitting, contract approvals and change orders to impeded progress. Ms. Kiernan noted the challenge of working with partners such as the ACOE or state regulatory agencies on many of these projects. Individual projects such as the Storm Water Master Plan for Byram, the on-going traffic signal program and fiber optic cable updating were underway. The increase of 25% in FY17 for vehicles was discussed; investment in the risk management aspect of consistent public and private school speed zone signage was considered; and, the question of lower oil price savings possibly offsetting additional paving was discussed.

The allocation of funds for a survey and feasibility study preceding the Greenwich Avenue Streetscape project was considered important even if the total $10 million project was not undertaken immediately. The Department summarized their top ten Drainage Master Plan projects. Justification for the Steamboat Road Pier and the Strickland Brook Culvert Bridge were considered. The Committee asked for additional information about remediation of GHS soil, the Cardinal Stadium Field turf and BOE Parking Lot renewal. Ms. Seibert provided an in depth explanation of the facets of the Holly Hill project; Mr. Porter, an RTM member, encouraged the Committee to act favorably on an allocation for this project. Mr. Shubert spoke in favor of the Committee ensuring that a broad representation of users of the Eastern Greenwich Civic Center be included in the planning phase of the proposed new building.

Sewer Maintenance - Mr. Feminella acknowledged that there was a 20% increase in funds requested for Sewer Maintenance and went over the open projects with the Committee. Members of the Committee expressed reservations about taxing residents before sewer projects were begun and suggested that further discussion was needed to evaluate whether some projects shouldn’t be funded by all residents through the Sewer Improvement Fund, rather than just property owners in the sewer district.

Information Technology – Mr. Klein indicated that his department was still seeking to fill the Tech Solutions position authorized in the previous fiscal year. He noted that with the departure of the Purchasing Director, the IT department had inherited the installation of the Town’s new telephone system. Mr. Klein’s priorities include increasing efficiencies throughout the Town’s communication systems including email and networking.

Operations - Supporting the Town’s Emergency Function, the IT Department was pursuing a cellular data service installation to broaden emergency capabilities. Mr. Klein anticipated reducing consumer lines for permitting in the Building Department, Health, P&Z, and Wetlands offices through customization of the Citi View software program to include the Building Department. Currently CitiView is being used in the Land Use and Health Departments.

Capital - Mr. Klein suggested that cyber security was becoming increasingly important but the Committee indicated their preference for focusing on Access Greenwich, the Town 311 System, and accelerating online permitting of P&Z and DPW processes.

The meeting adjourned at 4:50 P.M.
Respectfully submitted,

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Catherine Sidor, Recording Secretary

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James A. Lash, Chairman

SUBJECT TO APPROVAL
Mr. Lash called the meeting to order at 9:04 A.M.

**SPEAKERS**

**Ovations Healthcare Benefits**

Mr. Theriault summarized information received from healthcare benefit vendors in response to an RFP for the contract that began as of January 1, 2016. He agreed that healthcare costs were rising above the regional norm, but compared the current options to the Town’s experience when it was self-insured. He attributed Cigna’s proposed rate increase of 14.4% until 12-31-17 to their reaction to the risk they would be assuming, the actual Fairfield County healthcare cost environment, the trend of increasing claimants and incidents of cancer, heart disease and diabetes. Members of the Committee asked for a detailed explanation of Greenwich’s current “minimum premium” program and its annual deficit feature. Mr. Lash asked Mr. Theriault to provide more specific statistics to better understand if plan design was causing Greenwich employees increased utilization. Ms. Kiernan asked if the State Partnership Plan was still
perceived to be a saving’s opportunity, to which Mr. Theriault responded that the State was attempting to adjust its enrollment criteria to minimize risk. Mr. Theriault said that the state OPM is concerned about the risks of the high cost municipality groups from Fairfield County trying to get into the State health plan.

**Eastern Greenwich Civic Center**

Mr. Porter and Mr. Schubert asked the Budget Committee to encourage the Parks & Recreation Board’s Committee to expand the number of participants who would be involved in the pre-design planning phase of the Civic Center’s new building based on their experience with its current usage.

**The Nathaniel Witherell**

**Operations** - Mr. Simon provided the Committee with a detailed explanation of how the Nathaniel Witherell Board was calculating Fringe Benefits for full-time employees while continuing its policy of contributing only a portion Social Security and Worker’s Compensation for part-time employees. A discussion ensued on the accuracy of reducing the value ascribed to TNW’s budget of the services contributed by the Town’s HR, Legal, Purchasing and Finance Departments. The Committee asked Mr. Simon and Mr. Giger to recalculate Witherell’s “in kind” service cost to make it more reflective of what is actually contributed by the Town on a variable cost basis.

Mr. Lash posed the question of the value of TNW to the Greenwich taxpayer. He asked that a recalculation be prepared that showed reduction, through private donations and tax credits, of the original principal portion of the debt associated with Project Renew. He noted that transparency was needed. He stressed that the Committee needed to see an operating plan with more accurate annual subsidies before Consolidation Day (February 26th). Ms. Kiernan asked whether there was a plan for addressing the projected deficit in the TNW Fund for FY 17.

