



MINUTES of the regular meeting of the Board of Estimate and Taxation held on Monday, January 23, 2012 in the Cone Meeting Room, Greenwich, CT.

Chairman Michael Mason called the meeting to order at 6:33 P.M., after which the members pledged allegiance to the flag.

Board members in attendance:

Michael S. Mason, Chairman  
Arthur D. Norton, Vice Chairman  
Mary Lee A. Kiernan, Clerk  
Gregory Bedrosian  
Robert Brady  
William R. Finger  
Sean Goldrick  
Randall Huffman  
Marc Johnson  
Joseph L. Pellegrino  
Jeffrey S. Ramer  
Leslie L. Tarkington

Selectmen: Peter Tesei, First Selectman

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; John Crary, Town Administrator; Robert Shipman, Assistant Assessor

### **NON-ROUTINE APPLICATIONS**

#### **PW-6 DPW – Additional Appropriation \$149,000**

Additional Appropriation:

\$ 149,000	to	Z312-59600-12123	STP Pavement Restoration
\$ 149,000	from		Capital non-recurring

Mr. Pellegrino gave an overview of the project and explained that revisions were made to the original plan due to State of Connecticut DOT requirements. Mr. Pellegrino stated that the total cost of the project is \$649,000, an 80% reimbursement of \$519,200 is expected from the State of Connecticut DOT, and the net cost to the Town will be \$129,800.

Upon a motion by Mr. Pellegrino, seconded by Mr. Finger, the Board voted 12-0-0 to approve the application.

PW-7 DPW – Additional Appropriation \$225,000

Additional Appropriation:

\$ 225,000	to	A312-51100	Overtime Salaries
\$ 225,000	from		Fund Balance

Mr. Pellegrino explained that this appropriation will replace funds expended on two major storms, Irene costing \$150,000 and Alfred costing \$75,000. Mr. Pellegrino also stated that a \$170,000 reimbursement is expected from FEMA, so the net cost to the Town should be \$55,000. Ms. Tarkington stated that since we are more than halfway through the fiscal year, the DPW Commissioner should give an update to the Budget Committee concerning actual expenditures and it is expected that some of these funds will be returned to the General Fund.

Upon a motion by Mr. Pellegrino, seconded by Mr. Finger, the Board voted 12-0-0 to approve the application.

PW-8 DPW – Transfer \$25,000

Transfer:

\$ 16,500	to	A321-51100	Overtime Salaries
\$ 8,500	to	A321-51300	Temporary Salaries
\$ 25,000	from	A321-52920	

Mr. Pellegrino explained that this transfer will replace funds also expended on the two major storms, Irene and Alfred, and to continue supporting the transition from dual-stream to single-stream recycling at the Holly Hill transfer station. He also noted that approximately \$11,225 is expected to be reimbursed by FEMA.

Upon a motion by Mr. Pellegrino, seconded by Mr. Finger, the Board voted 12-0-0 to approve the application.

**ROUTINE APPLICATIONS**

BA-1 Board of Assessment Appeals – Release of Conditions \$8,000

Release of Conditions:

\$ 8,000	to	A136-51300	Temporary Salaries
----------	----	------------	--------------------

TA-1 Assessor – Release of Conditions \$32,000

Release of Conditions:

\$ 32,000	to	A135-51300	Temporary Salaries
-----------	----	------------	--------------------

CC-1 Conservation Commission – Additional Appropriation \$3,500

Additional Appropriation:

\$ 3,500	to	F172-53550	Equipment
\$ 3,500	from		Reserve for Restricted Revenue

PZ-2 Planning & Zoning – Additional Appropriation \$7,720

Additional Appropriation:

\$ 7,720 to F171-51440 Consulting  
\$ 7,720 from Reserve for Restricted Revenue

Upon a motion by Ms. Kiernan, seconded by Mr. Pellegrino, the Board voted 12-0-0 to approve the routine applications.

**ASSESSOR'S REPORT**

Upon a motion by Ms. Tarkington, seconded by Mr. Finger, the Board voted 12-0-0 to accept the Assessor's Report.

**COMPTROLLER'S REPORT**

Mr. Mynarski presented the Comptroller's Report to the Board, highlighting the reaffirmation of the AAA rating by all three credit rating agencies and the recent BAN and General Obligation Bond financings at favorable rates. Mr. Mynarski gave an update regarding the recently filled Internal Auditor position and the open Risk Manager position. Mr. Norton commended Mr. Mynarski on his efforts maintaining the AAA rating. Mr. Pellegrino shared comments regarding the adoption of the Fund Balance and Debt Policies. A discussion followed regarding the lower rates obtained in the recent financing and their impact on the capital model.

