TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES
Cone Meeting Room
Tuesday, June 11, 2013

Committee:
Present: Joseph L. Pellegrino, Chairman; William R. Finger, Jeffrey S. Ramer, Leslie L. Tarkington
Board: Robert Brady, Sean Goldrick, Randall Huffman, Marc Johnson, Mary Lee Kiernan, Michael Mason, Art Norton
Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Ray Augustine, Director of Financial Operations; Allen Brown, Executive Director, Nathaniel Witherell; Benjamin Branyan, Managing Director of Operations; Irene Parisi, Assistant Superintendent, Board of Education; Amy Siebert, Commissioner, Public Works
Other: David Ormsby, Chairman, Nathaniel Witherell Board

The meeting was called to order at 6:27 P.M.

REQUESTS FOR BUDGET ADJUSTMENTS

NW-10 Nathaniel Witherell – Release of Conditions $1,000,000
Release of Conditions:
$1,000,000 to H450-49109 Contributions to NW
$1,000,000 from A999-57128 Fixed Charges Contribution to NW

Mr. Augustine gave an overview and the Committee reviewed the Nathaniel Witherell Statements of Operations April 30, 2013, showing a deficit of $1,237,355. Mr. Ormsby gave an update of the Friends of Nathaniel Witherell Capital Campaign, which will start with a $1,000,000 contribution, from the fund, to be made on June 27, 2013. Mr. Mynarski requested the contribution be made by wire transfer. Mr. Mason stated that Section 60 of the Town Charter shows the details of Nathaniel Witherell gift acceptance.

A discussion followed regarding year-end estimates, outside funding and gift acceptance, Project Renew progress, the new sprinkler system, and decreased revenues.

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

NW-11 Nathaniel Witherell – Transfer $6,600
Transfer:
$ 6,600 to H45070-56100 General Liability
$ 6,600 from H45070-57800 Interest on Bonds

Mr. Augustine explained that this is due to an unfavorable variance in the insurance cost.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.
ED-7  BOE – Release of Conditions $1,126,000

Release of Conditions:
$1,126,000  to  B680-59090-14153  Digital Learning

Mr. Branyan gave a brief overview of the request and an update of the recruitment process for the Director of Digital Learning and Technology, giving a description of the new position and organizational structure, highlighting project coordination and plan management.

Mr. Branyan gave an overview of the Budget CIP Plan, Phase 1, beginning with implementation at Hamilton Avenue and Riverside Schools in FY 2013-2014. The Digital Learning Advisory Committee has developed a rubric to evaluate the devices to meet the educational needs of the district. Mr. Branyan also, shared comments regarding technical support, the RFP processes for project management consultants, professional learning consultants, and curricular and instructional management consultants.

In response to Mr. Pellegrino, Mr. Branyan gave an overview of the role of project management consultant, in order to coordinate all the pieces of the plan. Mr. Branyan also shared comments regarding changes to the professional learning practice and re-organization. Ms. Parisi shared comments regarding the selection and evaluation of hardware, project management, supporting change of practice, staff development, staff feedback and support.

In response to Mr. Pellegrino, Ms. Parisi shared comments concerning curricular instructional management systems, student information and data collection, data analysis, specific software solutions to consolidate all resources, the operating system’s on-going costs, and student assessment. Mr. Branyan also shared comments regarding assessment impact, the support structure, future costs, independent evaluation of the program, and possible concerns with the plan, and deployment of the devices. Ms. Tarkington shared comments regarding coordination with finance.

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

PW-8  DPW – Transfer $20,000

Transfer:
$  20,000  to  A321-54200  Maintenance of Machinery
$  20,000  from  A321-52510  Waste Removal Services

Ms. Siebert explained that this request is to repair the old scale at Holly Hill, which remains in use, until the new scale is operational.

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

Capital Carry Forward Requests

In response to Mr. Pellegrino, Mr. Gieger stated that this funding will lapse, if not carried forward.

PW-9  DPW – Capital Carry Forward $1,150,000

Capital Carry Forward:
$1,150,000  to  J361-59560-13198  Pump Upgrades

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Ms. Siebert explained that this project for construction of pump upgrades at the Belle Haven and Club Road locations was delayed due to new FEMA flood elevations, resulting in design revisions. Ms. Siebert also gave an overview of the control panel issues and design changes.

A discussion followed regarding future funding, Capital Carry Forward requests, outsourcing, project completion, and tax revenues.

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 – Capital Carry Forward $150,000**
Capital Carry Forward:
$ 150,000 to Z302-59660-12115 Storm Water Program Compliance

Ms. Siebert explained that this project was delayed due to GIS and Lucity software upgrades.

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

**PW-11  DPW – Capital Carry Forward $460,000**
Capital Carry Forward:
$ 460,000 to B312-59730-13132 Lake Avenue & Simmons Lane Drain

Ms. Siebert stated that the RFP process has begun and the contract is to be awarded in July 2013.

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

**PW-12  DPW – Capital Carry Forward $295,000**
Capital Carry Forward:
$ 295,000 to B312-59600-13123 Street Lights

Ms. Siebert stated that the Selectmen’s Office has been in negotiations with CL&P to purchase the Town’s street lights. A discussion followed regarding the ongoing negotiations, and RTM review.

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

**NW-12  Nathaniel Witherell – Capital Carry Forward $330,000**
Capital Carry Forward:
$ 330,000 to H450-59560-13191 Ongoing Maintenance

Upon a motion by Mr. Ramer, seconded by Mr. Finger, the Committee voted 4-0 to take this item out of order.

Mr. Augustine explained that these funds are being used for patient room renovations, mainly on the fourth floor, and medical equipment. Mr. Augustine gave a description of the renovations, which are primarily room upgrades, including décor and fixtures, stating that ten rooms have
been completed, so far, at one week per room. Ms. Tarkington shared comments concerning the original intent of the funds in order to build up a reserve for major capital items.

A discussion followed regarding budgeting and ongoing maintenance.

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

OLD BUSINESS

NEW BUSINESS

Report of Status of Current Economic Conditions

Mr. Gieger gave a report of the status of current economic conditions, highlighting tax revenues, expenditures consistent with last year, and the Nathaniel Witherell Statement of Operations, February 28, 2013. A discussion followed regarding the Nathaniel Witherell Capital carry over and encumbrances.

APPROVAL OF MINUTES

Budget Committee Regular Meeting, May 15, 2013

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0 to approve the minutes from the May 15, 2013, Budget Committee Regular Meeting.

There being no further business before the Committee, the meeting was adjourned at 8:09 P.M.

Respectfully submitted,

Maria Bocchino, Recording Secretary

Joseph L. Pellegrino, Chairman