



MINUTES of the regular meeting of the Board of Estimate and Taxation held on Monday, July 19, 2010 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  
William G. Kelly  
Michael S. Mason  
Arthur D. Norton  
Jeffrey S. Ramer  
Laurence B. Simon  
Leslie L. Tarkington

Selectmen: Peter Tesei, First Selectman; Drew Marzullo; David Theis, Selectmen

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Ted Gwartney, Assessor; Robert Shipman, Assistant Assessor; John Crary, Town Administrator; Amy Siebert, Commissioner; Alan Monelli, Superintendent, Public Works Department; J. Wayne Fox, Town Attorney; Valerie Maze Keeney, Assistant Town Attorney; Princess Erfe, Administrator, Community Development; Robert Lichtenfeld, Managing Director of Operations; Susan Chapouras, Director of Facilities, Board of Education

Other: Leslie Moriarty, Vice Chairman, Board of Education; Robin Haley, Senior Manager, Matrix Consulting Group

### **NON-ROUTINE APPLICATIONS**

#### **PW-1 DPW – Transfer \$66,653**

Transfer:

\$ 66,653	to	A351-51010	Regular Salaries
\$ 66,653	from	A901-57960	Salary Adjust

Mr. Campbell explained this is to fill a Zoning Inspector position, which has been vacant since the end of 2008. The zoning and building permit complaint backlog has been steadily building with over 1,100 active files, which is a 20% increase since the position was vacated. Mr. Walko stated that all salaries for the seventeen positions that were placed into fixed charges, as a result of the vacancy list during the budget deliberations, would come forward as non-routine applications.

Upon a motion by Mr. Campbell, seconded by Mr. Simon, the Board voted 12-0-0 to approve the application.

PW-2 DPW – Transfer \$80,639

Transfer:  
\$ 80,639 to A302-51010 Regular Salaries  
\$ 80,639 from A901-57960 Salary Adjustment Account

Mr. Campbell explained this is to fill a Chief Engineer position, which has been vacant since December 2008. The DPW was requested to hold this position open for as long as possible, in the continuing effort to encourage savings within the Town Budget, but at this time, the department's workload has become untenable without a fulltime Chief Engineer to work on projects both scheduled and unscheduled. The Engineering Division has absorbed traffic engineering duties over the past two years, further burdening the division and keeping it from meeting all its' responsibilities on various Capital projects.

Upon a motion by Mr. Campbell, seconded by Mr. Simon, the Board voted 12-0-0 to approve the application.

PW-3 DPW – Transfer \$56,261

Transfer:  
\$ 56,261 to J361-51010 Regular Salaries  
\$ 56,261 from J361-57960 Salary Adjustment Account

Mr. Campbell explained this is to fill an Inflo/Infiltration Inspector position, which has been vacant since September 2009. This has caused the inspection team productivity to suffer, with over 185 miles of sanitary sewer to inspect.

Upon a motion by Mr. Campbell, seconded by Mr. Simon, the Board voted 12-0-0 to approve the application.

SE-11 First Selectman – Additional Appropriation \$300,000

Additional Appropriation:  
\$ 300,000 to P935-57350 Settlement: Jones  
\$ 300,000 from Risk Fund Balance

Mr. Norton exited the room prior to the discussion.

Thereupon, Ms. Barton addressed the Jones settlement and explained this is an age discrimination case; the settlement had been approved some time ago by both the Law Committee and the Budget Committee, and has been discussed at length.

Upon a motion by Ms. Barton, seconded by Mr. Campbell, the Board voted 7-4-0 (Mr. Finger, Mr. Huffman, Mr. Kelly, Mr. Ramer opposed)(Mr. Norton absent) to approve the application.

SE-1 First Selectman – Additional Appropriation \$20,000

Additional Appropriation:

\$ 20,000 to P935-57350 Settlement: deGarmeaux  
\$ 20,000 from Risk Fund Balance

Ms. Barton explained this is a litigation settlement involving a flooding claim.

**EXECUTIVE SESSION:**

Upon a motion by Ms. Tarkington, seconded by Mr. Kelly, the Board voted unanimously to enter into executive session at 6:44 P.M. to discuss litigation matters.

In attendance were:

Peter Mynarski; Roland Geiger; John Crary;  
Peter Tesei, First Selectman; Drew Marzullo; David Theis  
J. Wayne Fox; Valerie Maze Keeney

The committee voted unanimously to leave executive session at 6:57 P.M. to discuss litigation matters.

Upon a motion by Ms. Barton, seconded by Mr. Campbell, the Board voted 12-0-0 to approve the application.

PUR-1 Purchasing Department – Release of Conditions \$170,000

Release of Conditions:

\$ 170,000 to A106-52950 Phone System Upgrade

Mr. Norton explained this is to modify the Town's existing voice mail system and suggested forming a working group to address the Town's current technology, expressing concerns with the present conditions. Mr. Kelly expressed concerns regarding the process, and the need for an overall plan. Mr. Kelly stated that the residents want responses, not voice mail.

Upon a motion by Mr. Norton, seconded by Mr. Pellegrino, the Board voted 11-1-0 (Mr. Kelly opposed) to approve the application.

HR-1 Human Resources – Transfer \$170,058

Transfer:

\$ 155,912 to A Various - 51010 Regular Salaries

\$ 13,526	to	N450-51010	Regular Salaries
\$ 620	to	G219-51010	Regular Salaries
\$ 170,058	from	A901-57950	Other 401K Match

Upon a motion by Mr. Campbell, seconded by Mr. Mason, the Board voted 12-0-0 to add this item, not on the agenda, as a non-routine application.

