



MINUTES of the regular meeting of the Board of Estimate and Taxation held on Tuesday, February 16, 2016 in the Town Hall Meeting Room, Greenwich, CT.

Chairman Michael Mason called the meeting to order at 6:35 P.M., after which the members pledged allegiance to the flag.

Board members in attendance:

Michael S. Mason, Chairman  
Arthur D. Norton, Vice Chairman  
William Drake, Clerk  
John Blankley  
Mary Lee A. Kiernan  
Elizabeth Krumeich  
James Lash  
Leslie Moriarty  
Jill K. Oberlander  
Jeffrey S. Ramer  
Leslie L. Tarkington  
Nancy Weissler

SUBJECT TO APPROVAL

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

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Lauren Elliott, Assessor; Robert Shipman, Assistant Assessor

Other: Jim Hricay, Managing Director of Operations BOE; Allen Brown, Executive Director, The Nathaniel Witherell; Chris Alexander, TNW Director of Financial Operations

RTM: Berrin Snyder, RTM District 7

Mr. Mason opened the meeting by welcoming Board members and asked Mr. Drake to present the Routine Applications for Budget Adjustments.

### ROUTINE APPLICATIONS

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

Upon a motion by Mr. Drake, the Board of Estimate and Taxation voted 12-0-0 to approve the request as a Routine Application.

## **NON-ROUTINE APPLICATIONS**

<u>NW-2</u>	<u>Nathaniel Witherell</u>	<u>Release of Conditions</u>
\$600,000	H999 57128	Benefits

Mr. Lash reported that the Budget Committee voted 4-0 to release the conditions on the funds based on the update of the facility operations and financial performance and projections.

Upon a motion by Mr. Lash, seconded by Ms. Tarkington, the Board of Estimate & Taxation voted 12-0-0 to approve the request as a Non-Routine Application.

<u>ED-5</u>	<u>BOE</u>	<u>Release of Conditions</u>
\$977,155	S670 51300	Temporary Salaries

Mr. Gieger commented that the Application was scheduled as a quarterly Release of Conditions to monitor changes in the Lunch Fund revenues. He suggested that the Release of Conditions should be in the amount of \$325,000 rather than the entire \$977,155. Mr. Lash reported that the Budget Committee had voted 4-0 to approve the application.

Upon a motion by Mr. Ramer, seconded by Ms. Kiernan, the Board of Estimate and Taxation voted 12-0-0 to change the amount to be released to \$325,000 for Temporary Salaries of the School Lunch Fund.

Upon a motion by Mr. Lash, seconded by Ms. Tarkington, the Board of Estimate and Taxation voted 12-0-0 to approve the release of \$325,000 as a Non-Routine Application.

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

Mr. Lash reported that the Budget Committee had voted 4-0 to adjust the timing of financing the Harbor Commission to align it with the Town fiscal calendar. It was noted that the Harbor Commission had a non-lapsing fund into which receipts of harbor permitting fees were deposited.

Upon a motion by Mr. Lash, seconded by Ms. Tarkington, the Board of Estimate & Taxation voted 12-0-0 to approve the request as a Non-Routine Application.

## **ASSESSOR'S REPORT**

Ms. Elliot commented on highlights of the Department's monthly report including that 1,065 Greenwich property owners had scheduled informal hearings on their 2015 ReValuation; the number was less than for the 2010 ReVal. Ms. Tarkington, Ms. Weissler and Mr. Ramer thanked her for extending the interview opportunities to evening and Saturday hours for informal hearings. Ms. Elliot reported that the applications for Senior Tax Relief were being mailed and were due back by May 15<sup>th</sup>. In response to Mr. Norton's question about pending real estate tax litigation, Ms. Elliot replied that no additional cases had been resolved during the month.

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

### **COMPTROLLER'S REPORT**

Mr. Mynarski spoke briefly about the BET Budget Committee Departmental Review Hearings and how the process was running smoothly. Mr. Mason asked if FEMA reimbursements might arrive before the close of FY16 to which Mr. Mynarski commented that they could be credited to the General Fund even if they arrived within 60-days of the end of the fiscal year. Ms. Weissler noted that at the February HR Committee meeting, the ADP consultant made a presentation on ADP's report capabilities, which allow departments to drill down into their labor expenditures, including analyses of overtime and trends. Mr. Drake asked if the language of the Parsonage Cottage agreement had been finalized to which Ms. Kiernan responded that the final language was being developed, preparatory to an anticipated closing soon.

Upon a motion by Mr. Lash, seconded by Mr. Drake, the Board voted 12-0-0 to accept the Comptroller's Report.

### **ACCEPTANCE OF THE TREASURER'S REPORT SHOWING INVESTMENT PORTFOLIO ACTIVITY FOR JANUARY 2016**

Upon a motion by Mr. Norton, seconded by Ms. Tarkington, the Board voted 12-0-0 to accept the Treasurer's report.

### **BET Standing Committee Reports**

**Investment Advisory Committee** - Mr. Drake commented that revisions were still be made to the Proposed BET Procedure on the review of Retirement Board investment agreements and that it should be ready for review at the BET's March Meeting.

### **BET Liaison Reports**

None

### **BET Special Project Team Reports**

None

### **NEW BUSINESS**

None

### **OLD BUSINESS**

None

### **Approval of the BET Meeting Minutes**

Approval of the BET Meeting Minutes of the Regular BET Meeting of January 25, 2016

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Board voted 12-0-0 to accept the BET Meeting Minutes of January 25, 2016.

**CHAIRMAN'S REPORT**

Mr. Mason complimented the Board on its 100% participation during the Budget Committee's Departmental Review Hearings. He noted the increased attendance of members of the RTM. He encouraged BET members to send any questions that they might have to members of the Budget Committee over the week prior to Consolidation Day on February 26<sup>th</sup>.

**ADJOURNMENT**

Upon a motion by Ms. Oberlander, seconded by Ms. Krumeich, the Board voted 12-0-0 to adjourn at 7:07 P.M.

The next Regular Meeting of the BET is scheduled on Monday, March 21, 2016 in the Town Hall Meeting Room at 6:30 P.M.

Respectfully submitted,

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Catherine Sidor, Recording Secretary

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William Drake, Clerk of the Board

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Michael S. Mason, Chairman

SUBJECT TO APPROVAL