AGENDA

Requests for Budget Adjustments

<table>
<thead>
<tr>
<th>Number</th>
<th>Department</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>SE-8</td>
<td>First Selectman</td>
<td>$ xxxxxxxx Additional Appropriation</td>
</tr>
<tr>
<td></td>
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<td>P935 57350 Settlement Sherry v. Hone</td>
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New Business continued:
- Report of Status of Current Economic Conditions
- Police Department Blue Payroll Discussion
- Budget Committee Monthly Discussion Topics
- Budget Committee Annual Budget Message

Old Business:

Approval of BET Budget Committee Meeting Minutes for:
- BET Budget Committee Meeting January 20, 2010
- BET Budget Committee Meeting February 9, 2010
- BOE Operational & Capital Review FY11 Budget Meeting February 11, 2010
- Capital Budget Review except BOE FY 11 Meeting February 17, 2010
- Departmental Review FY11 Budget Meeting February 18, 2010
- Departmental Reviews for FY11 Budget Meeting February 19, 2010
- Consolidation Day FY11 Budget Meeting February 23, 2010
Town Of Greenwich
Request Form For Budget Adjustments

BET Meeting Date: MAR. 2010
Application #: SE-8

Department & Division: First Selectman

Action Requested: Additional Appropriation

Date of Submission: March 1, 2010

<table>
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<tr>
<th>Fund</th>
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<th>Project</th>
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<tr>
<td>To:</td>
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<td>935</td>
<td>57350</td>
<td>Settlement</td>
<td>25,000</td>
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From: Risk Fund Balance 25,000

Justification of Request: (Set forth reasons the adjustment is required, the factors involved in arriving at costs, and the status of the account from which the transfer is made. Attach separate copy if necessary.)

Settlement of a personal injury lawsuit, Stephen Sherry v. Michael Hone. A confidential memorandum addressed to the BET is provided under separate cover.

Department Head: [Signature]

Certified correct as to computations and amounts shows as appropriations to date and unencumbered balances, with any changes given.

Date: __________ Comptroller: ________________

The following action was taken at a meeting of the Board of Estimate and Taxation held on:

Approved Motion: [Signature]

Disapproved

Modified as follows: Second:

Clerk of the Board: _______________________

This form should be submitted with 35 blue copies in addition to a current Appropriation Statement
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<tr>
<th>Account</th>
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<tr>
<td>A208</td>
<td>Volunteer Fire Fighters</td>
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<td>A321</td>
<td>Waste Disposal</td>
<td>996</td>
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<td>A415</td>
<td>Family Health</td>
<td>320</td>
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<tr>
<td>A600</td>
<td>Student Activities</td>
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<tr>
<td>A620</td>
<td>BOE - Various</td>
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<td><strong>50,643</strong></td>
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<td>General Fund</td>
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<td>Sewer Maintenance</td>
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<td>Sewer Improvement</td>
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# BET BUDGET COMMITTEE

## MONTHLY DISCUSSION TOPICS FOR 2010

<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>TOPIC</th>
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<tbody>
<tr>
<td>Wednesday, January 20, 2010</td>
<td>Workers’ Compensation Presentation</td>
</tr>
<tr>
<td>Tuesday, February 9, 2010</td>
<td>Finance Department Presentation of Fixed Charges &amp; Revenues for FY 2010-2011</td>
</tr>
<tr>
<td>Tuesday, March 9, 2010</td>
<td>Police Dept. Blue Payroll, Inter-Dept. Costs &amp; Budget Committee Message</td>
</tr>
<tr>
<td>Tuesday, April 13, 2010</td>
<td>401k and 457 Funds Oversight. How they are managed</td>
</tr>
<tr>
<td>Tuesday, May 11, 2010</td>
<td>Recommend Mill Rate &amp; Senior Tax Relief Review</td>
</tr>
<tr>
<td>Tuesday, June 15, 2010</td>
<td>Capital Project Closeouts</td>
</tr>
<tr>
<td>Tuesday, July 13, 2010</td>
<td>Review of Fleet Operations &amp; First Look at 2011-2012 Budget</td>
</tr>
<tr>
<td>Tuesday, August 10, 2010</td>
<td>No discussion topic unless holding regular meeting</td>
</tr>
<tr>
<td>Tuesday, September 7, 2010</td>
<td>Establish Budget Guidelines for 2011-2012</td>
</tr>
<tr>
<td>Tuesday, October 12, 2010</td>
<td>Review Actuarial Reports for Retirement and OPEB</td>
</tr>
<tr>
<td>Tuesday, November 9, 2010</td>
<td></td>
</tr>
<tr>
<td>Tuesday, December 14, 2010</td>
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## UNASSIGNED TOPICS

- Look at all External Entities
- Waste/Tipping Fees
- The Financial Implications of Implementation of the Plan of Conservation and Development (POCD)
- Various Revenue Discussions

Jim Campbell Assignment Requests

- Cityview – Presentation and Implementation
- Greenwich Parks Alliance – Status/Contributions
- Private Developments – Water Service and Sewer Maintenance
- Single Source Recycling – Update per June 10, 2009 Memorandum
The meeting was called to order at 6:30 P.M. Mr. Mason welcomed, new committee member Leslie L. Tarkington.

Requests for Budget Adjustments

ED-6  Board of Education – Transfer - $12,300

Mr. Calcavecchio explained that this request is for reading books lost during the Glenville School move.

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>$ 12,300</td>
<td>to</td>
<td>A6200368-53100 Teaching Supplies</td>
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<tr>
<td>$ 12,300</td>
<td>from</td>
<td>A6200332-52130 Transportation</td>
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The Committee voted 4-0-0 to approve the transfer under the authority delegated to it by the BET.

ED-7  Board of Education – Approval to Use - $4,880

Mr. Calcavecchio explained that these funds will be used for video recording equipment to be used at the schools.

<table>
<thead>
<tr>
<th>Amount</th>
<th>to</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 4,880</td>
<td>F6021709-53141 Audio/Visual Equipment</td>
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</tr>
<tr>
<td>$ 4,880</td>
<td>Grant</td>
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</tbody>
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The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

**SE-7  First Selectman – Additional Appropriation - $39,188**

Mr. Fox explained that this request is for damages awarded for a case handled by in-house staff and the judgment was greater than anticipated.

$ 39,188 to P935-57350 Judgment

$ 39,188 from Risk Fund Balance

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

**PD-2  Police – Acceptance of Forfeiture Assets**

Sgt. Hilderbrand explained that the property in this case has been transferred by the Court as part of a disposition of a criminal case. A brief discussion followed regarding use of the property and how the value was determined. The Police Department has agreed to sell the vehicle and buy a replacement undercover vehicle.

