



MINUTES of the Virtual Meeting Workshop of the Board of Estimate and Taxation held on Wednesday, April 1, 2020 online in the Town of Greenwich video web conferencing software Zoom Account.

Michael Mason, BET Chair, called the Workshop meeting to order at 12:04 P.M.

Board members in attendance:

Michael S. Mason, Chair
Karen Fassuliotis, Vice Chair
Andreas Duus III
Laura Erickson
Debra Hess
Miriam L. Kreuzer
Elizabeth K. Krumeich
Leslie Moriarty
Jeffrey S. Ramer
Leslie L. Tarkington
David Weisbrod

Absent: William Drake, Clerk

Staff: Aamina Ahmad, Assistant (Ass't) Town Attorney, Law Department (Dept); Elaine Brown, Exec. Ass't to the Comptroller; Angela Gencarelli, Manager, Budget & Management Systems, Finance Dept; Roland Gieger, Director, Budget & Management Systems, Finance Dept; Craig Jones, IT Dept.; Tom Klein, Chief Information Officer, IT Dept; Jenny Larkin, IT Dept; Joan Lynch, Assistant to the Treasurer, Treasury Dept; Peter Mynarski, Director, Finance Department; Nataliya Yemets, Treasurer; Megan Zanesky, Esq., Risk Manager

Selectmen: Fred Camillo, First Selectman

Guests: Robert Stricker, Chairman, OPEB Board

RTM: Lucia Jansen, RTM D-7, and (Chair), BOC; Arline Lomazzo, RTM D-6; Danyal Ozizmir, RTM D-5 and Chair, LLC; Lucy von Brachel, RTM D-4

PUBLIC: Ken Borsuk, Reporter, *Greenwich Time*

Mr. Mason welcomed attendees to the BET Virtual Meeting Workshop to enable BET members and the public to become familiar with the video conferencing experience planned for upcoming BET meetings due to current restrictions and limitations on public gatherings as a result of the Coronavirus COVID-19 health emergency.

1. Zoom Meeting Orientation

Ms. Larkin and Mr. Jones of the IT Department described the difference between a Virtual Webinar and Virtual Meeting. For Webinars the main difference was that only Panelists would be seen on the screen, with attendees appearing as a list of people. In a Webinar, the host controls who could be elevated to a Panelist, who could then speak. A Webinar could be thought of as a presentation by a group of panelists, with the audience as attendees, who do not speak unless called upon. A Webinar is the preferred method for large groups. In contrast, a meeting allows all participants to be seen on screen unless the host mutes the video and speaker. In the latter case only the name would be displayed on the screen. Unlike a Webinar, a meeting has a Breakout Room capability that could be used for Executive Sessions. The host has the ability to assign members to a Breakout Room and can stop the video component while in Executive Session. An additional practice session planned for Committee Chairs to experience the technical legal and procedural virtual meeting hosting.

First Selectman Fred Camillo joined the meeting while the meeting was in session. Mr. Mason explained to Mr. Camillo how the BET planned to implement the State directive for public gatherings through Virtual web-based conferencing meetings for the immediate future. Mr. Camillo expressed his appreciation for the proactive effort to provide a model for meetings during natural disasters and suggested that it could be a way to streamline government. He thanked the BET and the IT Department for their leadership during the challenges arising from the health emergency.

2. Adjournment

Upon a motion by Ms. Moriarty, seconded by Mr. Ramer, the Board voted 11-0-0 to adjourn the meeting at 12:48 P.M. Motion carried.

Respectfully submitted,

Catherine Sidor, Recording Secretary

Karen Fassuliotis, Vice Chair

Michael S. Mason, Chair