



MINUTES of the regular meeting of the Board of Estimate and Taxation held on Monday, October 19, 2009 in the Town Hall Meeting Room, Greenwich, CT.

Chairman Stephen Walko called the meeting to order at 6:33 p.m., after which the members pledged allegiance to the flag.

Board members in attendance:

Stephen G. Walko, Chairman
Robert S. Stone, Vice Chairman
Leslie L. Tarkington, Clerk
Nancy E. Barton
James S. Campbell
William R. Finger
William G. Kelly
Edward T. Krumeich, Jr.
Arthur D. Norton
Jeffrey S. Ramer
Laurence B. Simon

Absent: Michael S. Mason

Selectmen: Peter Tesei, First Selectman; Peter Crumbine; Lin Lavery

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Ted Gwartney, Assessor; John Crary, Town Administrator; Princess Erfe, Administrator, Community Development; Amy Siebert, Commissioner, Public Works Department; Allen Brown, Executive Director, Nathaniel Witherell; Jim Lavin, Retirement Plans Administrator

Other: David Ormsby, Chairman and Lloyd Bankson, Nathaniel Witherell Board; Andy Fox, Co-Chairman, Nathaniel Witherell Town Building Committee; John Chadwick, Chairman, Retirement Board; Randall Huffman

Mr. Walko introduced Mr. Huffman who announced that the Board of Selectman Signing Ceremony for a Covenant of Care, between the Town of Greenwich and Military Servicemen and Women and their Families, will be held on Sunday, November 1, 2009, 3:00 p.m., Cole Auditorium at the Greenwich Library.

NON-ROUTINE APPLICATIONS – from Budget Committee:

PUBLIC HEARING - CD-1 Greenwich Community Development Block Grant Program, Proposed Annual One-Year Action Plan (PY 2010)

Upon a motion by Ms. Tarkington, seconded by Mr. Stone, the Board voted 11-0-0 to postpone action on CD-1 until 7:00 p.m. to allow for a Public Hearing on the Proposed Annual One-Year Action Plan (PY 2010) only, which began at 6:34 p.m.

Upon a motion by Ms. Tarkington, seconded by Ms. Barton, the Board voted 11-0-0 to close the Public Hearing session at 7:00 p.m.

CD-1 Community Development – Approval to Use - \$1,173,151.54

Approval to Use:

\$1,173,151.54 to	Q197-57500	CDBG 2010 Budget
\$ 925,000.00 from		CDBG Entitlement 2010
\$ 188,718.00 from		CDBG Program Income
\$ 59,433.54 from	Q197-08	Reprogrammed Funds (FY 2008)

Ms. Erfe gave a brief overview of this request. In response to Mr. Simon, Ms. Erfe stated that this budget is for Plan Year 2010. The Proposed Five-Year Consolidated Plan is part of the submission that will be presented to the RTM for approval.

Upon a motion by Mr. Stone, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application.

CD-2 Community Development – Approval to Use - \$251,004

Approval to Use:

\$ 251,004 to	Z312-59600-21913	Highway Maintenance
\$ 251,004 from		CDBG Recovery Funds (Stimulus Funds)

Ms. Erfe stated that this request is for the Hamilton Avenue Sidewalk Reconstruction Project from Armstrong Court to St. Roch's Avenue. Ms. Siebert stated that project construction will start in the spring.

Upon a motion by Mr. Stone, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application, as amended.

ROUTINE APPLICATIONS – from Budget Committee:

HD-2 Health Department – Approval to Use - \$26,493

Approval to Use:

\$ 9,071.00 to	F40335-51100	Payment Overtime Services
\$ 9,860.80 to	F40335-51490	Professional Services – NOC
\$ 668.00 to	F40335-52010	Advertising
\$ 6,000.00 to	F40335-52150	Office Services
\$ 200.00 to	F40335-53250	Medical, Surgical, Lab Supplies
\$ 693.20 to	F40335-57050	Social Security
\$26,493.00 from		PHER Grant

HD-3 Health Department – Approval to Use - \$8,276

Approval to Use:

