MINUTES of the regular meeting of the Board of Estimate and Taxation held on Monday, April 22, 2019, in the Town Hall Meeting Room, Greenwich, CT.

Jill Oberlander, BET Chair, called the meeting to order at 6:33 P.M., after which the members pledged allegiance to the flag.

Board members in attendance:

Jill K. Oberlander, Chair
Jeffrey S. Ramer, Vice Chairman
Elizabeth K. Krumreich, Clerk
William Drake
Andreas Duus III
Karen Fassuliotis
Debra Hess
Michael S. Mason
Leslie Moriarty
Leslie L. Tarkington
Anthony Turner
David Weisbrod

Staff: Aamina Ahmad, Assistant Town Attorney, Law Department; Fernando F. de Arango, Assistant Town Attorney, Law Department; Lauren Elliott, Assessor; J. Wayne Fox, Town Attorney; James Michel, Deputy Commissioner, Public Works Department; Peter Mynarski, Comptroller; Howard Richman, Tax Collector; Amy Siebert, Commissioner, Department of Public Works

The Chair welcomed BET Members and attendees to the April meeting of the BET. The Chair requested a motion to change the Order of Business to move PW-1 under NON-ROUTINE APPLICATIONS to be the first item on the Agenda.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Board voted 12-0-0 to change the Order of Business to move PW-1 under NON-ROUTINE APPLICATIONS to be the first item on the Agenda. Motion carried.

Upon a motion by Ms. Moriarty, seconded by Ms. Tarkington, to place the item from the Department of Public Works on the table.

NON-ROUTINE APPLICATION

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<th>Number</th>
<th>Department</th>
<th>Amount</th>
<th>Purpose</th>
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<tbody>
<tr>
<td>PW-1</td>
<td>DPW</td>
<td>$980,000</td>
<td>Release of Conditions</td>
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<td>Frontage Road Intersection</td>
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Ms. Moriarty, Chair of the Budget Committee, reported that the FY2015 Frontage Road Intersection Improvements Project to be funded under the State of Connecticut Local Transportation Capital Improvement Program (LOTCIP) pursuant to which the State pays the construction costs and the Town pays design funds, had conditions imposed on the funding of $980,000. This Project was delayed due to the negotiations between the Town and the State regarding the indemnification provision in the Municipal Master Agreement (MMA) that were finalized in October 2018 and applies to State grant projects, including this Project. The Project was budgeted for $1,008,000 and was under this State reimbursement program. The design for the Project is now ready for a Request for Proposal (RFP) to identify a contractor for the Project's execution. The Budget Committee voted 3-0-0 to release the Conditions on the Project and to recommend the Application to the BET.

Commissioner Siebert described how this Project would result in improvements that were designed to slow traffic in Byram neighborhood and increase pedestrian safety at crossings. Department of Public Works (DPW) anticipates the selection of the contractor by summer and the construction to be completed during Fall 2019. The Department will schedule a public meeting to discuss the Project's impact before work begins in the neighborhood.

Upon the motion made by Ms. Moriarty, the Board voted 12-0-0 to approve the Release of Conditions imposed on $980,000 for the Frontage Road Intersection Improvements Project. Motion carried.

EXECUTIVE SESSION –Discussion of Pending Litigation

Ms. Oberlander called for an Executive Session to discuss Pending Litigation.

Upon a motion by Ms. Krumeich, seconded by Ms. Fassuliotis, the Board voted 12-0-0 to enter Executive Session at 6:44 P.M.

Upon a motion by Ms. Fassuliotis, seconded by Ms. Krumeich, the Committee voted 12-0-0 to exit Executive Session at 7:40 P.M.

The Committee exited Executive Session at 7:40 P.M.

<table>
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<tr>
<th>SE-4</th>
<th>First Selectman</th>
<th>$8,000</th>
<th>Settlement</th>
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<td>Gerdau vs. TOG</td>
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Ms. Krumeich reported that the Law Committee voted 2-0-0 to approve the $8,000 settlement amount, with the understanding that an additional $4,000 was being contributed by a third party landlord.

Upon a motion by Ms. Krumeich, seconded by Ms. Fassuliotis, the Board voted 12-0-0 to approve the appropriation of $8,000 in settlement of Gerdau vs. Town of Greenwich. Motion carried.

ASSESSOR’S REPORT

The Assessor reported that as of April 22, 2019, the Assessor’s Office has received 181 applications for senior and disabled tax relief through 2018 Grand List tax credit and tax deferral
opportunities. The application filing period ends May 15, 2019. Final adjustments and exemptions, such as veterans’ exemptions and fire fighters’ credits, are being prepared for the July 2019 tax bills. Five bids for the 2020 ReValuation have been received ranging from $398,000 to $850,000, similar to the bids received for the 2015 ReValuation. Selection interviews are scheduled for May. Beginning May 1, inspections of 6,000 residential properties for the 2020 ReValuation will take place during the summer. A May 1 Press Release will announce the real estate inspections to Town residents. The Assessor explained that if a homeowner allows an interior inspection, then they will carry out an interior inspection. Homeowners have the right, however, to deny access to their home for an interior inspection. The Assessor commented that although precluded by law from interior inspection, information gathered from sketches in their files, building permit files and aerial photography from flyovers would be used.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Board voted 12-0-0 to accept the Assessors report. Motion carried.

