



MINUTES of the Organizational Meeting of the Board of Estimate and Taxation held on Thursday, January 5, 2012 in the Cone Meeting Room, Greenwich, CT.

Joseph Pellegrino called the meeting to order at 6:31 P.M., after which the members pledged allegiance to the flag and observed a moment of silence in memoriam of former BET Chairman, Samuel Stowell.

The Board took the Oath of Office administered by the Town Clerk, Carmella Budkins.

Board Members in attendance:

Michael S. Mason, Chairman
Arthur D. Norton, Vice Chairman
Mary Lee A. Kiernan, Clerk
Gregory Bedrosian
Robert Brady
William R. Finger
Sean Goldrick
Randall Huffman
Marc Johnson
Joseph L. Pellegrino
Jeffrey S. Ramer
Leslie L. Tarkington

SUBJECT TO APPROVAL

Selectmen: Peter Tesei, First Selectman; Drew Marzullo

Staff: Peter Mynarski, Comptroller; Carmella Budkins, Town Clerk; J. Wayne Fox, Town Attorney; Aamina Ahmad, Assistant Town Attorney; Valerie Maze Keeney, Assistant Town Attorney

ELECTION OF OFFICERS

Upon a nomination by Mr. Pellegrino, seconded by Mr. Finger, and closed by Mr. Pellegrino, the Board voted 12-0-0 to elect Michael Mason, Chairman of the Board of Estimate and Taxation.

In nominating Mr. Mason, Mr. Pellegrino highlighted Mr. Mason's twenty years of experience serving on various Boards within the Town of Greenwich, the last twelve on the BET, his accomplishments, character, and commitment to the community.

Upon a nomination by Mr. Mason, seconded by Mr. Ramer, and closed by Mr. Mason, the Board voted 12-0-0 to elect Arthur Norton, Vice Chairman of the Board of Estimate and Taxation.

In nominating Mr. Norton, Mr. Mason highlighted Mr. Norton's thirty years of experience serving on various Boards within the Town of Greenwich, and his accomplishments in the community.

Upon a nomination by Mr. Finger, seconded and closed by Mr. Mason, the Board voted 12-0-0 to elect Mary Lee Kiernan, Clerk of the Board of Estimate and Taxation.

In nominating Ms. Kiernan, Mr. Finger highlighted Ms. Kiernan's role since joining the BET and her experience serving the community.

CHAIRMAN'S APPOINTMENT OF MEMBERS TO STANDING COMMITTEES and LIAISON ASSIGNMENTS FOR 2012-2014 TERM

Mr. Mason gave a brief overview and shared the member's assignments with the Board. (Attachment)

APPOINTMENT OF COMPTROLLER

Mr. Mason stated that the current Assessor is retiring, so there will be no appointment at this time. Mr. Finger and Ms. Tarkington are representing the Board in the search process for the Assessor.

Regarding the appointment of the Comptroller, Ms. Kiernan made the following motion:

Resolved that the Board of Estimate and Taxation appoints Peter Mynarski as the Comptroller for a two year term effective January 5, 2012 and terminating on the date of the first meeting of the Board of Estimate and Taxation in January, 2014. The appointment shall be subject to the provisions of Article 1, Section 11 of the Town Charter. The Comptroller's salary shall remain at \$177,460.

Upon a motion by Ms. Kiernan, seconded by Mr. Norton, the Board voted 12-0-0 to approve the appointment of the Comptroller.

Mr. Mason clarified that the Comptroller's salary increase will take effect on July 1, 2012, in keeping with the Hay Study recommendations for M/C employees.

Mr. Mynarski expressed gratitude to his staff and shared comments regarding Maria Bocchino, Recording Secretary; Kathleen Murphy, Treasurer; Elaine Brown, Executive Assistant to the Comptroller; and Roland Gieger, Budget Director, in particular.

CHAIRMAN'S REMARKS

Mr. Mason shared comments regarding the Board's support, past accomplishments, challenges, as well as his intention and the need to maintain a stable, predictable approach. Mr. Mason then highlighted the need continue to live within our means, improve delivery of services, maintain the town's infrastructure, and temporarily deferring some new initiatives.

