The meeting was called to order at 4:16 P.M.

Ms. Moriarty requested a motion to change the Agenda's Order of Business to accommodate speakers' schedules.

Upon a motion by Mr. Mason, seconded by Ms. Tarkington, the Committee voted 4-0-0 to change the Agenda's Order of Business throughout the meeting to accommodate speakers' schedules. Motion carried.

REQUESTS FOR BUDGET ADJUSTMENTS

<table>
<thead>
<tr>
<th>Number</th>
<th>Department</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>PL-2</td>
<td>Perrot Library</td>
<td>Transfer</td>
</tr>
<tr>
<td>$5,000</td>
<td>A710 52220</td>
<td>Electrical Service Budget</td>
</tr>
</tbody>
</table>

The Perrot Library Director explained that higher July 2018 electrical usage caused expenses to exceed the budgeted amount and the need for the transfer. In response to a question, Mr. McCarthy indicated he expects the FY20 budget to be sufficient to cover electrical expense for July 2019 and the rest of the year.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the transfer of $5,000 and recommend the
Application to the full BET as a Routine Application. Motion carried.

<table>
<thead>
<tr>
<th>LAW-2</th>
<th>Law Dept.</th>
<th>Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>$30,000</td>
<td>A140 52150 &amp; 52360</td>
<td>Research software, file storage &amp; general office Services</td>
</tr>
</tbody>
</table>

The Town Attorney requested a transfer of funds to offset increased costs of research software, storage and general office services. These expenses will be funded from available budget for outside counsel due to a higher number of settlements. The Law Committee reported voting 2-0-0 to approve the request.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the transfer of $30,000 for research software, file storage, and office services and recommend the Application to the full BET as a Routine Application. Motion carried.

<table>
<thead>
<tr>
<th>ED-22</th>
<th>BOE</th>
<th>Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>$47,000</td>
<td>S67017 51010, 51100, 51300</td>
<td>Salaries, OT &amp; Part-time Salaries</td>
</tr>
</tbody>
</table>

Interim Superintendent and Food Services Director requested the transfer of $47,000 for the cost of substitute food service employees and GHS custodial staff overtime to cover FMLA and Personal Leave absences of regular staff. Lower-than-budgeted expenses in food and custodial supplies are the source of funds to be transferred.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the transfer of $47,000 to pay salaries and overtime costs for employees substituting for regular employees on FMLA and Personal Leave absences. Motion carried.

<table>
<thead>
<tr>
<th>ED-23</th>
<th>BOE</th>
<th>Release of Conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>$161,000</td>
<td>Z6801689 59560 20170</td>
<td>GHS Performing Arts Center Piano</td>
</tr>
</tbody>
</table>

Interim Superintendent and GPS Chief Operating Officer requested the release of conditions on the appropriation for the GHS Performing Arts Center Piano, which was subject to confirmation of receipt of the donation of $50,000. They provided a copy of the Finance Department receipt of a donation check for $66,127 from a 50(c)(3), GHS Orchestra Association. In response to a question, Mr. Mayo confirmed that the appropriation covers all costs, including delivery, tuning and charges for the removal of the old piano. The Committee indicated its thanks to the donors and expressed the Town's gratitude for the completion of another successful public/private partnership.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to recommend the release of condition on $161,000 for the GHS Performing Arts Center Piano and recommend the Application to the full BET as a Non-Routine Application. Motion carried.

<table>
<thead>
<tr>
<th>PR-1</th>
<th>Parks &amp; Recreation</th>
<th>Transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>$23,000</td>
<td>A801 52150 &amp; 52360</td>
<td>Office Services &amp; Rental/Maintenance</td>
</tr>
</tbody>
</table>
Parks & Recreation Director and Assistant Director explained that a transfer of $23,000 from Maintenance and Supplies is needed to pay for Office Services ($7,000) online credit card usage fees and RecTrac software rental fee ($15,000) that reports reservations, payments, and Town residency verification. The amount of credit card service fees has increased with the increased adoption of online payments. The Committee requested that an Object Code on the Budget Adjustment form be corrected before its presentation to the Board of Estimate & Taxation (BET).

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the transfer of $23,000 to pay for online credit card usage and software fees, and recommend the Application to the full BET as a Routine Application. Motion carried.