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

**PW-4  DPW – Additional Appropriation - $45,000**

Mr. Thompson explained that this request is for unanticipated costs that came up during the project development phase of the project. Because the bridge is on the State of Connecticut’s historical list of important structures, it was necessary to do alternative studies for repair and rehabilitation, as opposed to replacement, of the structure. Addressing the extensive presence of utilities and increased State requirements for a more detailed hydraulic analysis added to the costs. In response to Mr. Finger, Mr. Thompson stated that typically the design phase is a five year process and gave an overview of the process. Construction is planned for spring 2012.

$ 45,000 to Z312-59620-26032 Shore Road Bridge Rehab

$ 45,000 from Capital Non-Recurring Fund Balance

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

**PW-5  DPW – Additional Appropriation - $1,458,764**

Ms. Siebert explained that this request is the next step in pursuit of Stimulus Funds, which only allows for paving of federally funded roads. The Town is eligible for a Grant of $1,300,000 and in order to receive the funds, the project is bid, goes to contract, and as the contractor does the
work, the bills are sent to the Connecticut DOT for reimbursement. This will result in a $1 million reduction in FY11 asphalt/paving budget.

$1,458,764 to Z312-59600-219xx ARRA Pavement Restoration Project
$1,458,764 from Capital Non-Recurring Fund Balance

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

NEW BUSINESS

Pension Fund Contribution Discussion

Mr. Mason requested this item be taken out of order of the Agenda. The Committee approved this request unanimously. Mr. Mason gave an overview of the request for information from the Town Attorney regarding the amount of discretion the BET and RTM may have regarding the Pension Fund Contribution.

Mr. Fox explained his findings in reviewing the Town Charter, in particular Sections 206 and 207, and documentation regarding the request for information and stated that, as he interprets it, this is not something that would be open to discussion or discretion and it is a funding mechanism that must be met. However, the set up of the retirement system is a debatable policy and changing that policy is doable by initiation of the process to modify the Town Charter. Mr. Fox will review Section 208 further and submit a report to the BET regarding binding recommendations.

Report of Status of Current Economic Conditions

Mr. Gieger gave an explanation of the updated report regarding spending rates and revenues. A brief discussion followed.

BET Budget Committee Monthly Topics

The Committee reviewed and made recommendations concerning the schedule of monthly Budget Committee topics for 2010. A final list will be distributed in February.

OLD BUSINESS

Review and Approve Actuarial Report for OPEB

Mr. Simon stated that the goal over the next six months is to put together the analysis to make sure that all the assumptions in the OPEB Report have been validated by the Town and are correct in next year’s actuarial report.

Upon a motion by Mr. Simon, seconded by Mr. Finger, the Committee voted 4-0 to approve the Actuarial Report for OPEB and forward it to the BET.
Discussion of Workers’ Compensation

Mr. Mynarski and Mr. Pompa gave a lengthy PowerPoint presentation regarding Workers Compensation to the Committee. A discussion followed regarding settlements, safety improvements, safety committees, costs and savings.

APPROVAL OF MINUTES

Budget Committee Regular Meeting, December 15, 2009

Upon a motion by Mr. Simon, seconded by Mr. Finger, the committee voted 3-0-1 (Ms. Tarkington abstained) to approve the minutes from the December 15, 2009, Regular Budget Committee Meeting.

There being no further business before the committee, the meeting was adjourned at 8:49 P.M.

Respectfully submitted,

Maria Bocchino, Recording Secretary

Michael S. Mason, Chairman
TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES
Cone Room
Tuesday, February 9, 2010

Committee:
Present: Michael S. Mason, Chairman; William R. Finger, Laurence B. Simon, Leslie L. Tarkington
Board: Jim Campbell, Randall Huffman, William Kelly, Art Norton, Joseph Pellegrino, Jeffrey Ramer, Stephen Walko
Ex-Officio
Board Member: First Selectman Peter Tesei
Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director
John Crary, Town Administrator
Al Monelli, Superintendent, Building Construction & Maintenance, DPW
Joseph Siciliano, Director; Tom Greco, Manager, Business Services
Operations, Parks & Recreation
Dave D'Andrea, Operations Manager, Griffith E. Harris Golf Course
Princess Erfe, Administrator, Community Development

The meeting was called to order at 6:30 P.M.

Requests for Budget Adjustments

PR-3 Parks & Recreation – Release of Conditions - $100,000

Mr. Monelli reported on the status of the golf course administration building construction project. Mr. Siciliano gave an overview of the funding for this project and the loan payment process.

Release of Conditions:
$ 100,000 to M824-59560-28084 Golf Course Admin Bldg
$ 100,000 from Appropriation

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

CD-3 Community Development – Additional Appropriation - $4,444

Ms. Erfe explained that the funds are to be used for a repair project at the First United Methodist Church building which is leased to Community Centers, Inc. These funds come from a contingency of slightly more than $48,000. Unused contingency is reprogrammed in the following year.

$ 4,444 to Q19708-59900-28222 UMC-CCI Building Rehab
The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

NEW BUSINESS

Budget Process Discussion

Mr. Mason stated that any and all questions for Department heads, other than the Board of Education, should be submitted to Mr. Gieger by Monday, February 15, 2010. A discussion followed regarding the scheduling of the Departmental hearings, questions to be asked, and setting agendas.

OLD BUSINESS

Workers’ Compensation Discussion

Mr. Mason thanked Mr. Mynarski for last month’s presentation concerning Workers Compensation and asked Mr. Mynarski, as part of the Finance Department’s budget discussions, for a suggestion of where to start to address the issue.

Mr. Simon stated that this is a multi-faceted issue that will take several months to address. If the BET makes a lot of progress in the upcoming year, it will be doing very well. The many facets to this problem should be parceled out to the appropriate BET committees, to avoid overlap of duties and to share responsibilities and workload.

BET Budget Committee Monthly Topics

Mr. Mason recommended additions to the schedule of monthly Budget Committee topics for 2010. Additional topics for presentation and/or discussion will be construction policies, the Historical Society, and external entities. In response to Mr. Mason, Mr. Mynarski gave an update of the RFP process regarding shared services. Mr. Simon suggested looking at the financial implications of the POCD implementation to try to understand what costs the Town might incur in the future, as well as to have a more in depth discussion of Revenues at one of the monthly committee meetings.

APPROVAL OF MINUTES

Budget Committee Regular Meeting, January 20, 2010
The Committee deferred action on the minutes from the January 20, 2010, Regular Budget Committee Meeting because the corrected version was not in the package.

