

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

BUDGET COMMITTEE MEETING MINUTES

Thursday, May 14, 2020
Virtual Meeting

Committee

Present: Leslie L. Tarkington, Chair; Debra Hess, Leslie Moriarty, Jeffrey S. Ramer

Staff: Caroline Baisley, Director, Health Department (Dept.); Tyler Fairbairn, Administrator, Community Development Dept.; Roland Gieger, Director, Budget & Systems Management, Finance Dept.; Craig Jones, Information Technology (IT) Dept.; Jenny Larkin, IT Dept.; Peter Mynarski, Comptroller, Finance Dept.

Board: Michael Mason, Chairman; Andreas Duus, Laura Erickson, Karen Fassuliotis, Miriam Kreuzer; Elizabeth K. Krumeich

Selectmen: Jill Oberlander, Select-person

RTM: Lucia Jansen, Chair, BOC; Alexis Voulgaris, (D-6), Moderator Pro-Tempore, Chair, Health & Human Services Cmte, Chair, Community Development Block Grant Cmte, Chair

Public: Ken Borsuk, Reporter, *Greenwich Time*; Horst Tebbe, GCTV

The meeting was called to order at 11:00 A.M.

REQUESTS FOR BUDGET ADJUSTMENTS

Number	Department	Purpose
CD-1	CDBG	Approval to Use
\$1,478,008	Q197	CDBG FY2021 Entitlement

Ms. Voulgaris, RTM Community Development Block Grant (CDBG) Committee Chair, provided an overview of the CDBG Grant structure and process of determining qualified grant recipients. The annual federal Department of Housing and Urban Development (HUD) Grant provides funds for nonprofits for public service programs, capital facilities improvements, planning and administration, and for this year, COVID-19 CV/CARES is funding nonprofits engaged in services responding to the pandemic. RTM members, Human Services Commission representatives, community residents and BET members communicated or made site visits to interview applicants, held public hearings, and met to discuss allocation of \$1,478,008 to nonprofits. Additionally, a Five-Year Consolidated Action Plan of objectives, priorities and measurements was submitted for approval by BET, the First Selectman, and RTM.

The application included a proposed Resolution for Budget Committee approval to recommend to the Board of Estimate and Taxation the proposed CDBG Proposed Budget for the Fiscal Year 2021 and the accompanying five-year Consolidated Plan.

Members of the Budget Committee asked about the reasons for the First Selectman’s modification to the CDBG Committee’s approved CDBG Plan of a \$16,000 shift of funds from an Inspirica boiler replacement project to an Abilis lighting upgrade project. The Budget Committee was advised that the CDBG Committee typically supports funding entire projects or entire phases of a project to avoid the risk of unspent funds which would put the entire Grant in jeopardy. Ms. Voulgaris indicated the Committee recommended funding the complete boiler replacement project for Inspirica, a Stamford-based non-profit that serves Greenwich residents, and one phase of the lighting project at Abilis, a Greenwich-based non-profit. Mr. Fairbairn indicated he believed the change was to meet more of the need of the Greenwich agency, but would get a fuller explanation for the full BET meeting. In response to a question, it was noted that the CDBG Committee coordinates with the Greenwich United Way and other agencies making awards to avoid duplicate funding. The Budget Committee discussed a list of applicant requests to compare amounts awarded.

Ms. Moriarty made a Motion to Amend, seconded by Mr. Ramer, to reduce the allocation to Abilis by \$16,000 and increase the allocation to Inspirica by \$16,000. The Committee voted 2-2-0 (Opposed: Hess, Tarkington). Motion failed.

Upon a motion by Ms. Hess, seconded by Mr. Ramer, the Committee voted 3-1-0 (Opposed: Moriarty) to approve the application to use the HUD Grant of \$1,478,008, the Community Development Five-year Consolidated Plan, and Resolution, and recommend them to the Board as a Non-Routine Application. Motion carried.

HD-5	Health	Approval to Use
\$17,856	A401, 405, 415, 901 & various codes	COVID-19, S.S. & Medicare

Ms. Baisley explained that the grant for \$17,856 was to reimburse the Town for its Crisis Response Funding from the Center for Disease Control provided through the CT Department of Health for January 20 through March 31 expenditures related to staff overtime and supplies for COVID-19 response being requested for appropriation.

Upon a motion by Ms. Hess, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the application to use and appropriate \$17,856 and recommend the application to the Board as a Routine Application. Motion carried.

NEW BUSINESS

- **Discussion of Economic Conditions**

Mr. Gieger, Director of Budget & Systems Management, provided an overview of April revenues and expenses noting a trend of lower revenues from Conveyance Fees and Building Permits as well as lower spending in Town Departments and Schools. A question was asked if this indicated an unprocessed backlog of invoices or disbursements, but Mr. Mynarski indicated he believed most departments are current with their payables, though he doesn’t know if vendors have been slow to invoice. Mr. Mynarski also indicated that cash receipts are being promptly deposited in the bank; however, there is a lag in MUNIS data entry for posting to accounts. In response to a question, Mr. Gieger identified that the

Town had spent an incremental amount of about \$91,000 on COVID-19 related activities.

In response to a question, there was a discussion about the need to clarify and/or develop policies for tracking and accepting in-kind gifts.

Approval of the BET Budget Committee Meeting Minutes

Upon a motion by Ms. Hess, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the BET Budget Committee Meeting Minutes of April 14, 2020. Motion carried.

ADJOURNMENT

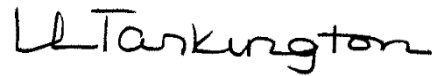
Ms. Hess made a motion, seconded by Mr. Ramer to adjourn at 11:21 A.M. The Committee voted 4-0-0 in favor of the motion. Motion carried.

Next Regular Meeting of the BET Budget Committee is scheduled for June 8, 2020 at 10:00 A.M. The Meeting is scheduled to be a virtual webinar meeting.

Respectfully submitted



Catherine Sidor, Recording Secretary



Leslie Tarkington, Budget Committee, Chair