\$ 3,910	to	F406-51490	Professional Services – NOC
\$ 900	to	F406-52010	Advertising
\$ 950	to	F406-52150	Office Services
\$ 400	to	F406-52920	Work Transfer Other Depts.
\$ 566	to	F406-53010	Office Supplies
\$ 1,550	to	F406-53250	Medical, Dental, Lab Supplies
\$ 8,276	from		HERR Funds - Grant

PR-2 Parks & Recreation– Additional Appropriation - \$100,000

Additional Appropriation:

\$ 100,000	to	Z822-59830-21962	Binney Park Field Improvements
\$ 100,000	from		Capital and Non-recurring

SE-4 First Selectman – Transfer - \$3,500

Transfer:

\$ 3,500	to	F834-51490	Professional Fees
\$ 3,500	from	F834-35005	RRR Coastal Resources

Upon a motion by Ms. Tarkington, seconded by Mr. Stone, the Board voted 11-0-0 to approve the applications.

SUBJECT TO APPROVAL

ROUTINE APPLICATIONS – from Law Committee:

SE-5 First Selectman – Additional Appropriation - \$7,500

Additional Appropriation:

\$ 7,500	to	P935-57350	Settlement
\$ 7,500	from		Risk fund Balance

Mr. Campbell explained that this request is a settlement related to a personal injury case which is related to a motor vehicle accident.

Upon a motion by Mr. Campbell, seconded by Ms. Barton, the Board voted 11-0-0 to approve the applications.

SE-6 First Selectman – Additional Appropriation - \$1,300

Additional Appropriation:

\$ 1,300	to	A908-56800	Self Retention
\$ 1,300	from		Self Retention

Mr. Campbell explained that this request is a property damage claim related to the same motor vehicle accident.

Upon a motion by Mr. Campbell, seconded by Ms. Barton, the Board voted 11-0-0 to approve the applications.

ASSESSOR'S REPORT

Mr. Gwartney presented the Assessor's Report to the Board and is seeking approval from the Board to proceed with the revaluation as of October 1, 2010. Mr. Walko stated that all comments and/or questions should be sent to the Finance Department or Special Project Team. This item will be added to the Board's November 16, 2009 agenda.

Mr. Walko stated that any questions or concerns with regards to the Senior Tax Deferral proposal should be sent to Mr. Gwartney or members of the Selectmen's Committee, one of whom is Ms. Barton. A brief discussion followed regarding the Superior Court Case Status Reports.

Upon a motion by Ms. Tarkington, seconded by Mr. Simon, the Board voted 11-0-0 to accept the Assessor's Report.

BET COMMITTEES' and SPECIAL PROJECT TEAMS' REPORTS

Audit Committee, October 8, 2009 – Mr. Norton
Investment Advisory Committee Report, October 13, 2009 – Mr. Norton
Human Resources Committee, October 14, 2009 – Ms. Tarkington
Nathaniel Witherell Town Building Committee, October 2009 – Ms. Tarkington
OPEB Trust and Ad Hoc OPEB Committee, October, 2009 – Mr. Stone

Mr. Norton gave an update on the progress of the Glenville School building project.

Mr. Norton gave an overview of the Audit Committee's action regarding outstanding False Alarm violations and a brief discussion followed.

COMPTROLLER'S REPORT

Mr. Mynarski presented the Comptroller's Report to the Board. A discussion followed regarding false alarm fee collection guidelines, and an aging of tax payer receivables.

Upon a motion by Mr. Finger, seconded by Mr. Kelly, the Board voted 11-0-0 to accept the Comptroller's Report.

ACCEPTANCE OF TREASURER'S REPORT SHOWING INVESTMENT PORTFOLIO ACTIVITY FOR THE PERIODS OF SEPTEMBER 1, 2009 – SEPTEMBER 30, 2009

Upon a motion by Mr. Norton, seconded by Mr. Simon, the Board voted 11-0-0 to accept the Treasurer's Report.

