MINUTES of the regular meeting of the Board of Estimate and Taxation held on Monday, September 13, 2010 in the Town Hall Meeting Room, Greenwich, CT.

Chairman Stephen Walko called the meeting to order at 6:35 p.m., after which the members pledged allegiance to the flag.

Board members in attendance:

Stephen G. Walko, Chairman
James S. Campbell, Vice Chairman
Nancy E. Barton
William R. Finger
Randall Huffman
William G. Kelly
Michael S. Mason
Arthur D. Norton
Jeffrey S. Ramer
Leslie L. Tarkington

Absent: Joseph L. Pellegrino; Laurence B. Simon

Selectmen: Peter Tesei, First Selectman

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Ted Gwartney, Assessor; Robert Shipman, Assistant Assessor; John Crary, Town Administrator; Amy Siebert, Commissioner; Princess Erfe, Administrator, Community Development; Joseph Siciliano, Director, Parks & Recreation; Boris Hutorin, Director, Information Technology; Daniel Warzoha, Emergency Management Director; Kevin McCarthy, Director, Perrot Library

Other: Peter Sutton, Executive Director, Bruce Museum; Robert Short, Vice President, Family Centers

NON-ROUTINE APPLICATIONS

PUBLIC HEARING - CD-2  Greenwich Community Development Block Grant Entitlement Program, Proposed Annual One-Year Action Plan (PY 2011)

Upon a motion by Mr. Ramer, seconded by Mr. Mason, the Board voted 10-0-0 to open the Public Hearing session at 6:36 p.m.
Upon a motion by Mr. Mason, seconded by Mr. Kelly, the Board voted 10-0-0 to postpone action on CD-2 until after acceptance of the Treasurer’s Report, to allow for a Public Hearing on the Proposed Annual One-Year Action Plan (PY 2011).

Upon a motion by Mr. Finger, seconded by Mr. Mason, the Board voted 10-0-0 to close the Public Hearing session at 7:48 p.m.

Resolution by the Board of Estimate and Taxation in passing upon the report and the recommendations of the Budget Committee for the 2011 (January 1, 2011 through December 31, 2011) Budget Year; Community Development Block Grant (CDBG) Proposed Budget and Expenditure History for Year 2011.

Resolution Approved

Upon a motion by Mr. Mason, seconded by Ms. Tarkington, the Board voted 10-0-0 to accept the resolution.

**CD-2 Community Development – Approval to Use $1,134,561.26**

Approval to Use (Accept):

- $1,134,561.26 to Q197-57500 CDBG PY 2011 Budget
- $ 975,000 from HUD Entitlement CDBG Entitlement PY 2011
- $ 38,718 from Program Income CDBG Program Income (PY 2011)
- $120,843.26 from Q19708 & Q19709 Reprogrammed Funds (PY 2008 & PY 2009)

Upon a motion by Mr. Mason, seconded by Mr. Finger, the Board voted 10-0-0 to approve the application.

**CD-3 Community Development – Additional Appropriation $4,999**

Additional Appropriation:

- $ 4,999 to Q19709-59900-29216 Family Centers Repairs at Warburg Center
- $ 4,999 from Q19710-59900-21829 PY 2010 CDBG Contingency

Mr. Mason gave an explanation for the request. In response to Ms. Barton, Ms. Erfe gave an overview of the process concerning contingency funding. A brief discussion followed regarding the original project.

Upon a motion by Mr. Mason, seconded by Ms. Tarkington, the Board voted 10-0-0 to approve the application.

**IT-1 Information Technology – Release of Conditions $108,000**

Release of Conditions:

- $108,000 to A134-100

Mr. Mason gave an explanation for the request. A discussion followed regarding the Blum Shapiro 2007 Strategic Technology Plan and the FY 2008-2011 Executive Summary, Phase 2.

