Town of Greenwich  
First Selectman’s Capital Improvement Program (CIP) Projects Committee  

January 11, 2016  
2:00 p.m.  
Cone Room  

Minutes  

1. The meeting opened at 2:06 p.m.  
   Mr. Tesei welcomed attendees and introduced members of the CIP Committee; he thanked BET members and 2016 BET Candidates and RTM members who had attended the January 5th meeting and were present again today.  
   After reminding the audience of the role of the CIP Committee to assist the First Selectman in the forming of the capital budget, he thanked Committee members for completing their assignment by the deadline so that an aggregated chart of their rankings could be prepared for today’s meeting.  

Attendance of Voting Members:  
i. Peter J. Tesei  First Selectman – Present  
ii. William McKersie  Superintendent of Schools – Present  
iii. Amy Siebert  Commissioner of Public Works – Present  
iv. Katie DeLuca  Town Planner – Present  
v. Peter Mynarski  Comptroller – Present  
vi. Joe Siciliano  Director of Parks and Recreation – Present  
vii. Chip Haslun  Greenwich Library Board of Trustees – Present  

Attendance of Non-Voting Members:  
i. Laura Erickson  Board of Education, Chair – Present  
ii. Erf Porter  RTM Representative – Not Present  
iii. Danyal Ozizmir  RTM Representative – Present  

Attendance of Professional Staff Supporting CIP Committee  
i. Benjamin Branyan  Town Administrator – Present  
ii. Melissa Jones  Senior Management Analyst - Present  
iii. Roland Gieger  Budget Director – Present  
iv. Ron Matten  Director of Facilities, Board of Education – Present  
v. James Hricay  Managing Dir. of Ops, Board of Education – Present  
vi. Alan Monelli  Dir of Bldg. Construction & Maintenance-Town – Not Present  
vii. Angela Gencarelli  Financial Analyst – Present  

Other Attendees  
i. Leslie Tarkington  BET member  
ii. Michael Mason  BET Chairman  
iii. Jim Lash  BET 2016 Candidate  
iv. Beth Krumeich  BET 2016 Candidate  
viii. Leslie Moriarty  BET 2016 Candidate  
ix. Ken Borsuk  Reporter, Greenwich Time  
x. Bill Slocum  Reporter, Greenwich Sentinel  

2. Approval of Committee Minutes from meeting of January 5, 2016  
   Upon a motion by Mr. Sicilian, seconded by Mr. Mynarski, the Committee voted 7-0-0 to approve the Minutes, as amended, of the January 5, 2016 Committee Meeting.
3. **Overview of Meeting Dates**  
Mr. Tesei remarked that a Committee meeting scheduled for January 14th might not be required if today’s meeting covered the analysis of all the projects evaluated.

4. **Review & Discussion of Evaluated CIP Projects**  
Mr. Branyan provided an overview of how the Committee’s ranking of projects was scored into an analysis; he asked for feedback on potential criteria changes that might be considered for the future. Mr. Mynarski commented that he had scored certain projects with a “0” (zero on a scale of 0-40) because he believed they should be removed from the CIP budget and placed in the Operating Budget. Several members of the Committee indicated that they had scored projects according to the 13 criteria to be objective but found the result did not accurately reflect their opinion. Mr. Tesei commented that the fact that some projects being voted on had a small cost initially but would cost significantly more in the future.

The Committee discussed anomalies they found during their evaluation of projects:
- Facility Master Plan did not reflect the possible need to replace other school buildings in the 15 Year Plan.
- The Skate Park upgrade cost did not reflect that half of the amount of money was already put aside in the current budget.
- Pemberwick Sidewalk was not presented as potentially two separate projects.
- Learning Commons project did not reflect that $60,000 to be transferred from the Furniture Budget that would offset some costs.
- “No Touch” Bathrooms had not ranked high in the Evaluation but should be reconsidered.
- BOE Advanced A/E funds were discussed for capital projects. Ms. Kiernan, Mr. Matten and Mr. Tesei commented on how difficult it was to project 15 Year future costs on these projects (e.g. GHS-Cardinal Stadium feasibility study).

5. **Discussion Regarding Next Steps**  
Mr. Brayn said that he would revised the evaluation background materials to reflect Advanced A&E costs on a separate sheet as seed money for the total future expense.

Mr. Lash remarked that the CIP project presentation to the BET Budget Committee and the full BET would be more effective if the submissions reflected Cashflow over the 15 Year Plan so that the impact on the Mill Rate and future borrowing could be anticipated. He suggested that it would give clarity and possibly more favorable outcomes if anticipated reimbursements that would offset project costs were shown.

Since Mr. Geiger would be asked to refine the evaluation analysis presentation given the Committee input, Mr. Tesei suggested that the meeting planned for January 14th at 2:00 P.M. in the Mazza Room would remain on the Committee’s schedule. He thanked Committee members for their efforts and expressed appreciation for what had been contributed so far.

Before closing the meeting, Mr. Tesei congratulated the new members of the BET and thanked them for their attendance.

6. **The meeting adjourned at 3:12 P.M.**