**Finance Department Presentation**

**Report of Status of Current Economic Conditions**

Mr. Gieger gave an explanation of the updated report regarding spending rates and revenues. A discussion followed regarding conveyance taxes, building permit fees, interest, unexpected revenues, shortfalls, fund balance, and the snow removal budget. Mr. Gieger reached the following conclusions which will be used in the FY11 Budget Discussions:

1. Conveyance Taxes will reach $4.2 million for a $300,000 shortfall. $3.8 million is budgeted for FY11.
2. Building Permits will reach $3.0 million for a $900,000 shortfall. $3.0 million is budgeted for FY11.
3. Interest will reach $500,000 for a $1.0 million shortfall. $1.0 million is budgeted next year.
4. The total shortfall of $2.2 million will be made up by $1.5 million in bridge reimbursement ($900,000 received to date), $300,000 from the sale of land on Holly Hill Lane, $250,000 received to date for CRRA reimbursement and an additional $150,000 expected to be received this fiscal year from CRRA. Not counted in this year’s revenue is the additional $650,000 anticipated from the State for Hamilton Avenue/School reimbursement as well as $350,000 for Cos Cob Power Plant remediation. Those funds remain unbudgeted and most likely will be part of the FY11 fund balance.
5. Costs continue to run close to last year’s total which would leave a fund balance of $8 million. However, with the extra school payroll for $3,000,000 not yet paid, the current estimate of $5.9 million is a reasonable estimate for FY11.

**Finance Department Revenue Presentation**

Mr. Mynarski presented the proposed Revenue FY11 Budget to the Committee. A discussion followed regarding the Grand List and credits and exemptions to the Grand List, Nathaniel Witherell revolving fund, conveyance tax, credits and exemptions, education cost sharing, bridge reimbursements, parking violations, the Peterson Foundation, the PILOT program, property taxes, and sewer taxes.

**Finance Department Fixed Charges Presentation**

Mr. Mynarski presented the Finance Department’s proposed Fixed Charges FY11 Budget ($98,650,572) to the Committee. A discussion followed regarding Social Security (FICA) calculations, healthcare costs, defined benefit and defined contribution plans, workers compensation, and insurance.
There being no further business before the committee, the meeting was adjourned at 8:41 P.M.

Respectfully submitted,

___________________________
Maria Bocchino, Recording Secretary

___________________________
Michael S. Mason, Chairman

SUBJECT TO APPROVAL
Present:

Committee: Michael S. Mason, Chairman; William Finger, Leslie L. Tarkington
Laurence B. Simon

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Dr.
Sidney Freund, BOE Superintendent; Ellen Flanagan, BOE Deputy
Superintendent; Regina Williams, BOE, Assistant Director of Human
Resources; Jane Anderson, Interim Director of Human Resources;
Richard Calcavecchio, BOE Director of Budgets;; Mary Forde, BOE
Director of Pupil Personnel Services; Kim Eves, BOE Director of
Communications; John Curtin, Special Projects Manager

Board: Steve Walko, Nancy Barton, Randall Huffman, Art Norton,
Jeff Ramer

Others: Steve Anderson, Chairman, Board of Education; Leslie Moriarty, Vice-
Chairman, Board of Education, Robert Brady, RTM; Genny Krob, RTM

Mr. Mason called the meeting to order at 10:10 A.M. He welcomed everyone to the BET
Budget Committee meeting on the Board of Education FY11 Operating and Capital Budget
review.

SPEAKERS

Board of Education officials gave a presentation to the BET Budget Committee with opening
remarks from Mr. Steven Anderson. Mr. Anderson, Dr. Freund and other education officials
answered a series of questions from the BET Budget Committee and other BET members
in attendance. The substance of the questions and the responses are as follows:

- The long-range plan for pre-kindergarten students was discussed with BOE officials
  stressing that the program is driven by special needs students and the ratio of two
  special need students for every five students.
- The relationship between magnet and neighborhood schools was discussed. BOE
  officials stated that all schools are neighborhood schools first and foremost.
  Regarding magnet schools, there is a lottery system. In addition, magnet schools are
  open to the children of Town employees, paying tuition at a 25% rate and certified
  staff paying at a rate of 5% rate. BOE officials offered that magnet schools are
instrumental in balancing enrollment and racial imbalances. However, two schools remain unbalanced and additional steps might be required.

- BOE officials discussed the successes and failures of the magnet program noting the enrollment breakdown of 291 students attracted from outside their neighborhood catchment areas: Hamilton Avenue School = 66 students, International School of Dundee = 158, Julian Curtiss = 64 and New Lebanon = 3. These 291 students represent 7.1% of all elementary school students (4,116).

- BOE officials talked about the physical education program, noting that the swimming program at Hamilton Avenue School was replaced with a Science Laboratory with no additional cost.

- When asked to describe his cabinet and their incentives for working, Dr. Freund stressed that professional pride takes over and that he had removed the $9,800 previously budgeted for this item.

- BOE officials gave an extended description of the usage of outside law firms. Mr. Anderson noted that there are four areas whereas legal assistance is needed; expulsion hearings, transportation issues, contractual negotiations and special education. BOE officials stressed that in addition to outside legal assistance, the BOE utilizes existing Town Law Department staff. Mr. Anderson emphasized the importance of using counsel specially trained in certain areas of the law when attending hearings and negotiations regarding special education situations.

- BOE officials were asked to comment on the concept of leasing laptop computers. BOE officials stressed that the laptops were leased because they are part of the Town’s overall strategy to refresh technology on a regular basis and eliminate the disposal problem. Dr. Freund offered that the BOE website included a 200 page Information technology plan.

- BOE officials were asked to describe EVOLVE PLUS. BOE officials stated EVOLVE is the product of the University of Vermont that substitutes special education teachers for paraprofessionals. The BOE was using a ratio of 1:3 in the past but will be using a 1:4 ratio going forward.

- BOE officials gave the BET Budget Committee an update on the residency program, stating it is a 2 year old initiative and needs one more year to be fully evaluated. 44 cases were investigated and 20 expulsions resulted.

- BOE officials informed the Committee, when asked about the SRO police officer, that the costs are budgeted in the Police Department.

- BOE officials were asked to describe the Table of Organization, non-certified position changes in the past 5 years. Ms. Regina Williams directed BET Committee members to the respective BOE and Town budget books in response to their questions. The Committee asked that these two documents be reconciled specifically with the number of paraprofessionals added back (24) and the number of certified teachers reduced (0).

- There were a number of discussions regarding the Eastern Middle School fitness center. In defense of constructing the EMS fitness center, BOE officials claim that they took advantage of constructing the fitness center in conjunction with the major repairs of the adjacent gymnasium.

- When asked to discuss the reduction of utility account costs, BOE officials stated that the $285,000 savings from natural gas costs were reallocated to two other areas
in the budget (additional Smart Boards ($100,000) and IB training ($135,000)) and $50,000 was used to reduce the budget request.

