

**TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES**

Cone Meeting Room
Tuesday July 11, 2006

Present:

Committee:

Stephen Walko, Chairman; Edward Krumeich, Michael Mason

Absent: Larry Simon

Staff:

Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Ed Gomeau, Town Administrator; Dave Thompson, Lloyd Hubbs, Garo Garabedian, DPW; Chief of Police James Walters; Mario Gonsalves, Robert Short, Barbara Ormerod-Glynn, Nancy Brown, Roberta Denning, Greenwich Library

Board:

Nancy Barton, William Finger, James Himes, Arthur Norton, Robert Stone, Leslie Tarkington, Peter Tesei

Ex Officio Board Member: James Lash, First Selectman

The meeting was called to order at 6:36 P.M.

Requests for Budget Adjustments

SE-1 FIRST SELECTMAN-Transfer -\$200,000

Request for transfer:

\$200,000	to	Q-19706-59900-26213	Greenwich Library
			Byram Shubert Library Expansion
\$200,000	from	Q-19704-59900-24221	St. Luke's LifeWorks
			Construction of Supportive Housing

In 2005, Greenwich Library applied for \$650,000 in PY2006 CDBG funds toward expansion of the Byram Shubert branch. The Town's CDBG program approved \$450,000 to be granted to the Library (the full amount was not granted due to the degree of competition and the limited anticipated funds). In 2003, St. Luke's LifeWorks was approved to receive \$200,000 of FY2004 CDBG toward construction of a 16 unit supportive housing development. In 2006, St. Luke's informed the CDBG office that the project could no longer move ahead and as such, the \$200,000 CDBG grant is being released. The Greenwich Library requested an additional \$200,000 be considered with their 2006 CDBG grant. On June 13, 2006, the Community Development Advisory Committee (CDAC) unanimously approved the transfer of the unobligated \$200,000 to the 2006 Greenwich Library Account.

In response to a question from Mr. Walko with regard to the necessity to use money within the year it is appropriated, Ms. Brown said no, but if there is more than 1.5 times the entitlement remaining, the federal government has the right to take back part of those funds. The Byram Shubert funds are primarily to benefit lower income residents. The community is growing, Ms. Brown said, in particular with enrollment and the use of the Byram Shubert.

The Committee voted 3-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

SE-2 FIRST SELECTMAN- Transfer- \$27,500

Request for transfer:

\$27,500 to Q19706-26211-26211 Family Centers, Inc

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\$27,500 from Q19706-59900-24215 Gateway Preschool Property Acquisition
Contingency Fund
CDGB Program Year 2006
Unprogrammed Funds

For FY2005, Family Centers requested \$300,000 of CDBG funds toward the acquisition of the Gateway Preschool Property (2 Chapel Street, Greenwich, CT) for a total acquisition cost of \$500,000. The Connecticut Bond Commission granted the Family Centers with \$200,000 while the Town provided \$250,000 in CDBG funds. For FY2006, Family Centers then requested the balance plus interest which totals \$52,500 of CDBG funds. CDAC approved for Family Centers to receive \$25,000 (full amount was not granted due to the degree of competition and the limited funds anticipated). After 2006, CDBG Entitlement was received in a greater amount than had been anticipated. Family Centers requested additional CDBG funds of \$27,500 to cover the full balance on the mortgage taken last year. During the June 13, 2006 CDAC meeting, the Committee unanimously approved Family Centers request for \$27,500.

The building that houses the Family Center has been owned by Christ Church. The Church has leased it for \$1 per year, but has decided to sell the building. The Family Center was given the first opportunity to purchase the building for \$500,000. The only opportunity to raise money is when the Block Grant s available.

The Committee voted 3-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PD-1 POLICE-Approval to Use- \$9,600

Request for approval to use:

\$9,600 to F219-57210 Contributions to External Entities
\$9,600 from Office of Policy and Management Police and Youth

Program

This request is for permission to accept the amount of \$9,600 from the State of Connecticut Office of Policy and Management, Police and Youth Program. The grant has been awarded in support of the Greenwich Police Flag Football Program. The program targets at-risk youth in the community. There are a total of 125 participants, with two age groups. The two officers who run the program have raised most of the money themselves, and contributed their own money as well. The funds will be used to purchase equipment as well as footballs, water coolers, trophies and uniforms. Approval to use the money must go through Chief Walters, who will authorize the expenditure of the funds.

The Committee voted 3-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PD-2 POLICE- Approval to Use- \$56,000

Request for additional appropriation:

\$56,000	to	F213-59250	Radio Inter-Operability System
\$56,000	from		Dept. of Homeland Security, Office of General Grants and Training

This request is for permission to accept a Radio Inter-Operability System (RIOS) Communications Gateway valued at \$56,000 from the Department of Homeland Security's Commercial Equipment Direct Assistance Program (CEDAP). The system enables communication between any types of dissimilar communications systems. This particular model will be portable, which will enable use of it at mobile locations. Software upgrades and training are included in the package. If the equipment should ever need to be replaced, grants will be sought to accomplish this. This would also be used as a backup 911 system should there ever be a failure.

The Committee voted 3-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PW-1 DPW-Additional Appropriation- \$74,500

Request for additional appropriation:

\$74,500	to	Z312-59600-26129	So Water/Mead Roundabout
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The construction of the South Water Street and Mead Street Roundabout has been in development for the past three years, and the FY 2006-07 budget amount of \$400,000 was based on adjustments to this three year old budget. The lowest of four bids came in at \$400,592.80, (Fred N. Durante, Jr.) is very competitive, and includes a \$10,000 contingency and \$6,500 for police traffic control. Both of these items are considered low for a project of this size.