APPROVAL OF MINUTES

BET Regular Meeting, September 22, 2009

Upon a motion by Mr. Krumeich, seconded by Mr. Stone, the Board voted 11-0-0 to approve the Regular Meeting Minutes of the BET from September 22, 2009.

OFFICER'S REPORT

Mr. Walko stated that he has approached and met with various officials including BET members, and department heads regarding an issue raised of whether the Tax Collector position should be an appointed and not an elected position. A brief discussion followed.

Mr. Walko stated that the first CIP Public Hearing will be held on November 9, 2009. Coming before the Board on November 16, 2009 will be the Senior Tax Relief Proposal, Revaluation Proposal, and a presentation from the Finance Department regarding other projects. The BET 100-year dinner celebration will be held on December 9, 2009 at 6:00 p.m.

OLD BUSINESS

None

NEW BUSINESS

Update of Nathaniel Witherell Project Renew

Mr. Ormsby introduced Allen Brown, Executive Director, Nathaniel Witherell. Mr. Brown was most recently employed at Smith House in Stamford.

Mr. Ormsby gave a status report, and an overview and timeline of Nathaniel Witherell Project Renew. In January 2009 the Witherell Board approved the Person Centered Care operating model. In February 2009 the Board approved a 30 year Long Range Business Plan ("LRBP"). The BET has since hired Health Dimensions Group ("HDG") to review the LRBP. There have been changes in Project Renew including an increase to 72 private bed rooms, and changes in Medicaid and Medicare reimbursement levels. Witherell has updated its LRBP in October 2009 and resubmitted it to HDG.

Mr. Fox gave an overview of the proposed construction project and stated that \$7.3 million was appropriated in May 2007 including \$3.6 million for design and construction manager costs and \$3.7 million for priority items, which were identified for emergency repair, assuming construction would begin in 2009. Contracts have been awarded for an energy modeling program to help determine the mechanical, electrical and plumbing systems plan and another to assist with obtaining stimulus funds, grants, and energy rebates. To date, of the funds appropriated none have been allocated for emergency repairs, and \$465,000 has been allocated for project design, and other soft costs. Based on the preliminary schematic design documents, the current budget is \$28.7 million dollars, of which 52% is for long-term care, 21% is for short-term care, 24% is for common areas, and 3% is for site work. The next steps after meeting with the Nathaniel

Wetherell Board of Directors at their October 26, 2009 meeting is to start submission of plans for P&Z and other Town agency approval and to update the RTM.

Mr. Fox stated that the design documents are to be completed by the end of the year, and will be re-estimated to confirm that the project remains within the budget. The Committee will then proceed with the construction plans, secure final approval of the plans and specifications through the Wetherell Board, and begin the approval process for the balance of the funding. The expected cost would be approximately \$2.8 million of the \$3.6 million dollars appropriated for architect and other soft costs.

A discussion followed regarding the Certificate of Need process, the design process, funding, the construction process, the HDG report, and modifications to the plan. Mr. Walko said that the BET and RTM have yet to decide whether the project will go fully forward. This is a large and important part of Greenwich.

Approval of Retirement Board Investments – Treasury Inflation Protection Securities Index Non-Lending Fund and Dow Jones Commodities Index Non-Lending Fund

Mr. Lavin gave an explanation for the request. Mr. Norton stated concerns that were raised at the Investment Advisory Committee meeting that both of the investment funds are private and changes have been made to the investment objective of each fund since June 2007. Mr. Chadwick gave an overview of the investment funds, which are co-mingled funds and are managed by State Street Global Advisors. A discussion followed regarding the length of commitment, and changes made to the funds.

Upon a motion by Mr. Norton, seconded by Mr. Finger, the Board voted 11-0-0 to approve the Retirement Board Investments.

Approval of Budget Guidelines FY 2010-2011

Ms. Tarkington presented the document and gave a brief overview of the process. A discussion followed regarding language and amendments to the proposed Budget Guidelines.

The proposed FY 2010-2011 Budget Guidelines (FY 11) can be found on pages 48 to 54 at http://greenwichct.virtualtownhall.net/Public_Documents/GreenwichCT_BETAgendas/BET/SCANBETAgendaPacket101909.pdf. Page numbers that follow are the ones used in the proposed Budget Guidelines found online.