- BOE officials stated that the reduced Education Cost Sharing (ECS) grant monies diverted from the General Fund, this year, would be returned to fund balance as an unspent appropriation.

- Mr. Simon directed three questions to Dr. Freund centering on the following areas:
  - One year from now, sitting in this same room, how would you tell the committee how you are doing relative to the budget submitted today? Dr. Freund stressed that achieving goals and objectives, in his opinion and experiences, are not achieved in one year. His goal and the goals of the Board of Education are to incrementally achieve their goals over a period of years. Mr. Simon asked that the BOE work on a more specific answer.
  - There are perceived concerns from the public regarding special education at the High School. Does this budget address those concerns? Dr. Freund conceded there are communication problems that are being addressed and he has confidence that most issues will be resolved. Dr. Freund stressed that there will always be special education concerns due to the complexity of those issues.
  - Talented and Gifted Students and the question of Advanced Learning Program (ALP). Should the BOE continue to support pullout education rather than teaching differentiated education within the classroom? Dr. Freund indicated that ALP will be studied over the next semester and the Budget Committee should have a fuller discussion next year in the context of the FY12 budget.

- Mr. Mason returned to the question of the accuracy of the table of organization and again, Ms. Regina Williams resorted to referencing the BOE and Town budget books. This issue remains unresolved.

The meeting adjourned for a lunch break at 12:31 P.M. and reconvened at 1:03 P.M.

Mr. Anderson and Dr. Freund briefly discussed the current status of school capital projects, both ongoing projects and those being requested in the FY11 budget. They stressed that the maintenance of existing assets remains a top priority and that they use a software package to monitor preventive maintenance. BOE officials stressed that the Music Instructional Space Auditorium (MISA) is still the top priority after the annual requests for maintenance funding.

When asked by Mr. Simon to assess the conditions of the schools, Dr. Freund responded that they are not in the conditions that he expected for a community such as the Town of Greenwich. Dr. Freund further criticized the funding model stating it didn’t serve the schools well.

Ms. Tarkington asked about the design and funding for the North Street School parking lot and circulation plan adjacent to the newly constructed Animal Shelter and Maintenance Facility. There is confusion and lack of communication between the BOE and DPW over which entity is responsible for the project design and implementation of the reconfigured design and access to the parking lot. Mr. Simon requested that Dr. Freund submit a cost
estimate of the additional costs and the BET Budget Committee would address this project next week when they meet with the DPW for their discussion of capital projects.

The Committee turned its attention back to questions submitted by various BET members and BOE officials addressed issues dealing with asbestos abatement, fitness centers, Architectural and Engineering (A&E) funding for FY12 projects, security systems, data cabling and modular removal.

Mr. Finger asked BOE officials to comment on the need for Assistant Principals, in addition to Principals. BOE officials responded accordingly, demonstrating the need for both positions highlighting the fact that assistant principals usually devote a portion of their time instructing students in addition to their day-to-day activities.

Mr. Mason asked BOE officials on how they would respond to the RTM resolution that recently failed regarding zero percent budget increases and the cutting back of staff in light of continuing negative economic conditions. Mr. Anderson referenced returning to the results of the RISE study done three years ago. Mr. Anderson advised that the closing of a school was strenuously examined and determined not cost effective, at least for the near future. Mr. Anderson also stated that the findings of the RISE study needed to be updated with two years remaining on its findings.

Ms. Tarkington asked about reducing the high school back to three years, moving ninth grade back to the middle schools, and the sixth grade back to the elementary schools. Both Dr. Freund and Mr. Anderson responded that it had been looked at and it would provide major programmatic problems.

Ms. Barton and Mr. Huffman both brought the concept of turning to twenty year borrowing to fit the major capital projects into the financing model. Mr. Mason instructed Mr. Mynarski and Mr. Gieger to present their findings on the refined financing models in the following week when FY11 budget deliberations continue.

The meeting adjourned at 2:45 P.M.

Respectfully submitted,

Peter Mynarski, Recording Secretary

Michael S. Mason, Chairman
Mr. Mason called the meeting to order at 9:10 A.M. He welcomed everyone to the Capital Budget Review on the 2010 - 2011 Budget.

Department Speakers and Topics Covered

Department of Public Works – Ms. Siebert and Mr. Thompson started the discussions about Public Works capital projects. The first project discussed was the Public Safety Central Fire House. Mr. Monelli explained the two main options of either renovating the existing building or demolishing the building and building a new building. Mr. Monelli explained that after extensive reviews it was proposed to demolish the existing 39,000 square foot facility and build a 30,000 square foot building. Mr. Simon asked DPW officials if they had a plan relative to the construction of a new building. Mr. Monelli stated they are still working with the architects, who were the same firm that designed the Police Facility.

The remainder of the discussion centered on the status of housing the Greenwich Emergency Medical Services, Inc. (GEMS) with their seven vehicles and the construction of training facilities specific to the Fire Department operations. Fire Chief Siecienski stated that the new facility would not be able to facilitate the needs of GEMS.
Fire Chief Siecienski also offered that none of the existing fire facilities in Town would be able to facilitate GEMS. Mr. Tesei stated that the Town is currently trying to find a suitable location to house the GEMS administrative operations.

Ms. Tarkington asked about the feasibility of housing GEMS vehicles at the parking garage adjacent to the Public Safety Building. It was determined that it was not feasible, due to the height of the GEMS vehicles and the requirement that the facility be heated to accommodate the storage of drugs and other liquids in the vehicles.

The discussion included a debate on having different training facilities for Police, Fire and GEMS operations. Mr. Monelli explained that each safety operation had different safety training requirements, therefore the need for different facilities. BET Budget Committee members asked about including fire training in the Police Public Facility and Mr. Monelli explained that the issue of safety of outsiders entering the Police Facility precluded that as a viable option.

The Committee members asked Mr. Monelli about the length of construction for the Central Fire House and Mr. Monelli answered that they could probably go to bid around December 2010, start construction in July 2011 and that the construction project would last about 24 months.

Mr. Crary told the Committee that the renovation option was not taken because it doesn't meet building code requirements and would be $4 million dollars higher.

Mr. Walko expressed his concerns about the inclusion of fire training space at the back of the building and the exclusion of GEMS from utilizing the new facility.

The Committee turned its attention to the King Street Fire Station design and asked about what would be included in the $175,000 capital request. Mr. Monelli answered included $80,000 for a septic system study and the rest would be for design of the building.

The Committee asked about staffing and Fire Chief Siecienski answered that staffing would be decreased from 4 fire personnel to 3. Mr. Walko expressed his concerns and stated he would not commit any monies until the Town wide fire staffing issues were settled. Mr. Siecienski stated that Fire Management and the unions were currently in arbitration on this issue and dispatch staffing issues.

