



**TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE**

DEPARTMENTAL REVIEW FY2021-2022 BUDGET DAY #8 MINUTES

**Hybrid Virtual & Town Hall Meeting Room – 9:00 A.M.
Thursday, February 25, 2021**

Present:

- Committee: Leslie L. Tarkington, Chair; Andy Duus, Leslie Moriarty, Jeffrey S. Ramer
- Staff: Daniel Carlsen, Senior Business Analyst, Office of the First Selectman, (OFS); Angela Gencarelli, Assistant Budget & Systems Manager, Finance Department (Dept); Allison Graham, Benefits Manager, Human Resources (HR) Dept; Roland Gieger, Director, Budget & Systems Management, Finance Dept; Erica Mahoney, Assistant Director, HR Dept; Peter Mynarski, Comptroller; Mary Pepe, Director, HR Dept; Maureen Tracy, Chief Accountant, Finance Dept
- Board: Michael Mason, BET Chairman; William Drake, Karen Fassuliotis, Laura Erickson, Miriam Kreuzer, Elizabeth K. Krumeich, David Weisbrod
- RTM: Lucia Jansen, (D-7) Chair, Budget Overview Committee (BOC); Janet McMahon, (D-8), Education; Rosalind Nicastro, (D-3), BOC; Dan Ozizmir, (D-5), Vice Chair, BOC, Chair, Labor Contracts Committee; Molly Saleeby, (D-8), BOC; Louisa Stone (D-10), Land Use; Lucy Von Brachel, (D-4), BOC
- Other: Tim Herbst, Attorney, Marino, Zabel, Schellenberg, PLLC (MZS), (TOG Law Firm); Clare Kilgallen, New Lebanon PTA; Dennis K. Kokenos, Attorney, MZS; Barbara Schellenberg, Attorney, MZS; Horst Tebbe, GCTV

Budget Committee Chair Tarkington called the Meeting to order at 9:00 A.M. and welcomed the attendees to the last day of Departmental Hearings in a series of eleven BET Budget Committee public meetings. Ms. Tarkington introduced members of the BET Budget Committee --- Andy Duus, Leslie Moriarty, and Jeff Ramer. The Committee is also supported by the Finance Department --- Peter Mynarski, Comptroller; Roland Gieger, Budget & Systems Director, Angela Gencarelli, Assistant Budget & Systems Manager and Shira Davis, Executive Assistant.

The BET Budget Committee Departmental Review Hearings are operating under the Governor's COVID-19 Executive Orders and will be conducted by Hybrid Zoom. This meeting is being

recorded by Zoom. An audio recording will be posted on the Town website. Meetings are being live broadcast by GCTV on channels 79 and 24 and YouTube. Technical expertise is being provided by Jenny Larkin, and Horst Tebbe. A schedule of the Budget Committee's Departmental Review Hearings is available on the Town website's calendar.

Human Resources Department and BET Human Resources Committee Report

The Committee's began the day of department meetings with a report from Karen Fassuliotis, Chair, BET Human Resources Committee with input on proposed changes made in the First Selectman's Budget to the Table of Organization (TOO).

Fire Department - The Fire Department requested the addition of a second Assistant Chief; a full time position; Volunteer Retention & Recruiting, would be reduced to part time as a Volunteer Coordinator with a new title and job description. The full time Volunteer Coordinator position was not budgeted, and the concern was expressed about adding staff before responding to the challenges of implementing the Matrix Fire Response Study and a related strategic plan. The First Selectman modified his Budget to request and encourage the Committee to consider the Volunteer Coordinator position as temporary or part time. Ms. Fassuliotis reported that the Committee had voted 3-1-0 to add an Assistant Fire Chief to the Fire Department, and 2-2-0 to add a Part Time Volunteer Coordinator.

Management & Confidential Compensation - Ms. Fassuliotis continued that the Committee considered raising the M&C salaries by 2% and increasing the employee healthcare contribution by 1% above that budgeted for FY21, 11%, to 12% for FY22. It was decided to ask for benchmarking with peer communities and an understanding of what the impact would be on the Town's cashflow. The HR Committee voted 2-1-1 for a 2% increase to M&C salaries for FY2022. The Committee also voted 2-1-1 on a motion for the 2% increase to M&C salaries for FY2022 to be given if the employee had a satisfactory performance and 0.0% if performance did not meet satisfactory standards.