- 1) Upon a motion by Mr. Simon, the Board adopted by unanimous consent the following two changes:

pp. 2, Mill Rate Guidelines
Line 6 – change to read 5.7%, instead of 6.1%.
- 2) Bullet 1, line 2 - insert “an” in between represent and annual, replace the word “savings” with “cost”.
- 3) Discussion regarding estimates, Senior Tax Relief, and proposed additional amendments.

Upon a motion by Mr. Simon, seconded by Mr. Ramer, the Board voted 7-3-1 (Mr. Norton, Ms. Tarkington, Mr. Walko opposed) (Mr. Stone abstained) to approve the following changes:

pp. 3

Bullet 4, line 3 – after the word information – add “It is estimated that \$1.1 million is required to fully fund this program” and replace the word “program” with “budget projection” in the following sentence.

- 4) Discussion regarding consideration of revenues.

Upon a motion by Mr. Krumeich, seconded by Ms. Barton, the Board voted 6-4-1 (Mr. Campbell, Mr. Norton, Ms. Tarkington, Mr. Walko opposed) (Mr. Stone abstained) to approve the following change:

pp. 3

Bullet 4, line 3 and line 5 – after the words “additional savings” add “or increased revenue”.

- 5) Upon a motion by Mr. Simon, seconded by Mr. Kelly, the Board adopted by unanimous consent the following changes:

pp. 5

First paragraph after the bullets, line 4 – replace the word “validated” with “assessed”.

- 6) Discussion regarding inclusion of the eleven capital projects list.

Upon a motion by Ms. Barton, seconded by Mr. Kelly, the Board voted 4-6-1 (Mr. Finger, Mr. Kelly, Mr. Krumeich, Mr. Ramer, Mr. Simon, Mr. Walko opposed) (Mr. Stone abstained) to oppose the following changes:

pp. 5, Capital

Delete reference to and remove the list of eleven capital projects.

- 7) Upon a motion by Mr. Ramer, seconded by Mr. Campbell, the Board adopted by unanimous consent the following changes:

pp. 5

Last line, last word – replace the word “will” with “would”.

- 8) Upon a motion by Mr. Ramer, seconded by Ms. Barton, the Board adopted by unanimous consent the following changes:

pp. 6

Second paragraph, line 1 – insert “used in this financial projection”, after the word “projects”.

- 9) Discussion regarding prioritizing CIP projects.

Upon a motion by Mr. Kelly, seconded by Ms. Barton, the Board voted 9-1-1 (Mr. Norton opposed) (Mr. Stone abstained) to approve the following changes:

pp. 6

Change paragraph 3 to read – A key part of the CIP program will be “to recommend which projects to implement and their priority” with \$22 million available in the first two years and \$29 million more available in FY13 and FY14.

- 10) Discussion regarding Senior Tax Relief funding.

Upon a motion by Ms. Barton, seconded by Mr. Ramer, the Board voted 5-5-1 (Mr. Campbell, Mr. Norton, Mr. Simon, Ms. Tarkington, Mr. Walko opposed) (Mr. Stone abstained) to oppose the follow changes:

pp. 9, Appendix A, Town Senior Tax Relief
Increase to \$1,000,000 from \$735,000

- 11) The Board adopted by unanimous consent the following change:

pp. 10, Budget Calendar
In title replace the word “Attachment” with “Appendix”.

- 12) Upon a motion by Ms. Barton, seconded by Mr. Campbell, the Board adopted by unanimous consent the following change:

pp. 1, paragraph 4
Deletion of the last sentence on the page.

During the discussion on the motions to amend, Ms. Barton made comments on two topics. She said that the guideline figure of \$735,000 used in both the text and Exhibit A is too low to fully fund the senior tax credit program, and also would not cover the additional cost of a tax deferral program, if adopted; she requested that the guidelines show a higher funding level. With respect to capital, the listing of eleven construction projects may leave the impression that these projects have been pre-approved or favored, and she wanted them deleted.

