MINUTES of the regular meeting of the Board of Estimate and Taxation held on Monday, April 19, 2010 in the Town Hall Meeting Room, Greenwich, CT.

Chairman Stephen Walko called the meeting to order at 6:30 p.m., after which the members pledged allegiance to the flag. A moment of silence was observed for the death of Bernie Yudain.

Board members in attendance:

Stephen G. Walko, Chairman
Jim Campbell, Vice Chairman
Joseph L. Pellegrino, Clerk
Nancy E. Barton
William R. Finger
Randall Huffman
William G. Kelly
Michael S. Mason
Arthur D. Norton
Jeffrey S. Ramer
Laurence B. Simon
Leslie L. Tarkington

Selectmen: Peter Tesei, First Selectman; Drew Marzullo

Staff: Peter Mynarski, Comptroller; Ted Gwartney, Assessor; Robert Shipman, Assistant Assessor; John Crary, Town Administrator; Raymond Augustine, Director of Financial Operations, Nathaniel Witherell; Tod Laudonia, Tax Collector; Katie Blankley, Deputy Director, Planning & Zoning Commission

Other: David Orsmby, Chairman; Lloyd Bankson, Bruce Dixon, Nathaniel Witherell Board

NON-ROUTINE APPLICATIONS – from Budget Committee:

PS-2 Parking Services – Transfer - $25,000

Transfer:
$ 25,000 to G219-52320 Rental of Other Equipment
$ 15,000 from G219-51300 Temporary Service
$ 10,000 from G219-54020 Maintenance of Parking Areas

Mr. Mason explained this request, which needed clarification. Funds were being transferred, as the result of expenses being journal vouchered by DPW for the cost of snow removal.
Upon a motion by Mr. Mason, seconded by Ms. Simon, the Board voted 12-0-0 to approve the application.

**ROUTINE APPLICATIONS – from Budget Committee:**

**PR-4  Parks & Recreation – Transfer - $22,150**

Transfer:

$ 22,150 to A829-51490  Prof Services
$ 22,150 from A829-35020  Reserved for Restricted Receipts

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

**ASSESSOR’S REPORT**

Mr. Gwartney presented the Assessor’s Report to the Board, including the contract for the Revaluation. In summary, Mr. Gwartney stated that the hearings by the Board of Assessment Appeals have been processed; the Senior Tax Relief application deadline is May 15th; and the process for reviewing market modeling for the revaluation is taking place.

The revaluation company is in the final phase of the preliminary review of the commercial properties, and the residential property review will now begin. It is expected that the revaluation will be completed by the October 1st deadline. If the revaluation is postponed, a new FY 2010 Grand List would have to be created (the October 1, 2005 valuation model will have to be updated and data for the year ended October 1, 2010 will be re-entered from the October 1, 2010 valuation model). Mr. Gwartney recommended completing the revaluation this year and will report monthly on the progress.

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

**Review Municipal Revaluation Services Contract**

The Board voted 12-0-0 to take up this item of Old Business out of order.

Ms. Barton explained that the purpose of the new contract is to change revaluation companies, following the appraiser that was used in the past, to a new company with many of the staff members that have worked on the Town’s past two or three revaluations. The Law Committee, the Assessor’s Review Committee, and the Law Department have reviewed the technical changes and updates that were made to the contract.

Upon a motion by Ms. Barton, seconded by Mr. Norton, the Board voted 12-0-0 to approve the Municipal Revaluation Services Contract.

**BET COMMITTEES’ and SPECIAL PROJECT TEAMS’ REPORTS**

*Audit Committee, April 2010 – Mr. Norton*
Mr. Walko stated that in the Nathaniel Witherell Building report there is approximately $1,300,000 for construction contingency, $800,000 for design and $2,800,000 owner's contingency, and requested the Building Committee to provide further information before the next Board meeting regarding these contingencies relative to benchmarks for renovations or new buildings.

Mr. Pellegrino commented on Ms. Tarkington’s Nathaniel Witherell report. He stated that in the first eight months of FY2010, Nathaniel Witherell experienced an operating gain of $157,394, compared to a budgeted loss of $65,668 for a positive variance of $223,062. He added that if this trend continues, it will be three years in a row that Nathaniel Witherell will have operated in the black. He highlighted that admissions at Nathaniel Witherell, for FY2010 to date, 77% for short-term admissions and 66% for long-term admissions are Greenwich residents.

