



MINUTES of the Regular Meeting of the Board of Estimate and Taxation held on Thursday, March 24, 2022 in the Town Hall Meeting Room and on Zoom, Greenwich, CT.

Chairman Dan Ozizmir called the meeting to order at 6:33 P.M.

Board members in attendance:

Dan Ozizmir, Chairman  
Michael Basham, Vice Chairman  
Nisha Arora, Clerk  
William Drake  
Laura Erickson  
Karen Fassuliotis  
Miriam Kreuzer  
Leslie Moriarty  
Jeffrey S. Ramer  
Stephen Selbst  
Leslie L. Tarkington  
David Weisbrod

Staff: Benjamin Branyan, Town Administrator, OFS; Roland Gieger, Director, Budget & Systems Management, Finance Department; Peter Mynarski, Comptroller; Abby Wadler, Assistant Town Attorney, Legal Department

BOE/GPS Sean O'Keefe, Chief Financial Officer, GPS; Dan Watson, Facilities Director, GPS

### **Call to Order and Pledge of Allegiance**

Chairman Ozizmir asked for a motion to change the Order of Business

Upon a motion by Ms. Tarkington, seconded by Ms. Erickson, to change the Order of Business, to move New Business: DPW Encroachment Permit to the first Agenda item. The BET voted 12-0-0. Motion carried.

Attorney Wadler explained that the Encroachment Permit presented to the BET for its approval, is a maintenance agreement between the Town and the State to indemnify the State for the first dollar of exposure for encroaching on state property stemming from activities at the high school. This issue was flagged due to the project to build an egress to Rt. 1 from the new handicapped parking lot. The additional insurance costs will be added to an existing policy and will be absorbed in Fixed Charges.

Upon a motion by Ms. Moriarty, seconded by Ms. Fassuliotis, to approve the maintenance agreement contained in the Encroachment Permit. The BET voted 12-0-0.

**Request for Budget Adjustments**

**ROUTINE APPLICATIONS**

<u>Number</u>	<u>Department</u>	<u>Amount</u>	<u>Purpose</u>
EM-1	EMOC	\$7,832	Transfer
	A104 52240		Radio Maintenance

Ms. Tarkington explained that the request for the transfer of funds was a result of billing in excess of what had been budgeted for emergency operations of the Town telephone system, \$7,832. The Budget Committee had approved the application 4-0-0 as a Routine Application.

Upon a motion by Mr. Selbst, seconded by Mr. Ramer, to approve the transfer of funds \$7,832 to cover the unanticipated additional costs of maintaining the Town's Emergency Radio System. The Board voted 12-0-0. Motion carried.

FD-2	Fire Department	\$246,532	Additional Appropriation
	A205, 206, 207 various		Overtime & Maintenance

Ms. Tarkington reported that the request for additional appropriation of \$246,532 for inspection and repair to dry hydrants and installation of new exhaust systems in Stations with older engines had been approved by the Budget Committee 4-0-0. The Fire Department withdrew a portion of this interim request, reducing the request to \$124,532.

Upon a motion by Ms. Fassuliotis, seconded by Ms. Moriarty, to approve the additional amended appropriation of \$124,532 for Fire house exhaust upgrades and maintenance of dry hydrants. The Board voted 12-0-0. Motion carried.

PW-3	Public Works	\$18,677,000	Release of Conditions
	B345 59560 22326		Eastern Greenwich CC

Ms. Tarkington reported that the conditions for release of the \$18,677,000 based on the Public Private Partnership contribution from the Cohen Foundation, and projected schedule of fees for rentals and programs, conditions had been met. The Budget Committee voted 4-0-0 in favor of the release of funds.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, to approve the release of conditions on the \$18,677,000 for the construction of the Eastern Greenwich Civic Center, the BET voted 12-0-0. Motion carried.

**ASSESSOR'S REPORT**

The Town Assessor, Ms. Elliott, was not in attendance at the meeting. The BET Liaisons, Ms. Tarkington and Mr. Ramer, commented that the Board of Assessment and Appeals had received 630 requests for appeal interviews; the 2022 Grand List compared favorably with the 2017 Grand

List; and 96 applications for Senior Tax Relief had been received by the Assessor's Office. Ms. Elliott will comment on the results of Conveyance Tax sales at the May meeting.

