TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE

DECISION DAY for FY2018 - 2019 BUDGET

MINUTES

Town Hall Meeting Room, 1st Floor – 9:00 A.M.
Friday, February 23, 2017

Present:
Committee: Leslie Moriarty, Chair; Michael Mason, Jeff Ramer, Leslie L. Tarkington
Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Angela Gencarelli, Finance Department; Blaise Levant, Senior Business Analyst; Howard Richman, Tax Collector
BET: Jill Oberlander, Chair; William Drake, Andreas Duus, Karen Fassuliotis, Debra Hess, Elizabeth K. Krumeich, Anthony Turner, David Weisbrod
Public: Dr. Jill Gildea, Superintendent of Schools, Dr. Ann Carabillo, Deputy Superintendent; Ken Borsuk, Reporter, Greenwich Time

Ms. Moriarty called the meeting to order at 9:14 A.M.

Ms. Moriarty reviewed changes that the Committee suggested during Consolidation Day to the First Selectman’s Proposed FY 2018-2019 budget. Mr. Gieger distributed and updated FY19 Voting Document and the Committee began its line by line review of items previously noted for possible changes.

MOTION TO APPROVE PROPOSED BUDGET

Mr. Ramer motioned to adopt the First Selectman’s Budget as proposed. Motion seconded by Ms. Tarkington. The following amendments were then introduced.

AMENDMENTS

Revenue
Mr. Ramer moved, and Ms. Tarkington seconded, to amend the following 6 revenue lines in the budget:

42165 - Building Permits increased by $240,000 from $4.26 million to $4.5 million
43444 - Local Capital Improvement Projects increased by $50,000 from $325,000 to $375,000
44180 - Conveyance Tax increased by $250,000 from $4.75 million to $5 million
44595 - Police Side Job Administration increased by $50,000 from $275,000 to $325,000
46110 - Interest Earned on Investment increase $300,000 from $600,000 to $900,000
49101 - Golf Revolving Fund revised from $0 to $335,717 for Fringe Benefit Reimbursement

BET Budget Committee Decision Day FY 2019 February 24, 2018 – Approved
The vote to amend the six changes to the revenue section of the Budget was 4-0-0. Motion passed.

**General Government**

105 - Office of the First Selectman -
- Ms. Tarkington indicated she will recommend a Condition to Release $30,000 of Economic Development marketing on receipt of matching funds.
- Mr. Ramer indicated he will propose a condition to release subject to the First Selectman providing a plan that establishes a comprehensive Economic Development program.

106 - Purchasing - Ms. Tarkington noted that Administrative Services headcount was reduced by 1 FTE, but that this was not a reduction but rather a transfer of 1 FTE to BOE for the consolidation of Printing Services. Ms. Tarkington noted that she would like to have the purchasing protocols used by DPW, Libraries and other departments reviewed to ensure consistency to continue to improve the systems and efficiencies.

109 - HR - Ms. Tarkington noted the increase in headcount related to increasing the PT Safety Analyst Position to FT.

120 - Registrar of Voters - Mr. Ramer motioned to increase Registrar of Voters 51010 Regular Salaries by $91 to $183,251 to fully fund the amount approved at the last BET meeting. Motion seconded by Ms. Tarkington. The Committee voted 4-0-0. Motion passed.

130 - Finance Department -
- Mr. Ramer motioned to increase 51490 Professional Services-NOC by $50,000 from $75,000 to $125,000 for consulting services. Ms. Tarkington seconded. The Committee voted 4-0-0. Motion passed.
- Ms. Tarkington proposed adding an additional $25,000 to the same line, 51490, for a new total of $150,000. Motion seconded by Mr. Ramer. The Committee voted 3-1-0. (Opposed: Mason). Motion passed.

