

TOWN OF GREENWICH  
BOARD OF ESTIMATE AND TAXATION  
NATHANIEL WITHERELL STRATEGIC PLANNING COMMITTEE  
MINUTES – Gisborne Conference Room

Thursday, January 23, 2019

Committee: Arthur D. Norton, Chair; William Drake, Andreas Duus, Elizabeth K. Krumeich, Nancy Weissler

BET: Jill Oberlander, BET Chair; Debra Hess, Leslie Moriarty, Leslie Tarkington

Staff: Peter Mynarski, Comptroller

The meeting was called to order at 1:00 P.M.

**1. Approval of the BET Nathaniel Witherell Strategic Planning Committee Meeting Minutes:**

Upon a motion by Mr. Duus, seconded by Mr. Drake, the Committee voted 4-0-0 to approve the Minutes of its December 19, 2018 Meeting.

Upon a motion by Mr. Drake, seconded by Mr. Duus, the Committee voted 3-0-1 to approve the Minutes of its January 9, 2019 Meeting. (Abstain: Ramer)

Upon a motion by Mr. Duus, seconded by Mr. Drake, the Committee voted 3-0-1 to approve the Minutes of its January 10, 2019 Meeting. (Abstain: Ramer)

**2. Update/review Contract #6668 Town of Greenwich and Health Dimensions Group**

Upon a motion by Mr. Ramer, seconded by Mr. Drake, the Committee voted 4-0-0 to accept the second draft of HDG's Report.

The Committee proposed adjustments that are needed and asked Ms. Weissler to draft a list of proposed changes for circulation to members of the Committee. It was decided that members would review the document and submit any additional suggestions for Ms. Weissler's list of adjustments. The document is a "work in progress" and its status would be posted on the Town's website with the explanation that it was not a final version but still subject to modification. The revised draft will be discussed and voted on at the Committee's next meeting.

Upon a motion by Ms. Krumeich, seconded by Mr. Ramer, to amend HDG's draft for scrivener's errors and other adjustments, the Committee voted 4-0-0 in favor of the motion.

**3. Update/review personal services Contract #6740 Town of Greenwich and PKF O'Connor Davies**

Mr. Drake reported that the financial numbers were complete and that the footnotes were 99% complete. Mr. Marien suggested he would send the complete draft at the end of the week for the Committee's review. Mr. Marien asked for the project Rep and Engagement letters and a discussion followed on who should sign-off on the project as completed.

Upon a motion by Mr. Drake, seconded by Ms. Krumeich, the Committee voted 4-0-0 to have Ms. Oberlander to sign the Engagement letter for the Board of Estimate & Taxation (BET) and Mr. Mynarski sign the Rep letter.

#### **4. Next Steps**

The Committee discussed next steps to presenting the Final Reports of the consultants and the Committee's own report to the BET. It was agreed: 1) to request a summary of recommendations of best practices and internal controls to the updated PKF O'Connor Final Report; 2) to request a summary of HDG's opinion on the future options for TNW; 3) to arrange a joint meeting of the BET and Board of Directors of Nathaniel Witherell for a LIVE presentation by HDG on February 21, 2019 at 5:00 P.M. and to extend an invitation to RTM Committee Chairs and District Chairs to attend; and, 4) that the Committee would deliver a summary of its recommendations to the BET at a future meeting. Ms. Oberlander and Mr. Drake will prepare an outline of the financial and operation report information. Ms. Weissler and Mr. Duus will prepare an outline of the operating model options. The Committee is considering a subsequent meeting with TNW management team to have a dialogue to explore the HDG models.

Ms. Krumeich and Ms. Weissler will meet with Mr. Cava, the Town's Labor Relations Director, before the Committee's next meeting on February 12, 2019, to offer information from the HDG report and to suggest including a statement in upcoming union contract negotiations concerning the possibility of change of controls and Nathaniel Witherell business status.

#### **5. Schedule of Future Meetings**

February 12, 2019 11:00 A.M.

February 21, 2019 2:00 P.M.

February 21, 2019 5:00 P.M. Joint BET & Board of Directors TNW

#### **6. Adjournment**

The Committee voted unanimously to adjourn at 2:46 P.M.

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Catherine Sidor, Recording Secretary

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Arthur D. Norton, Chairman