



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

**BUDGET COMMITTEE MEETING MINUTES**

Thursday, May 13, 2021

Hybrid Virtual & Town Hall Meeting Room

Present

Committee: Leslie L. Tarkington, Chair; Andy Duus, Leslie Moriarty, Jeffrey S. Ramer

Staff: Tyler Fairbairn, Administrator, Community Development Department (Dept); Roland Gieger, Director, Budget & Systems Management; Peter Mynarski, Comptroller; Demetria Nelson, Commissioner, Human Service Department

Board: Michael Mason, Chairman; Laura Erickson, Karen Fassuliotis, Miriam Kreuzer

BOE/GPS: Dr. Toni Jones, Superintendent, GPS; Sean O'Keefe, Chief Operating Officer, GPS

RTM: Patricia Roberts, (D-5), Secretary, Health & Human Services Cmte and Chair, Finance Committee, Board of Health

Other: Ken Borsuk, Reporter, *Greenwich Time*; Michael Miller, Board Treasurer, Transportation Association of Greenwich (TAG); Horst Tebbe, GCTV; Debbie Vetromile, Executive Director, TAG

Ms. Tarkington called the meeting to order at 11:15 A.M. instead of 11:00 A.M. as scheduled, due to technical difficulties.

**REQUESTS FOR BUDGET ADJUSTMENTS**

<b><u>Number</u></b>	<b><u>Department</u></b>	<b><u>Amount</u></b>	<b><u>Purpose</u></b>
<b>CD-1</b>	<b>Community Development</b>	<b>\$811,384.68</b>	<b>Approval to Use</b>
	Q197		CDBG PY 2021 Budget

Mr. Fairbairn explained the CDBG process and the request for approval to use \$811,384.68: January - notification of funds and Grant Application posted; March - RTM Community Development Advisory Committee (CDAC) Public Hearing to hear requests from applicants and their supporters; April - First Selectman Public Hearing to hear applicants' requests; April- Federal Housing & Urban Development Hartford Office reviews applications; May – BET Budget Committee hears 2021 CDBG Resolution and forwards to BET; May – BET hears and votes on

2021 CDBG Resolution; June – RTM hears and votes on 2021 CDBG Resolution. Mr. Fairbairn thanked BET Liaisons, Mr. Drake and Mr. Weisbrod, for their participation. Mr. Fairbairn described the FY22 Grant as \$796,815 with the addition of \$14,569.86 of re-programmed funds from previous year for a total of \$811,384.86 for Grant distribution. He commented that 36 applications were received for more than \$1 million. Thirty applicants (19 for active service grants and 11 of 12 capital grants) were awarded grants. Because some organization applied for more than one grant, the CDAC selected the application that would have the most impact. This year’s applicants included four new organizations: Coffee for Good, Wheel it Forward; TOG Human Services Banc After School Program, and Liberation Programs.

The Committee asked if COVID-19 impacted the volume or types of CDBG 2021 Grant applications; how decisions to award low Grant amounts to applicants are made; why TAG had withdrawn its 2021 Active Service application; and how TAG and GEMS could be eligible for CDBG Capital grants. Mr. Fairbairn was asked to follow-up with GEMS and TAG to explore if their activities could qualify for FY2022 Grants and to keep the Department of Human Services apprised of opportunities.

Upon a motion by Mr. Ramer, seconded by Ms. Moriarty, to approve the Community Development Block Grant Resolution for the award of \$811,384.86 in grants to the selected applicants, the Committee voted 4-0-0 to approve the application and recommend it to the full BET as a Non-Routine Application. Motion carried.

<b>ED-12</b>	<b>BOE</b>	<b>\$4,760,086</b>	<b>Additional Appropriation</b>
	E9681721 9671721		Transfer of COVID Expenses

Mr. O’Keefe explained that the BOE was requesting to transfer and appropriate \$4,760,086 of FY21 expenditures from the General Fund to object codes in the E (Educational Grant) Fund for expenses incurred under the federal programs ESSER Fund #1 for public schools (\$758,160) and private schools (\$96,366); Coronavirus Relief Fund (\$1,203,685); and ESSER Fund #2 (\$2,701,875) for the identified COVID-19 expenses. An appropriation was needed to transfer funds on an allocated expense to specific object codes for the audit process to determine that expense items were eligible in relation to the State terms and conditions. Additional availability of \$1,566,172 under ESSER Fund #2 will be allocated, expected in FY22, when object codes for expenditures are identified. The Chair requested the BOE to provide an updated application for the May 17 BET meeting.

