



MINUTES of the regular meeting of the Board of Estimate and Taxation held on Monday, June 20, 2011 in the Town Hall Meeting Room, Greenwich, CT.

Chairman Stephen Walko called the meeting to order at 6:35 P.M., after which the members pledged allegiance to the flag.

Board members in attendance:

Stephen G. Walko, Chairman
Jim Campbell, Vice Chairman
Joseph L. Pellegrino, Clerk
Nancy E. Barton
William R. Finger
Randall Huffman
Michael S. Mason
Arthur D. Norton
Jeffrey S. Ramer
Laurence B. Simon
Leslie L. Tarkington

Absent: William G. Kelly

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; John Crary, Town Administrator; Ted Gwartney, Assessor; Robert Shipman, Assistant Assessor; Susan Chipouras, Director of Facilities, Board of Education; Robert Kick, Assistant Fire Chief; Allen Brown, Executive Director; Ray Augustine, Director of Financial Operations, Nathaniel Witherell

Other: David Ormsby, Chairman; Lloyd Bankson, Nathaniel Witherell Board; Joseph Ross, Chairman, MISA Building Committee; Neil Grealy, Co-President and Assistant Secretary; Pam Speer, Co-President and Secretary; Hilary Stark, Treasurer; Genny Krob, Campaign for MISA, Inc. Committee

NON-ROUTINE APPLICATIONS

ED-8 Board of Education – Transfer \$87,289.15

Transfer:

| | | | |
|-------------|------|------------------|--------------------------|
| \$50,168.75 | to | B680-11148 | North Mianus Parking Lot |
| \$37,120.40 | to | Z680-11148 | North Mianus Parking Lot |
| \$25,635.13 | from | B680-59560-28009 | Glenville School |
| \$ 1,000.00 | from | B680-59560-28014 | Roof Replacement |
| \$23,533.62 | from | B680-59560-21934 | Roof Replacement |
| \$37,120.40 | from | Z680-59560-28136 | Modular Removal |

Mr. Mason explained that this request has come before the Budget Committee for the second time due to the RTM choosing not to approve an additional appropriation for this Capital project, which allows the Board under Charter the discretion to transfer uncommitted appropriations. This was a series of errors, which caused a lot of controversy.

Mr. Walko stated that this is simply taking transfers from uncommitted Capital accounts of the Board of Education and transferring them over to the North Mianus parking lot project. The BET, pursuant to the Charter, has the right to do this without RTM approval. However, as a matter of policy, transfers are not done without RTM approval to provide greater transparency. Because of the action by the RTM in rejecting the request for an additional appropriation, the BET is transferring the uncommitted balances from other Board of Education Capital accounts to this account, to reduce the balance to zero.

Upon a motion by Mr. Mason, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application.

FD-1 Fire Department – Transfer \$240,000

| | | | |
|------------|------|------------|------------------------------|
| Transfer: | | | |
| \$ 240,000 | to | A205-51110 | Overtime Services |
| \$ 75,000 | from | A202-51110 | Overtime Services |
| \$ 100,000 | from | A208-51149 | Prof. & Other Services – NOC |
| \$ 55,000 | from | A205-51331 | Pers. Protec. Equip. |
| \$ 10,000 | from | A204-51331 | Pers. Protec. Equip. |

Mr. Mason explained that this request is for larger than usual overtime incurred due to firefighters out on injury leave. In this particular case, there have been two officers for extended leave with serious injuries. The Fire Department's normal plan is when one person calls out they can backfill with the floaters, but in this case over the past year with the number of shifts being missed, they needed to hire overtime. Mr. Mason also stated that the Comptroller noted that due to just these two individual cases, the Workers Compensation claims exceeded \$700,000, for which the Town is self-insured.

Mr. Walko asked why volunteers cannot be used to cover overtime shifts when necessary, another reason to migrate to a fully combined workforce. In cases where we can plan for overtime, such as these, we have protocol set-up for volunteers to be committed to coverage. Mr. Walko also stated that he would like the Fire Department to look towards reducing overtime by using more volunteer services, which would benefit the Town and the Fire Department overall.