DPW recommends obtaining an outside firm for construction administration and inspection, due to an already extensive construction program and existing vacancies within the Traffic Engineering Division.

The requested \$74,500 comprises \$11,000 for an additional contingency, \$3,500 for police traffic control and \$60,000 for contract administration.

Mr. Walko asked if traffic could be diverted, eliminating the need for traffic control. Mr. Thompson responded that typically a ruling is not available on this until there has been a reconstruction meeting. After this meeting, the police department will decide how much presence will be needed to keep traffic flow continuous.

In response to a question from Mr. Mason with regard to the amount of time between the bids for work going out and project completion, Mr. Hubbs estimated a six month time frame.

There is currently a large workload. Fourteen projects are scheduled, at an approximate cost of \$2.5 million and 2000 hours. An Inspector or Construction Manager typically oversees each project.

In response to a question from Mr. Walko as to how the \$60,000 amount was arrived at, Mr. Hubbs stated that it was based on an initial proposal from Earth Tech, originally contracted to do the Rye Lake Roundabout. Their proposal was higher than \$60,000 and Mr. Hubbs is looking into other alternatives, however he is confident that they will do the project for \$60,000.

Design Services is a combination of the design of the roundabout and the drainage project, which had already been designed.

Mr. Walko was concerned that this would be a trend for 2006-07 projects. Mr. Thompson expressed that he did not see returning to the Budget Committee for contingency funds or police traffic control. He is currently looking into ways to handle the growing number of projects, and may consider outside consultants to accomplish the work.

The Committee voted 3-0 to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

PW-2 DPW- Additional Appropriation- \$227,000

Request for additional appropriation:

\$227,000 to Z312-59600-26023 King and Rye Lake Roundabout

This appropriation deals with two projects that are contiguous and interrelated, but have been budgeted separately in the FY 2005-06 budget. The King Street and Rye Lake projects were funded in the amounts of \$360,000 and \$500,000 respectively. DPW determined that the two projects be combined. Earth Tech, Inc. was retained to design the Roundabout and incorporate the Rye Lake Drainage Improvements into one bid package. The contract includes construction administration and inspection at a cost of \$97,500. Remaining funds available for these projects total \$762,500.

The project went out for bid in June 2006, and two bids were received. The recommended bid came in at \$959,000 (Fred N. Durante, Jr.) and includes an additional \$30,000 for police traffic control.

The original estimate for the project was prepared two years ago and was not updated for this fiscal year. The \$500,000 estimate did not include the \$97,500 fee for design services or construction administration and inspection. At the time the budget was prepared, DPW had planned to have staff from the Engineering Division or the Traffic Engineering Division administer the Construction contract, but heavy workload combined with loss of staff made this unrealistic.

The major inflationary increases are due to asphalt and granite curbing costs.

The Committee voted 3-0 to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

PW-3 DPW- Additional Appropriation- \$119,000

Request for additional appropriation:

\$119,000 to Z312-59620-26034 N Porchuk Rd Bridge Replacement

This project is eligible for a 90.32% reimbursement under the State of Connecticut's Local Bridge Program. Revenues in the amount of \$107,481 are anticipated as an offset to this expenditure. Total net cost to the Town will be approximately \$11,519.00.

Construction began in September 2005 and is expected to be finished in October 2006. At this time, the project is approximately 60% complete. An increase of \$114,000 in construction contract value is due to increased pile lengths. Higher than anticipated depths of bedrock is the cause.

Based on the Consultants Project Cost Projection, the additional funds required for completion are \$198,000. This amount includes \$114,000 for increased construction costs, \$39,000 for additional engineering services and \$45,000 for a recommended additional contingency. Currently there is \$79,000 left in the original appropriation.

The estimated time of completion for this project is the end of October 2006.

Mr. Thompson has verbal confirmation on the reimbursement, and expects a letter in time for the July full BET meeting.

The Committee voted 3-0 to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

APPROVAL OF MINUTES

Upon a motion by Mr. Mason, seconded by Mr. Krumeich, the Committee voted 3-0 to approve the Minutes of the June 13, 2006 Regular Budget Committee Meeting.

Approval of Monthly Presentation Topics Calendar for FY 2206-07

Mr. Walko had asked the other Committee members to review this list, and it was distributed to other members of the BET.

The Budget Committee approved and adopted the regular format list of Monthly Presentation topics 3-0.

Approval of BET Budget Committee Schedule for FY 2006-07 budget

The Budget Committee reviewed the budget calendar. There will not be a meeting during the week that there is public school vacation. The time between receipt of budget material and departmental reviews has been increased. A full day will be spent on review of the Capital Budget, that being Thursday, February 8, 2007. There is a full week for review of materials by the Committee members between Departmental Reviews and Consolidation Day.

The Budget Committee approved the FY 2006-7 regular format budget schedule 3-0.

Discussion of possible action on Tuchman acquisition

The Committee discussed the contract for purchase of two-thirds of the Tuchman Property.

Mr. Lash stated that some time has passed since this issue was last brought up, and no action may be required by the Budget Committee or the full BET. The seller of the property is having a current survey done. Maps will be provided to the Committee for visual aid. The decision whether to make payments in notes or notes and cash has yet to be made. If there is a need to make part of the payment in cash, Mr. Fox stated that they may return and request the cash appropriation.

Mr. Lash said that a brief presentation to the full BET at their July meeting is planned so that BET members not familiar with this issue can be updated.

There being no further business before the committee, upon a motion by Mr. Krumeich, seconded by Mr. Mason, the Committee voted 3-0 to adjourn the meeting at 8:00 P.M.

Respectfully submitted,

Valerie Zebrowski, Recording Secretary

Stephen G. Walko, Chairman