The Committee proceeded to further discuss the following issues:

- Banksville Tanker replacement for $200,000 with a $200,000 match with the Banksville Fire Department.
- Eastern Greenwich Community Center and the issue of closing the building. Mr. Tesei stated the fund raising efforts from the Greenwich Community Center Community groups were not materializing.
• North Street Property Development – Animal Control Facility— which included monies to widen the entrance from North Street. Mr. Monelli also stated that the Board of Education money needs were being reviewed and that the plan should be reviewed by Planning and Zoning and Inland Wetlands. The $100,000 in FY12 included demolition of the existing animal shelter and garage at the original location and restoration of the site to be parkland.
• Dorothy Hamill Skating Rink.
• Town Hall Cooling Tower Replacement.
• Town Wide Asbestos programs.
• Bruce Museum – Contributions to External Entities Capital Requests – Mr. Siciliano answered that Parks and Recreation does monitor the completion of these projects.

At this point Mr. Roberto was invited to the table with Ms. Siebert and Mr. Thompson to discuss a variety of Highway Department capital project requests. Mr. Roberto stated that about 60% of highway maintenance was outsourced. DPW officials and the BET members discussed the asphalt paving program and the receipt of stimulus funding and how it affects cutbacks in paving requests.

There was a discussion of the “blue payroll”, which is the payment of Greenwich Police Officers for Town projects off the regular payroll.

Additional projects discussed were as follows:
• Video Trak Detection.
• Traffic Signals at Mill and Mead Road.
• Traffic Signal Replacements.
• Two dump trucks being replaced.
• The Round Hill Road and John Street Intersection improvements.
• North Street Parsonage Road Intersection Project – which Ms. Siebert stated that the funds were being returned and the project was being reviewed.
• Western Junior Highway at Henry Street Pedestrian Island.
• Town Wide Traffic reviews.
• Traffic calming.
• Safe Routes to Schools Programs – which Ms. Siebert stated was being repurposed to other sidewalk programs.
• Holly Hill Transfer Station Master Plan. Mr. Simon asked if there is an existing plan for $5 million and Mr. Thompson answered no, further stating the old plan was outdated and needed to be done over.
• Sidewalks – Annual “New” Sidewalk Construction based on the “First Selectman’s Pedestrian Safety Advisory Committee” study. There was extended discussion about including the Hearthstone Drive Project and the mailbox kiosk on Town property.
Mr. Thompson offered that he was prepared to discuss bridge projects. Mr. Mason stated there were no questions on bridges and no further discussion on bridges was held.

The discussion turned to drainage issues. There was a discussion on the Stormwater Master Planning Project which began in 2007. Mr. Finger asked Ms. Siebert how does the department actually decide where to spend money on the projects? Ms. Siebert explained the process to Mr. Finger and other BET members using the Brothers Brook – East Putnam Avenue Bridge and Roadway Replacement Project as an example.

The Budget Committee recessed for lunch at 12:55 P.M. and reconvened at 1:18 P.M.

FLEET DEPARTMENT – Mr. Domeseck, Fleet Director, distributed an outline of replacement vehicles for FY 2010-2011 and described in detail the process to the BET members.

Mr. Mason informed Mr. Domeseck that at a future date the BET was going to look at Fleet operations, especially in the areas of outsourcing.

PARKS AND RECREATION – Mr. Siciliano and Mr. Greco informed the Committee on the status of a variety of Parks and Recreation capital projects as follows:

- GPS Tracking System – mandated by the United States Coast Guard.
- Replace Greenwich Point waterline.
- Ferry Lifejacket Replacements – mandated by the United States Coast Guard.
- Marina Pier Rebuilding Program.
- Cos Cob Marina Retaining Wall Replacement.
- Dredge Cos Cob Marina.
- Organic Turf Program – Mr. Siciliano stated the program cost has been reduced from $394,000 to $275,000 because they have become more experienced with the program. Mr. Siciliano also stated that they are keeping it in capital due to the fact that it is maintaining a Town asset.
- Athletic Field Maintenance Programs.
- Playground Inspection and Upgrade Programs.
- Relocation of Grass Island Electric Line Underground Program.
- Replace Workboat Outboard Motor.
- Tennis and Basketball Maintenance Program.
- Athletic Field Mower.
- Park Lighting Upgrade Program – which included a discussion on lighting at the former Cos Cob Power Plant Site Remediation Project.
- Ferry Boats.

FUNDING CONSTRAINTS AND OPTIONS – There were extended discussion on the fifteen year financing model. Mr. Gieger handed out various five year, ten year and
twenty year financing scenarios and the BET members discussed the results of Mr. Gieger's work.

The meeting adjourned at 4:13 P.M.

Respectfully submitted,

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Peter Mynarski, Recording Secretary

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Michael S. Mason, Chairman

SUBJECT TO APPROVAL
Mr. Mason called the meeting to order at 9:08 A.M.

SPEAKERS

1. Selectman – First Selectman Peter Tesei and Town Administrator John Crary appeared to answer questions in the following areas:

   • Emergency Operations Center – There were discussions about the terms of the contract for Dan Warzoha, Emergency Operations Coordinator, regarding compliance with Internal Revenue Services requirements being an independent contractor. When asked about the status of finalizing the contract with Mr. Warzoha, Mr. Crary stated it has not been finalized. Mr. Tesei told BET Budget Committee members that he supported the position being an independent contractor and not an employee. Mr. Tesei also supported utilizing Mr. Warzoha, due to the extent of his institutional knowledge. Mr. Finger questioned Mr. Tesei about the use of former employees being rehired as part-time workers across the Town.
• **Temporary Staffing** – Mr. Tesei informed the Committee that the increase in the Selectman’s part-time budget was due to the rehiring of the former nuisance abatement officer, Ms. Charlene Abdal, on a part-time basis. Mr. Tesei told the Committee that this function was formerly administered with two employees that had retired and were now re-hired on a part-time basis performing this function only. Mr. Simon asked where this function should reside and Mr. Tesei answered that it was his opinion that the function truly belongs as an enforcement function and should be in the Zoning Enforcement budget.

• **Historical Society** – Mr. Tesei told the Committee that the original request from the Historical Society was for $150,000 and he pared it down to $50,000. Mr. Tesei stated that the Historical Society performs a valuable function for the Town, in that it retains and archives materials for historical preservation purposes. Also, he told Committee members that the Historical Society provides educational programming for Town students, at a cost of $6 per student to the Board of Education. The Committee asked Mr. Tesei what he thought the Historical Society might do if the request was denied. Mr. Tesei answered that they would reduce programs by reducing hours and may have to tap into their endowment fund.

