

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

**BUDGET COMMITTEE MEETING MINUTES**

Monday, June 8, 2020

Virtual Meeting

**Committee**

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

**Staff:**

Roland Gieger, Director, Budget & Systems Management, Finance Department (Dept.); Tom Greco, Ass't Director, Parks & Recreation (P&R) Dept.; Craig Jones, Information Technology (IT) Dept.; Valerie Maze Keeney, Assistant Town Attorney, Law Dept.; Vincent Marino, Town Attorney, Law Dept.; Peter Mynarski, Comptroller, Finance Dept.; Joseph Siciliano, Director, P&R Dept.

**Board:**

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

**RTM:**

Irene Dietrich, (D-8), Health & Human Services Committee (Cmte.); Alexis Voulgaris, (D-6) Moderator Pro Tempore, Chair, Health & Human Services Cmte.

**BOE/GPS:**

Alexandra Bartholomew, Principal, New Lebanon Elementary School; Lori Elliot, Coordinator, GPS Humanities Program; Jason Goldstein, Principal, Eastern Middle School; Mary Granville, Principal, Parkway School; Clare Kilgallen, Co-President, New Lebanon PTA; Ralph Mayo, Headmaster, Greenwich High School (GHS); Klara Monaco, Assistant Principal, New Lebanon School; Gene Schmidt, Principal, Cos Cob Elementary School; Alexandra Stevens, GHS

**Public:**

Ken Borsuk, Reporter, *Greenwich Time*; GCTV; Tom Miserendino, Chief Financial Officer, Greenwich Emergency Medical Service (GEMS); Michael Miller, Board of Directors Treasurer, Transportation Association of Greenwich (TAG); Tracy Schietinger, Executive Director, GEMS; Laurence Simon, Chairman, Board of Directors, The Nathaniel Witherell; Randall Smith, Alexandra Stevens, Deborah Vetromile, Executive Director, TAG

The meeting was called to order at 10:05 A.M.

**EXECUTIVE SESSION**

Upon a motion by Mr. Ramer, seconded by Ms. Moriarty, the Committee voted 4-0-0 to enter Executive Session at 10:07 A.M.

Upon a motion by Mr. Ramer, seconded by Ms. Hess, the Committee voted 4-0-0 to exit Executive Session at 10:47 A.M.

**REQUESTS FOR BUDGET ADJUSTMENTS**

<b>Number</b>	<b>Department</b>	<b>Purpose</b>
---------------	-------------------	----------------

---

GM-2	GEMS	Release of Conditions
\$2,350,000	A440 57225	TOG Contribution to GEMS

GEMS Executive Director, Ms. Schietinger and Chief Financial Officer, Mr. Miserendino, described GEMS operational experience during the COVID-19 pandemic ranging from: cobbling together an adequate supply of personal protective equipment (PPE) gowns, which GEMS had previously not worn, manpower limitations for crisis response due to COVID-19 related sickness, loss of service volume as calls valued the GEMS medical care, but refused patient transport to Greenwich Hospital due to potential exposure to other COVID-19 patient, in-kind collaborations and supportive grants received. Despite these circumstances, Mr. Miserendino reported 1% higher income and 5% below forecast expenses. GEMS had purchased two new ambulances with \$650,000 from private donations. GEMS commented that “lessons learned” for future operations included maintaining a supply of PPE on hand. The Committee asked if a revenue shortfall would continue to be experienced and were advised that \$59,000 of Federal CARES PPP funding was approved.

Upon a motion by Ms. Moriarty, seconded by Ms. Hess, the Committee voted 4-0-0 to approve the release of conditions on the Town’s \$2,350,000 contribution to GEMS and recommend the application to the full Board as a Routine application. Motion carried.

NW-4	Nathaniel Witherell (TNW)	Transfer
\$130,000	H45020 54010, H450070 57900	General Maintenance & Bond Redemption

Board of Directors Chairman, Mr. Simon explained the need for the transfer of \$70,000 to maintenance and \$50,000 to bond redemption and then provided an update on TNW experience during the COVID-19 pandemic emergency. The State guideline postponed new patient admissions impacting revenue, staff were regularly tested for the COVID-19 virus to minimize risk to resident patients and offers have been made to selected candidates to fill the Director of Nursing and Director of Finance positions. Mr. Simon commented that TNW Board anticipated reducing overtime, reorganizing the nursing department and reviewing vendor contracts as means of controlling the FY21 Budget. He confirmed that Nathaniel Witherell would be the beneficiary of COVID-19 program funding to nursing homes, and that they had applied for \$700,000 of COVID-19 related Medicare/Medicaid reimbursement.

Upon a motion by Ms. Hess, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the application to transfer \$130,000 within TNW budget and recommend the application to the full Board as a Routine Application. Motion carried.

TA-3	TAG	Release Conditions
\$148,500	A440 57221 & 57231	Contribution TAG & Safe Rides

TAG Board of Directors Treasurer, Mr. Miller updated the Committee on TAG’s experience during the COVID-19 shutdown describing operational changes made to replace the revenue stream after cancellation by many TAG clients due to facilities closure and program suspension. Neighbor to Neighbor, Board of Education, Feed Greenwich and the Commission on Aging sponsored daily food delivery, which replaced much of lost revenue, successful grant applications to Community Development Block Grant CV Funds program and United Way added financial support. TAG

discontinued its Safe Rides program and reduced its request to \$139,500, or 50% of its annual Town contribution. Mr. Miller commented that the second quarter funding would meet an anticipated timing shortfall in August.

Upon a motion by Ms. Hess, seconded by Ms. Moriarty, the Committee voted 4-0-0 to release conditions on 50% of the annual Town contribution (\$139,500) and recommend the application to the full Board as a Routine Application. Motion carried.