Upon a motion by Mr. Mason, seconded by Ms. Tarkington, the Board voted 10-0-0 to approve the application.
PL-1 Perrot Library – Transfer $40,000

Transfer:
$ 40,000 to A710-51010 Regular Salaries
$ 40,000 from A901-57960 Salary Adjustment Account

Mr. Campbell gave an overview of the Youth Services Librarian vacancy. Mr. Campbell explained that the original transfer request was for $62,108 representing the anticipated annual salary for this position was reduced, since it will take several months to fill the position. Mr. Walko stated that these types of requests are part of the seventeen positions that were withheld from funding, due to a policy decision that all of these matters would be non-routine so that the public would be aware that the Board is scrutinizing these positions as they come forward. Mr. Walko also stated that the Retirement Incentive Program, that in part formed the basis of the seventeen vacant positions, has now broken even, including the sick and vacation payouts.

Upon a motion by Mr. Campbell, seconded by Mr. Mason, the Board voted 10-0-0 to approve the application.

PR-1 Parks & Recreation – Transfer $79,759

Transfer:
$ 79,759 to A831-51010 Regular Salaries
$ 79,759 from A901-57960 Salary Adjustment Account

Mr. Campbell gave an overview of the Superintendent of Marine Facilities and Operations vacancy. The position is authorized in Section 79 of the Town Charter. Mr. Siciliano gave an overview of the staffing in the Marine Facilities and Operations Division. A discussion followed regarding the Table of Organization, level services and maintenance of services, departmental responsibilities, possible reorganization, and cost savings.

Upon a motion by Mr. Campbell, seconded by Mr. Mason, the Board voted 10-0-0 to approve the application.

PW-4 DPW – Release of Conditions $100,000

Release of Conditions:
$ 100,000 to B345-59560-11129 North Street Animal Shelter
Demolition of Old Shelter

Mr. Mason explained that approximately $40,000 will be used for the demolition and clean-up of the old animal shelter at the Bruce Museum site, and an additional $20,000 will be used for equipment and furnishings for the new animal shelter and Parks and Recreation maintenance building at the North Street site.

Mr. Walko stated the original condition: “Subject to release by the Board of Estimate and Taxation upon receipt and acceptance of a report from the Finance Department that addresses whether State Grants are available to fund the demolition of the vacated animal shelter on the Bruce museum grounds.”

Mr. Mynarski reported that the Connecticut Commission on Culture and Tourism issued a grant for $750,000 on October 31, 2008 for renovations of the Bruce Museum; however the project
did not go forward, and the Town requested and received a two year extension of the grant until August 2012. Within that Grant, part of the construction costs to be reimbursed included demolition costs. Mr. Sutton stated that the grant was extended for two years and no funds have been received from the State.

A discussion followed regarding the grant which is a reimbursement grant and requires expenditure first, demolition costs, and the status of the new animal shelter project.

Upon a motion by Mr. Mason, seconded by Ms. Tarkington, the Board voted 10-0-0 to approve the application.

SE-4 First Selectman – Additional Appropriation $288,550

Additional Appropriation:
$ 288,550 to Z345-59200-11182 Western Civic Center Emergency Shelter Generator
$ 288,550 from Capital Non-Recurring Fund

Mr. Mason gave an explanation for the request. In response to Mr. Ramer, Mr. Warzoha gave an overview of the Emergency Shelter facilities within the town. A brief discussion followed.

Upon a motion by Mr. Mason, seconded by Ms. Tarkington, the Board voted 10-0-0 to approve the application.

ROUTINE APPLICATIONS

PW-5 DPW – Release of Conditions $75,000

Release of Conditions:
$ 75,000 to Z345-59560-29035 Town Hall Space Utilization

Upon a motion by Ms. Tarkington, seconded by Mr. Mason, the Board voted 10-0-0 to approve the application.