Mr. Stone stated that he would like to see a cap on the mill rate increase of no greater than 2%, recognizing that a growing number of Town citizens are having increasing difficulties due to the prevailing financial conditions. The proposed guidelines are based on a flawed model that should not be revalidated. With continuation of spending as such, bank debt increases. In order to deal with debt, the Town has to decrease operations. Twenty to thirty positions should be eliminated from the Table of Organization, some of which are currently not filled. Over time, by continuing to contain the operating expenditures, the Town will be able to afford to service debt to support the capital expenditures that the Town needs to make.

Mr. Krumeich stated he appreciates all the hard work that has gone into the guidelines and anticipating expenditures over the past few years. The 3.5% historic mill rate increase has in the past created some problems and will in the future. In these economic times, the relief that people need from government is increased or maintained for important services like the homemaker service or the senior tax credit. In budgeting, the Town has to look at services and

at a reasonable cost of services. If there is revenue shortfall, the Board should leave itself open to looking at revenues, and not only tax revenues.

Mr. Campbell stated that, like Mr. Krumeich, he feels that the 3.5% property tax increase has become a talisman. The guidelines call for a 2% to 4% increase. The Town needs to look for savings in operations.

Upon a motion by Ms. Tarkington, seconded by Mr. Simon, the Board voted 8-3-0 (Ms. Barton, Mr. Krumeich, Mr. Stone opposed) to approve the FY 2010-2011 Budget Guidelines (FY 11), as amended.

The approved FY 2010-2011 Budget Guidelines (FY 11) can be found at:

http://greenwichct.virtualtownhall.net/Public_Documents/GreenwichCT_Estimate/Budget_Guidelines_2010-2011_Final.pdf

Approval of BET Public Hearing Tuesday, March 16, 2010 and Decision Day, Thursday, March, 18, 2010 – both 7:00 p.m., Town Hall Meeting Room

Upon a motion by Mr. Krumeich, seconded by Mr. Norton, the Board voted 11-0-0 to approve the BET Public Hearing Tuesday, March 16, 2010 and Decision Day, Thursday, March, 18, 2010 – both at 7:00 p.m., Town Hall Meeting Room.

The approved BET, BET Budget, and RTM 2010 Meeting Schedule can be found at:

http://greenwichct.virtualtownhall.net/Public_Documents/GreenwichCT_BETAgendas/bet_Budget_RTMSchedule_2010.pdf

Approval of Retirement Incentive Program Payout Resolution

Ms. Tarkington stated that this resolution was prepared not to change the policy, but to put in place a practice for the retirement incentive program, where there was no budget for accrued sick and vacation pay. A brief discussion followed regarding the review and approval process.

RESOLVED, that for the 2009 Retirement Incentive Program, the practice for charging Pay for Accumulated Vacation Leave and Pay for Accumulated Sick Leave shall be to charge the Department's 100's Object Codes.

After funds in the Department's 100's Object Codes are depleted the excess Pay for Accumulated Vacation Leave and/or Pay for Accumulated Sick Leave will be issued a journal voucher from the Department's 100's Object Codes to the Town's Fixed Charges, Sick and Vacation Payout or other designated Object Code.

Upon a motion by Ms. Tarkington, seconded by Mr. Norton, the Board voted 10-0-1 (Ms. Barton abstained) to approve the resolution, as amended.

Discussion and Vote to hire Consultant for Town of Greenwich and BOE Shared Services: Building Infrastructure (Finance Department appropriation \$50,000)

A brief discussion took place regarding the RFP process.

Upon a motion by Mr. Simon, seconded by Mr. Finger, the Board voted 11-0-0 to approve the expenditure for a Consultant.

ADJOURNMENT

Upon a motion by Mr. Kelly, seconded by Mr. Ramer, the Board voted unanimously to adjourn the meeting at 9:46 p.m.

Respectfully submitted,

Maria Bocchino, Recording Secretary

Leslie L. Tarkington, Clerk of the Board

Stephen G. Walko, Chairman

SUBJECT TO APPROVAL