CAUCUS LEADER'S REMARKS

Mr. Finger shared comments regarding the bi-partisanship of the BET, the new membership on the Board, the amount of time involved, and the responsibilities and obligations of the BET to the citizens of the town.

F.O.I. BRIEFING – LAW DEPARTMENT

Mr. Fox gave a brief overview of the Freedom of Information Act concepts. Ms. Amhad shared information regarding disclosures in connection with BET public meetings. Ms. Keeney shared information regarding disclosures in connection with BET records.

ADJOURNMENT

Upon a motion by Mr. Brady, seconded by Mr. Goldrick, the Board voted 12-0-0 to adjourn at 7:30 P.M.

Respectfully submitted,

Maria Bocchino, Recording Secretary

SUBJECT TO APPROVAL

Mary Lee A. Kiernan, Clerk of the Board

Michael S. Mason, Chairman

**TOWN OF GREENWICH, CONNECTICUT
ASSIGNMENTS OF THE BOARD OF ESTIMATE AND TAXATION
2012- 2014**

**CHAIRMAN – MICHAEL S. MASON
VICE-CHAIRMAN – ARTHUR D. NORTON
CLERK – MARY LEE KIERNAN**

The chairman of the Board of Estimate and Taxation, in consultation with the designated representative of the minority party, determines committee and liaison assignments.

Standing Committees

There are two members from each party on the Audit, Budget, Investment Advisory and Human Resources Committees. These four-person committees have Chairmen and recommendation-making responsibilities. The remaining committees are two-person committees (one from each party).

AUDIT	BEDROSIAN, BRADY, GOLDRICK, NORTON
BUDGET COMMITTEE	FINGER, PELLEGRINO , RAMER, TARKINGTON
HUMAN RESOURCES	HUFFMAN, JOHNSON , KIERNAN, TARKINGTON
INVESTMENTS	BEDROSIAN , FINGER, GOLDRICK, NORTON
LAW	RAMER , TARKINGTON
POLICY/PROCEDURE	FINGER, PELLEGRINO

Liaisons

Liaisons facilitate efficient and effective communication between certain Town departments, building committees, appointing authorities and the full BET, as well as between departments and the Budget Committee. The liaisons are responsible for in-depth knowledge of the departments under their purview, particularly the budgets of those departments, appointing authorities and building committees. They should meet periodically (especially during departmental budget preparation) with department heads. They should attend budget meetings of boards where applicable.

It is the responsibility of the liaisons to provide the full BET with periodic reports, either written or oral.

Liaison Positions

CD BLOCK GRANT	JOHNSON, KIERNAN
CIP – CAPITAL IMPROVEMENT	MASON
EDUCATION	MASON
FINANCE/ASSESSOR	KIERNAN, MASON
RETIREMENT	BEDROSIAN, GOLDRICK
NATHANIEL WITHERELL BOARD	NORTON
OPEB INVESTMENT	BET INVESTMENT COMMITTEE
FIRE/POLICE	FINGER, MASON
REVALUATION TEAM	FINGER, TARKINGTON

Plan of Conservation & Development (POCD) Task Force

Pursuant to the POCD, BET Representatives have been assigned to these respective task forces.

IMPLEMENTATION
*DOWNTOWN
*TRANSPORTATION
*TOWN PROPERTIES
*HOUSING

BRADY
TARKINGTON
HUFFMAN
NORTON
FINGER

Special Project Teams

Special Project Teams may be appointed from time to time by the Chairman of the BET.

CENTRAL FIRE HOUSE	JOHNSON
GHS MISA	TARKINGTON
NATHANIEL WITHERELL BUILD. COMMITTEE	NORTON
HAY STUDY IMPLEMENTATION	BET HUMAN RESOURCES COMMITTEE
LABOR CONTRACTS	MASON
HAMILTON AVENUE	JOHNSON

BOLD DENOTES CHAIRMAN
*denotes 90 day term

SUBJECT TO APPROVAL