• **Modification of the Table of Organization** – Mr. Mason started the conversation by stating that, in light of early retirement incentives, the Table of Organization (TOO) was basically unchanged. Mr. Simon suggested to Mr. Tesei that he honor the commitment and that the matter could be addressed at a future BET Budget Committee session. Because of a prior commitment, Mr. Tesei started to address the question, but had to leave.

2. **Information Technology** – Mr. Hutorin and Mr. Crary appeared to answer questions in the following areas:

• **MAN** – Mr. Hutorin addressed the status of the Municipal Area Network (aka MAN) by stating that the number of locations has increased from 29 in 2001 to 62 today. Mr. Hutorin, when asked, answered that future growth is tied to Town department implementation plans and requests with the current intent to add 7 Fire Department locations. Mr. Simon asked if there was any type of long-term planning in this area and Mr. Hutorin answered that he reacts to departmental requests and demands.

• **How are Information Technology needs monitored and priorities set?** – As a follow up to previous questions, Mr. Simon asked Mr. Hutorin how he and his department communicate with Town and Board of Education officials in addressing their needs. Mr. Simon supplemented his question by asking Mr. Hutorin on how he communicates with Town and BOE employees with the loss of the previous existence of a Steering Committee that would address the information technology needs of the Town. Mr. Hutorin offered that when Town
and BOE employees need something they communicate directly with him. Mr. Mason criticized Mr. Hutorin's answer by stating that we only react when the need arises and do not adequately anticipate or try to prevent problems.

- **Update of ANSI X834 Project** – Mr. Crary attempted to explain what the ANSI X834 Project was by saying that the current MUNIS software application takes employee healthcare data and sends it to the current vendor. Mr. Simon became harsher in his criticisms of a lack of planning and lack of success in carrying out information technology projects. Mr. Simon offered that this particular project has been going on for four years without success and criticized the fact that it resides in Human Resources when it is clearly an Information Technology Department project.

- **Update of Imaging Project** – Mr. Hutorin was asked about the status of the digital imaging project and distributed a status report on the departmental status of the project. When asked about the goals for the project, Mr. Hutorin answered that the goal is to bring departments on line one-by-one first. After bringing departments on line, they would go back and collect archived data. At that point, Mr. Hutorin stated they would quantify the hardware costs.

The overall criticisms of the information technology function continued. Mr. Finger asked Mr. Hutorin what “no interest” meant as a comment on his imaging project status report. Mr. Hutorin simply offered that the two referenced departments were simply not interested in participating.

At this point, Mr. Walko joined fellow BET members and was very critical of Mr. Hutorin's Operations Plan that clearly was deficient in identifying department goals and objectives. Mr. Walko offered that without defined goals and objectives it is difficult to measure performance in carrying out the information technology needs of the Town.

3. **Law Department** – Mr. Wayne Fox represented the Law Department and answered questions in the following areas:

- **Operations** – Mr. Fox gave the Committee a status report of the digital imaging project relative to the Law Department.

  Mr. Fox informed the Committee that when he was hired there were two negative conditions existing within the Law Department function. Mr. Fox stated that there was the complaint that the Law Department was not responsive enough to the departmental needs for legal assistance, especially in the area of Board of Education matters. Mr. Fox stated it was his goal to correct this and he felt he accomplished that goal. Secondly, Mr. Fox stated that the perception was that the Town of Greenwich had developed a very negative image in the handling of their lawsuits. The Town was losing major lawsuits and with that came negative newspaper reporting articles, critical of the Town handling of lawsuits. Mr. Fox
also felt that he accomplished erasing a major portion of this image with a number of successes.

- **Outsourcing** – Mr. Fox and Committee members had an extended discussion on how and when the Town outsources legal work, in lieu of using in-house attorneys. Mr. Simon asked Mr. Fox if he felt that the Town's Law Department had the right mix of in-house attorneys and outsourced attorneys. Mr. Fox strongly defended the expertise of his staff and his decisions on when to go to outside legal firms for assistance. Mr. Fox’s answer to Mr. Simon was yes, he thought the Town had the right mix.

4. **Parking Services** – Mr. Allen Corry represented the Parking Services division and reported as follows:

- **Revenues from additional staff** – Mr. Corry, Parking Services Director, discussed problems he encountered with the hiring of two additional staff personnel. Mr. Corry stated he was only able to hire two out of a possible three new hires and one of the new hires required medical surgery and miss a period of time at work. However, Mr. Corry distributed a detailed handout how each of his personnel were doing relative to collections. When asked about the collection distribution, Mr. Corry stated that about 70% of revenue collections come from central Greenwich, 10% come from Byram and about 15% comes from Old Greenwich.

5. **Fire Department** – Fire Chief Peter Siecienski and Deputy Chief Robert Kick represented the Fire Department and reported as follows:

- **Staffing and Dispatch** - Chief Siecienski talked about the Lieutenant upgrades, the use of floaters and the payment of stipends to volunteers. Chief Siecienski also discussed the plans for the King Street Fire Station with an ultimate goal of returning to a two man staffing level after the King Street station is completed around 2013. Chief Siecienski stressed that, in his opinion, the Town does not need seven fire stations and can do with five properly staffed fire houses. Chief Siecienski warned that there is potential legislation that may mandate four person staffing requirements at firehouses, but conceded that passage is unlikely.

When asked about the need to have a dedicated fire dispatcher, Chief Siecienski answered he felt it was important to have a dedicated fire dispatcher at the communications center.

Chief Siecienski also added that overtime was up slightly due to injury and sick leave taken by fire personnel.

The Committee recessed at 12:25 P.M. for lunch and reconvened at 1:00 P.M.
6. **GEMS** Ms. Charlee Tufts and Mr. John Strong represented the Greenwich Emergency Medical Services, Inc. operations and reported as follows:

- **Facility Requirements** – The BET Budget Committee started the discussion by stating that the original plan was to have GEMS stationed at the King Street Fire House and to have GEMS headquartered at the Central Fire House after completion of construction.

There was an extended discussion about the number and types of GEMS vehicles to be housed at the Central Fire House, Greenwich Hospital site and the current Riverside location. There was no general consensus or agreement and GEMS officials were directed to communicate with Mr. Alan Monelli about the feasibility of housing GEMS at the Central Fire House location.

Mr. Simon asked GEMS officials about what the average wage increases would be and the response was 3.1%. Ms. Tuft also added that coverage at the King Street location would change to twelve hour night shifts.

7. **Fleet** – Mr. Jay Domeseck, Fleet Director, reported to the Committee as follows:

- **2010 – 2011 Vehicle Replacement** – This matter was covered during the previous session on Tuesday, February 16th and no further discussion occurred regarding vehicle replacements.

- **Department Overview** – There was an extended discussion between Mr. Domeseck and BET members about the competitive bidding process when procuring vehicles.