Discussion returned to the request to add 8.4 PTEs to the staffing headcount and Mr. Simon explained the alternative would be expensive overtime and inability to comply fully with guidelines for shifts and hours of regular part-timers and returning retired employees.

**Parking Services**

**Operations** - and Capital- Ms. Azrelyant spoke about the Department’s efforts to automate and benefit from the cost savings and efficiency. As an example, the Department proposed allowing payment online for parking permits, and the license plate reader had eliminated several processing steps and the cost of mail. The installation of central meter dispensers where, credit cards are used to pay, and the ability to use phone apps to pay at meters were changing customer practices.

Ms. Azrelyant offered that departmental expenses were proposed to increase by 5.4%, of which only 2.6% were operating expenses, with the balance consisting of capital expenses for the installation of central parking meters. Other measures such as reorganization of BOE parking at the Havemeyer building to consolidate it in the south lot and the staff reduction of one PT employee due to automation, were mentioned.

The Committee asked about the Department’s revenue sources and learned that Parking Ticket fines went directly to the Town’s General Fund while the meter collections and parking permits
went to the Parking Fund. Ms. Azrelyant suggested that if paid parking could be expanded to Byram, Cos Cob and Glenville by the installation of central meters, additional funds would be available for parking lot paving.

**Additional Conversation with Actuary**

Due to a schedule conflict, this discussion is moved to Consolidation Day.

Mr. Lash asked Mr. Mynarski and Mr. Gieger to provide a list of topics identified for further discussion to be sent to the Committee for their consideration prior to Consolidation Day.

The meeting adjourned at 1:18 P.M.

Respectfully submitted,

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Catherine Sidor, Recording Secretary

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James A. Lash, Chairman

SUBJECT TO APPROVAL
Mr. Lash called the meeting to order at 9:02 A.M.

TOPICS

NEW LEBANON SCHOOL - Mr. Walko described the new estimate of construction costs of $37.5 million that the Building Committee had received 48-hours ago from the construction management company, Gilbane. The Report covered the cost of the Williams Street Ball Field remediation, the building of modular classroom units and footings for a site where the modulars would be placed. It did not cover the cost of an owner’s rep, which was estimated to be an additional $400,000. Mr. Walko indicated that the Building Committee had briefly reviewed the plan and already value-engineered certain features, reducing the overall cost immediately. Mr. Walko also reported that the price per square foot with all soft costs (including the current year A&E appropriation), modular classrooms and field restoration would be $646.00 per square foot, compared to Gilbane’s estimate of $620.00 per square foot and the architect’s experience in previous schools of $371.00 - $773.00 per square foot. Ms. Kiernan noted that Greenwich public
Safety buildings cost per square foot were holding at $550/sf. The future school would have 21 classrooms rather than the current 14 plus additional breakout areas and public space based on a demographic study, magnet student additions and three additional pre-school sections that projected the student population to grow from 265 to 374 for grades PreK-5.

The Committee asked how the Building Committee anticipated reducing costs further. The Building Committee advised that the overall building footage could immediately be reduced by 1,200 square feet for breakout rooms, which were not included in the ed specs, but that the State required a minimum of 125 sf per student. Costs were being driven by: site work; portable classrooms; ball field; school entry-bridges; an acoustic wall facing I-95; size of the windows; the installation of sun-shade devices; the city-index construction cost factor and size of the contingency built into the budget.

Dr. McKersie reviewed how the New Lebanon School would have 3 sections of perks (about 45 students), now housed at the Parkway School. He also commented that there would be 50 magnet school students, currently schooled elsewhere in the District. He shared that 95% of students coming into the GPS come with preK experience. There was additional discussion about the Town’s preK programs, and information on staffing and operational costs for the new New Lebanon School was requested.

The formula for the percentage of State reimbursement of building costs was considered to be approximately 60% if the school was built to 62,400 square feet – roughly $24.2 million reimbursed by the State and $16.6 million contributed by the Town of Greenwich assuming the new building costs $40+million. The timing of the project was reviewed with a cash flow forecast showing state reimbursements. Mr. Mynarski explained the state reimbursements would likely be followed by Town bonding in January of 2018. CGA State Representative Bocchino proposed an aggressive timetable for submission of New Lebanon’s plan in order to take advantage of the 2016 Legislative Session’s approval deadlines. The Budget Committee discussed conditioning language that would allow for approvals from Greenwich’s BET and RTM that would allow the project to begin in FY17.