135 - Assessor -
- Ms. Tarkington motioned to increase 51010 Regular Salaries by $109,377. Motioned seconded by Mr. Ramer. The Committee voted 4-0-0. Motion passed.
- Ms. Tarkington motioned to add $32,500 for a temporary statistician while a Job Description for Statistician is prepared. Upon further discussion, Ms. Tarkington withdrew her second motion. Additional information was being gathered for additional modifications to the Assessor budget to be made later in the meeting, and to add back the Statistician to the Department 135 Position Listing.
- Later in meeting: Ms. Tarkington motioned and Mr. Ramer agreed to withdraw their previous motions on the Assessor’s operating budget (listed above) and substitute the following: Motion to increase 51010 Regular Salaries by $118,010 to $1,013,155 to include salary for Assistant Assessor and new position for Statistician (replacement for eliminated position - flat positions year-over-year). Motion was seconded by Mr. Ramer. The Committee voted 4-0-0. Motion passed.

139 - Tax Collector -
- Mr. Mason motioned to decrease 52010 by $1,000 from $3,000 to $2,000 since tax collection rate of 99.5% was typical and past spending was $600 - $800 for legal notices.
Motion seconded by Ms. Tarkington. The Committee voted 2-2-0. (Opposed: Moriarty, Ramer). Motion failed.

- Mr. Ramer motioned to increase 51010 Regular Salaries by $13,092 to $351,073 to change a part time employee to full time and Condition its release on the Tax Collector providing to the BET's satisfaction that the staffing change is needed. Motion seconded by Ms. Moriarty. Ms. Tarkington suggested that there was no information indicating that the change in status was warranted; Mr. Mason added that there had been no demonstration of increased efficiency. The Committee voted 2-2-0. (Opposed: Mason, Tarkington). Motion failed.

172 - Conservation - Mr. Ramer motioned to amend the Proposed Budget to change the Director's position from 0.5 to full time, thus increasing 51010 Regular Salaries by $57,647 (which is the midpoint of a grade 8). This would increase the headcount from 2.5 FTEs to 3.0 FTEs. Ms. Tarkington noted that both the IWWA and Conservation Commissions' Boards were showing strong support and willingness to try the arrangement. Ms. Moriarty indicated she needed more evidence to support the proposed organizational change before the full BET vote on the budget in order to support the proposal. The Committee voted 1-3-0. (Opposed: Moriarty, Mason, Tarkington). Motion failed.

173 - Inland Wetlands and Watercourses - Mr. Ramer motioned to reinstate the IWWA Director position as a FT position and increase salary by $57,647. Motion seconded by Ms. Moriarty. The Committee voted 1-3-0. (Opposed: Moriarty, Mason, Tarkington). Motion failed.

205 - Fire Department -
- Mr. Mason motioned to reduce $83,825 to promote 4 firefighters to Lieutenants for supervision on tower truck. Motion seconded by Ms. Tarkington. Mr. Mason indicated he was unclear on the need for the change. The Committee voted 1-3-0 (opposed: Moriarty, Ramer, Tarkington). Motion failed.
- Mr. Ramer indicated he will recommend to Condition to Release the $83,825 for promotion of the 4 firefighters upon review after the conclusion of arbitration.
- Mason noted that the Department's budget shows that the 200s/300s/400s have been squeezed in order to fund salaries.

440 - External Entities - TAG -
- Ms. Tarkington motioned to decrease TAG appropriation by $41,000 to $234,000. Motion not seconded.
- Ms. Tarkington indicated she will recommend a Condition to release upon quarterly updates of financial and operating performance.

440 - External Entities - Safe Rides - Ms. Tarkington indicated she will recommend a Condition to release upon quarterly updates of TAG financial and operating performance. She requested Mr. Gieger to identify any other Departments that provide financial support appropriations (not reimbursements) to TAG to add Conditions for consistency.

440 - External Entities - GEMS - Ms. Tarkington indicated she will recommend a Condition to release upon semi-annual updates of financial and operating performance.

