TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES
Cone Room
Tuesday, May 13, 2008

Committee:
Present: Michael S. Mason, Chairman; Laurence B. Simon, Robert S. Stone, Edward T. Krumeich (6:37 P.M. arrival)

Board: Nancy Barton, Art Norton, Bill Finger, Jim Campbell, Steve Walko

Ex-Officio Board Member: First Selectman Peter Tesei

Staff: Roland Gieger, Budget Director; Peter Mynarski, Comptroller
John Crary, Town Administrator
Caroline Baisley, Director; Debby Flynn, Health Department
Amy Siebert, Deputy Commissioner, Public Works Department
John Wayne Fox, Fred de Arango Town Attorneys
William Kowalewski, Executive Director, Raymond Augustine, Director of Financial Operations, Susan Welsh, Director of Admissions, Nathaniel Witherell
Susan Wallerstein, Assistant Superintendent; Richard Calcavecchio, Anthony Byrne, Board of Education

Also Present: Nancy Weissler, Chairman; Leslie Moriarity, Vice-Chairman, Board of Education;
Lloyd Bankson, Bruce Dixon, Nathaniel Witherell

The meeting was called to order at 6:33 P.M.

Requests for Budget Adjustments

HD-7 Health Department – Approval to Use - $81,634

Approval to Use:
$63,000 to F4032-51010 Regular Salaries
$4,000 to F4032-51490 Prof & Other Spec Services NOC
$1,133 to F4032-52090 Tuition
$948 to F4032-52100 Travel
$660 to F4032-52240 Telephone, Telegraph
$693 to F4032-52950 Misc Services NOC
$159 to F4032-53010 Office Supplies
$301 to F4032-53140 Audio Visual
$10,740 to F4032-57050 Social Security
$81,634 from Emergency Preparedness Planning Grant
Ms. Baisley explained the change made to the original application, which did not include payroll benefits. Ms. Baisley also explained the reason for the request at this time. Mr. Geiger explained that the F Fund encompasses all non-school grants.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

**NW-2 Nathaniel Witherell – Additional Appropriation - $329,600**

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<thead>
<tr>
<th>Additional Appropriation:</th>
<th>to</th>
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<tbody>
<tr>
<td>$161,250</td>
<td>A450-51010</td>
<td>A450</td>
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<tr>
<td>$ 1,600</td>
<td>A450-51330</td>
<td></td>
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<tr>
<td>$ 86,750</td>
<td>A450-51420</td>
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<tr>
<td>$ 80,000</td>
<td>A450-51490</td>
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<tr>
<td>$329,600</td>
<td>General Fund (Note 1)</td>
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Mr. Bankson gave an overview regarding revenues, occupancy levels, costs, and cash flow. Mr. Augustine then explained the reason for their request. Due to dramatic changes over the last year, including reduction in personnel and accepting managed care residents. A discussion followed regarding the changes/benefits due to the managed care program.

In response to Mr. Stone, Mr. Bankson stated that cash flow is a derivative of their census, which is 95.8% occupancy for the first nine months of the year. That breaks down into private pay 25.6% (which includes managed care), Medicare 12.1%, and Medicaid 62.3%. Mr. Stone asked to see a cash flow statement.

There was some discussion regarding increased costs due to a new labor contract.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

**RT-1 RTM – Additional Appropriation - $4,000**

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<th>Additional Appropriation:</th>
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<tr>
<td>$4,000</td>
<td>A101-53010</td>
<td>General Fund Balance</td>
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Despina Fassuliotis, RTM District 11 and Joan Caldwell, RTM District 10 requested these funds to be used for supplies for the 75th Anniversary Celebration of the RTM. Ms. Fassuliotis thanked Mr. Mynarski and Mr. Geiger for their help with this request.

The Committee voted 4-0 to approve the request forward it to the Board of Estimate and Taxation as a routine application.

**FD-1 Fire Department – Transfer - $178,918**

*Meeting of the Board of Estimate and Taxation Budget Committee*  
*May 13, 2008*
Transfer:
$133,768 to A202-51100 Overtime
$ 45,150 to A202-51490 Prof & Other Spec Services NOC
$178,918 from A202-53550 Mechanical Supplies

Mr. Geiger explained that this transfer is to correct a budget error.

The Committee voted 4-0 to approve the request as a transfer and forward it to the Board of Estimate and Taxation as a routine application.

