

TOWN OF GREENWICH  
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE  
MINUTES  
Cone Meeting Room

Wednesday, January 18, 2012

Committee:

Present: Joseph L. Pellegrino, Chairman; William R. Finger, Jeffrey S. Ramer, Leslie L. Tarkington

Board: Robert Brady, Sean Goldrick, Marc Johnson, Mary Lee Kiernan, Michael Mason, Arthur Norton

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; John Crary, Town Administrator; Denise Savageau, Director, Conservation Commission; Diane Fox, Director; Katie Blankley, Deputy Director, Planning & Zoning Commission; Amy Siebert, Commissioner; James Michel, Chief Engineer, Department of Public Works

Other: Bill Woollacott, Vice President and Consulting Actuary, Hooker & Holcombe, Inc.; Charlee Tufts, Director; John Strong, Fiscal Officer, Greenwich Emergency Medical Service

The meeting was called to order at 6:31 P.M.

Opening Remarks

Mr. Pellegrino shared comments in reflection of past committee's accomplishments and in anticipation of the current committees' goals and continued efforts to pass along a balanced budget, maintain modest and predictable increases in the tax levy, maintain the Town's triple A credit rating, promote improvements in the delivery of services and in so doing find incremental savings which may be used either to reduce the overall level of taxes or fund additional capital projects, and working cooperatively for the betterment of the Town and its' future.

Mr. Mynarski shared comments regarding current borrowing, market values, and the maintenance of the Triple A credit rating.

**Requests for Budget Adjustments**

**BA-1 Board of Assessment Appeals – Release of Conditions \$8,000**

Release of Conditions:

\$ 8,000 to A136-51300 Temporary Salaries

Mr. Mynarski explained that this subject to release request is based upon the first floor administrative study and, as discussed at previous BET and HR Committee meetings, the study will not be completed at this time, due to a revision of the proposal.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

**TA-1 Assessor – Release of Conditions \$32,000**

Release of Conditions:

\$ 32,000 to A135-51300 Temporary Salaries

Mr. Mynarski explained that this subject to release request is also based upon the first floor administrative study, and for temporary employees and appraisers in order to assist and prepare the 2011 Grand List, and to retain the Assessor as an expert witness in court cases.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

CC-1 Conservation Commission – Additional Appropriation \$3,500

Additional Appropriation:

\$ 3,500 to F172-53550 Equipment  
\$ 3,500 from

Ms. Savageau explained that this request, which is funded by a grant, is to install an eel passageway in conjunction with the eel survey on the Byram River funded by the National Fish and Wildlife Foundation's Long Island Sound Futures Fund Program. A discussion followed regarding the use of volunteers.

The Committee voted 4-0 to approve the request, as amended, and forward it to the Board of Estimate and Taxation as a routine application.

PZ-2 Planning & Zoning – Additional Appropriation \$7,720

Additional Appropriation:

\$ 7,720 to F171-51440 Consulting  
\$ 7,720 from

Ms. Fox explained that this request, which is funded by a grant, is an opportunity to address properties in the flood zone, highlighting the importance of this project with regards to emergency services. Ms. Blankley gave an overview of the Greenwich Coastal Resiliency Flood Mapping Project. A discussion followed regarding incorporating the information into the CityView program, timeline, anticipation of further funding, and additional use of the data.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PW-6 DPW – Additional Appropriation \$149,000

Additional Appropriation:

\$ 149,000 to Z312-59600-12123 STP Pavement Restoration  
\$ 149,000 from

Ms. Siebert gave an overview of the request for interim funding for the CTDOT Surface Transportation Program Pavement Restoration project on East Elm Street and Milbank Avenue. A discussion followed regarding reimbursement of funds, the scope of the project, increased costs, estimation factors, and bid adjustments.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PW-7 DPW – Additional Appropriation \$225,000

Additional Appropriation:

\$ 225,000	to	Z312-51100	Overtime Salaries
\$ 225,000	from		Fund Balance

Ms. Siebert explained that this request is for Highway Department overtime due to storms, of which approximately \$170,000 is expected to be reimbursed by FEMA. A discussion followed regarding deficits, reimbursements to the general fund, tracking of and planning for overtime expenses.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PW-8 DPW – Transfer \$25,000

Transfer:

\$ 16,500	to	A321-51100	Overtime Salaries
\$ 8,500	to	A321-51300	Temporary Salaries
\$ 25,000	from	A321-52920	

Ms. Siebert explained that this request is for Waste Disposal costs due to storms, of which approximately \$11,250 is expected to be reimbursed by FEMA, and for part-time clerical staff for the single stream recycling program. A discussion followed regarding extending Holly Hill's operating hours for debris disposal during storm cleanup.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

**OLD BUSINESS**

CityView Discussion

Mr. Crary gave an overview and update of the CityView Program software, highlighting concerns regarding desired modifications and upgrades. Ms. Blankley shared comments concerning the program's ease of use and its' benefits for the Planning & Zoning Department. Ms. Siebert shared comments regarding the Public Works Department's difficulties using the program, making it necessary to maintain and operate the Cornerstone Program software simultaneously. A discussion followed regarding uses and resolution of issues with the program.

**NEW BUSINESS**

Report of Status of Current Economic Conditions

The Committee reviewed the Selected Revenues and Spending Rate, December 2011, highlighting conveyance tax receipts, building permits, and spending.

**ACCEPTANCE OF MINUTES**

Budget Committee Regular Meeting, December 13, 2011

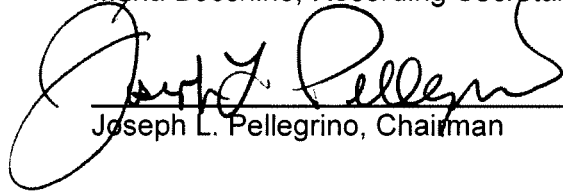
The committee voted 4-0 to accept the minutes from the December 13, 2011, Budget Committee Regular Meeting.

There being no further business before the Committee, the meeting was adjourned at 8:00 P.M.

Respectfully submitted,



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Maria Bocchino, Recording Secretary



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Joseph L. Pellegrino, Chairman