The meeting was called to order at 5:00 P.M.

Chair Tarkington welcomed the Committee and audience to the first BET Budget Committee meeting of the new term and asked that members of the Committee introduce themselves and share the experience they bring to the Committee. Ms. Tarkington noted that the Town’s (TOG) annual budget cycle would begin on Thursday, January 23 at 6:00P.M. with the First Selectman’s Presentation of the Town’s FY2020-2021 Budget, followed by the Board of Education (BOE) Superintendent, Dr. Toni Jones, presenting the BOE FY2020-2021 Budget. A Public Hearing is scheduled to follow the Presentations at 7:00 P.M.

REQUESTS FOR BUDGET ADJUSTMENTS

Ms. Tarkington asked for a motion to change the Order of Business.

Upon a motion by Mr. Ramer, seconded by Ms. Hess, the Committee voted 4-0-0 to postpone the first **Budget Adjustment Request, NW-2 Additional Appropriation**, pending the arrival of TNW Board Chairman, Laurence Simon. Motion carried.

<table>
<thead>
<tr>
<th>Number</th>
<th>Department</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>PR-1</td>
<td>Parks &amp; Recreation</td>
<td>Additional Appropriation</td>
</tr>
<tr>
<td>$14,550</td>
<td>M824 59830 20206</td>
<td>Master Plan</td>
</tr>
</tbody>
</table>

Parks & Recreation Director Siciliano explained that an interim appropriation was needed to replace the flooring and carpeting at the Griffin E. Harris Golf Course specified in the concession license. The concession license was awarded in March 2019 after the approval of FY2019-2020 Budget and purchase and installation was postponed because it would have interfered with the opening of the concession during the Golf Course’s season, (April – October). Funds for the
appropriation will be transferred from the Griffin E. Harris Golf Course Revolving Fund which has an account balance of $873,401.

<table>
<thead>
<tr>
<th>PR-2</th>
<th>Parks &amp; Recreation</th>
<th>Additional Appropriation</th>
</tr>
</thead>
<tbody>
<tr>
<td>$52,000</td>
<td>M824 5983</td>
<td>The Griff Water Treatment System</td>
</tr>
</tbody>
</table>

Mr. Siciliano explained that the additional appropriation request, $52,000, would also be transferred from the Golf Course Revolving Fund balance of $873,401. New water filtration standards for water potability monitored by EPA and CT DEEP approximately every ten years, and TOG’s Health Department support for them require an upgrade of The Griff Water Treatment System. The Committee requested that a breakout of the cost including the carbon filter system, pump and control panel be provided to the BET.

Upon a motion by Ms. Moriarty, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve both PR-1 and PR-2 requests for Additional Appropriation of $14,550 and $52,000, respectively, for The Griffin E. Harris Golf Course carpet, and water filter equipment installation upgrades from funds to be transferred from the Golf Course Revolving Fund and recommend the application to the full BET as Routine Applications. Motion carried.

<table>
<thead>
<tr>
<th>SE-4</th>
<th>First Selectman</th>
<th>Approval to Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>$2,000</td>
<td>A440 57222</td>
<td>Contribution to Channel 79</td>
</tr>
</tbody>
</table>

Comptroller Mynarski explained that Channel 79 had received a grant for the operation of Channel 79, TOG’s public access television station, from Area Nine Cable Council. TOG’s Budget Resolution #3 authorizes the First Selectman’s acceptance of the grant funding. Upon BET approval, Channel 79’s annual operation funding appropriation would be increased by the $2,000 amount to include the grant income.

Upon a motion by Ms. Hess, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the use of the $2,000 grant award and recommend the application to the full BET as a Routine Application. Motion carried.