Economic Development Position - Ms. Fassuliotis shared that the Committee considered that several limiting factors made the Economic Development position ill-matched for the job description and its goals. The position was proposed as a LIUNA position. An alternative proposal was made to seek a volunteer ambassador with stature in Greenwich's business community rather than the Economic Development position at a junior level. The Committee voted 3-1-0 to add a part time Economic Development position to the First Selectman's Office TOO.

Elected Officials Salaries - The Committee discussed compensation for Elected Officials including the First Selectman, the Town Clerk, and the Tax Collector. It was decided that since their salaries had been increased each year of their two-year term (calendar years (CY), 2020 and 2021), and M&C employees had not received an increase for FY2021, a 0.0% increase would be appropriate for CY2022 and a 2% salary increase for the second year of their term or CY2023. The HR Committee voted 2-1-1 to increase Elected Officials salaries by 0.0% for CY2022 and by 2% CY2023.

Law Department - The BET Law Committee had voted 1-1-0 (motion failed) on any change to the Law Department TOO. Mr. Herbst, representing the Town Attorney, spoke on the cost of outside counsel costs being offset by the reduction to the Town's Law Department staff. Concern was expressed that with upcoming Board of Assessment Appeals and revaluation appeals in FY2022, and the anticipated volume of work that outside counsel cost might be underestimated.

Further discussion on the Law Department's TOO was deferred until Consolidation Day on March 1, 2021.

Human Resources (HR) Director, Ms. Pepe, commented that positions were stable in the Department and although the budget increased because of contractual salary obligation, recruiting advertising expenses were cut to offset the salary increases. The Committee asked if the Department had any suggestions for consolidating the BOE and TOG Human Resources Departments, improvements, incorporating BET Guidelines into performance review goal setting or providing employees with an annual benefit letter to increase understanding the value of their total compensation.

Parks & Recreation Department

Parks & Recreation Director Siciliano had requested to come before the Budget Committee to specifically describe the evolution of utility revenue payments for cell towers on the Griffith E. Harris Golf Course property and how the additional revenue would be applied to the ongoing capital improvements of the Griff Harris golf facility. Mr. Siciliano provided background that the 2000 Resolution for the Griff Harris provides policy support for their position, and asked for the accommodation to receive the golf course cell tower rental fees in total as was the intent of the original cell tower agreement and not to be shared with the Town. He described how the Town had taken ownership of the cow pasture and contrasted it with today's end product. The leases from Verizon and later AT&T contributed to the financial resources to improve the property. Committee members discussed that it should be Town revenue not solely the golf course revolving fund's revenues. It was discussed that a consistent policy should be developed for Town revolving funds including the Parking Fund (enterprise fund), and the Griff Harris Golf Course (revolving fund), and the Nathaniel Witherell if a cell tower is added to that site.

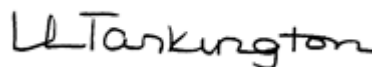
Capital Model

The First Selectman's FY2022 Capital Improvement Projects total costs were proposed to be \$90,063,000. The model as presented had reduced and eliminated projects by \$21,314,000 including eliminating potential duplication for a revised total capital budget of \$70.7 million versus the BET FY2022 Budget Guidelines of a \$55 million capital project budget. According to BET policy, 10% of Capital projects are to be paid in cash from the General Fund. Budget Director Gieger suggested that the BOE Capital Requests might be reduced due to double counting of items in both maintenance and renovation costs. Budgets for Eastern Greenwich Civic Center and Greenwich High School projects were not finalized. A member of the Committee recommended going through each Capital Project to review expenses; also, to ask the First Selectman for estimates of contribution to projects from public/private/partnerships. The Committee will use the 15-year Capital Plan dynamic model to further understand how revised costs, debt and tax levy expectation calculations will change during Decision Days.

Respectfully submitted,



Catherine Sidor, Recording Secretary



Leslie L. Tarkington, Chair, Budget Cmte