8. **Public Works** – Ms. Siebert and Mr. Monelli reported to the BET Budget Committee on two topics.

First was the King Street property. Mr. Monelli was called back from a previous discussion to add clarity to the septic system study and requirements for the King Street Fire House. Mr. Monelli reported that the results of the septic study would dictate the next steps in the process. Mr. Monelli reported that the adjacent golf course capital project had a septic study with a resultant requirement of two feet of fill for compliance.

Second was the Central Fire House. The Committee asked Mr. Monelli for clarification on the land use approval process. Mr. Monelli stated that if they demolish the existing building, it would require new Municipal Improvement approval from the Board of Selectman and then go to Planning and Zoning for floor area ratio and site plan approvals. The approval process would then include review and acceptance by the Historic District for site plan approvals and then back to the Planning and Zoning Board for final approvals. Mr. Monelli felt the process would
require about six or seven months to complete and the Town would be able to go out to bid for construction in December 2010.

9. **Parks and Recreation** – Mr. Siciliano and Mr. Greco reported to the BET Budget Committee on their operating budget. Mr. Finger asked how will services be impacted with only a 1.2% increase in their budget? Mr. Siciliano stated that services would not be impacted but this budget is a "bare bones" budget. Mr. Siciliano added that one tree crew and a portion of the organic turf program had been outsourced.

Mr. Mason asked about the revenues. Mr. Siciliano reported that the Board of Selectman voted on various fee and permit increases amounting to about a 2.6% overall increase.

Ms. Tarkington asked about headcount and the increase in capital project monies for the Cos Cob Marina Retaining Wall. Mr. Siciliano responded by saying that over the last two years headcount went down from 111 to 108 to 102 positions. Regarding the retaining wall, Mr. Siciliano reported that Coastal Marine gave the Town a new estimate of $600,000, a 20% increase from the previous placeholder amount of $500,000.

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The meeting adjourned at 2:45 P.M.

Respectfully submitted,

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Peter Mynarski, Recording Secretary

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Michael S. Mason, Chairman
Mr. Mason called the meeting to order at 9:05 A.M.

SPEAKERS

1. Social Services – Ms. Kimberley Terrenoire and Ms. Adina Goldstein represented the Social Services Department and reported as follows:

   - External Entities – Mr. Mason asked Social Services officials how they pick agencies to be funded. Ms. Terrenoire and Ms. Goldstein stated that various agencies approach them and usually request amounts that are much larger than the amounts approved. Ms. Terrenoire stated that they try to keep the total budget amount requests constant and adjust the requests accordingly to keep the bottom line unchanged. Ms. Terrenoire and Ms. Goldstein stated
that they are very much aware of the economic conditions and the demands on the Town’s budget needs.

- **Table of Organization** – Ms. Goldstein stated that two full time Homemakers positions were eliminated and two part-time Homemaker positions were added with one Budget and Systems Supervisory position going from part-time to full time. Ms. Terrenoire added that the Board is evaluating the filling of the Deputy Commissioner positions vacated by Ms. Goldstein’s interim promotion.

Mr. Simon questioned the adequacy of the EVOLV software system as laid out in the responses provided by Social Services officials. Mr. Simon suggested that Social Services personnel should contact Information Technology personnel and communicate to them their concerns about the EVOLV system and specifically the reporting requirements.

- **Impact on Services** – Ms. Goldstein reported that the Social Services Department is structurally sound and in a good position. However, Ms. Goldstein also reported that continuing hard economic times is affecting the needs of Greenwich families. Ms. Goldstein opined that more people are out of work and are more dependent on the Social Services Department. However, Ms. Goldstein stated the department is holding up under these stressful times.

   Mr. Finger asked if the Department could have additional resources, what would you ask for? Ms. Goldstein answered she would want one more Caseworker for each working team.

2. **Nathaniel Witherell** – The Nathaniel Witherell team was represented by Mssrs. Allen Brown, Lloyd Bankston, David Ormsby and Ray Augustine.

   - **Policy of Surpluses and Deficits** – Although the Nathaniel Witherell operation was well represented most of the discussion and answers were provided by Mr. Mynarski and Mr. Gieger. The discussions centered on the process on how to handle potential revenue and/or expenditure shortfalls creating deficits. Mr. Mynarski and Gieger stated that the process would be similar to the existing process whereas Nathaniel Witherell would have to request additional appropriations if they would need to increase their appropriations. Mr. Simon asked how revenue shortfalls would be handled. Mr. Gieger responded that revenue shortfalls would need to be addressed in the subsequent or next year’s budget accordingly.

3. **Healthcare** – The Healthcare budget was presented by Ms. Alison Graham and Ms. Maureen Kast.
• **Status of Healthcare Contracts** – Ms. Graham and Ms. Kast reported to the BET Budget Committee that the news was not good for the healthcare budget for a variety of reasons. First and foremost, they reported that the negotiation to lower the proposed rates was not going well. Ms. Graham told the Committee that she expects a final offer from Anthem by the middle of next week. As of now, the blended rate increase between the Town and Board of Education looks to be about 22%. It was reported that the increase is being driven by the increased profit margin Anthem is trying to obtain. In addition, Healthnet was purchased and will not be our other vendor past June 30, 2010.

Mr. Simon presented to the Committee and all in attendance what he felt was the best option being to go to a self-insured plan, effective January 1, 2011. There was an extended discussion on the advantages and disadvantages of going to a self-insured plan and a number of references to past Town history under a previous self-insured scenario. It was determined to wait until Ms. Graham reports back with Anthem’s final offers for rate increases before inserting a budgetary figure.

• **Amount to Budget for Healthcare** – There was no amount proposed for the budget. The two current options are; to wait for final proposals from Anthem and go to a self-insured plan if the proposed increases are too high.

4. **Police** – The Police Department budget was presented by Chief David Ridberg, Lieutenant Mark Kordick and Mr. Greg Hannigan.

• **Captains** – Chief Ridberg led the discussions on changes to the table of organization. He informed the Committee that initially the table of organization would have one Chief and four Captains, although he strongly supported four Majors instead of Captains.

When asked about the plan to go to four Captains, Mr. Tesei said he supported the plan to hire the four Captains by April 1, 2010 and have them in place for one year, until April 1, 2011. He and the Chief would then evaluate the possibility of changing the table of organization after a one year review and evaluation.

• **Staffing and Schedules** – Chief Ridberg stated that the current police scheduling was unbalanced and can’t be fixed because it is tied to the current, existing Police contract.

Mr. Mason asked Chief Ridberg what he was doing to control overtime. Chief Ridberg and Lt. Kordick resorted to their prepared power point presentation and showed how the 200, 300 and 400 major object codes were being depleted. Chief Ridberg then proceeded to answer Mr. Mason’s question by
showing the Committee all of the factors that drive overtime such as; sick/injury leave, mandated training, special events, etc.