In response to Mr. Walko, Mr. Norton stated that the Law Department is requesting the Selectman’s Office hold a public hearing to discuss a proposal on marine vendor commercial service license permits. A CDL License Review will be done on a semi-annual basis, in accordance with a U.S. Department of Transportation requirement.

In response to Mr. Simon, Mr. Kelly gave an overview of the recent meetings regarding the MISA project. Mr. Kelly stated that the project has received approval from Inland/Wetlands. The Committee is seeking preliminary site plan approval, as well as Municipal Improvement status.

COMPTROLLER’S REPORT

Mr. Mynarski presented the Comptroller’s Report to the Board. Mr. Mynarski stated that Matrix Consulting group has begun the review of shared services between the Town and the Board of Education Facilities management and gave a brief overview of the process. Mr. Mynarski also gave an overview of the Retirement Board RFP for investment consultant services, and an update regarding insurance renewals. A brief discussion followed regarding the investment consultant selection process.

Upon a motion by Ms. Tarkington, seconded by Mr. Norton, 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 MARCH 1, 2010 – MARCH 31, 2010

Upon a motion by Mr. Norton, seconded by Mr. Finger, the Board voted 12-0-0 to accept the Treasurer’s Report.
APPROVAL OF MINUTES

BET Public Hearing Meeting, March 16, 2010

Upon a motion by Mr. Pellegrino, seconded by Mr. Simon, the Board voted 12-0-0 to approve the Public Hearing Meeting Minutes of the BET from March 16, 2010.

BET Regular Meeting, March 18, 2010

Upon a motion by Mr. Pellegrino, seconded by Mr. Simon, the Board voted 12-0-0 to approve the Regular Meeting Minutes of the BET from March 18, 2010.

BET Decision FY11 Meeting, March 18, 2010

Upon a motion by Mr. Pellegrino, seconded by Mr. Simon, the Board voted 12-0-0 to approve the Decision FY11 Meeting Minutes of the BET from March 18, 2010.

OFFICER’S REPORT

Mr. Walko thanked all the BET members who attended the RTM district meetings in April to discuss the FY2010-2011 Budget and requested attendance at the RTM standing committee meetings in May, as well.

Mr. Walko gave a brief overview of issues that may come before the Board in the near future, including:

- The possibility of holding a Public Meeting regarding the process and nature of BET elections.
- Project Renew.

OLD BUSINESS

Discussion of Project Renew

Mr. Walko stated that it is important to understand the magnitude of this project and the importance of the upcoming votes by the various bodies of the Town regarding Project Renew. Several meetings have been held over the past several months. It is expected that an approved Certificate of Need will be obtained and presented at the May BET meeting, then to the RTM in June.

Mr. Walko requested that Nathaniel Witherell quantify the cost of closing the facility. Also, HDG will be requested to provide a more specific opinion as to the impact of the recently passed Federal healthcare legislation on Nathaniel Witherell’s operations; to verify Nathaniel Witherell’s revised cash flow statements once the CON is negotiated; and, once Nathaniel Witherell quantifies the cost of closing the facility, to verify that the cost of closure is a reasonable
assumption. In addition, the Budget Committee has asked for various scenarios to be analyzed regarding the impact of future Town funding for meeting any Nathaniel Witherell funding shortfall. Specifically, the Budget Committee wished to see what impact funding future Nathaniel Witherell shortfalls will have on the Town’s operating and capital budgets, and/or any potential impact it may have on the mill rate.

A discussion followed regarding financing, the historic site tax credit, the Certificate of Need, and providing additional public information.

NEW BUSINESS

Cityview Presentation

Mr. Crary gave an overview of the departments involved, the need for a common database, and the implementation schedule. Ms. Blankley gave a presentation of the Cityview software tracking program, which was implemented on April 12, 2010.

Review and Approval of Resolution Concerning Other Post Employment Benefits (OPEB) Investment Policy Statement

Mr. Pellegrino gave an overview of the documents and presented the first draft of the resolution for review. Any questions or comments should be sent to Mr. Mynarski by April 30th. A brief discussion followed regarding the AD HOC committee and meeting schedules.

ADJOURNMENT

Upon a motion by Mr. Kelly, seconded by Mr. Simon, the Board voted unanimously to adjourn the meeting at 8:02 p.m.

Respectfully submitted,

Maria Bocchino, Recording Secretary

Joseph L. Pellegrino, Clerk of the Board

Stephen G. Walko, Chairman