

TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES
Cone Room
Thursday, July 15, 2010

Committee:

Present: Michael S. Mason, Chairman; William R. Finger, Laurence B. Simon, Leslie L. Tarkington

Board: Nancy Barton, Jim Campbell, Randall Huffman, Art Norton, Jeffrey Ramer, Steve Walko

Selectmen: Peter Tesei, First Selectman, Drew Marzullo

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; John Crary, Town Administrator; Robert Lichtenfeld, Managing Director of Operations; Richard Calcavecchio, Director of Budgets & Systems, Board of Education; David Ridberg, Chief; Greg Hannigan, Director, Police Department; Caroline Baisley, Director; Deborah Flynn, Business Office Manager, Health Department; Princess Erfe, Administrator, Community Development; Jay Domeseck, Director, Fleet Department

Other: Leslie Moriarty, Vice Chairman, Board of Education

The meeting was called to order at 6:36 P.M.

Requests for Budget Adjustments

2009-2010 Fiscal Year

FI-2 BET - Administration – Transfer \$75,000

Transfer:

\$ 37,500	to	A902-57300	Workers' Compensation
\$ 37,500	to	A902-57330	Unemployment
\$ 75,000	from	A999-57124	General Fund - Contingency

Mr. Mynarski explained that this is to supplement last month's request. A brief discussion followed regarding the payment process and delayed billing.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

EM-2 EMOC – Transfer \$6,000

Transfer:

\$ 6,000	to	A104-51490	Professional Fees
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\$ 6,000 from A104-52360 Software Rental

Mr. Crary explained that this is for additional compensation for the Director of Emergency Services due to the March 2010 storm. Mr. Crary stated that there is approximately \$11,000 left in the account. A brief discussion followed regarding required information and budget estimates.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

SE-14 First Selectman – Transfer \$20,000

Transfer:

\$ 20,000 to A105-51400 Professional Fees
\$ 20,000 from A105-52150 Office Services

Mr. Crary explained that this is for labor relations, primarily legal fees incurred during arbitration with the Fire Department contract. A brief discussion followed regarding required information, fees, and delayed billing.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

ED-11 Board of Education – Transfer - \$360,000

Transfer:

\$ 360,000 to A6201753-52080 Tuition Out of District
\$ 200,000 from A6001793-51600 403b Matching Funds
\$ 160,000 from A6201753-51420 Professional Medical & Dental

Mr. Calcavecchio explained that this is for extraordinary high expenses in Special Education Out of District Tuition and gave an overview of the Special Education appropriations. A brief discussion followed regarding planning for the Special Education budget.

The Committee voted 4-0 to approve the transfer under the authority delegated to it by the BET.

ED-12 Board of Education – Transfer - \$59,000

Transfer:

\$ 59,000 to A6401792-51230 Accumulated Sick Leave/Class
\$ 39,000 from A6401798-54050 Maintenance of Buildings/Supplies
\$ 20,000 from A6401692-53640 Ordinance & Chemical Supplies

Mr. Calcavecchio explained that this is for non-certified staff retirement payouts. A brief discussion followed regarding funding for non-certified staff.

The Committee voted 4-0 to approve the transfer under the authority delegated to it by the BET.

2010-2011 Fiscal Year

PD-1 Police Department – Approval to Use - \$165,000

Approval to Use:

\$ 157,500	to	F2131-59120	Mobile Crime Scene Lab
\$ 4,500	to	F2131-53510	Vinyl Graphics
\$ 3,000	to	F2131-52100	Travel
\$ 165,000	from	F213-35018	Federal Asset Forfeiture

Chief Ridberg explained that this is to use Asset Forfeiture funds to purchase a Mobile Crime Scene Lab to replace the existing 25 year old, converted ambulance, which is unreliable and does not serve its function. A discussion followed regarding vehicle specifications, the funding, and use of the current vehicle.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PD-2 Police Department – Approval to Use - \$29,304

Approval to Use:

\$ 29,304	to	F2131-52300	Rental of 2 Undercover Vehicles
\$ 29,304	from	F213-35018	Federal Asset Forfeiture