Upon a motion by Ms. Tarkington seconded by Mr. Ramer, to accept the Assessor's Report, the BET voted 12-0-0. Motion carried.

### **COMPTROLLER'S REPORT**

Comptroller Mynarski presented the monthly Comptroller's report and asked if the Board had any questions. He explained that Safety Inspection program had fallen behind schedule due to State Single Audit preparation for ESSER 1& 2 and CARES ACT preparation. A member of the Committee questioned if additional reimbursements had been received for work on North Mianus School. Mr. Mynarski responded that he anticipated sharing new information at or prior to the next BET meeting.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Board voted 12-0-0 to accept the Comptroller's Report. Motion carried.

### **TREASURER'S REPORT**

Mr. Mynarski pointed out that a separate line had been inserted into the monthly Treasurer's Report to highlight the deposit of the ARPA Grant and the amount of interest it had earned, \$13,248. The grant funds have been invested in a ladder program of Treasury Bills. Sewer Maintenance Fund had a cash balance of \$18 million and the Comptroller commented that both Sewer Maintenance and Capital Non-Recurring funds would be drawn-down to \$5 and \$8 million respectively in order to cancel out the final 3 years of tax charges.

Upon a motion by Mr. Basham, seconded by Mr. Selbst, the Board voted 12-0-0 to accept the Treasurer's Report. Motion carried.

### **BET Standing Committee Reports**

Audit Committee- Mr. Basham reported that the Audit Committee had heard the Tax Collector's first annual report that proposed ten accounts since 2006, with \$36,645 outstanding. Due to the Town's possible liability for the small, non-conforming parcels, Mr. Ozizmir did not want to set a precedent and suggested deferring a vote until the April meeting that would include the list of accounts as backup. The Committee asked to see an Aging Report that would include 2007, 2008 and 2009.

Ms. Smeriglio was thanked for recovering \$1 million of outstanding taxes.

### **BET Liaison Reports**

No reports were scheduled.

### **BET Special Project Team Reports**

No reports were scheduled.

## **OLD BUSINESS**

No topic was scheduled for discussion.

## **NEW BUSINESS**

### **Approval of Engagement Letter for Outside Audit Services – CliftonLarsonAllen (CLA)**

Mr. Mynarski commented that the third phase of the current year's audits had begun. An audit of the Human Resources Department's healthcare records and the Building Permit Process will be underway shortly. The letter was accepted as legal sufficiency.

Upon a motion by Ms. Erickson, seconded by Ms. Fassuliotis, to approve the Letter of Engagement for Outside Audit Services by CliftonLarsonAllen (CLA), and the Board voted 12-0-0. Motion carried.

- **American Rescue Plan Act First Read**

Chairman Ozizmir commented that the next read of the ARPA distribution plan will be discussed on Tuesday, March 29, 2022.

Mr. Branyan related the history of the project, the composition of groupings for applications and the additional \$10 million received from State Revenue Services. Mr. Branyan answered questions from BET members and explained the reasoning behind some of the decisions. The question of balancing allocations to relieve COVID impact to individuals and groups versus reducing the Mill Rate benefiting all residents was discussed.

### **Approval of BET Meeting Minutes**

Upon a motion by Mr. Ramer, seconded by Ms. Fassuliotis, the Board voted 12-0-0 to the Minutes of the Regular BET Meeting held on February 22, 2022 as amended for two scrivener's errors on Page 4, the Board voted 12-0-0. Motion carried.

### **Chair's Report**

Chairman Ozizmir thanked the Budget Committee, all Department heads, and staffs for the efforts made to accomplish presentations at the annual Departmental Hearings. He reminded the BET of upcoming meetings, Voting on the ARPA allocations, a BET Budget Workshop and the final BET Decision Day vote.

When questioned about interactive Zoom participation, Mr. Ozizmir commented that his objective was to encourage in-person participation and written comments as the public record.

### **Adjournment**

Upon a motion by Ms. Fassuliotis, seconded by Ms. Kreuzer, to adjourn the meeting, the Board voted 12-0-0 to adjourn at 7:45 P.M. Motion carried.

Respectfully submitted,

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Catherine Sidor, Recording Secretary

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Nisha Arora, Clerk of the Board

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Dan Ozizmir, Chairman

SUBJECT TO APPROVAL