501 - Human Services -
- Mr. Mason made a motion to reduce 57210 Contribution to External Entities by $60,000. Motion seconded by Ms. Tarkington. Mr. Mason expressed concern that there was no
overall strategic plan for contributions to external entities and would like this addressed for next year's budget. The Committee voted 0-4-0. Motion failed.

- Ms. Moriarty made a motion to increase 55020 (Emergency Services) by $45,000 to $90,000 and to condition its release based on demonstrated need. Motion seconded by Mr. Ramer. Mr. Moriarty indicated concern for the State's and non-profit's continuing ability to support vital programs for the most vulnerable residents. Mr. Mason commented that the Department did not ask for the increase. The Committee voted 2-2-0. (Opposed: Mason, Tarkington). Motion failed.

600 - BOE -

- Ms. Tarkington motioned to reduce BOE appropriation by $166,699 to meet 2.4% BET Guideline. Motion seconded by Mr. Mason. The Committee voted 2-2-0. (Opposed: Moriarty, Ramer). Motion failed.
- Ms. Tarkington motioned to reduce the BOE appropriation by $250,000. Motion seconded by Mr. Mason. Ms. Tarkington indicated the amount reflects the increased transportation cost for the change in school start time due to inadequate evaluation of need due to late start time and the need for an additional 3 busses. Mr. Mason added that the BOE had added the 3 busses costing $250,000 in the current fiscal year over the $750,000 previously reported to the BET. The Committee voted 1-3-0 (Opposed: Moriarty, Mason, Ramer). Motion failed.
- Ms. Tarkington motioned to reduce BOE appropriation by $935,000 to reflect the salary cost of the excess staffing. Motion not seconded.
- Ms. Tarkington motioned to add $350,000 to BOE budget to allocate the sewer cost for their buildings as sewer is a utility and should be allocated. Motion not seconded.
- Ms. Tarkington requested that for next year the BOE provide its Operational Plan to be part of the Town Operations Plans in addition to its Strategic Plan. She added comment that there had been a reallocation of Town financial resources because the OFS Budget had absorbed the losses of state grants and reimbursements

Fixed Charges

901 - TOG Contribution to Employee Benefits - Mr. Ramer motioned to decrease 57050 Social Security from $9,738,000 to $9,500,000 by $238,000. Motion seconded by Ms. Tarkington. The Committee voted 4-0-0. Motion passed.

901 - Employees Benefits - Mr. Ramer motion to reduce 57110 Group Life Insurance from $1,100,000 by $100,000 to $1,000,000. Motion seconded by Ms. Tarkington. The Committee voted 4-0-0. Motion passed.

999 - Transfer to Other Funds (ex Capital Projects) - Mr. Ramer motioned to increase 57128 Contribution to Nathaniel Witherell by $300,000 to $3 million. Motion seconded by Mr. Mason. The Committee voted 2-2-0. (Opposed: Mason, Tarkington)

999 - Transfer to Other Funds - Ms. Tarkington motioned to reduce Nathaniel Witherell 51300 Temp Salaries by $150,000. Motion seconded by Mr. Mason. Ms. Tarkington indicated she does not support an increase in the PT workforce. The Committee voted 1-3-0. (Opposed: Moriarty, Mason, Ramer). Motion failed.

CAPITAL SCHEDULE
134 - Assessor - Revaluation - Mr. Ramer made a motion to reinstate the Periodic Revaluation Project for $428,000. This project was accidently not included in the CIP. Motion was seconded by Ms. Tarkington. The Committee voted 4-0-0. Motion passed.

172 - Conservation - Sea Level Rise Project - Mr. Mason motioned to delete this Project budgeted for $75,000. Motion was seconded by Ms. Tarkington. The Committee voted 2-2-0. (Opposed: Moriarty, Ramer). Motion failed.

206 - Fire Department - Round Hill Fire Station - Mr. Ramer indicted he will move to add a Condition to Release upon the BET review of contractual arrangements and status of title/property conditions.

