



MINUTES of the Regular Meeting of the Board of Estimate and Taxation held on Monday, June 14, 2021 in a virtual Zoom webinar, Greenwich, CT.

Chairman Michael S. Mason called the meeting to order at 6:30 P.M.

Board members in attendance:

Michael S. Mason, Chairman  
Karen Fassuliotis, Vice Chairman  
William Drake, Clerk  
Andreas Duus III  
Laura Erickson  
Debra Hess  
Miriam Kreuzer  
Elizabeth K. Krumeich  
Leslie Moriarty  
Jeffrey S. Ramer  
Leslie L. Tarkington  
David Weisbrod

Staff: Lauren Elliott, Assessor; Department; Roland Gieger, Director, Budget & Systems Management, Finance Department; Peter Mynarski, Comptroller

RTM: Irene Dietrich, (D-8) Health & Human Services; Barbara O'Neill, (D-6) Education; Danyal Ozizmir, (D-5), Vice Chair, BOC, Chair, LCC

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

### **Call to Order and Pledge of Allegiance**

As Chairman Mason welcomed the Board and attendees to the meeting, he asked the body to reflect on National Flag Day as the Pledge of Allegiance was recited --- to commemorate June 14, 1777 when the Continental Congress voted on a design of the American flag.

### **Request for Budget Adjustment**

#### **ROUTINE APPLICATIONS**

<b><u>Number</u></b>	<b><u>Department</u></b>	<b><u>Purpose</u></b>
<b>FI-8</b>	<b>Finance Department</b>	<b>Transfer</b>
<b>\$75,000</b>	A908 56130, A901 57010	Insurance Claims

Ms. Tarkington reported that Mr. Mynarski explained the request to transfer \$75,000 for insurance costs is to cover overruns of the original insurance budget. Funds for this transfer come from budgeted healthcare savings. The Budget Committee voted 4-0-0 to recommend the Transfer.

Mr. Mason suggested one vote could be taken for all three Routine Applications.

<b>GM-2</b>	<b>GEMS</b>	<b>Release of Conditions</b>
<b>\$2,391,152</b>		1 <sup>st</sup> Installment for FY21/22

Ms. Tarkington reported that GEMS' fiscal year closed on April 30, 2021. The Executive Director and the Chief Financial Officer acknowledged the receipt of the first installment of the Town's contribution and made GEMS semi-annual Operating Report and provided information on the status of Station #4 construction. During GEMS' presentation, pre and post COVID revenue and expenses were compared and analyzed. GEMS personnel acted as First Responders; volunteered in support of Town Health Department Vaccination Clinics and continued fundraising for construction of Station #4. The Board acknowledges and accepts the semiannual report from GEMS respecting its operations, personnel, and finances, including a semiannual report on construction progress at GEMS Station 4, 1237 King Street and acknowledges the authorization to release the first half funding of \$2,391,152.

<b>NW-4</b>	<b>The Nathaniel Witherell (TNW)</b>	<b>Transfer</b>
<b>\$240,000</b>		COVID Expenses

Ms. Tarkington reported that the application for the transfer \$240,000 was to cover COVID expenses for PPE equipment, cleaning supplies and Visitation Pods. The Budget Committee voted 4-0-0 to recommend the transfer to the BET.

Mr. Mason asked for a roll call vote to approve the three Routine Applications. The Board voted 12-0-0. Motion carried.

### **ASSESSOR'S REPORT**

The Town Assessor, Ms. Elliott, highlighted the following items from her written monthly report: The Senior, Disabled and Volunteer Firefighter Property Tax Relief Program credits have been applied and billing is being prepared. A 2018 Tax Appeal was withdrawn which eliminates Town exposure; and the deadline for 2020 Tax Appeals has passed with the addition of 6 new appeals valued at \$124 million. In conclusion, Ms. Elliott commented that field work on the ReVal continues, and property sales are still strong.

Upon a motion by Mr. Weisbrod, seconded by Mr. Ramer, the Board voted 12-0-0 to accept the Assessor's Report. Motion carried.

### **COMPTROLLER'S REPORT**

Comptroller Mynarski provided an overview of the sources of the federal and state awards and grants being received as a result of COVID-19 and the plan for segregating and tracking of revenue without co-mingling. New line-items will be added to the Treasurer's Report and the Investment Advisory Committee will follow transactions and balances monthly. Mr. Mynarski briefly commented on the First Selectman's Committee for this process and remarked that the Town Administrator is seeking the Law Department's opinion on FOIA guidelines for status reports. A status update on the integration of the Parks & Recreation RECTRAC program into

the Town's MUNIS accounting system was requested. Risk Manager Ms. Megan Zanesky was congratulated on the successful final FEMA reimbursement for Superstorm Sandy damage.

Upon a motion by Ms. Erickson, seconded by Mr. Weisbrod, the Board voted 12-0-0 to accept the Comptroller's Report. Motion carried.