**CAPITAL CARRY FORWARD REQUESTS**

PR-3	Parks & Recreation (P&R)	Continue in Force
\$50,000	B822 59830 20189	Park Restoration

Mr. Siciliano, Parks and Recreation Department Director and Mr. Greco, Assistant Director explained the need to carry forward the capital appropriation to continue engineering and architectural planning for Roger Baldwin Sherman Park because 5 of 7 applicants to the Department’s request for proposal qualified and are ready to present their preliminary conceptual future vision and potential options for the improvements to the Park. There was discussion that a majority of capital projects for FY21 were postponed from the FY21 Budget as a consequence of COVID-19. The capital work on this Park was one of the items deleted. A member suggested that it may be further deferred because of backlogged projects and hence preferable not to do the design work under this capital carry forward this far in advance of the actual execution of the project. Another commented that this would allow the preparation of a better estimate as a base for next year’s work.

Upon a motion by Ms. Hess, seconded by Ms. Tarkington, the Committee voted 2-2-0 (Opposed: Moriarty, Ramer) to carry forward \$50,000 for Roger Sherman Baldwin Park Restoration planning. Motion failed.

PR-4	P&R	Continue in Force
\$850,000	B833 59830 20198	Repair Greenwich Point Causeway

Mr. Siciliano explained that the request to carry forward \$850,000 will add to the FY17 \$1.3 million previously approved bonded appropriation project for Greenwich Point, to improve the seawall, execute road work and add new railing to repair for existing tidal erosion. The Committee agreed that the repairs were a safety issue.

Upon a motion by Ms. Moriarty, seconded by Mr. Ramer, the Committee voted 4-0-0 to carry forward \$850,000 for repair of the Greenwich Point Causeway and recommend the application to the full Board. Motion carried.

PR-5	P&R	Continue in Force
\$2,000,000	B83 F83419 20199\$2,000,000	Greenwich Harbor Dredging FNC

Mr. Siciliano explained that he was representing the Harbor Management Committee in this carry forward request of \$2,000,000, which was being made to assure the State and the Army Corps of Engineers of the Town’s commitment to begin the project upon completion of the Corps current project. The Corps money will be coming from the State, which is also causing delay.

Upon a motion by Mr. Ramer, seconded by Ms. Hess, the Committee voted 4-0-0 to carry forward \$2,000,000 as the Town's commitment to the Greenwich Harbor dredging project and recommend the application to the full Board. Motion carried.

PR-6	P&R	Continue in Force
\$25,000	Z83 5971099 19185	Seawall Repair

Mr. Siciliano explained that the carry forward request of \$25,000 was being made due to work delays caused by the COVID-19 work interruption. He assured the Committee that this project could be completed this summer.

Upon a motion by Mr. Ramer, seconded by Ms. Hess, the Committee voted 4-0-0 to carry forward \$25,000 for Seawall repair during this summer that was delayed by the COVID-19 work interruption and recommend the application to the full Board. Motion carried.

ED-11	BOE	Continue in Force
\$77,000	B6801389 59560 20160	Stairs & Ramps

Application Withdrawn

**NEW BUSINESS**

- **Discussion of Economic Conditions**

Mr. Gieger, Director of Budget & Systems Management provided an overview of year-to-date May revenues and expenses compared to previous year. He noted that spending was less than the previous year by \$400,000. Mr. Mynarski added that 99.8% of revenue for the year has been collected, with \$1.0 million uncollected, which could provide surplus revenue of \$3 million. An unbudgeted State SPED grant of \$803,000 has recently been received and a 3-year State LOCIP grant of \$4.2 million continues to be delayed. State reimbursement of 75% for COVID-19 expenses is expected in July. Early tax payments and interest credits have also been received. Building permit fees and conveyance axes will experience a shortfall to budget. Only 49% of P&R revenue has been posted to MUNIS and Finance Department has posted only 36.5% of projected beach card revenue to MUNIS.

The Committee requested a written fund balance calculation of Mr. Geiger and Mr. Mynarski's comments for a better understanding of the amount of fund balance to anticipate for June 30, 2020 including a forecast of the COVID-19 reimbursement; and a revenue loss report.

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

Upon a motion by Ms. Moriarty, seconded by Ms. Hess, the Committee voted 4-0-0 to approve the BET Budget Committee Meeting Minutes of May 14, 2020 - Regular Webinar. Motion carried.

Upon a motion be Ms. Hess, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the following Minutes. Motion carried.

January 29, 2020 Dept. Hearings Day #1 Minutes  
January 30, 2020 Dept. Hearings Day #2 - BOE Minutes  
February 4, 2020 Dept. Hearings Day #3 Minutes  
February 7, 2020 Dept. Hearings Day #4 Minutes

Upon a motion by Ms. Hess, seconded by Mr. Ramer, the Committee voted 4-0-0 to postpone approval of the following Minutes until the next meeting. Motion carried.

February 7, 2020 Dept. Hearings Day #5 Minutes  
February 10, 2020 Dept. Hearings Day #6 Minutes  
February 19, 2020 Dept. Hearings Day #7 Minutes  
February 25, 2020 Dept. Hearings Day #8 Minutes

### **ADJOURNMENT**

Mr. Ramer made a motion, seconded by Ms. Hess to adjourn at 12:59 P.M. The Committee voted 4-0-0 in favor of the motion. Motion carried.

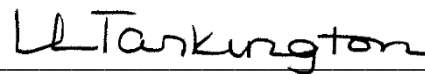
Next Regular Meeting of the BET Budget Committee is scheduled for July 14, 2020 at 10:00 A.M. The Meeting is currently scheduled as a virtual webinar meeting.

Respectfully submitted,



---

Catherine Sidor, Recording Secretary



---

Leslie Tarkington, Budget Committee Chair