**FD-4**  
**Fire**  
**Transfer**  
$90,000 A201 52210 & 208 53310  
Aquarion Water Charges & Personal Protective Equipment

Assistant Fire Chief Robert Kick explained that $30,000 of the transfer request was to cover higher-than-budgeted charges for water. An additional $60,000 transfer was requested to purchase 16-sets of personal protective clothing for Volunteer firefighters that are past their useful lives. The budget transfer is from available funds in the overtime account. The Committee discussed that a purchase of $60,000 in protective equipment in recent years would be more normally handled as a Capital item. The account from which these funds would be spent is an account from which such equipment was purchased in prior years as an Operating expense, but in recent years has been budgeted at just $7,500 as a fund for equipment maintenance, with major purchases for replacement equipment being accommodated in Capital. Available budgeted funds have become available in unused Overtime (an Operating account), and transfers are not made from Operating accounts to Capital accounts. The Committee requested that an Object Code on the Budget Adjustment form be corrected before its presentation to the Board of Estimate & Taxation (BET).

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the transfer of $90,000 to pay an unanticipated $30,000 shortage of annual fees for water supply and $60,000 for Volunteer personal protective equipment and recommend the Application to the full BET as a Routine Application. Motion carried.

**PD-7**  
**Police**  
Approval to Use  
$29,900 F 21717 51100  
FY 2019 DDHVE Enforcement

Deputy Police Chief Marino requested approval to use a Highway Safety Grant of $29,900 for "FY2019 Distracted Driver High Visibility Enforcement" to be spent on overtime for enforcement patrols targeting "Distracted Drivers" who ignore Connecticut's cell phone, electronic device use, and other laws regarding driving while distracted. The grant is described as a recurring State of CT Department of Transportation grant to promoted safe driving.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the use of $29,900 "Distracted Driver High Visibility Enforcement grant for grant-funded overtime and recommend the Application to the full BET as a Routine Application. Motion carried.
Superintendent of Buildings & Construction Monelli requested release of Conditions on $3,000,000 to begin rehabilitation of the Byram Fire Station as a vendor has been selected from competitive bidders for the construction project. Members of the Committee identified that when the other project costs are added to the construction bid, the project would exceed the appropriation. The Committee indicated it cannot vote to release the funds if that meant the project would exceed the appropriation. The Committee requested Mr. Monelli return with additional information: a full project budget utilizing the current scope or work and the lowest bid; and a project budget identifying a revised scope of work that would fit within the appropriation including the impact on the Fire Department operations, and the plans for the proposed renovated building. If an Additional Appropriation was required, the Budget Committee would take up that item at the meeting. Mr. Monelli indicated the bids are good for 120 days and he will return to the July Budget Committee meeting with the information.

**CAPITAL CARRY FORWARD REQUESTS**

<table>
<thead>
<tr>
<th>GL-1</th>
<th>Greenwich Library</th>
<th>Continue in Force</th>
</tr>
</thead>
<tbody>
<tr>
<td>$149,000</td>
<td>B701 59560 19170</td>
<td>Repointing Auditorium</td>
</tr>
</tbody>
</table>

The Committee noted the project was delayed pending the start of the Library’s major renovation project.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the Greenwich Library request to carry forward $149,000 for the Library’s Auditorium Repointing Project. Motion carried.

<table>
<thead>
<tr>
<th>PR-2</th>
<th>Parks &amp; Recreation</th>
<th>Capital Carry Forward</th>
</tr>
</thead>
<tbody>
<tr>
<td>$260,000</td>
<td>B834 59700 17195</td>
<td>Replace Byram Launch Ramp</td>
</tr>
</tbody>
</table>

The Parks & Recreation Director indicated the project was delayed pending the completion of the dredging project.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the Parks & Recreation Department requests to carry forward $260,000 for Byram Launch Ramp project. Motion carried.

<table>
<thead>
<tr>
<th>PR-3</th>
<th>Parks &amp; Recreation</th>
<th>Capital Carry Forward</th>
</tr>
</thead>
<tbody>
<tr>
<td>$500,000</td>
<td>B834 59700 19182</td>
<td>Launch Ramp Improvements</td>
</tr>
</tbody>
</table>

The Parks & Recreation Director indicated the project was delayed pending the completion of the dredging project.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the Parks & Recreation Department requests to carry forward $500,000 for Byram Launch Ramp Improvement project. Motion carried.
The Parks & Recreation Director indicated the prior appropriations for seawall repairs will be depleted and the Department needs access to this appropriation to continue addressing identified needs.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve Parks & Recreation Department request to carry forward $25,000 for the seawall repairs. Motion carried.