<table>
<thead>
<tr>
<th>FI-3</th>
<th>Finance</th>
<th>Release of Conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>$40,000</td>
<td>A130 51490</td>
<td>Automate Purchasing/Invoicing</td>
</tr>
</tbody>
</table>

Mr. Mynarski introduced the Finance Department Chief Accountant, Maureen Tracy, as the Project Manager for the implementation of the purchasing/invoicing automation project. A total of $50,000 had been conditioned for the project of which $10,000 was previously released. The condition calls for notification that funds are needed for the project. An additional $40,000 from other Department funds will be used to implement the recommendations at a total cost of $89,792. Ms. Tracy was complimented for successful negotiation of a reduction of the on-going annual license fee. In addition to the upgrade of TOG’s purchasing system, Mr. Mynarski described the department’s second initiative, a Cash Management Project, to change the current MUNIS procedure that is being overseen by the Treasurer, Ms. Yemets. Mr. Mynarski commented that resources conditioned for consulting projects and savings from unfilled employee positions would be used to offset any additional consulting costs of these projects. Ms. Tarkington suggested that the purpose of the Budget Adjustment Request should reflect the planned consulting activity.
Upon a motion by Ms. Moriarty, seconded by Mr. Ramer, the Committee voted 4-0-0 to release conditions on $40,000 for the purchasing/invoicing processing project and use of $40,000 of other appropriated available funds and to recommend the application to the full BET as a Routine Application. Motion carried.

NW-2 The Nathaniel Witherell Additional Appropriation
$230,000 H450002 51490 Professional Fees

TNW Board Chairman Simon requested an additional appropriation of $150,000 for a short-term interim Executive Director provided by Health Dimensions Group (HDG); $30,000 for various consulting services provided by HDG; $25,000 for Cyber Security; and, $25,000 for the development of accounting procedures to reconcile TNW’s MATRIX accounting entries with TOG’s MUNIS system. The additional appropriation is requested to enhance TNW operations professionalism due to employee turnover. The Committee requested an accounting of funds spent be provided at the end of the fiscal year period.

Upon a motion by Mr. Ramer, seconded by Ms. Hess, the Committee voted 4-0-0 to approve the additional request for $230,000 for Professional Fees and recommend the application to the full BET as a Non-Routine Application. Motion carried.

OLD BUSINESS

None discussed.

NEW BUSINESS

- **Discussion of Economic Conditions**
  Budget Director Gieger presented an overview of TOG income and expenditures for the first six-months of FY2020 compared to FY2017, FY2018, FY2019. He highlighted trends in revenue income. He commented that both building permit and conveyance tax revenues were slowing-down but was unsure if that was seasonal. He also commented on department expenditures and indicated where the cost variation occurred due to the timing of large expenditures such as increased healthcare. He commented that if there were no unanticipated problems, the Town should expect to meet its budget.

- **Greenwich Credit Rating Presentation**
  Ms. Tarkington proposed the Presentation as an introduction to the upcoming Budget Committee’s February Departmental Review Hearings. Mr. Mynarski described the lengthy process of preparation for January’s annual credit rating agency meetings and recognized the contribution of Departments and the Town’s external advisor to the process. He noted factors that Moody’s and S&P were sensitive to and the basis for the BET decision to not be reviewed by Fitch.

  The Town has enjoyed a triple-A rating along with 17 other Connecticut towns which impacts the cost of annual Bond and BAN borrowing. Mr. Mynarski described the characteristics that the agencies scrutinized that would be important to the Committee and the BET as the next fiscal year’s budget is developed. The Town’s initiatives in cyber security, construction management, TNW studies, Lean Six Sigma training, Police and
Fire retirement, and healthcare changes were acknowledged as “ahead of the curve” among municipalities. In conclusion, the rating agencies affirmed Greenwich maintained its advantage as a desirable community under strong management and positioned well for the long-term.

Mr. Mynarski shared the rating agencies’ compliments with the BET, the Town’s Boards and Commissions and Town policies.

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

Upon a motion by Mr. Ramer, seconded by Ms. Moriarty, the Committee voted 3-0-1 (Abstain: Hess) to approve the BET Budget Committee Meeting Minutes of December 10, 2019. Motion carried.

**ADJOURNMENT**

The Committee voted unanimously to adjourn at 6:55 P.M. Motion carried.

Next Regular Meeting of the BET Budget Committee is scheduled for February 18, 2020 at 5:00 P.M. in the Cone Room.

Respectfully submitted,

_____________________________
Catherine Sidor, Recording Secretary

_____________________________
Leslie Tarkington, Chair