ED-9 Board of Education – Additional Appropriation - $700,000

Additional Appropriation:
$700,000 to Z680-59560-28139 GHS-Clark House Roof

$700,000 from Capital Non-Recurring

Dr. Wallerstein stated that these funds are needed to repair Clark House roof, which has been closely monitored since March 2008. Mr. Byrne explained the condition of the roof. Discussion followed regarding placement in the CIP, scheduled roof replacements and warranties. In response to Mr. Mason, Mr. Byrne explained that work orders, regular inspections, reports from the custodians, and “Tools for Schools” data, all indicated that the roof was leaking and needed to be repaired.

Dr. Wallerstein stated that from FY08 there will be a return of $200,000 from an advance A & E for summer projects from Capital and non-recurring projects, the 2008-2009 appropriation for replacement of boilers and piping in the middle schools will not require $700,000. Mr. Byrne explained that due to the lack of time during the summer for asbestos abatement, the work at the three middle schools will be limited to the boiler rooms.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

ED-10 Board of Education – Additional Appropriation - $500,000

Additional Appropriation:
$114,887 to A600-1772-51490 Prof & Other Spec Services NOC
$ 70,602 to A600-1786-52020 Printing & Binding
$ 33,329 to A620-1793-51310 Temp Services – Teachers
$171,407 to A640-1789-51440 Prof Services – Consult
$ 48,061 to A640-1789-52500 Cleaning Services
$ 61,714 to A660-1766-52120 Transportation – Pupils

$500,000 from General Fund Balance
Ms. Weissler explained the reasons for this request, the largest of which is the Hamilton Avenue relocation. Mr. Calcavecchio explained how he reached the estimated costs. In response to Mr. Stone, Ms. Weissler stated that they are working with the Town Attorney concerning obtaining a reimbursement for Hamilton Avenue relocation costs.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

**ED-11 Board of Education – Release of Condition - $133,644**

Release of Condition:
$133,644 to Z6801792-59550-25110 Hamilton Ave School Building Committee

Mr. Mazza gave an overview of the expenditures for the Hamilton Avenue Project. The funds requested are to have the Project Manager and Architect available through June 2008, the garage security system, construction change orders, and required testing.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

**ED-12 Board of Education – Additional Appropriation - $200,000**

Additional Appropriation:
$200,000 to Z6801792-59550-25110 Hamilton Ave School Building Committee

$200,000 from Capital Non-Recurring Fund

Mr. Mazza explained the funds are needed as a potential safety net to ensure the building is finished before school starts. In response to Mr. Stone, Mr. Mazza stated that the project costs are $30,000,500, so far, and the original estimate for the job was for a little over $29,000,000. The original completion date was July 7, 2007. Mr. Mazza stated that there will be a complete report about the project.

The Committee voted 4-0 to approve the request subject to release in whole or part by the BET and forward it to the Board of Estimate and Taxation as a non-routine application.

**ED-13 Board of Education – Transfer - $21,000**

Transfer:
$21,000 to A620-1668-53071 Data WP Equipment
$11,000 from A620-1668-52020 Printing & Binding
$ 5,000 from A620-1668-54100 Main of Instructional Equip
$ 2,800 from A620-1668-52150 Office Service/ Fees

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$ 2,200 from A620-1668-52130 Transp Non Employees

Mr. Calcavecchio stated that these funds are needed for a server switch for the trunk line to the server at Greenwich High School and for laptop computers for the CLP program.

The committee voted 4-0 to approve the transfer under the authority delegated to it by the BET.

PW-6 DPW – Transfer - $205,000

Transfer:
$205,000 to J361-52950 Misc/NOC
$ 25,000 from J361-51950 Transfer from other Account
$ 70,000 from J361-53950 Transfer from other Account
$110,000 from J361-54950 Transfer from other Account

Ms. Siebert stated that this transfer is to correct an on-going deficit in the electrical service budget line for the sewer division.

The Committee voted 4-0 to approve the transfer and forward it to the Board of Estimate and Taxation as a routine application.