In response to Mr. Walko, Assistant Chief Kick stated that using volunteers to cover shifts has been attempted twice in the past, however the volunteers were reluctant to commit to it, but it can be looked into again.

Upon a motion by Mr. Mason, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application.

LW-1 Law Department – Release of Conditions \$239,000

| | | | |
|------------------------|----|------------|-------------------|
| Release of Conditions: | | | |
| \$ 239,000 | to | A140-51000 | Personal Services |

\$ 239,000 from A140-51000 Personal Services

Mr. Mason gave an overview of the request and the report given by the Town Attorney regarding recommendations and strategies for the Law Department.

Upon a motion by Mr. Mason, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application.

ED-6 BOE – Release of Conditions \$17,000,000

Release of Conditions:

\$17,000,000 to B680-59560 MISA

Mr. Walko stated there are two conditions on MISA; the Building Committee release of conditions relative to each contract; and this, the release of conditions based on the 501c3 report and the private donations.

In response to Mr. Walko, Ms. Krob stated that the Campaign for MISA, Inc. Report, June 10, 2011 was submitted to the Board for review. Ms. Krob stated that the Board of Education policy is not to accept naming for instructional facilities and the facilities that they have agreed to name are related to the community use performance space and support facilities. Ms. Krob also stated that a Temporary Certificate of Occupancy must be in hand for the auditorium and support facilities before the donated funds are turned over to the Town.

A discussion followed regarding the process for naming rights, and the terms of pledges.

Upon a motion by Mr. Pellegrino, seconded by Mr. Ramer, the Board voted 11-0-0 to approve the application as it relates to the donations and pledges.

ED-7 BOE – Release of Conditions \$1,800,000

Release of Conditions:

\$1,800,000 to B680-59560-12149 MISA

Mr. Mason stated that the MISA Building Committee Chairman, Mr. Ross, gave the Budget Committee an outline of the project and the plan for use and control of the \$1.8M. The goal is to set-up a standardized process for the review of the information as the series of contracts are submitted. Mr. Mason stated that they are using the contingency fund for the architect with the current contracts for work, but a 5% contingency is built into the additional funds requested. The Finance Department has been asked to set up a master folder to log all documents, emails, etc. in chronological order, to be used for reference in the future.

Mr. Walko stated that Subject to Release items are to educate the RTM during the budget approval process, and then to educate the public. As the bids come in, the BET is looking at how they relate to the estimated values and how the contingency being used. The BET will continue to monitor this project.

Upon a motion by Mr. Mason, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application.

ROUTINE APPLICATIONS

Mr. Mason explained that in accordance with the Town Charter regarding the Capital Carry Forward requests, with the exception of certain bridge and/or school projects, appropriations for Capital projects are allowed to continue in force for a second year, if the department shows justification. This year the Town will be lapsed approximately \$2.2M in Capital Non-Recurring Projects, which reverted back to the Capital Non-Recurring Fund,

FD-2 Fire Department – Approval to Use \$126,247

Approval to Use:

| | | | |
|------------|------|------------------|-------------------------|
| \$ 126,247 | to | Z206-59200-21902 | Dry Hydrant |
| \$ 126,247 | from | F206-43477 | Dry Hydrant STEAP Funds |

Upon a motion by Mr. Pellegrino, seconded by Mr. Mason, the Board voted 11-0-0 to approve the application.

NW-3 Nathaniel Witherell – Transfer \$296,800

Transfer:

| | | | |
|------------|------|--------------|---------------------------|
| \$ 146,800 | to | H45079-57100 | Employee Healthcare Costs |
| \$ 80,000 | to | H45079-53250 | Medical Supplies |
| \$ 70,000 | to | H45079-53400 | Food |
| \$ 150,000 | from | H45079-51000 | Salary, Wages, Prof. Fees |
| \$ 70,000 | from | H45079-52000 | Service Expense |
| \$ 75,000 | from | H45079-56000 | Insurance |
| \$ 1,800 | from | H45079-58000 | State Claims & Refunds |

Upon a motion by Mr. Pellegrino, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application.