Upon a motion by Mr. Duus, seconded by Ms. Moriarty, to transfer and appropriate \$4,760,086 to various object codes listed in the E (Educational Grant) Fund, the Committee voted 4-0-0 to approve the application and recommend it to the full BET as a Non-Routine Application. Motion carried.

BET Chairman Mason questioned whether these funds would be lapsing at yearend and Mr. Mynarski explained that if the expenses met the State’s eligibility guidelines, the funds could stay in the Treasury until spent within the grant’s deadline date or could be returned to the State. Mr. O’Keefe shared news with the Committee that he is projecting the BOE will be able to meet its financial needs within the FY21 Budget level.

<b>TA-2</b>	<b>TAG</b>	<b>\$116,000</b>	<b>Additional Appropriation</b>
	A440 57221		Contribution to TAG

Mr. Miller explained that the request for an additional appropriation of \$116,000 was being requested. A shortfall of \$300,000 of the \$500,000 budgeted estimate of program fee income

was not received due to traditional clients remaining closed due to an uptick in COVID-19 and thus eliminating their need for transportation during the fiscal year. TAG also hired additional parttime assistance for the heavier winter season food distribution estimated to have been 35,000 pounds (of 350,000 pounds) due to the use of more canned food rather than fresh foods. Although TAG fundraising events were cancelled, its spring direct appeal raised 86% of the \$150,000 projected income. The CDBG 2020 grant for \$96,000 required 9 months from application to receipt of funds; the CDBG 2021 grant for \$75,000 is expected between July and November. Town Administrator Branyan advised by email that TAG should be eligible for American Recovery Plan funds. Mr. Miller projected that TAG would be in full service by January 2022 providing between 8,000 to 12,000 community service hours. The Chair asked that Mr. Miller follow-up with the Senior Center and River House and Department of Human Service to clarify their service needs and timing for the next fiscal year prior to returning to the BET Budget Committee on June 8 for the release of conditions on the Town's first half contribution.

Upon a motion by Ms. Moriarty, seconded by Mr. Ramer, to approve the additional appropriation of \$116,000, the Committee voted 4-0-0 to approve the application and recommend it to the full BET as a Non-Routine Application. Motion carried.

## **NEW BUSINESS**

- **Economic Conditions Report**

Mr. Gieger reported that at the end of April, the revenues from conveyance taxes, building permits and interest exceeded the budget by \$4.2 million attributable to increased revenue from conveyance taxes and building permits; due to a lower cash balance, a smaller amount of interest was collected in April but interest income is still anticipated to exceed budget by yearend. Mr. Gieger noted that despite the COVID-19 deferred payment of property taxes, tax collection is \$1 million ahead. Expenses are \$7 million less than budgeted expenses. He explained that it was difficult to compare April monthly expenses because in FY20 3 payrolls were paid during the month, while 2 in FY21, although in May the additional payroll will be paid. Parking Service revenues are down and expenditures up, so it was decided to put the item on the September meeting New Business Agenda.

## **APPROVAL OF MINUTES**

Upon a motion by Ms. Moriarty, seconded by Mr. Ramer, the Minutes of the following Meetings of BET Budget Committee held on April 7 and April 13, 2021 were approved by a vote of 4-0-0. Motion carried.

The Following Minutes of the BET Budget Committee meeting held on  
February 5, 2021 – Department Hearing Day 2  
February 8, 2021 – Department Hearing Day 3  
February 10, 2021 – Department Hearing Day 4  
February 16, 2021 – Department Hearing Day 5  
February 18, 2021 – Department Hearing Day 6

Are postponed for voting at the next meeting.

The Chair noted that a Special Meeting of the Budget Committee is scheduled for Monday, May 24, 2021 at 1:00 P.M.

The Regular Meetings of the BET Budget Committee on June 8, and July 13 will be held at 1:00 P.M.

**ADJOURNMENT**

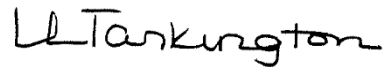
Upon a motion by Mr. Duus, seconded by Mr. Ramer, to adjourn the meeting at 1:06 P.M., the Committee voted 4-0-0. Motion carried.

Respectfully submitted,



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Catherine Sidor, Recording Secretary



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Leslie L. Tarkington, Budget Cmte Chair

Next regular meeting of the BET Budget Committee scheduled for June 8, 2021 at 1:00 P.M.