PW-7 DPW – Additional Appropriation - $90,000

Additional Appropriation:
$90,000 to J361-52950 Misc/NOC
$90,000 from Sewer Maintenance Fund Balance

Ms. Siebert stated that this request is also to correct an on-going deficit in the electrical service budget line for the sewer division.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PW-8 DPW – Transfer - $115,000

Transfer:
$ 40,000 to A345-53950 Misc/NOC
$ 75,000 to A345-54950 Misc/NOC
$115,000 from A345-52950 Transfer from other Account

Ms. Siebert stated that this request is necessary to fund operations through June 30, 2008.
The Committee voted 4-0 to approve the transfer and forward it to the Board of Estimate and Taxation as a routine application.

PW-9  DPW – Additional Appropriation - $300,000

Additional Appropriation:
$300,000 to A321-52510 Waste Removal Services
$300,000 from General Fund Balance

Ms. Siebert stated that this request is for the disposal of storm debris from April 2007.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

EXECUTIVE SESSION:

Upon a motion by Mr. Krumeich, the committee voted unanimously to enter into executive session at 8:52 P.M. to discuss litigation matters.

In attendance were:
Peter Mynarski, Comptroller; Roland Geiger,
Peter Tesei, First Selectman
BET Members: Mason, Krumeich, Stone, Simon, Campbell, Finger, Norton, Walko, and Barton
Law Department: John Wayne Fox, Fred de Arango
John Crary, Town Administrator

The committee voted unanimously to leave executive session at 8:52 P.M.

SE-26 First Selectmen - Additional Appropriation - $300,000

Additional Appropriation:
$300,000 to A140-5140 Outside Counsel Attorney Fees
$300,000 from General Fund Balance

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

SE-27 First Selectman - Additional Appropriation - $125,000

Additional Appropriation:
$125,000 to P935-57350 Settlement - Gil v TOG and J.P. Roberto
$125,000 from Risk Fund Balance

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The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PW-10 DPW – Additional Appropriation - $30,000

Additional Appropriation:
$30,000 to B345-59560-28021 BOE Central Office/Senior Center
$30,000 from General Fund Balance

Mr. Tesei stated that after meeting with a group of all interested parties regarding usage of the Havemeyer building, these funds are to allow the Commission on Aging to do a feasibility study as to whether or not the Havemeyer Building will meet Commission’s needs. The Board of Education, being stewards of the building, must make the decision as to whether or not they will continue to house their administrative offices in the Havemeyer Building.

A discussion followed regarding space utilization, program requirements determined from the Commission’s study, and operating costs. The committee members voiced concerns about budget constraints and the need for acceptance of increased costs due rehabilitation of the building to house the programs suggested in the Commission’s study.

The Committee voted 3-1-0(Mason opposed), to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

Status of Utilization of Pomerance Tuchman

Mr. Crary stated that they are trying to protect the Seton House from vandalism by covering the windows and doors with plywood. An open space management plan for the Pinetum, Pomerance and Tuchman properties is in the CIP for the upcoming FY09 period. They are going to do an inventory of the natural resource assets to produce a long-term and short-term management strategy that is consistent with good stewardship and sound ecological principles.

Mr. Tesei reported on the 2003 Cos Cob Power Plant study and gave an overview of some of the suggested uses for the open spaces. A discussion followed regarding field usage.

Fiscal Year 2008-2009 Budgetary Process Recap

Mr. Mason provided a list gathered in a recap of the budget process and invited comments and suggestions in writing from the members of the BET. A discussion followed regarding understanding the budget process and misperceptions about borrowed money.

2008-2009 Contingency and Mill Rates for the General, Sewer Maintenance and Sewer Improvement Funds Resolution

Mr. Simon stated that there will be a significant reduction in the amount money to be collected in property taxes due to a settlement over the next two years. Mr. Mynarski and Mr. Geiger gave an explanation for the amount of the settlement. A discussion followed regarding the impact of
the changes to the mill rate and anticipated revenues. Mr. Walko stated that the settlement hasn’t been brought before the BET and he is not sure the Law Department understands the ramifications of the settlement.

**APPROVAL OF MINUTES**

Upon a motion by Mr. Simon, the Board voted 4-0 to approve the minutes from the April 15, 2008, Regular Budget Committee Meeting.

Upon a motion by Mr. Simon, the Board voted 4-0 to approve the minutes from the April 30, 2008, Special Budget Committee Meeting.

There being no further business before the committee, the meeting was adjourned at 10:46 P.M.

Respectfully submitted,

Maria Bocchino, Recording Secretary

Michael S. Mason, Chairman