Mr. Finger asked Chief Ridberg about the removal of the one police officer on Greenwich Avenue and the Chief showed the Committee a power point slide showing the savings of $411,167 from removing one patrol car on the night shift.

The Committee recessed for lunch at 12:30 P.M. and reconvened at 1:00 P.M.

5. Library – Ms. Carol Mahoney and Ms. Barbara Ormerod-Glynn represented the Greenwich Library in discussing the Peterson Fund agreement.

- Peterson Wing Financing & Agreement – Ms. Mahoney and Ms. Ormerod-Glynn appeared before the BET Budget Committee to discuss the Peterson Trust Agreement. Ms. Mahoney handed out materials that showed Peterson Fund shortfalls to the Town of $116K for FY11, and projected to be $197k for FY12 and $400k for FY13. Mr. Simon requested that these numbers be substantiated with backup spreadsheets detailing how the figures were arrived at. Ms. Mahoney stated she would provide the materials.

As part of the discussions, it was noted that 1.5 positions were being transferred out of the Peterson Fund (Department 702) to the Greenwich Library budget (Department 701). An extended discussion ensued about the legality of doing such. Mr. Gieger noted that Mr. Eugene McLaughlin opined that if the BET altered the funding request, the Peterson Trust Agreement would no longer be binding. The Committee decided to request Mr. McLaughlin’s presence at next week’s budget meeting.

6. Senior Center – The Senior Center was represented by Mr. Sam Deibler and Ms. Laurette Helmrich.

- Table of Organization and Table of Organization – The BET Budget Committee review the changes to the table of organization with Mr. Deibler and Ms. Helmrich.

There were discussions about the food outsourcing vendor, the need for in-house food preparation and cooking staff and the food sharing arrangements with Nathaniel Witherell.

7. Fixed Charges

- Social Security, Unemployment and Police Benefit Fund – The BET Budget Committee went over a small number of fixed charges with Mr.
Mynarski and Mr. Gieger. It was decided to leave the Social Security budget request as is, and increase the Unemployment figure and decrease the Police Benefit Fund figure. The Committee decided to take up these and other matters during BET Budget Decision Day next week.

8. General Issues – The only general issue of substance that was discussed dealt with resolutions. There was a brief discussion on resolutions and it was noted that there would be very few changes this year and the matter would be discussed on Decision Day next week.

The meeting adjourned at 2:45 P.M.

Respectfully submitted,

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Peter Mynarski, Recording Secretary

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Michael S. Mason, Chairman
Present:

Committee: Michael S. Mason, Chairman; William R. Finger, Laurence B. Simon, Leslie L. Tarkington

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director;

Board: Steve Walko, Nancy Barton, Randall Huffman, Art Norton, Joseph Pellegrino, Jeff Ramer

Other: Peter Tesei, First Selectman, John Crary, Town Administrator, Peter Siecinski, Fire Chief, David Ridberg, Police Chief, Charlee Tufts, GEMS Executive Director, Amy Siebert, Public Works Commissioner, Genny Krob, RTM, Steve Warzoha, RTM, Leslie Moriarty, Board of Education, Robert Kick, Deputy Fire Chief, Al Monelli, Public Works

Mr. Mason called the meeting to order at 10:00 A.M.

TOPICS

The BET Budget Committee and BET members in attendance were provided with a list of consolidation topics for discussion today and further action on Thursday, February 25, 2010 at the BET Budget Committee Decision Day meeting. The topics in the order of discussion basically covered the following areas:

1. Department 104 – Emergency Operations Coordinator’s contract - discussion to reduce contract amount. The Town Administrator was asked to bring information documenting the impact of the proposed reduction.

2. Department 105 – Office of the First Selectman – Temporary Salaries – move Nuisance Abatement funding to Dept. 351 – Building Inspection = $23,400. Move 50% or $9,750 of clerical temporary salaries to the Coastal Resources Advisory Committee budget.

3. Department 109 – Human Resources – pull MC raises in the budget out of applicable departments and transfer into fixed charges.

4. Department 120 – Registrar of Voters – funding for two primaries.

5. Department 130 – Finance – put $75,000 in budget for Human Resources/Payroll/Finance Department staffing study.
6. Department 134 – Information Technology – condition a portion of funding to show evidence of a strategic plan.
7. Department 135 – Assessor – Are there sufficient resources to do the revaluation for October 1, 2010.
8. Department 140 – Law Department – the Committee discussed the ratio of clerical support (5) to attorneys (5.5).
9. Department 196 – Senior Center – discussion included reducing the budget to avoid duplication, establishing subject to release conditions, the status of the food outsourcing and the ongoing need for a Teamster cook.
10. Fire Department – discussion on the volunteer firemen budget – move volunteer healthcare premiums from account #208-51490 and put into account #208-57201.
11. Police Department – the table of organization needs to be changed to reflect four Captains. Increase funding for Captains by $22,000 (#211-51010). There was a discussion to remove one vehicle during the night shift from 11 cars to 10 cars.
12. Department 440 – Contributions to External Entities – delete $50,000 from Historical Society contribution and move the Greenwich Adult Daycare Center $60,000 contribution into External Entities and out of Social Services. Move GEMS from 440-51490 to 440-572?? And label Contribution to GEMS
13. Social Services – make various changes to external entities as detailed in handout materials. Transfer the Deputy Commissioner funding from Social Services budget to Fixed Charges.
14. Board of Education – recapture $285,000 of utilities money repurposed. Reduce General Wage Increase from 3.25% to 2.5% amounting to $100,000. Invite Board of Education to Thursday meeting to explain aide staffing positions, payments for temporary services funding and have the Superintendent discuss his five largest items labeled as new initiatives or extensions of existing programs.
15. Library – the Peterson Foundation Agreement was discussed. It was decided to invite Eugene McLaughlin to the BET Budget Committee Decision Day meeting for further discussions.
16. Fixed Charges – the discussion dealt with healthcare costs, reducing the Police Pension Fund contribution, workers’ compensation and unemployment costs. The Committee invited Alison Graham, Employment Benefits Manager to the Decision day meeting to provide the Budget Committee with updated healthcare quotes.
17. Vacancy List – the Committee plans to take all “no request to fill” positions listed on the February 4, 2010 Vacancy Report from the Human Resources Department out of their respective department budgets and put the salaries into fixed charges. The affected departments would than come to the BET Human Resources Committee and then the full BET to release funds as the positions are requested to be filled.
The meeting adjourned at 2:48 P.M.

Respectfully submitted,

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Peter Mynarski, Recording Secretary

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Michael S. Mason, Chairman

SUBJECT TO APPROVAL