Committee
Present: Leslie Moriarty, Chair; Michael Mason, Jeffrey S. Ramer, Leslie L. Tarkington

Staff: Captain Robert Berry, Police Department; Tyler Fairbairn, Administrator, Community Development; Richard Feminella, Manager, Wastewater Division; Roland Gieger, Budget Director; Tom Greco, Assistant Director, Parks & Recreation; Amy Hansen, Operation Manager, Boats & Harbors, Parks & Recreation Department; Brian Kerzner, Superintendent, Marine Division, Parks & Recreation; Kevin McCarthy, Director, Perrot Memorial Library; Jim Michel, Assistant Commissioner, DPW; Peter Mynarski, Comptroller; Joseph Siciliano, Director, Parks & Recreation.

Board: Jill Oberlander, Chair; William Drake, Andreas Duus, Elizabeth Krumeich

BOE/GPS: Ralph Mayo, Interim Superintendent, Greenwich Public Schools (GPS); Lorianne O’Donnell, Chief Operating Officer, GPS

TNW: Tom Ellis, Director of Financial Operations, TNW; Laurence Simon, Chairman, TNW Board of Directors

PUBLIC: Dean C. Goss, RTM D-1, BOC; Alexis Voulgaris, Chair, Community Development Advisory Committee (CDAC), RTM D-6; Devon Santos, Principal, Race Inc., Jason Black, Race Inc.

The meeting was called to order at 3:07 P.M.

REQUESTS FOR BUDGET ADJUSTMENTS

<table>
<thead>
<tr>
<th>Number</th>
<th>Department</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>PW-2</td>
<td>DPW</td>
<td>Transfer</td>
</tr>
<tr>
<td>$70,000</td>
<td>A312 53750</td>
<td>Highway Materials</td>
</tr>
</tbody>
</table>

The Assistant Commissioner of Public Works explained that DPW is requesting a transfer to fund the purchase of salt, replenishing its inventory at off-season favorable pricing so that product will be on hand at the start of the next winter season.

Ms. Tarkington made a motion, seconded by Mr. Ramer, to approve the transfer of $70,000 for Highway materials and recommend the application to the full BET as a Routine Application. The Committee voted 4-0-0. Motion carried.

<table>
<thead>
<tr>
<th>PW-3</th>
<th>DPW</th>
<th>Additional Appropriation</th>
</tr>
</thead>
<tbody>
<tr>
<td>$232,000</td>
<td>J361 52150</td>
<td>Sewer – Nitrogen Credits</td>
</tr>
</tbody>
</table>
DPW is requesting an additional appropriation of $232,000 to purchase 2018 nitrogen credits as part of the Nitrogen Credit Program. This program identifies maximum allowable discharge as set by the CT Department of Energy and Environmental Protection (CTDEEP) for excellent effluent quality discharged into Long Island Sound from the wastewater treatment plant. In 2018, Greenwich exceeded the average daily limit due to volume caused by high rainfall amounts and the cold weather. The department continues to look at small improvements that can be made to improve its filtering of wastewater. Cumulatively, Greenwich has earned revenue from being below the nitrogen limits. Mr. Mynarski indicated that there is a line item for revenue for the Nitrogen Credit Program and that in the past a credit expense has been netted against Sewer Maintenance revenues. It was requested that Mr. Mynarski and Mr. Gieger review the accounting and required approvals for this item and make recommendations to the Chair of the BET prior to the BET meeting on the appropriate handling for approval.

Ms. Tarkington made a motion, seconded by Mr. Ramer, to approve an Additional Appropriation of $232,000 to purchase Nitrogen Credits for sewage treatment and recommend the application to the full BET as a Non-Routine Application. The Committee voted 4-0-0. Motion carried.

<table>
<thead>
<tr>
<th>PD-5</th>
<th>Police</th>
<th>Approval to Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>$6,000</td>
<td>F21319 43400</td>
<td>JAG Grant</td>
</tr>
</tbody>
</table>

The Police Department requested approval to use a state Justice Assistance Grant (JAG) for training associated with disorderly situations, de-escalation tactics, and dark web/organized crime. In response to a question, it was indicated this training would be in addition to training already budgeted for the department.