### **TREASURER'S REPORT**

Mr. Mynarski commented that the Investment Advisory Committee (IAC) receives and reviews the Treasurer's report monthly. The grant items will be listed individually, and transactions and balances tracked on the monthly Treasurer's Report beginning June 30, 2021. A footnote with individual expiration dates is to be added.

Upon a motion by Mr. Weisbrod, seconded by Ms. Moriarty, the Board voted 11-0-1 to accept the Treasurer's Report. (Abstain: Krumeich). Motion carried.

### **CLOSE PUBLIC HEARING**

No Public Hearing was held at this BET Meeting. Item scheduled in error.

### **BET Standing Committee Reports**

No Report submitted.

### **BET Liaison Reports**

The Fire Administration will make a presentation on the Matrix Report at the next BET meeting.

### **BET Special Project Team Reports**

**GHS Building Committee** – Mr. Mason reported that the BOE has selected and signed a contract with an architect for the GHS entryway project to be completed in 15 months.

### **OLD BUSINESS**

- **BET Calendar update including changes in COVID restrictions**

It is anticipated that as of September, BET and Committee meetings can be held at Town Hall following the 2021 BET Everything Calendar. A Draft of the 2022 BET meeting calendar was circulated in the meeting packet to establish 2022 meeting dates. Cooperation with the schedule of deadlines for submitting responses was requested.

### **NEW BUSINESS**

- **Approval of Town Clerk Human Resources Request**

Ms. Fassuliotis reported that the Town Clerk requested replacing two part time staff with one full time person (without benefits by choice) because of the workload increase. The Human Resources Committee voted to approve this request. A Board member questioned whether additional technology was considered to avoid adding headcount. Concern was expressed that while the combination of the part-time salaries covered the cost of the full-time position without benefits, at some point in the future, full time benefits would be required in the event of a personnel change.

Mr. Mason asked for a rollcall vote. The Board voted 8-4-0 in favor of replacing 2 part time positions with one full time position without benefits. (Opposed: Krumeich, Moriarty, Ramer, Weisbrod) Motion carried.

- **OPEB Trust Board Re-nominations**

IAC Chairman Duus commented that the revised Investment Policy Statement (IPS) and Funding Policy had been approved by the IAC. The IPS proposed less active management of the OPEB Portfolio. An RFP has been published seeking an Outside Investment Chief Officer (OCIO) to explore replacing the volunteer Board with professional management. The volunteer Board has shared professional insights with dedication and commitment to public service, but the possibility of outsourcing the function has been discussed as a strategy to meet the challenge of market volatility.

Mr. Duus reported that the IAC voted 4-0-0 to accept the revised IPS. Discussion ensued on the timing of the Town's annual contribution to OPEB funding and the date of valuation of the Trust Fund.

Mr. Mason requested a rollcall vote on the BET acceptance of the revised IPS. The BET voted 12-0-0. Motion carried.

BET members reviewed the companion document, OPEB Funding Policy and made suggestions for edits and changes.

Mr. Mason requested a roll call vote on the BET acceptance of the revised Funding Policy. The BET voted 12-0-0. Motion carried.

- Co-Chairmen – Joseph Pellegrino and William Ferdinand (1-year term)

Mr. Duus made a motion to appoint Mr. Pellegrino and Mr. Ferdinand as Co-Chairmen of the OPEB Trust Board for a one-year term. The BET voted 12-0-0. Motion carried.

- Member Reappointment – Joseph Pellegrino (3-year term)

Mr. Duus made a motion to reappoint Mr. Pellegrino to the OPEB Trust Board for a three-year term. The BET voted 12-0-0. Motion carried.

Mr. Duus and Mr. Mason expressed their gratitude for the outstanding OPEB Trust Board leadership by Mr. Stricker upon his retirement as Chairman. Mr. Stricker's continuity and wise decisions are a testament to the growth of the Fund and his 12 years of public service.

## Chair' s Report

Chairman Mason updated the BET on the following topics:

- The First Selectman proposed an initiative of Music on the Avenue weekly at the entrance of the Greenwich Common
- A Committee of the First Selectman, the BET Board Chair and the Moderator of the RTM will conduct interviews to fill a vacancy on the Retirement Board

## Approval of BET Meeting Minutes

Mr. Drake commented that the Minutes of April 16, 2021 and April 19, 2021 had changes which were sent to BET members by email.

Mr. Drake made a motion to approve the April 16, 2021 and the April 19, 2021 Special and Regular BET Meeting Minutes, respectively. The Board voted 12-0-0. Motion carried.

Mr. Drake made a motion to approve the May 17, 2021 BET Regular Meeting Minutes and the May 24, 2021 Special Meeting Minutes. The Board voted 12-0-0. Motion carried.

## Adjournment

Upon a motion by Mr. Weisbrod, seconded by Ms. Kreuzer, the Board voted 12-0-0 to adjourn the meeting at 8:10 P.M. Motion carried.

Respectfully submitted,



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Catherine Sidor, Recording Secretary



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William Drake, Clerk of the Board



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Michael Mason, Chairman

The next Regular Meeting of the Board of Estimate and Taxation is on Monday, July 19, 2021 at 6:30 P.M. as a virtual meeting.