COMPTROLLER’S REPORT

The Comptroller provided up-dates on the following items:

- **Nathaniel Witherell** – There are revenue shortfalls being projected of $2.5 million in FY2018-19, in addition to the Town’s budgeted subsidy of $2.7 million. The expenses are as budgeted.
- **Risk Management** – The Audit Committee has charged a Cyber Security Task Force headed by the Risk Manager, assisted by the Chief Information Officer, Tom Klein, and consisting of employees from various departments who were delegated by their supervisors to coordinate an analysis of the Town-wide information technology (IT) structure and to enhance the security systems. This will also enable the new insurance broker, Gallagher, to market the Town’s program for cyber liability insurance before the current policy expiration in September 2019. An RFP for a cyber security analysis vendor is being prepared for publication after July 1.

Upon a motion by Ms. Tarkington, seconded by Mr. Weisbrod, the Board voted 12-0-0 to accept the Comptroller’s Report. Motion carried.

TREASURER’S REPORT

Ms. Oberlander asked for questions about the Treasurer’s Report showing investment portfolio activity for March 2019. Hearing none, the Chair noted that the BET had received the Report and would forward it to the Audit Committee to be filed.

BET Standing Committee Reports - none

BET Liaison Reports

- **Community Development Block Grant** – Mr. Drake and Mr. Weisbrod reported that there had been concern about delayed spend down of allocations from the Program Year 2018 which could potentially jeopardize the Town’s future receipt of Community Development Block Grant funds under the Federal Housing and Urban Development (HUD) program. The spend down was completed in time and the anticipated HUD CDBG grant should be received for Program Year 2019. The Advisory Committee reported its funding recommendations to the First Selectman. The Committee recommended allocating funds for operating items of $120,000 out of $295,000 requested by various agencies, and
allocated capital items of $882,000 out of $1.485 million requested. As a result of the delay by the Housing Authority of the Town of Greenwich (a quasi-governmental agency) (HATG) in spend down allocations during the Program Year 2018 which could have jeopardized the entire HUD's CDBG allocation going forward, the Advisory Committee voted unanimously to deny the request of HATG to receive $450,000 to renovate the kitchens in Wilbur Peck Court, a HATG-managed property, in Program Year 2019. The Liaisons will attend the First Selectman's Public Hearing on April 23, 2019, to hear preliminary reaction to the Advisory Committee's recommendations on Block Grant awards. The Liaisons will make a follow-up report at the next BET meeting.

- **Education** – The Liaisons to the Board of Education (BOE), Ms. Hess and Ms. Moriarty, reported the following:
  - The BOE is working with blumshapiro Consultants through July 1, 2019, and focusing on first stages of recommendations provided by blumshapiro, including policy and procedures for capital construction and maintenance projects. An additional $15,000 will be allocated by the BOE out of its current budget for ongoing assistance with capital planning.
  - The Liaisons will attend the next BOE meeting to learn whether rental or repair of existing bleachers at Cardinal Stadium is planned. There is a project in FY2019-2020 budget for replacement of the bleachers if approved by the Representative Town Meeting (RTM).
  - Western Middle School Environmental Remediation Project (contamination discovered in August 2016) is proceeding. Members of the BOE and their consultants met with representatives of State of Connecticut Department of Energy and Environmental Protection (DEEP) to review the Project. Supplemental documentation and test results need to be reviewed by DEEP prior to the development of a Remedial Action Plan that must be approved by DEEP and U.S. Environmental Protection Agency (EPA). The Project will not be addressed this summer. BOE representatives need to have further discussion with DEEP and EPA as to alternatives to review in order to determine how to move forward. All of the contaminants that are in existence and have been found to date are 1 to 10 feet below the grade. With regard to the athletic fields in this area, no contaminants exceeding the State standards for direct exposure are in the surface soils that are open to the public.

**BET Special Project Team Reports** - none

**OLD BUSINESS** - none

**NEW BUSINESS** - none

**Chair's Report**

The Chair thanked Members for their attendance at last month's RTM District Meetings and follow-up reports, and noted the up-coming RTM meeting schedule for each Member assigned to attend the RTM Committee and District meetings to discuss the BET-approved Budget. Ms. Oberlander reminded Members of the following meetings: the RTM Budget Overview Committee Workshop on the FY2019-2020 Budget on April 29; the RTM Finance Committee education session on Debt Policy on May 1; the RTM Budget Decision meeting on May 13 at 7:00 PM; and the BET Meeting to set the Mill Rate for FY2019-2020 on May 20. Ms. Oberlander explained that the BET Budget Committee meeting on Tuesday, May 14, at 5:00 PM will include a presentation
by a consultant on the Parks & Recreation ferry boat replacement plan which will be in next year’s budget.

**Approval of the BET Meeting Minutes**

Ms. Krumeich made a motion, seconded by Mr. Ramer, to approve the Minutes of the joint meeting of the Board of Estimate and Taxation and the Board of Directors of The Nathaniel Witherell (during which a presentation was made by Health Dimensions Group, the Consultants engaged by TNW Strategic Planning Committee to review the operations of TNW) held on March 18, 2019.

Members requested that the BET postpone the vote on this Motion, as well as the Motions that would have been proffered to approve the Minutes of the BET meetings held on March 25, March 26, and March 27, 2019, in order to give Members additional time to review such Minutes.

Upon a motion by Ms. Hess, seconded by Mr. Mason, the Board voted 11-1-1-0 (Opposed: Krumeich) to defer a vote on the Minutes of March 18, March 25, March 26 and March 27, 2019, until the next regular meeting of the Board of Estimate and Taxation. Motion carried.

**Adjournment**

Upon a motion by Mr. Duus, seconded by Mr. Weisbrod, the Board voted 12-0-0 to adjourn the meeting at 8:09 P.M. Motion carried.

The next Regular Meeting of the Board of Estimate and Taxation is on Monday, May 20, 2019.

Respectfully submitted,

Catherine Sidor, Recording Secretary

Elizabeth K. Krumeich, Clerk of the Board

Jill K. Oberlander, Chair