**ACTUARIAL DISCUSSION** (continued from 2/10/16.) - Mr. Stump provided the Committee with additional scenarios for the impact of inflation, return on investment, increased salaries and integration of the Experience Study with several hand-outs. The question considered was the amount of the Town’s FY17 contribution to fund the Retirement System’s ARC. Mr. Ramer offered four scenarios to assist in considering the size of the contribution:

<table>
<thead>
<tr>
<th>Rate of Return</th>
<th>Rate of Inflation</th>
<th>Mortality Table</th>
<th>Contribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>7%</td>
<td>2.5%</td>
<td>Current Table</td>
<td>$19 million</td>
</tr>
<tr>
<td>7%</td>
<td>2.5%</td>
<td>New Experience Study</td>
<td>$20.9 million</td>
</tr>
<tr>
<td>6.75%</td>
<td>2.25%</td>
<td>Current Table</td>
<td>$20.6 million</td>
</tr>
<tr>
<td>6.75%</td>
<td>2.25%</td>
<td>New Experience Study</td>
<td>$22.6 million</td>
</tr>
</tbody>
</table>

The BET had referred the question of authority to change assumptions to the Law Department for clarification. During the February Law Committee meeting, the Law Department discussed its February 2, 2016 letter and advised that the BET’s changes to these assumptions must be reasonable. Upon questioning, Mr. Stump stated that the combination of 7% rate of return assumption and 2.5% rate of inflation was reasonable. Mr. Stump provided a number of $450,000 to project additional wage inflation – a factor not suggested in prior years. Committee members suggested that his past use of actual Greenwich wages already made this unnecessary. In addition, Mr. Stump presented the OPEB contribution (ARC) 7% rate of return, and 7% increase in health care costs.
NATHANIEL WITHERELL - Mr. Simon commented that some revisions had been made to the previous TNW FY17 Budget on which earlier discussions with the Committee had been based. He indicated that Personal Services expense (rehab) for the Short Term Rehab Rooms had been underbudgeted by an estimated $70,000; the calculation of a new schedule of debt service should be integrated; and, the amortization of pension costs should be revised so that only normal costs were included.

It was decided that an explanation of the change in methodology should be inserted as a separate page into the FY17 Budget Book. Mr. Gieger was asked to insert an additional column on the Budget Book page to show the transition and improvement of performance.

The Committee discussed the following options: Nathaniel Witherell becomes a regular Town Department in the General Fund so that its expenses would come from the Operating Budget; keep Nathaniel Witherell as a separate fund and continue to subsidize future shortfalls; or consider whether the Town wished to sustain the property or sell it. Mr. Simon emphasized that the Nathaniel Witherell Board improvement plan that included increasing the percentage of private pay patients, expanding the short-term rehab beds and adding a new, fulltime Admission Representative to the staff to cover the additional bed turnover of rehab and to improve occupied bed scheduling issues were positive initiatives that needed a year of operation before judging their results.

FOR FURTHER DISCUSSION - Mr. Lash asked Mr. Gieger to invite several Departments to return on Monday or Tuesday to provide additional information.

The Committee began the budget consolidation process by reviewing capital items as follows:

CAPITAL BUDGET

- **IT Department**
  1) Enhanced email and document sharing - $40,000
  2) Online permitting with customization of City-View software $132,000
  3) Acquisition of new plotter for GIS - $20,000
     - The Committee asked to see Ms. DeLuca and Mr. Klein to review online permitting.

- **Fire Department**
  1) Protective Equipment - $70,000
  2) Addition of a single or multiple pumpers

- **Police Department**
  1) License plate reader - $21,000

- **DPW**
  1) Storm Water Master Planning - $500,000
     - The Committee would like to see Ms. Seibert to be updated on the Army Corps of Engineer commitment to the project. It also proposed that DPW be scheduled 3-4 times per year to update the Committee at a regular monthly meeting.
     - Ms. Tarkington requested details of soil remediation projects.
  2) School Zone signage - $650,000
  3) ADA Sidewalk Inventory & Improvements - $200,000
  4) Highway Maintenance – Asphalt Paving Program - $3,000,000
o Mr. Ramer expressed interest in increasing this item and identifying State aid or grant resources.
5) Pemberwick Park/Road Sidewalk - $250,000
6) Greenwich Avenue Streetscape - $300,000
7) Church Street Drainage Replacement - $3,100,000
8) Steamboat Road Pier - $50,000
9) BOE Parking Maintenance - $315,000
10) Holly Hill Master Plan - $875,000
   o The Committee will request additional information from Ms. Seibert when she appears on Monday or Tuesday about where the sewer line should be funded
11) Northwest Fire House/GEMS Facility - $500,000
   o Mr. Gieger will provide further information in the event that the Committee decides to place conditions on the release of funds.
12) Byram Fire Station Upgrade - $200,000
13) Pinetum Greenhouse & Garage Restroom - $300,000
14) Eastern Greenwich Civic Center Design - $520,000
15) Greenwich Point Facility Improvement - $477,000
    Grass Island Restroom - $586,294 (balance after FY16 appropriation)

All of the aforementioned comments and proposals were for discussion purposes only. There were no motions made and no votes taken on any item discussed at this meeting.

The meeting adjourned at 4:00 P.M.

SUBJECT TO APPROVAL

Respectfully submitted,

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Catherine Sidor, Recording Secretary

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James A. Lash, Chairman