TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
REGULAR BUDGET COMMITTEE MEETING

Tuesday, November 12, 2019
Cone Room

Committee Present: Leslie Moriarty, Chair; Michael Mason, Jeffrey S. Ramer, Leslie L. Tarkington

Staff: Aamina Ahmad, Assistant Town Attorney, Law Department; J. Wayne Fox, Town Attorney, Law Department; Roland Gieger, Budget Director; Tom Klein, Director Information Technology; Peter Mynarski, Comptroller

Board: Jill Oberlander, Chair; Andreas Duus, Anthony Turner

BOE/GPS: Dr. Toni Jones, Superintendent, GPS; Michael Ting, Director of Information Technology, GPS; Dan Watson, Director of Facilities, GPS

Public: Ken Borsuk, Reporter, Greenwich Time

The meeting was called to order at 4:31 P.M.

EXECUTIVE SESSION – Discussion of Pending Litigation

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to enter Executive Session at 5:01 P.M. Motion carried.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0-0 to exit Executive Session at 5:21 P.M. Motion carried.

REQUESTS FOR BUDGET ADJUSTMENTS

<table>
<thead>
<tr>
<th>Number</th>
<th>Department</th>
<th>Purpose</th>
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<tbody>
<tr>
<td>ED-5</td>
<td>BOE</td>
<td>Additional Appropriation</td>
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<tr>
<td>$272,834</td>
<td>6801689 59560</td>
<td>Mechanical Systems Upgrades</td>
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BOE Director of Facilities Watson explained the GHS boilers which provide heat to the whole campus require immediate repair to replace the tubing due to excessive leaks discovered during routine maintenance on boiler #1. Due to the possible risk of failure of the units, this work must be done immediately. The units are over 20 years old and were scheduled for replacement in 2-3 years. This re-tubing is expected to extend their life for 10-15 years which will defer the $1.5 million replacement cost. Given the similar age of the units, the BOE is requesting funding for both units, however boiler #2 will be tested to determine if the full re-tubing scope is required on that unit after boiler #1’s repair is completed. Upon a discussion with Committee members, the appropriation amount was modified to account for an existing open appropriation of $40,000 for these boilers and to remove employee oversight cost. The total cost including a 10% contingency...
is budgeted to be $286,000, so the additional appropriation that is required is $245,000. Ms. Tarkington requested additional information on the prevailing wage rate calculation and how it applies to the maintenance contract versus this larger project.

Upon a motion by Ms. Moriarty, seconded by Ms. Tarkington, the Committee voted 3-0-1 (Abstain: Tarkington) to approve the additional appropriation of $245,000 and recommend the Application to the full BET. Motion carried.

ED-7 BOE Release of Conditions
$1,250,000 B6801782 59090 New Phone System

BOE IT Director Ting requested the Release of Conditions for the BOE new phone system appropriation, which had the condition requiring the BET’s review and acceptance of the RFP prepared after input from the Town IT Department. Mr. Klein confirmed that his input has been incorporated into the RFP. Mr. Ting indicated the RFP was developed with the use of a phone consultant and that a project manager with expertise in this area would be engaged to oversee the project, which is the same process the Town used for its phone project. Ms. Tarkington asked if there would be efficiencies for the BOE phone system to be the same as the Town’s system with the potential of combined oversight. Mr. Klein explained the phone system is intertwined with the IT networks which are independent, so that it would not provide any efficiencies to combine the function.

Upon a motion by Mr. Ramer, seconded by Ms. Moriarty, the Committee voted 4-0-0 to approve the Release of Conditions on $1,250,000 for a new phone system for BOE and recommend the Application to the full BET. Motion carried.

NW-2 Nathaniel Witherell Release of Conditions
$2,700,000 A999 57128 Contribution to Nathaniel Witherell

Ms. Moriarty introduced this item indicating that she placed it on the agenda since Nathaniel Witherell met the budget condition by submitting the report. However, she noted that the BET may be interested in discussing the report as well as other business issues and that it may be better accomplished in a BET meeting at a future time to be determined. The BET would need to act on this condition before the end of the fiscal year.

Motion for Release of Conditions on $2,700,000 was withdrawn.

OLD BUSINESS
None discussed

NEW BUSINESS

• **Project Close-Out form proposal**
  Ms. Moriarty presented the concept of adding a Project Close-Out Form to the financial documentation required from departments. The purpose would be to provide information at the end of a project on the completed scope, timing, costs, future maintenance and reinvestment requirements. The form would provide the comparison to the information
presented on the CIP Form which is the basis of the appropriation at the start of the project. The next step is to develop a format for consideration at the December Budget Committee meeting.

**Budget Committee Chair’s Report**

Ms. Moriarty reported on meetings she was asked to attend with Town Department Heads and the Public Schools Administration to explain the approved FY21 Budget Guidelines.

**Approval of the BET Budget Committee Meeting Minutes**

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the regular BET Budget Committee Meeting Minutes of October 15, 2019. Motion carried.

**ADJOURNMENT**

The Committee voted unanimously to adjourn at 6:39 P.M. Motion carried.

Next Regular Meeting of the BET Budget Committee is scheduled for December 10, 2019 at 5:00 P.M. in the cone Room.

Respectfully submitted,

Catherine Sidor, Recording Secretary

Leslie Moriarty, Chair