



MINUTES of the regular meeting of the Board of Estimate and Taxation held on Monday, June 18, 2018, in the Town Hall Meeting Room, Greenwich, CT.

Jill Oberlander, BET Chair, called the meeting to order at 6:36 p.m., after which the members pledged allegiance to the flag.

Board members in attendance:

Jill K. Oberlander, Chair
Jeffrey S. Ramer, Vice Chairman
William Drake
Andreas Duus III
Karen Fassuliotis
Debra Hess
Michael S. Mason
Leslie Moriarty
Leslie L. Tarkington
Anthony Turner
David Weisbrod

Staff: Caroline Baisley, Health Department; Debra Edwards, Health Department; Lauren Elliott, Assessor; Fernando de Arango, Assistant Town Attorney; J. Wayne Fox, Town Attorney, Law Department; Roland Gieger, Budget Director, Finance Department; Howard Richman, Tax Collector

Other: Michael Miller, Board Treasurer, TAG; Tracey Schietinger, Executive Director, GEMS; Michael Niekamp, Finance Director, GEMS; Daniel Watson, Director of Facilities, Board of Education

Ms. Oberlander welcomed BET Members and attendees to the meeting.

Designation of Temporary Clerk

The Chair requested that the BET Members approve Leslie Moriarty as the Temporary Clerk due to the absence of Ms. Krumeich.

Upon motion made by Mr. Ramer, seconded by Ms. Tarkington, the Board voted 11-0-0 to designate Ms. Moriarty as Temporary Clerk for this meeting.

EXECUTIVE SESSION - Discussion of Pending Litigation

Upon a motion by Ms. Fassuliotis, seconded by Mr. Ramer, the Board voted 11-0-0 to go into Executive Session to discuss pending litigation at

6:37 p.m.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Board voted 11-0-0 to exit Executive Session at 6:46 p.m. Motion carried.

Requests for Budget Adjustments

Ms. Oberlander requested that Ms. Moriarty, the Temporary Clerk of the BET, move the items for budget adjustments.

ROUTINE APPLICATIONS

LA-7	Law	Transfer
\$12,000	A140 52150	Office Services
ED-12	BOE	Release of Conditions
\$100,000	B6801789 59560 18158	Advance A&E
GM-2	GEMS	Release of Conditions
\$2,281,825	A440 57225	First Half of FY19 Budget
FD-1	Fire Department	Release of Conditions
\$83,825	A205 51010	Position Upgrades
HD-5	Health	Allotment
\$47,600	F18719 & various codes	Shellfish Commission
PL-1	Perrot Library	Transfer
\$10,000	A710 54050 & 54010	Tree Trimming & Elevator Repairs

Ms. Moriarty provided a report on the Budget Committee discussion of the items. The Budget Committee voted 4-0-0 on each item for its approval.

Upon a motion by Ms. Moriarty, seconded by Ms. Tarkington, the Board voted 11-0-0 to approve the six Routine Applications. Motion carried.

CARRY FORWARD REQUESTS

Ms. Oberlander recommended the Board consider the five Carry Forward Requests in one motion.

GL-1	Greenwich Library	Capital Carry Forward/Cont. in Force
\$55,000	Z701 59560 18173	Flooring Replacement-Cos Cob Br.
PR-1	Parks & Recreation	Capital Carry Forward
\$1,334,000	B833 59830	Repair Gr Point Causeway
PR-2	Parks & Recreation	Capital Carry Forward
\$1,500,000	B834 59710 17194	Dredge Byram Marina

PR-3	Parks & Recreation	Capital Carry Forward
\$260,000	B834 59700 17195	Replace Byram Launch Ramp & Dock

ED-11	BOE	Capital Carry Forward
\$100,000	Z680 1789 59830	Risk Management Mitigation

Ms. Moriarty reported on the Budget Committee discussions. The Budget Committee voted 4-0-0 on the Capital Carry Forward requests.

Upon a motion by Ms. Moriarty, seconded by Mr. Ramer, the Board voted 11-0-0 to approve the five Capital Carry Forward requests. Motion carried.

NON-ROUTINE APPLICATIONS

SE-15	Law	Additional Appropriation
\$15,000	P935 57350	Settlement – D’Andrea v. TOG

Ms. Fassuliotis reported that the Law Committee voted 2-0-0 to approved the settlement.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Board voted 11-0-0 to approve the settlement of \$15,000 for the case of D’Andrea v. TOG. Motion carried.

TA-2	TAG & Safe Rides	Release of Conditions
\$73,250	A440 57221 & 57231	First Quarter of FY19 Budget

AND

HS-1	Human Services	Release of Conditions
\$18,000	A501 57210	First Quarter of FY19 Budget TAG Services for River House

Ms. Moriarty reported on the Budget Committee discussion of these items. The Budget Committee voted 4-0-0 for approval of the release of conditions.