Ms. Tarkington made a motion, seconded by Mr. Ramer, to approve the use of $6,000 JAG Grant for tactical training and recommend the application to the full BET as a Routine Application. The Committee voted 4-0-0. Motion carried.

<table>
<thead>
<tr>
<th>ED-19</th>
<th>BOE</th>
<th>Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>$339,500</td>
<td>A62017 52080</td>
<td>Out of District Tuition Placement and Settlements</td>
</tr>
</tbody>
</table>

GPS Interim Superintendent Mayo and Chief Operating Officer O'Donnell requested the transfer of $339,000 from eight various accounts to cover the higher-than-budgeted cost for Special Education student tuition and settlements. BOE had budgeted $4.8 million but due to the number of additional placements including new students moving into the district, students returning to the district, and newly identified students, it is projected that the projected full year will be closer to $5.68 million. There are 77 students covered by this line item of which 31 were District placements and 46 were placed due to settlements. In response to a question, Mr. Mayo indicated this area is a challenge for many communities. He indicated the GPS is working to improve training and consistency with its staff in the process of identification and development of the Individual Educational Plans (IEPs). In response to a question about the transfer of 25% of the 54070 Maintenance of Air Conditioning budget, Ms. O'Donnell indicated that the funds are available because it is too late for the District to contract for the service before the end of the fiscal year.

Ms. Tarkington made a motion, seconded by Mr. Ramer, to approve the transfer of $339,500 to cover increased costs of special education students' tuition and settlements. The Committee voted 4-0-0. Motion carried.
ED-20

$18,500  BOE  Transfer

A62017 51490 & 52360  Professional Services & Rental/Maintenance Software

The BOE requested the transfer of $18,500 to cover the expense of Compucare, which is used to file for Medicare reimbursements of covered services provided by the BOE for students. It was noted that the higher expense reflects higher reimbursements to the Town.

Ms. Tarkington made a motion, seconded by Mr. Ramer, to approve the use of $18,500 for special education consultant settlement negotiator. The Committee voted 4-0-0. Motion carried.

ED-21

$59,000  BOE  Transfer

A62017 various codes  Prof. Learning, Salaries, Textbooks

The BOE made a request to transfer $4,000 to Professional Learning, $37,000 to Other Salaries and $18,000 to Textbooks from available unspent funds in other accounts. $41,000 was saved from fewer teachers attending the ELA National Conference and will be used for additional curriculum and assessment work in June. $18,000 was saved from cancellation of an underutilized student subscription service and will be used for purchase of textbooks.

Ms. Tarkington made a motion, seconded by Mr. Ramer, to approve the transfer of $59,000 for professional learning, other salaries and textbooks. The Committee voted 4-0-0. Motion carried.

Ms. Moriarty noted that the implementation of the policy for BOE transfers should be reviewed between Mr. Gieger and Ms. O’Donnell as the BOE may be requesting approval more often than required. The Policy is for BET approval of major object code transfers for the total BOE budget in excess of an aggregate $10,000. Approval of amounts under $10,000 is delegated to the Comptroller.

PL-1 Perrot Library  Transfer

$15,000  A710 54090  Interior Painting Expense

The Perrot Library Director made a request to transfer $15,000 to cover unanticipated expenses related to water damage from a leak in the caulking of the cupola. It was explained that the leak was repaired and the area was re-painted.

Ms. Tarkington made a motion, seconded by Mr. Ramer, to approve the transfer of $15,000 for painting repair due to water leakage and to recommend the application to the full BET as a Routine Application. The Committee voted 4-0-0. Motion carried.

CD-2 Community Dev.  Approval to Use

$1,238,682  A62017 53 52080  CDBG PY2019 Entitlement

The Community Development Administrator, Mr. Fairbairn, explained Greenwich’s participation in the annual Federal Housing & Urban (HUD) Renewal block grant program and the process for selecting nonprofit agency recipients. He noted that the new available funding for the program of
$818,000 exceeds the prior year of $803,000. Noting that it was an unusual year, Committee Chair Voulgaris explained how HUD's requirements on the timing of the use of funds resulted in the CDBG Committee funding only one of the Greenwich Housing Authority's grant applications. She noted that the Housing Authority is able to begin work on the kitchen project with its own funds and return next year with a request for a portion of the project that it could complete in the allotted time. The Budget Committee asked about the level of administrative expenses and confirmed that Nathaniel Witherell is eligible to apply for grant funds.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the use of the HUD Block Grant of $1,238,682 and recommend the Application to the full BET for a Public Hearing as a Non-Routine Application. Motion carried.

