TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
BUDGET COMMITTEE MEETING
Cone Meeting Room
MINUTES -Tuesday, January 15, 2019

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

Staff: Debora Edwards, Business Office Manager, Health Department; Roland Gieger, Budget Director, Finance Department; James Heavey, Chief, Police Department; Robert Kick, Assistant Fire Chief, Fire Department; Mark Kordick, Captain, Operations Division, Police Department; Peter Mynarski, Comptroller

Board: Jill K. Oberlander, Chair; Andreas Duus, Karen Fassuliotis

BOE: Ralph Mayo, Interim Superintendent, GPS

Other: Tracey Schietinger, Director, Greenwich Emergency Medical Service; Michael Miller, Treasurer, Transportation Association of Greenwich

The meeting was called to order at 5:01 P.M.

Ms. Moriarty welcomed Committee members and attendees.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0-0 to change the Order of Business to review PD-4 Request first. Motion carried.

REQUESTS FOR BUDGET ADJUSTMENTS

<table>
<thead>
<tr>
<th>PD-4</th>
<th>Police</th>
<th>Approval to Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>$358,255</td>
<td>F2129 and various codes</td>
<td>Public Safety Dispatch Telecommunications Improvement</td>
</tr>
</tbody>
</table>

Captain Kordick requested approval to use State 911-system grant money resulting from telephone communication surcharge billing to acquire software and hardware that would overlay electronic EMS Dispatch Protocols onto the existing system. The Town’s Dispatch system serves the Police, Fire and Emergency Medical Service departments. Budget Director Gieger informed the Committee that grant funds for communication purposes had accumulated and were available for the purchase. Captain Kordick commented that due to the RFP and contract process, the arrival and installation of the equipment is anticipated in late summer.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0-0 to recommend approval of the use of $358,255 for Public Safety Dispatch Telecommunications improvements and forward the Application to the full BET as a Routine Application. Motion carried.

<table>
<thead>
<tr>
<th>ED-9</th>
<th>BOE</th>
<th>Additional Appropriation</th>
</tr>
</thead>
<tbody>
<tr>
<td>$536,000</td>
<td>Z6801689 59560 19210</td>
<td>GHS Water Damage</td>
</tr>
</tbody>
</table>

BET Budget Committee Meeting Minutes January 15, 2019 – Approved
The BOE requested an additional appropriation to repair damage resulting from a failed joint in the heating system piping in the soffit of the galleria of the GHS Performing Arts Center (PAC). The water leak damaged the gym, the auditorium and the galleria. Mr. Mayo noted the assistance of the Fire Department in addressing the leak. Repairs are nearly complete, but the facilities staff is exploring the status of the 12 other installations of this same failed part. The damage is expected to be reimbursable by insurance less the $25,000 deductible. In response to a question, Mr. Mayo confirmed that all related expenses were being tracked and documented and the Administration is working closely with the Town’s Risk Manager.

Upon a motion by Mr. Mason, seconded by Ms. Tarkington, the Committee voted 4-0-0 to recommend approval of the Additional Appropriation of $536,000 for repair of water damage to the GHS Performing Arts Center and forward the Application to the full BET as a Routine Application. Motion carried.

### HD-4

**Health** - Approval to Use

<table>
<thead>
<tr>
<th>Amount</th>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$15,248</td>
<td>F406 51490</td>
<td>HERR Grant</td>
</tr>
</tbody>
</table>

Ms. Edwards explained that the request for approval to use funding from the State Health Education Risk Reduction Grant would enable the Health Department to continue preparation of documentation to file for National Public Health Accreditation Program’s certification for the Department.

Upon a motion by Ms. Tarkington, seconded by Mr. Mason, the Committee voted 4-0-0 to recommend approval of the Approval to Use HERR grant funds of $15,248 to the Health Department and forward the Application to the full BET as a Routine Application. Motion carried.

### NW-2

**Nathaniel Witherell** - Release of Conditions

<table>
<thead>
<tr>
<th>Amount</th>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$30,000</td>
<td>H450 59560 19198</td>
<td>Gym Expansion</td>
</tr>
</tbody>
</table>

This project, which was approved in the FY18 capital budget, was budgeted for $272,000, to be funded by a $182,000 STEAP grant and $90,000 contribution from the Friends of Nathaniel Witherell. A condition was placed on the project requesting confirmation of the receipt of the contribution prior to releasing $90,000 of the appropriation. The bids for the project have been received, lowering the expected total cost of the project to $212,000. As such a lower contribution of $30,000 from the Friends is needed to complete the project. The Committee reviewed documentation indicating the expectation of receipt of the funds prior the full BET meeting. The Committee noted that if the project cost were to exceed the $212,000, Nathaniel Witherell would need to return to the BET to request the release of additional funds subject to the terms of the Condition. The Committee confirmed that, per the Charter, the Town has the authority to accept gifts of money from the Friends of Nathaniel Witherell without requiring a vote by the RTM.

Upon a motion by Ms. Tarkington, seconded by Mr. Mason, the Committee voted 4-0-0 to recommend approval of the Release of Condition subject to confirmation that the $30,000 of funds had been received by the Finance Department, and forward the Application to the full BET as a Non-Routine Application. Motion carried.

**OLD BUSINESS** — (none)
NEW BUSINESS

Ms. Moriarty provided an overview of the schedule for the upcoming budget meetings. The departmental meeting schedule, which is expected to be finalized by January 24th, would be distributed to the RTM members and posted online. Ms. Moriarty indicated that topics of interest as well as submitted questions would be sent to department heads prior to the meetings. BET members were asked to submit their questions or specific areas of concern in advance of the meetings for distribution to the departments. It was noted that BET members had received year-to-date financial information from the Budget Director on revenues, department operating expenses and open appropriations.

APPROVAL of THE BET BUDGET COMMITTEE MEETING MINUTES

A vote on the Minutes of the BET Budget Committee Meeting Minutes of December 11, 2018 was postponed until the next meeting.

ADJOURNMENT

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to adjourn the meeting at 6:06 P.M. Motion carried.

Next Regular Meeting of the BET Budget Committee is scheduled for February 12, 2019 at 5:00 P.M. in the Cone Room.

Respectfully submitted,

Catherine Sidor, Recording Secretary

Leslie Moriarty, Chair