

**TOWN OF GREENWICH  
BOARD OF ESTIMATE AND TAXATION**

**Nathaniel Witherell Strategic Planning Committee Meeting**

Wednesday, April 17, 2019  
Mazza Room

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

Staff: Allen Brown, Executive Director, the Nathaniel Witherell; Peter Mynarski, Comptroller

BET: Leslie Moriarty, Leslie Tarkington

The meeting was called to order at 3:02 P.M.

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

Mr. Drake made a motion, seconded by Mr. Ramer, to accept the Minutes of the BET Nathaniel Witherell Strategic Planning Committee Meeting of April 1, 2019 as amended. The Committee voted 4-0-0. Motion carried.

**2. Review of Contract #6668 Town of Greenwich and Health Dimensions Group (HDG) Report:**

- **Review of issues identified in the Report** - Committee Chairman Norton explained that he had extended the Committee's invitation to Mr. Simon to discuss HDG's operating recommendations, but that Mr. Simon indicated that it would be premature until the Committee prioritize HDG's recommendations.

Mr. Drake made a motion, seconded by Mr. Ramer, that Committee Chair Norton request TNW Board Chair and senior management present their responses to the HDG Report recommendations at the Committee's May 15 meeting. The Committee voted 4-0-0. Motion carried.

Mr. Ramer questioned whether the Nathaniel Witherell Strategic Planning Committee has fulfilled its assignment. It was determined that the Committee should update the BET subsequent to the May 15 meeting. The Committee will provide its Report and host a "lessons learned" workshop prior to the Joint meeting of the BET and TNW Board of Directors in October. Ms. Oberlander proposed that the BET should be asked for its expectations of the Committee's ongoing role. Ms. Oberlander again indicated that the Town has not made progress on TNW property title search.

**3. Review of Contract # 6740 Town of Greenwich and PKF O'Connor Davies**

- **Review of issues identified in the Report** - Mr. Drake presented a draft prepared with Ms. Oberlander as the Sub-committee assigned to the PKF O'Connor Davies

contract. The Committee suggested inclusions for revising the draft. Ms. Weissler and Ms. Oberlander will discuss separating TNW cash flow from the Operating Statement. It was decided that the 2-page PKF O'Connor Davies summary will be attached when the revised draft is presented to the BET.

#### **4. Labor Cost Analysis Discussion**

TNW Executive Director, Mr. Brown, addressed his comments to TNW's pay rate being higher in comparison to PayFactors' software study of comparable job-title compensation. He denied HDG's assertion that hourly pay-differential was not considered a Best Business Practice. Mr. Brown asked for clarification of base-hourly-pay rates to understand if TNW employees and PayFactors' table actually compares similar hourly base-rate and number of hours-worked.

#### **5. Next steps**

- **Presentation to the Community of the sub-committees' reports**  
Mr. Drake and Ms. Krumeich will develop a checklist from the recommendations of the two consultant reports.

#### **6. Schedule of Future Meetings**

May 15, 2019 - 2:00 P.M.

May 22, 2019 - 2:00 P.M.

June 19, 2019 - 2:00 P.M.

#### **5. Adjournment**

Ms. Krumeich made a motion, seconded by Mr. Drake, to adjourn at 4:58 P.M. The Committee voted 4-0-0. Motion carried.

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Catherine Sidor, Recording Secretary

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Arthur D. Norton, Chairman