312 - Public Works - Highway - Brookside Dr. at Glenville Rd. Intersection - Mr. Mason motioned to delete project. Motion seconded by Ms. Tarkington. Mr. Mason indicated this was a new complicated project while the department has a large backlog. Ms. Tarkington added this is a newly identified project in the FY2019 Budget and that the DPW had not yet talked with neighbors. The Committee voted 2-2-0. (Opposed: Moriarty, Ramer). Motion failed.

312 - Public Works - Highway Maintenance - Ms. Tarkington motioned to decrease the $2,000,000 budget by $250,000 to $1,750,000. Motion seconded by Mr. Mason. This would put this appropriation in line with this year's. The Committee voted 2-2-0. (Opposed: Moriarty, Ramer). Motion failed.

312 - Public Works - Annual Paving Program - Ms. Tarkington motioned to reduce the Annual Paving Program by $1,000,000 from $4,000,000 to $3,000,000. Motion seconded by Mr. Mason. The Committee voted 2-2-0. (Opposed: Moriarty, Ramer). Motion failed.

312 - Public Works - Parks & Recreation Annual Paving Program - Ms. Tarkington motioned to reduce the P&R Annual Paving Program by $50,000 to $125,000. Motion seconded by Mr. Mason. This would still increase this program by $75,000 from the current year. Ms. Moriarty commented that this reduction would not leave enough funds to complete the project planned for the year. The Committee voted 2-2-0. (Opposed: Moriarty, Ramer). Motion failed.

312 - Public Works - Pemberwick Road Retaining Wall - Ms. Tarkington motioned to delete the Pemberwick Road Retaining Wall project. Motion seconded by Mr. Mason. She recommended the project be deferred until FY2020. Ms. Moriarty commented that Public Works communicated a lot of concern over the status of this structure. The Committee voted 1-2-1 (Opposed: Moriarty, Ramer; Abstain: Mason). Motion failed.

312 - Public Works - Wesskum Wood Road Bridge - Ms. Tarkington motioned to delete Wesskum Wood Road Bridge project. Motion seconded by Mr. Mason. Defer for one year due to second bridge project in same area. Ms. Moriarty commented that Public Works indicated concern over this structure and believes planning funds are needed in FY19. The Committee voted 2-2-0. (Opposed: Moriarty, Ramer). Motion failed.

312 - Public Works - Sound Beach Avenue Bridge Intersection -
- Mr. Mason motioned to delete the Sound Beach Avenue Bridge Project. Motion seconded by Ms. Tarkington. The Committee voted 2-2-0. (Opposed: Moriarty, Ramer). Motion failed.
- Ms. Tarkington motioned to reduce the project by $2,000,000 from $4,900,000 to $2,900,000 which is estimated amount to repair only the bridge. Motion seconded by Mr.
Mason. In response to a question, Mr. Michel and Mr. Gieger noted that the project was 100% reimbursable by the State. Mr. Michel indicated it would be difficult to break the project into pieces that would fit within that budget. Ms. Tarkington withdrew her motion.

- Mr. Ramer indicated his intent to add a condition to release of $4,900,000 on confirmation of 100% State reimbursement.

345 - Public Works - Fire Station Upgrades -
- Ms. Tarkington motioned to reduce the $4,000,000 to $3,000,000. Motion seconded by Mr. Mason. Ms. Tarkington said the reduced cost reflects prior estimates and wondered if renovation of the Byram Fire Station is more expensive than to demolish and build new. The Committee voted 3-1. (Opposed: Ramer). Motion passed.
- Mr. Ramer indicated his intent to add a condition to Release funds based on the BET review of the design and estimate of costs.

345 - Public Works - Senior Center - Ms. Tarkington indicated her intent to move a condition to release funds based on acceptance of report on public/private fundraising status.

