TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES – Cone Room

Tuesday, July 14, 2015

Committee Present: Marc V. Johnson, Chairman; Mary Lee A. Kiernan, Jeffrey S. Ramer, Leslie L. Tarkington

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Ben Branyan, Town Administrator; J. Wayne Fox, Town Attorney; Aamina Ahmad, Assistant Town Attorney; Caroline Beasley, Director, Health Department; Allen Brown, Director, Nathaniel Witherell; Chris Alexander, Director Financial Operations, Nathaniel Witherell; Jack Hornak, Director of Operations, Nathaniel Witherell; Ron Matten, BOE Director of Facilities

Board: Michael Mason, BET Chairman; John Blankley, William Finger, Sean Goldrick, Randall Huffman, Arthur Norton, Nancy Weissler

Selectmen: Drew Marzullo, Selectman

Other: Barbara O’Neill, Chairperson BOE; Debbie Applebaum, BOE Member; Jennifer Dayton, BOE Vice Chairperson; Lloyd Bankson, Nathaniel Witherell Board Member; Laurence Simon, Nathaniel Witherell Board Member; James Lash, former First Selectman, Greenwich; Steve Walko, New Lebanon Building Committee; Langan Soil Survey Consultants (3)

The meeting was called to order at 5:02 P.M.

Mr. Johnson welcomed attendees and the television audience to the new fiscal year. He noted that an Executive Session was required to discuss pending litigation.

SE-12 First Selectman Additional Appropriation
xxx P935 57350 Discussion – LeRose v. TOG

Executive Session to discuss pending litigation entered at 5:03 P.M.

Upon a motion by Mr. Johnson, seconded by Mr. Ramer, the Committee voted 4-0 to enter Executive Session at 5:03 P.M.

Executive Session ended at 5:16 P.M.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0 to exit Executive Session at 5:16 P.M.

Requests for Budget Adjustments

SE-12 First Selectman Settlement
Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0 to approve the application and forward it to the Board of Estimate & Taxation as a Non-Routine Application.

<table>
<thead>
<tr>
<th>HD-1</th>
<th>Health</th>
<th>Approval to Use</th>
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<tbody>
<tr>
<td>$500</td>
<td>F4038 52240</td>
<td>PHEP Grant</td>
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Ms. Baisley requested to use the Office of Public Preparedness state grant for the purchase of a cellphone and pre-paid communication minutes to actively monitor patients who had returned from West Africa during the required 21-day period. Indicating that her department had no TOG cellphones, the purchase would enable a member of the Health department to have 24/7 contact with patients who might require intervention.

Mr. Ramer asked Mr. Mynarski and Mr. Gieger if a standing resolution could be prepared to cover repetitive grants such as this in the future. Their response was that it was easier to handle each request as they occurred only periodically.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0 to approve the application and forward it to the Board of Estimate & Taxation as a Routine Application.

<table>
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<tr>
<th>NW-4</th>
<th>Nathaniel Witherell</th>
<th>Transfer</th>
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<tr>
<td>$585,000</td>
<td>H450 51100 &amp; 54020</td>
<td>Prior Year Charge</td>
</tr>
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The Adjustment Request code was changed to reflect that this was a prior year budget transfer; additionally the amount of the application was corrected from $580,000 to $585,000.

Mr. Johnson expressed displeasure that, yet again, Nathaniel Witherell was asking to transfer funds to cover cost overruns. Mr. Brown and Mr. Alexander explained that despite an Overtime Budget of $705,322 plus $210,000 Holiday Pay Budget, an additional $580,000 was needed to cover additional overtime, rehab services and other expenses. Mr. Gieger explained that there was a surplus of over $600,000 in their 700's budgets.

Mr. Ramer commented that they were asking for the transfer after an overrun had occurred. Ms. Kiernan asked how $600,000 could be available for transfer to offset the overrun, and Mr. Gieger provided a review of benefit calculations showing a large cushion. Ms. Kiernan also asked about the management of an outside vendor contract for rehabilitation services that accounted for $200,000 of the over-budget amount. Ms. Tarkington commented that while the budget was prepared well in advance of a fiscal year to give Nathaniel Witherell Board Members an opportunity to review it, year-over-year actual expenditures were high despite the new rehabilitation unit contribution to revenue. In response to Ms. Tarkington question about census, Mr. Brown responded that rehab census is about 88% and long term census is about 93% for the fiscal year. Mr. Alexander indicated that the new ADP managerial training would assist in monitoring trends in the future.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0 to approve the application and forward it to the Board of Estimate & Taxation as a Non-Routine Application.
Mr. Brown explained that the full amount of the STEAP Grant was $500,000, of which $100,000 had previously been appropriated to upgrade security. This application was to cover the additional $400,000 available in the Grant. Nathaniel Witherell had originally believed that items previously planned under Project Renew before that budget had been downsized, could be completed through this STEAP Grant. It was learned that the Grant was for new programs, not repurposing. Ms. Tarkington questioned how items eliminated from Project Renew had not been prioritized since the STEAP Grant is characterized as a reimbursement grant.