Chief Ridberg explained that this is for a one year pilot program to increase the flexibility of the undercover fleet, by being able to turn cars in more frequently. Mr. Hannigan explained that the safety factor is in the opportunity to turn the cars over on an as needed basis, giving the officers the ability to choose a variety of vehicles to serve particular purposes. Mr. Hannigan also stated that the agreement includes vehicle maintenance and the cost of liability insurance. A brief discussion followed regarding funding, the rental program, and current vehicles.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

HD-1 Health Department – Approval to Use - \$61,030

Approval to Use:

\$ 56,693	to	F4035-51300	Temporary Salaries
\$ 4,337	to	F4035-57050	Social Security
\$ 61,030	from		Emergency Prep Grant

Ms. Baisley explained that this is for two part-time Emergency Preparedness Coordinators. Ms. Baisley gave a brief overview of the program. A brief discussion followed regarding the Grant term, requirements, and salaries.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

CD-1 Community Development – Approval to Use - \$199,720

Approval to Use:

\$ 25,000	to	Q19710-59900-21800	Greenwich Red Cross Motor Services
\$ 3,000	to	Q19710-59900-21807	Food Bank Program - Stamford
\$ 3,000	to	Q19710-59900-21810	Jewish Family Services – Super marketing
\$ 12,000	to	Q19710-59900-21816	TAG – Transportation Services
\$ 3,000	to	Q19710-59900-21817	YWCA – Domestic Abuse Services
\$ 74,330	to	Q19710-59900-21823	YMCA St. Roch’s Daycare Rehab Phase I
\$ 20,640	to	Q19710-59900-21826	Neighbor-to-Neighbor Facility Renovation
\$ 40,000	to	Q19710-59900-21830	Pathways, Inc. Emergency Generator
\$ 18,750	to	Q19710-59900-21830	St. Luke’s Lifeworks Rose Park Roof
\$ 199,720	from		Diamond Hill Repayment

Ms. Erfe explained that this is reallocation of funds that were unexpectedly reimbursed, due to the sale of the Diamond Hill Church. A brief discussion followed regarding the grant and reimbursement process, grant requests, and CDAC recommendations.

The Committee voted 4-0 to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

NEW BUSINESS

Review of Fleet Operations

Mr. Domeseck gave an overview of Fleet operations, including the movement of vehicles for maintenance and repair. Mr. Domeseck stated that the goal is to standardize equipment, and to reduce outside vendor use. The Fleet Department currently staffs nine mechanics, two operations assistants, one administrative assistant, one part-time custodian, and the director. A discussion followed regarding use of outside vendors, cost comparisons, expenses, staff expertise, goals and strategies, workers’ compensation claims, the parts department, and the truck wash.

2009-2010 Revenue and Expenditure Results

Mr. Gieger presented the FY 2009-2010 Fund Balance (revised) as of July 12, 2010, not including Nathaniel Witherell, and the Selected Revenues and Spending Rate June 2010. A discussion followed regarding fund balance calculations and salary savings.

First Look at 2011-2012 Budget

The Committee reviewed the Town of Greenwich 2011-2012 Budget. A discussion followed regarding expenses, revenues, insurance premiums, pension funds, fund balance, capital funding, and revenues.

FY 2010-2011 Tax Bills and Tax Collection Rate Discussion

Mr. Finger commented that the topic was discussed at the Audit Committee meeting and suggested a follow up discussion be included on the BET agenda for Monday, June 19, 2010. Mr. Finger also commended the Finance Department for their intervention. A discussion followed regarding the probable cause of the delayed dispatch of tax bills.

OLD BUSINESS

Review of Budget Committee Calendar and Assignment of Topics

The Committee reviewed the Budget Committee Calendar and Monthly Discussion Topics for FY 2011. A brief discussion followed regarding discussion topics, the distribution of the budget guidelines for review, and meeting dates.

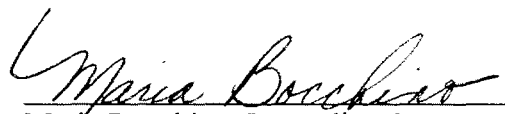
APPROVAL OF MINUTES

Budget Committee Regular Meeting, June 15, 2010


Upon a motion by Ms. Tarkington, seconded by Mr. Finger, the committee voted 4-0 to approve the minutes from the June 15, 2010, Regular Budget Committee Meeting.

There being no further business before the Committee, the meeting was adjourned at 8:19 P.M.

Respectfully submitted,



Maria Bocchino, Recording Secretary



Michael S. Mason, Chairman