680 - Schools - A&E Services -
- Ms. Tarkington motioned to reduce $700,000 by $200,000 to $500,000. Motion seconded by Mr. Mason. Ms. Tarkington indicated that the reduced appropriation amount is what was forecasted in the current FY for FY2019. Ms. Moriarty commented that the presentation of the Master Plan, which is in development, showed a need for larger capital investment in the schools. This will correlate to larger A&E services in order to be able to plan for the following year's projects. The Committee voted 2-2-0. (Opposed: Moriarty, Ramer). Motion failed.
- Ms. Tarkington indicated intent to add a condition to release $200,000 based on BOE presentation of need.

680 - School - Roofs - Ms. Tarkington motioned to reduce by $25,000. Motion seconded by Mr. Mason. This change reflects move of a portion of the project to Windows. The Committee voted 4-0-0. Motion passed.

680 - Schools - Windows & Doors - Ms. Tarkington motioned to increase by $25,000. Motion seconded by Mr. Mason. The Committee voted 4-0-0. Motion passed.

680 - Schools - Structure - Mr. Ramer indicated his intent to add a condition to release upon BET review of the scope of the work. Ms. Tarkington added this is a new CMS project budgeted at $1 million. Ms. Moriarty commented that the BOE Facilities staff indicated its concern about rusted supports that weren't previously identified but need immediate attention.

680 - Schools - Cardinal Stadium Feasibility Study - Ms. Tarkington motioned to delete the appropriation for the Feasibility Study. Motion seconded by Mr. Mason. She raised the issue of timing of the Feasibility Study, and suggested it be moved to FY2020. The Committee voted 1-3-0 (Opposed: Moriarty, Mason, Ramer). Motion failed.

680 - Schools - Furniture - Ms. Tarkington motioned to delete the project. She commented on this being a new $600,000 project, not previously budgeted. Motion not seconded.

680 - Schools - Painting & Flooring - Ms. Tarkington motioned to decrease the $284,000 appropriation by $150,000 to $134,000. Motion seconded by Mr. Mason. She commented on
available budgets for past years totaling approximately $275,000. The Committee voted 2-2-0. (Opposed: Moriarty, Ramer). Motion failed.

680 - Schools - Locker Room Renovation - GHS - Ms. Tarkington motioned to delete the project. Motion seconded by Mr. Mason. This is a previously unbudgeted project for $1,200,000. Ms. Moriarty indicted that the BOE has presented this need before and the project is long overdue. The Committee voted 1-3-0 (Opposed: Moriarty, Mason, Ramer). Motion failed.

680 - Schools - MEP Generator - Ms. Tarkington motioned to delete the project. Motion seconded by Mr. Mason. This is another new initiative, ($586,000) with another 5 schools planned. The Committee voted 1-3-0 (Opposed: Moriarty, Mason, Ramer). Motion failed.

680 - Schools - MEP HVAC - Ms. Tarkington motioned to decrease the $3,410,000 by $450,000 to $2,960,000. Motion seconded by Mr. Mason. Schools budgeted $2,915,000 for FY19 in last year’s capital plan for Mechanical upgrades. The Committee voted 1-3-0 (Opposed: Moriarty, Mason, Ramer). Motion failed.

680 - Schools - MEP Plumbing & Electrical - Additional information requested by Ms. Tarkington about security – capital maintenance; return in March.

680 - Schools - Exterior - Athletic Fields -
- Ms. Tarkington motioned to decrease the $2,340,000 by $350,000 to $990,000 to defer the planning funds for the middle school engineered grass field. Motion not seconded.
- Mr. Ramer indicated his intent to add a condition to release of $150,000 on the BET acceptance of a feasibility study on the Central Middle School field.
- Ms. Tarkington indicated her intent to add a condition to release on $2,000,000 on receipt of regulatory (DEEP and EPA) approval for GHS Fields 6 & 7 refurbishment, and compliance with P&Z Decision Letter.

680 - Schools - Exterior - Hamilton Avenue Courtyard - Ms. Tarkington motioned to delete the project. Motion not seconded. She commented that it should be deferred until receipt of CO for School and application for State funding is submitted for School project.