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

**ACCEPTANCE OF TREASURER'S REPORT SHOWING INVESTMENT PORTFOLIO ACTIVITY FOR THE PERIOD OF December 1, 2011 – December 31, 2011**

Upon a motion by Mr. Norton, seconded by Mr. Pellegrino, the Board voted 12-0-0 to accept the Treasurer's Report.

**BET Standing Committee Reports**

*Audit Committee Report*  
*Investment Advisory Committee Report*

Mr. Norton added to the written Audit Committee Report and stated that the Board of Selectmen recently voted to add an indemnification provision to Town contracts.

**BET Liaison Reports**

*Revaluation Team Report*

**BET Special Project Team Reports**

*GHS MISA Building Committee Report*

Ms. Tarkington clarified that this report is the quarterly project report provided to the RTM, which provided sufficient detail and avoided the duplication of creating another report.

*Nathaniel Witherell Building Committee Report*

Mr. Norton reported on the last two Building Committee meetings and noted that the Town has retained outside counsel, Robert O'Brien of Gordon, Muir & Foley, to address issues related to the construction manager's role on the project. The construction manager's role was one of the subject to release items for this project, so this issue will move to the Budget Committee next month.

Mr. Mason and Mr. Pelligrino reviewed the additional subject to releases on this project and the agenda for the next Budget Committee meeting.

**OLD BUSINESS**

**Approval of the BET Policy & Procedure Manual**

Upon a motion by Mr. Pellegrino, seconded by Mr. Finger, the Board voted 12-0-0 to add this item to the Agenda.

Mr. Finger stated that the BET Policy & Procedure Manual has been distributed to, reviewed, and discussed by the Board, and it can now be accessed on the BET web site. This Manual will be adopted at the BET's regular meeting in January.

Upon a motion by Mr. Pellegrino, seconded by Mr. Finger, the Board voted 12-0-0 to approval the BET Policy & Procedure Manual.

**NEW BUSINESS**

**New Tax Assessor Search Committee Report**

Mr. Mason reviewed the work on this search. Ms. Tarkington and Mr. Finger provided additional detail on the recruitment process for the Tax Assessor and stated that the interview process should begin in mid-March. The discussions and details of how the Assessor's Department will be operated in the interim period of the search are being worked out.

**APPROVAL OF MINUTES**

**BET Regular Meeting, December 19, 2011**

Upon a motion by Mr. Pellegrino, seconded by Mr. Finger, the Board voted 8-0-4 (Mr. Bedrosian, Mr. Brady, Mr. Goldrick, Mr. Johnson abstained as they were not voting members of the Board at the time of the meeting) to approve the Regular Meeting Minutes of the BET from December 19, 2011, as amended.

BET Organizational Meeting, January 5, 2012

Upon a motion by Mr. Pellegrino, seconded by Mr. Ramer, the Board voted 12-0-0 to approve the Organizational Meeting Minutes of the BET from January 5, 2012.

BET Orientation Meeting, January 10, 2012

Upon a motion by Mr. Pellegrino, seconded by Mr. Ramer, the Board voted 12-0-0 to approve the Orientation Meeting Minutes of the BET from January 10, 2012.

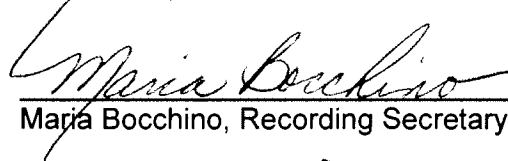
**CHAIRMAN'S REPORT**

Mr. Mason shared comments regarding the BET orientation, various BET Committee meetings, and the upcoming CIP process, which includes the public hearing on Thursday, January 26<sup>th</sup> at 7:00 P.M. Mr. Mason also briefly commented on GEMS' future capital plan, the King Street Fire Station, and the upcoming BET budget process. Mr. Mason also announced an initiative to reduce paper usage by the BET.

**ADJOURNMENT**

Upon a motion by Mr. Goldrick, seconded by Mr. Brady, the Board voted 12-0-0 to adjourn at 7:10 P.M.

Respectfully submitted,

  
\_\_\_\_\_  
Maria Bocchino, Recording Secretary

  
\_\_\_\_\_  
Mary Lee A. Kiernan, Clerk of the Board

  
\_\_\_\_\_  
Michael S. Mason, Chairman