PW-13 DPW – Capital Carry Forward \$300,000

Capital Carry Forward:

| | | | |
|------------|----|------------------|--------------------------|
| \$ 300,000 | to | Z345-59560-28052 | Town-wide Restroom Rehab |
|------------|----|------------------|--------------------------|

Upon a motion by Mr. Pellegrino, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application.

PW-14 DPW – Capital Carry Forward \$300,000

Capital Carry Forward:

| | | | |
|------------|----|------------------|-------------------------|
| \$ 300,000 | to | K361-59650-11177 | Grass Island Grit Screw |
|------------|----|------------------|-------------------------|

Upon a motion by Mr. Pellegrino, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application.

PW-15 DPW – Capital Carry Forward \$500,000

Capital Carry Forward:
\$ 500,000 to B312-59660-11127 Drainage at Brothers Brook & East Putnam Ave.

Upon a motion by Mr. Pellegrino, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application.

PW-16 DPW – Capital Carry Forward \$500,000

Capital Carry Forward:
\$ 500,000 to B321-59560-11128 Holly Hill Master Plan

Upon a motion by Mr. Pellegrino, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application.

PW-17 DPW – Capital Carry Forward \$1,500,000

Capital Carry Forward:
\$1,500,000 to B302-59560-21908 Cos Cob Power Plant Site Remediation

Mr. Walko shared comments regarding the expenditures as of June 16, 2011 and the FY 2012-2013 Budget which includes an anticipated request of \$5.545M for the park construction after all of the remediation is completed.

Upon a motion by Mr. Pellegrino, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application.

PW-18 DPW – Capital Carry Forward \$100,000

Capital Carry Forward:
\$ 100,000 to Z312-59600-11120 Roadway Survey Update

Upon a motion by Mr. Pellegrino, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application.

SE-13 First Selectman – Approval to Use \$63,515

| | | | |
|------------------|------|------------|------------------------------------|
| Approval to Use: | | | |
| \$ 10,000 | to | F834-51300 | Temp Salaries |
| \$ 26,500 | to | F834-51490 | Prof. & Other Spec. Services – NOC |
| \$ 250 | to | F834-52110 | Mileage |
| \$ 4,000 | to | F834-52360 | Software Maintenance/Rental |
| \$ 2,500 | to | F834-52950 | Misc. Services – NOC |
| \$ 1,000 | to | F834-53010 | Office Supplies |
| \$ 1,500 | to | F834-53500 | Fuel |
| \$ 7,000 | to | F834-53520 | Boat Parts |
| \$ 4,000 | to | F834-54300 | Maintenance of Boats & Marinas |
| \$ 765 | to | F834-57050 | FICA |
| \$ 6,000 | to | F834-59260 | Marine Equipment |
| \$ 63,515 | from | F834-35005 | RRR Coastal Resources |

Upon a motion by Mr. Pellegrino, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application.

ED-5 BOE – Capital Carry Forward \$525,000

Capital Carry Forward:

| | | | |
|------------|----|-----------------------|-----------------|
| \$ 471,000 | to | B680-0989-59560-11143 | Doors & Windows |
| \$ 54,000 | to | B680-1489-59560-11143 | Doors & Windows |

Upon a motion by Mr. Pellegrino, seconded by Mr. Simon, the Board voted 11-0-0 to approve the application.

Project Renew Discussion

Upon a motion by Mr. Pellegrino, seconded by Ms. Tarkington, the Board voted 11-0-0 to take this item out of order.

Mr. Walko explained that there had been an issue which delayed the Municipal Improvement approval process for Project Renew. While the Board of Selectmen had approved Municipal Improvement for Planning & Zoning to then adjudicate, Planning & Zoning has requested additional documents within a 90 day time period.

Mr. Walko stated that HDG remains under contract and is to present an analysis to the BET in July, the BET will vote on Project Renew, in the form of a bonding resolution, in September. The bonding resolution will then be presented to the RTM in September, for a resolution and vote in October or December.