680 - Schools - Exterior - Underground Tank Removal - Ms. Tarkington motioned to decrease the $235,000 appropriation by $175,000 to $60,000 to limit the scope of additional tank removal to Western Middle School, and until remediation plan approvals received and are implemented for WMS and GHS. Motion seconded by Mr. Mason. The Committee voted 1-2-1 (Opposed: Moriarty, Ramer) (Abstain: Mason). Motion failed.

816 - Parks & Recreation - Dorothy Hammill Skating Rink Facility Evaluation Study - Ms. Tarkington motioned to delete the project. She commented that there was no prioritization of major projects, and expectations are being raised. Defer until FY 2020. Motion seconded by Mr. Mason. The Committee voted 1-3-0 (Opposed: Moriarty, Mason, Ramer). Motion failed.

834 - Parks & Recreation - Greenwich Point Harbor Pier - Mr. Mason motioned to reduce the $125,000 appropriation by $50,000 to $75,000. Motion seconded by Ms. Tarkington. The lower amount is based on information from received bids and lowered cost overrun. The Committee voted 4-0-0. Motion passed.
450 - The Nathaniel Witherell - Pavilion Capital - Ms. Tarkington motioned to delete the project and defer indefinitely. No second.

450 - The Nathaniel Witherell - Rehab Gym Expansion - Ms. Tarkington motioned to reduce the $272,000 appropriation by $90,000 to $182,000 which is the amount of the STEEP Grant available to TNW. Motion seconded by Ms. Moriarty. The Committee voted 3-1-0. (Opposed: Ramer). Motion passed.

**Mill Rate Schedule**

Tax Settlements - Ms. Tarkington motioned to increase Tax Settlements by $750,000 to $1,500,000. Motion seconded by Mr. Mason. The Committee voted 4-0-0. Motion passed.

Senior Tax Relief - Mr. Mason motioned to decrease Senior Tax Relief by $50,000 from $950,000 to $900,000. Motion seconded by Ms. Tarkington. The Committee voted 4-0-0. Motion passed.

Grand List - Ms. Tarkington motioned to decrease the Grand List by $10,000,000 from $32,901,219,807 to $32,891,219,807. Motion seconded by Mr. Ramer. The Committee voted 4-0-0. Motion passed.

**Use of Fund Balance** -

- Ms. Moriarty motioned to increase the use of Fund Balance by $1,525,000. Motion seconded by Mr. Ramer. This would result in a mill rate that is lower than current year. The Committee voted 2-2-0. (Opposed: Mason, Tarkington). Motion failed.

- Ms. Moriarty motioned to increase the use of Fund Balance by $600,000. Motion seconded by Mr. Ramer. Ms. Tarkington commented that the increase in adjustment of $750,000 for court stipulations put in the mill rate calculation for FY2019 should have a correlated reduction in FY2018. The Committee voted 4-0-0. Motion passed.

Ms. Moriarty called for a vote on Mr. Ramer's motion to approve the budget as amended. Mr. Mason expressed his concern about the number of split votes. The Committee voted 4-0-0. Motion passed.

The above motions reduced total Operating Expenses by $144,898 and increased total revenues by $125,717. The resulting Mill Rate is 11.369 which is a 0% increase over FY18.

Mr. Mason expressed his disappointment that the Budget Committee did not discuss or vote on the proposed Budget Resolutions. Mr. Ramer indicated that it is not required per the BET Reference Manual. Ms. Tarkington indicated her request that the Budget Committee discuss the resolutions after the Law Committee complete their review.

The Committee joined Ms. Moriarty in expressing appreciation for the assistance provided by Mr. Mynarski, Mr. Gieger and the Finance Department to accomplish the FY19 Budget.

The meeting adjourned at 3:53 P.M.

Respectfully submitted,

[Signature]

Catherine Sidor, Recording Secretary