<table>
<thead>
<tr>
<th>NW-4</th>
<th>Nathaniel Witherell</th>
<th>Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>$195,000</td>
<td>HUD450 &amp; various codes</td>
<td>Maintenance &amp; Healthcare</td>
</tr>
</tbody>
</table>

Mr. Ellis, TNW Financial Operations Administrator, explained the need for the transfers for additional maintenance funds in several areas. He indicated the completion of the new boiler project, which came in $60,000 under budget, will reduce this maintenance expense going forward. Mr. Simon, Chair of the TNW Board, explained the higher-than-budgeted expense for healthcare resulting from 9 part-time employees taking advantage of the offered option for a family health plan. It was later determined by the HR department that the Town is only obligated to offer individual plans to part-time employees who work an average of over 30 hours/week. This will be corrected going forward and should reduce this expense in future budgets.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the transfer of $195,000 for maintenance and healthcare expense and recommend the Application to the full BET as a Non-Routine Application. Motion carried.

**OLD BUSINESS** — (none)

**NEW BUSINESS**

- **Parks & Recreation – Consultant Study: Ferry Service Planning Report** — The Parks & Recreation Director introduced the ferry study, revised January 2, 2019 as being part of a larger effort to develop a plan for ferries, ferry service and infrastructure for the islands as the fleet and facilities continues to age. He indicated Island Beach was gifted to the Town in 1918 while Great Captains Island ("GCI") became fully owned by the Town in 1973. He indicated Town services to the islands has changed over the years. Currently the Town operates 3 ferry boats with service to both islands in the season (second Saturday of June — until Sep. 15). Each island has a resident caretaker during the season. Mr. Siciliano introduced Race Coastal Engineering, consultants, who prepared the study and will be presenting the results of their review of the vessels, infrastructure and service routes and schedules to Island Beach and Great Captain's Island (GCI). The study was completed with a presumption of continuation of service to both islands. The consultant identified that there is almost no other municipal ferry service in operation so could not provide benchmarking comparisons.

The consultants presented (1) the condition of the vessels, including the state of repair, the increasing maintenance costs, structural and mechanical conditions; (2) the current condition of the infrastructure, including deteriorated head walls at Arch St and poor condition of the
pier at GCI; (3) gangways are not ADA accessible; (4) ridership data showing decrease ridership to Island Beach and continued low usage of GCI which is partly due to inability of a ferry to dock within 2 hours of low tide; (5) increasing operating cost per rider partially due to increasing maintenance costs of aging fleet; (6) analysis of routes.

The consultants recommended revisions to the Town's current ferry fleet and physical infrastructure based the presumption of continuation of operations and service to both islands. The ferry options include making no changes, make greater investment to repower the existing 3 ferries, or retire 1 or 2 boats with purchase of 1 new ferry. The infrastructure options include consideration of extending the GCI pier to reach deeper water allowing more reliable access to the island. Consideration of a triangle route structure vs current separate service to each island will impact the decisions. The choice will depend on the level of service and cost that can be supported by the Town.

- Finance – Run Rate – The Budget Director presented a review of revenue and expenses to date. There was a discussion over projected full year estimates and projected changes to the available year-end fund balance.

**APPROVAL of THE BET BUDGET COMMITTEE MEETING MINUTES**

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 3-0-1 (Abstain: Mason) to approve the Minutes of the regular meeting of the BET Budget Committee on April 15, 2019. Motion carried.

**ADJOURNMENT**

The Committee voted unanimously to adjourn the meeting at 7:39 P.M. Motion carried.

Next Regular Meeting of the BET Budget Committee is scheduled for June 18, 2019 at 5:00 P.M. in the Cone Room.

Respectfully submitted,

Catherine Sidor, Recording Secretary

Leslie Moriarty, Chair