Upon a motion by Ms. Moriarty, and seconded by Ms. Tarkington, the Board voted 11-0-0 to approve the release of funds. Motion carried.

HD-6	Health	Approval to Use
\$6,500	F40340 53010, 53250, 53300	Office Supplies, Medical, Surgical Lab, Equipment, Wearing Apparel

Ms. Oberlander noted that this item did not come before the Budget Committee.

Upon a motion by Mr. Turner, seconded by Mr. Mason, the Board voted 11-0-0 to approve the use of \$6,500 grant funds for the Greenwich Medical Reserve Corps. Motion carried.

PS-1	Parking Services	Transfer
\$25,000	G219 52030	Bank Credit Card Fees

Ms. Oberlander noted that this item did not come before the Budget Committee. Mr. Gieger indicated the transfer is required to cover increased credit card fees due to changes in the way residents pay for meters and parking passes, which wasn't anticipated when the budget was created. Mr. Gieger indicated the Departments are expected to account for these charges when setting their fees. There was a discussion about the varying level of credit card fees charged to residents among Town departments, including its causes and the need to address this issue as the Town moves to decrease the use of cash.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Board voted 11-0-0 to approve the transfer. Motion carried.

ED-13	BOE	Release of Conditions
\$318,447	B680 59560	CMS Boiler Room Columns

Ms. Oberlander noted that this item did not come before the Budget Committee. Mr. Watson presented the background on the item and the need for the release of conditions so that the project can proceed as soon as the school year finishes.

Upon a motion by Mr. Ramer, seconded by Mr. Turner, the Board voted 11-0-0 to release the condition on \$318,447 for the repair of the CMS Boiler Room Columns. Motion carried.

ASSESSOR'S REPORT

Ms. Elliott reported that the file for the production of the property tax bills had been sent to Quality Data Service (QDS) on June 15th and that testing of the tax bills was currently being performed. She said the bills would be mailed by the beginning of the following week. She updated the BET on the status of the tax appeals, including the resolution of 6 cases. She indicated 19 new appeals have been filed against the October 1, 2017 Grand List, which is slightly lower than the yearly average in a non-revaluation year. There was a discussion about the local senior tax relief program given that fewer seniors had applied in this cycle due to transferring their homes, passing away, and the strength of the stock market, which has increased their annual income. Ms. Elliott reported that fewer Veterans were applying for the State tax relief program, also.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Board voted 11-0-0 to accept to Assessor's report. Motion carried.

TREASURER'S REPORT

Ms. Oberlander asked for questions about the Treasurer's Report showing investment portfolio activity for May 2018 and, hearing none, noted that the BET had received the Report and would forward it to the Audit Committee to be filed for review by the Outside Auditor.

BET Standing Committee Reports - None

BET Liaison Reports

- **Education** - Ms. Moriarty provided an update on the Board of Education's (BOE's) work regarding the Master Facilities Plan, the BOE's action to request an interim appropriation for a Hamilton Avenue School field project and the BOE Administration's project to redesign its budget book.

BET Special Project Team Reports

- **TNW Strategic Planning Committee** - Mr. Drake provided an update on the selection of PKF as the consultant to prepare stand-alone financial statements. He noted Ms. Hess's work to create GAAP financial statements that will be the basis of the consultant's work. Mr. Drake also updated the Board on the selection of HDG as the consultant for the industry analysis and projections.
- **Hillside Road Remediation Project** - Ms. Tarkington provided an update on the status and projected timeframe of the Hillside Road Remediation Project.
- **State/Federal Financials** - Mr. Duus provided a summary of the preliminary findings of the special project team that is looking at the impact of the Federal tax reform and State's weak financial position on Greenwich residents.

Old Business - None

New Business

- **Appointment of Acting Comptroller**

Upon a motion by Mr. Ramer, seconded by Mr. Turner, the Board voted 11-0-0 to appoint Roland Gieger as the Temporary Comptroller retroactively from June 11, 2018. Motion carried.

Chair's Report

Ms. Oberlander thanked each member of the BET for their diligence and hard work. She also announced that she received notification that the Town has received a Certificate of Achievement for Reporting for its Consolidated Annual Financial Report. She announced the change of the July BET Budget Committee meeting to Thursday, July 12 at 4 p.m. and the change of the start time of the July 16 BET meeting to 4:30 p.m.

Approval of the BET Meeting Minutes

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Board voted 11-0-0 to approve the Minutes of the BET Regular Meeting of May 21, 2018. Motion carried.

Adjournment

Upon a motion by Ms. Fassuliotis, seconded by Mr. Duus, the Board voted 11-0-0 to adjourn at 8:16 p.m. Motion carried.

The next Regular Meeting of the BET will be held on Monday, July 16, 2018, at 4:30 p.m. in the Town Hall Meeting Room.

Respectfully submitted,



Leslie Moriarty,
Temporary Clerk of the Board



Jill K. Oberlander, Chair