A lengthy discussion followed regarding the Municipal Improvement application timeline, funding, project revision construction and design drawings, and neighborhood notification.

Upon a motion by Mr. Norton, seconded by Mr. Ramer, the Board voted 8-3-0 (Mr. Simon, Mr. Finger, Ms. Barton opposed) to approve consideration of the NW-4 application.

These are not the correct three votes. I was one of the negative votes with Bill Finger but not Barton or Ramer.

NW-4 Nathaniel Witherell – Approval to Use \$100,000

Approval to Use:

| | | | |
|------------|------|------------|----------------------------|
| \$ 100,000 | to | B450-59560 | Building Major Alterations |
| \$ 100,000 | from | | Short Term Bonding |

Further discussion followed regarding the Project Renew timeline and the BET's role in the approval process.

Upon a motion Mr. Norton, seconded by Mr. Campbell, the Board voted 9-2-0 (Mr. Finger, Mr. Ramer opposed) to approve the application.

ASSESSOR'S REPORT

Mr. Gwartney presented the Assessor's Report to the Board, highlighting the Superior Court cases filings, the Senior and Firefighter Tax Relief Programs, and the tax bills.

A discussion followed regarding the cost of the Tax Credit Programs, and new litigation.

Upon a motion by Ms. Tarkington, seconded by Mr. Finger, the Board voted 11-0-0 to accept the Assessor's Report.

COMPTROLLER'S REPORT

Mr. Mynarski presented the Comptroller's Report to the Board and shared comments regarding tax collections, the HDG report, and the HR Study. A discussion followed regarding the Tax Collection Review Analysis and the Cash Forecast reports, and the Ad Hoc Cost of Living Adjustment (COLA) for retirees.

Upon a motion by Ms. Tarkington, seconded by Mr. Pellegrino, the Board voted 11-0-0 to accept the Comptroller's report.

ACCEPTANCE OF TREASURER'S REPORT SHOWING INVESTMENT PORTFOLIO ACTIVITY FOR THE PERIOD OF May 1, 2011 – May 31, 2011

Mr. Norton reported that between \$1.4M and \$1.7M will be disbursed from OPEB Trust to the General Fund by June 30, 2011.

Upon a motion by Mr. Norton, seconded by Mr. Pellegrino, the Board voted 11-0-0 to accept the Treasurer's Report.

BET Standing Committee Reports

Audit Committee Report

BET Liaison Reports

BET Special Project Team Reports

CHAIRMAN'S REPORT

Mr. Walko shared comments regarding correspondence received from vendors regarding the cost of energy, which will be referred to the Purchasing Department and the DPW for review. Mr. Walko also gave an overview of the topics scheduled for the July and September meetings.

OLD BUSINESS

Greenwich Debt and Fund Balance Policy Discussion

Mr. Geiger gave a presentation of the Town of Greenwich Capital Budget 2012-2025 Financing, Amount of Projects to be Deferred to Meet Debt Policy Limits, and Debt Policy Limits, Based upon the 2011-2012 Capital Budget.

A discussion followed regarding the priority of capital projects, Capital tax levy, borrowing restraints and the impact of debt, future mill rate increases, impact of limitations, and the need for further discussion.

NEW BUSINESS

First Reading BET Policies and Procedures

Mr. Walko stated that all comments, especially regarding language, and questions should be submitted as soon as possible.

APPROVAL OF MINUTES

BET Regular Meeting, May 12, 2011

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Board voted 10-0-1 (Ms. Barton abstained) to approve the Regular Meeting Minutes of the BET from May 12, 2011.

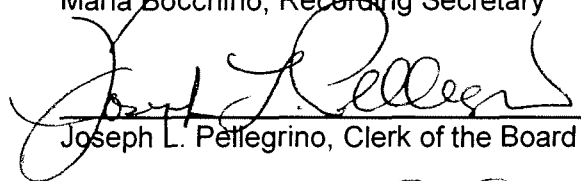
ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 8:45 P.M.

Respectfully submitted,



Maria Bocchino, Recording Secretary



Joseph L. Pellegrino, Clerk of the Board



Stephen G. Walko, Chairman