ASSESSOR’S REPORT

Mr. Gwartney presented the Assessor’s Report to the Board and gave an overview of the Revaluation process. Mr. Gwartney requested authorization to request of the First Selectman that he seek a 30-day extension, in order to allow a full two months for the informal hearings and to allow the appraisers additional time to value new construction.

Mr. Gwartney reported that all of the work on the Grand List will be completed by November 1, 2010 and the public notices will be sent by the end of November, informal public hearings will be held during December and January, the deadline for filing appeals will be March 20, 2010, and the Board of Assessment Appeals will be meeting in April.

A discussion followed regarding prior valuation discrepancies, neighborhood boundaries, and the 30-day extension.
Upon a motion by Ms. Tarkington, seconded by Mr. Finger, the Board voted 10-0-0 to authorize the Assessor to have the First Selectman seek approval for a 30-day extension for the Revaluation process.

Upon a motion by Ms. Tarkington, seconded by Mr. Finger, the Board voted 10-0-0 to accept the Assessor's Report.

**COMPTROLLER’S REPORT**

Mr. Mynarski presented the Comptroller’s Report to the Board, and the Tax Collection Review Analysis, including collections through August 31, 2010. A discussion followed regarding tax collections, and interest revenues.

Upon a motion by Mr. Norton, seconded by Ms. Tarkington, the Board voted 10-0-0 to accept the Comptroller’s Report.

**ACCEPTANCE OF TREASURER’S REPORT SHOWING INVESTMENT PORTFOLIO ACTIVITY FOR THE PERIOD OF JULY 1, 2010 – AUGUST 31, 2010**

Upon a motion by Mr. Norton, seconded by Ms. Tarkington, the Board voted 10-0-0 to accept the Treasurer’s Report.

**BET COMMITTEES’ and SPECIAL PROJECT TEAMS’ REPORTS**

Audit Committee Report  
Downtown Report  
Housing Report  
Human Resources Committee Report  
Investment Committee Report  
MISA Report  
Nathaniel Witherell Committee Report  
Nathaniel Witherell Building Committee Report  
Park/Transportation Report  
Policies and Procedures Report  
POCD Report  
Revaluation Team Report  
Town Properties Report

A discussion followed regarding Policies and Procedures and the MISA project.

**OFFICER’S REPORT**

Mr. Walko gave an overview of the Budget Guidelines process. Mr. Walko and Mr. Ramer will be speaking at the League of Women Voters meeting on September 21, 2010, at 7:00 p.m., at the Cos Cob Library. Mr. Walko has met with the First Selectman and DPW regarding the storm water projects. The Town of Greenwich Hurricane Preparedness Program will be held on September 23, 2010 at 7:00 p.m. in the Cole Auditorium.
Mr. Walko shared a notice from the CCM that Connecticut is facing a State Budget crisis of unprecedented proportions: a structural deficit of almost four billion dollars in each of the next three fiscal years, a still struggling economy translating to weak tax and revenue receipts, use of revenue sources to balance State budgets in recent fiscal years creating a gap in revenues starting in 2012. Regarding the CCM notice, Mr. Walko commented that the Town needs to continue to evaluate revenue it receives from the State, and that it should not believe that it can continue to rely on such funding.

Regarding the CCM notice, Ms. Barton commented that it is very important that the State, in addressing its budget issues, not penalize the cities and towns that rely on State support and it is important to pay attention as the Budget process goes forward at the State level, to ensure that it continues to receive the revenues that its expects to receive from the State.

OLD BUSINESS

NEW BUSINESS

Approval of 2011 BET Meeting Calendar

This item was postponed.

APPROVAL OF MINUTES

BET Regular Meeting, July 19, 2010

Upon a motion by Mr. Kelly, seconded by Mr. Mason, the Board voted 10-0-0 to approve the Regular Meeting Minutes of the BET from July 19, 2010.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 8:03 P.M.

Respectfully submitted,

Maria Bocchino, Recording Secretary

Leslie L. Tarkington, for Clerk of the Board

Stephen G. Walko, Chairman