REQUESTS FOR BUDGET ADJUSTMENTS (continued)

PS-1 Parking Services Release of Conditions
$1,436,575 G219 & G318 & various codes Release of 1st half of FY20 Budget

Deputy Police Chief Marino described the changes that have taken place in Parking Services operations, business model and staffing since its transition to Police Department oversight and commented on future plans. The hiring of a Business Services Manager for day-to-day operations is underway. The Committee asked about the status of unresolved recordkeeping issues to which Chief Marino responded that accounting entries were up-to-date on the current activity while work on the backlog continued. Concern was expressed that resolution should be accelerated to avoid the possibility of any Management Issue in the Town's annual audit. The Comptroller identified that the Finance Department will provide training support for the new Business Services Manager.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve release of conditions on the disbursement of $1,436,575, the first half of Parking Services FY2020 Budget, and recommend the Application to the full BET as a Non-Routine Application. Motion carried.

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

Greenwich Emergency Medical Service (GEMS) Director and Financial Officer reported on the organization's operations, volume of responses, number of transports and number of volunteers. The Director differentiated GEMS from other emergency services through its excellent statistics in cases of cardiac arrest recovery, credited its capability to provide treatment in route and quality of staff. Demand for its training classes is providing a steady revenue stream and its Kids Triathlon is raising awareness in the community. GEMS reported its budget experienced a surplus due to savings on salary, overtime and vehicle maintenance. The replacement cycle of its ambulances was discussed after the complete loss of one vehicle to fire during the past year. The Committee congratulated GEMS on its remarkable year.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve release of conditions on the Town contribution of $2,350,000 to the first half of GEM's FY2020 Budget and recommend the Application to the full BET as a Non-Routine Application. Motion carried.
TAG-4 TAG Release of Conditions
$147,500 A440 57221 & 57231 Contribution to TAG and Safe Rides

Transportation Association of Greenwich’s (TAG) Board Treasurer updated the Committee on its successful reorganization progress toward stability and commented on the forecast of a cash surplus in the current year. TAG indicated it is on track with its FY20 budget assumptions. In response to a question about the drawdown on the Line of Credit, Mr. Miller responded that TAG will begin to lower the outstanding balance within FY20 and estimates paying off the line of credit by March 2021. The Committee thanked TAG for its dedication and diligence and congratulated the organization on its turnaround.

Upon a motion by Mr. Mason, seconded by Ms. Tarkington, the Committee voted 4-0-0 to approve release of conditions on the Town contribution of $147,500 to the first half of TAG’s FY2020 Budget and recommend the Application to the full BET as a Non-Routine Application. Motion carried.

PZ-1 P&Z Commission Transfer
$25,000 A174 52190 Document Imaging

The Committee discussed the reason identified for the expense. The Committee also discussed the policy issue regarding the transfer between two departments, both of which are within the financial authority of the Town Planner. Ms. Tarkington requested that the Town Planner be asked to attend the BET meeting to justify the transfer between the two Land Use Departments.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 3-1-0 (Opposed: Mason) to approve the transfer of $25,000 for document imaging and recommend the Application to the full BET as a Routine Application. Motion carried.

OLD BUSINESS – (None)

NEW BUSINESS

• Finance – Run Rate

The Committee reviewed the amount of unbudgeted revenues (approximately $8 million) and the trend toward lower returned funds from operating departments (estimated to be about $8 million - $9 million). Preliminary FY19 year end results will be available for the BET Budget Committee July Meeting.

Approval of the BET Budget Committee Meeting Minutes

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve the BET Budget Committee Meeting Minutes of May 14, 2019. Motion carried.

ADJOURNMENT

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee...
voted 4-0-0 to adjourn the regular meeting of the BET Budget Committee at 6:36 P.M. Motion carried.

Next Regular Meeting of the BET Budget Committee is scheduled for July 16, 2019 at 5:00 P.M. in the Cone Room.

Respectfully submitted,

[Signature]

Catherine Sidor, Recording Secretary

[Signature]

Leslie Moriarty, Chair