Ms. Kiernan asked for a timeline and project management schedule from Mr. Hornak. Ms. Tarkington asked how the TOG Block Grant had not covered the cost of the Friendship Garden requested in the application. Ms. Tarkington questioned the amount of the A&E, which is projected at 21% of the total grant. Mr. Johnson asked Mr. Brown if the requested Nathaniel Witherell quarterly budget report could be prepared for the Budget Committee’s September meeting.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0 to approve the application and forward it to the Board of Estimate & Taxation as a Non-Routine Application.

**Old Business**

- **Central Fire House** – Mr. Johnson reported that he had met with Mr. Monelli who considered the project to be on budget, without using the Contingency allocation. The project is currently three months behind schedule due to site and foundation questions with the adjoining Police building. Mr. Monelli believes that at least one month can be made up.

- **Byram Pool Plans** – Mr. Johnson reported that he had met with Mr. Monelli and learned that the plans were close to 90% done and that his department would be prepared to meet with the Budget Committee in September to discuss various options for reducing the overall cost of the project.

- **Release of Conditions for BOE New Lebanon School** – Mr. Ramer suggested that this item be characterized as ED-1.

<table>
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<tr>
<th>ED-1</th>
<th>BOE</th>
<th>Release of Conditions</th>
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<tr>
<td>$1,000,000</td>
<td></td>
<td>Soil Testing, MI Referral, A&amp;E Expenses</td>
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Mr. Johnson expressed the Committee’s interest in establishing a process for this and future releases of conditions and construction funding. It was agreed that the New Lebanon School Building Committee would be the applicant and the Board of Education the recipient of funds.

Specific conditions discussed by the Committee for release of the first $1,000,000 included results of environmental and any other tests conducted by the BOE for site D and other sites previously under consideration, confirmation that D was the chosen scheme, MI referral by the Selectmen, approval of a building committee and any other related information requested by the BET, including regarding remediation. Ms. Kiernan asked if Scheme B (Baseball Field) might be
considered as a staging area or if it should be cleaned up before other work was begun. The Langan Consultants offered that within 90 days, either remediation or a plan to remediate Scheme B must be presented to the DEEP. Mr. Walko noted that an RFP to engage an architect to draw plans would be forwarded to Purchasing and prior to final selection of the architect would be presented for BOE approval and then the Committee would proceed with the MI application to be forwarded to P&Z. He offered that two contracts might be required to accomplish the level of detail to satisfy both reviews. Mr. Johnson suggested that the Building Committee begin discussions on the form of construction oversight to be used. Ms. Kiernan asked whether complete Phase II site testing and site characterization of the baseball field had been completed and Mr. Matten said this was in process. Mr. Matten further described the three borings done on Scheme D that were clean and indicated that contamination on Scheme D was unlikely. The Committee asked Mr. Fox if there were any other legal issues or regulatory requirements and none were presented.

Ms. Tarkington suggested creating a structure to bi-furcate remediation outside the construction site and construction conditions. Additionally, she asked what progress had been made on the easements, particularly for the large gas line and underground stream during the Scheme D site survey. The A-2 Survey was needed prior to the Selectmen approving the MI per the explanations accompanying the conditions. She relayed that the Town Engineer cautioned against unnecessarily merging parcels cited on the Boundary Survey. Mr. Matten stated that the A-2 Survey would be completed prior to the September Budget Committee meeting, and forwarded when ready to the BET.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0 to approve the Release of $1,000,000 and forward the application to the Board of Estimate & Taxation as a Non-Routine Application.

New Business

Mr. Gieger reported that although year-end calculations had not yet been completed, revenue appeared to be approximately $6,200,000 better than budget and expenses were approximately $8,200,000 better than budgeted which totaled approximately $14,000,000 to the good. Mr. Ramer suggested that the Economic Conditions Review Report should be added to the Committee’s packets in the future.

Approval of BET Budget Committee Minutes June 9, 2015

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0 to approve the BET Budget Committee Meeting Minutes of June 9, 2015.

Adjournment

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0 to adjourn at 6:33 P.M.
Next meeting will be September 15, 2015 at 5:00 P.M. in the Cone Room.

Respectfully submitted,

Catherine Sidor, Recording Secretary

Marc V. Johnson, Chairman