Mr. Campbell explained this is the amended Managerial and Confidential Salary Schedule Increase according to the Hay Study recommendations. This item was discussed at length by the Human Resources Committee. The recommendation for \$188,953 representing a 3% increase in aggregate was subsequently reduced by ten percent, resulting in a 2.7 % increase in aggregate. Mr. Walko commented that this does not impact the Comptroller or the Assessor, since their contract is on a different cycle, and will be reviewed January 1, 2011.

Upon a motion by Mr. Campbell, seconded by Mr. Simon, the Board voted 12-0-0 to approve the application.

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

Mr. Mason gave a brief description of the vehicle and explained this is to use asset forfeiture funds to replace the 20-year old vehicle that is currently in use. A brief discussion followed regarding funding.

Upon a motion by Mr. Mason, seconded by Ms. Barton, the Board voted 12-0-0 to review this item as a non-routine application.

Upon a motion by Mr. Mason, seconded by Mr. Simon, the Board voted 12-0-0 to approve the 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

Mr. Mason gave an overview of the approval process and an explanation of the reallocation of funds and then explained this application was to repurpose unexpected income. Ms. Erfe explained the CDAC process regarding the directive from HUD, which is separate from the annual funding. A brief discussion followed regarding public information.

Upon a motion by Mr. Mason, seconded by Ms. Barton, the Board voted 12-0-0 to review this item as a non-routine application.

## **ROUTINE APPLICATIONS**

### **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

#### **EM-2 EMOC – Transfer \$6,000**

Transfer:

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

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

Transfer:

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

Upon a motion by Mr. Pellegrino, seconded by Mr. Mason, the Board voted 12-0-0 to approve the applications.

#### **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

This item was resolved by the Budget Committee on July 15, 2010.

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

Transfer:

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

This item was resolved by the Budget Committee on July 15, 2010.

### **2010-2011 Fiscal Year**

#### **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

#### **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

Upon a motion by Mr. Pellegrino, seconded by Mr. Mason, the Board voted 12-0-0 to approve the applications.

### **ASSESSOR'S REPORT**

Mr. Gwartney presented the Assessor's Report to the Board, and stated that there were sixty-nine single-family home and thirteen condominium sales for the month of June 2010. Mr. Gwartney is scheduled to give a presentation regarding the revaluation process to the Byram Neighborhood Association on July 26, 2010. A discussion followed regarding building permit appraisals, additions to the Grand List, and sales values.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Board voted 12-0-0 to accept the Assessor's Report.

### **BET COMMITTEES' and SPECIAL PROJECT TEAMS' REPORTS**

*Audit Committee Report*  
*Downtown Report*  
*Housing Report*  
*Human Resources Committee Report*  
*Investment Committee Report*  
*Nathaniel Witherell Liaison Report*  
*Nathaniel Witherell Building Committee Report*  
*Park/Transportation Report*  
*POCD Report*

*Revaluation Team Report*

*Town Properties Report*

Mr. Pellegrino stated, on behalf of the Nathaniel Witherell Building Committee, that on July 7, 2010, the application for Project Renew was withdrawn due to the Town's inability to secure funding from the State through the Certificate of Need application process. Mr. Ramer commented on the amount of time and effort spent. Mr. Walko commented that the project is on hold, due to the State's refusal of the application.

**COMPTROLLER'S REPORT**

Mr. Mynarski presented the Comptroller's Report to the Board and congratulated Mr. Gieger and Mary Walczykowski, Chief Accountant, for receiving The Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officer's Association. A discussion followed regarding the authority of the OPEB Trust Board and the Investment Advisory Committee, the RFP process, and the NEPC Contract.

Upon a motion by Mr. Norton, seconded by Mr. Pellegrino, the Board voted 12-0-0 to accept the Comptroller's Report.

**ACCEPTANCE OF TREASURER'S REPORT SHOWING INVESTMENT PORTFOLIO ACTIVITY FOR THE PERIOD OF JUNE 1, 2010 –JUNE 30, 2010**

Upon a motion by Mr. Norton, seconded by Mr. Pellegrino, the Board voted 12-0-0 to accept the Treasurer's Report.

**APPROVAL OF MINUTES**

**BET Regular Meeting, June 21, 2010**

Upon a motion by Mr. Ramer, seconded by Mr. Norton, the Board voted 11-0-1 to approve the Regular Meeting Minutes of the BET from June 21, 2010, as amended, (with Ms. Barton abstaining due to her absence at the June 21<sup>st</sup> meeting).

**OFFICER'S REPORT**

**FY 2010-2011 Tax Bill Status Report**

Mr. Walko gave an update regarding the delayed tax bills. He stated that bills for Business and Personal Property were mailed on July 15, 2010, initial bills for Motor Vehicles were mailed on July 16, 2010, and initial bills for Real Estate were mailed on July 19, 2010, and that the balance of the bills for Motor Vehicles and Real Estate will be mailed by noon on July 20, 2010. Mr. Walko stated that the BET is committed to reviewing the Tax Collector's office and this issue, to ensure that this does not recur.

Mr. Walko stated that there will be no regularly scheduled BET meeting in August, 2010.

**OLD BUSINESS**

**NEW BUSINESS**

**Town and BOE Shared Services Presentation and Discussion**

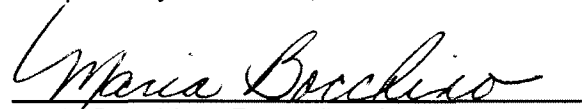
Mr. Mynarski gave an overview of the shared services study.

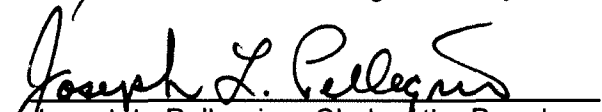
Mr. Haley gave a presentation of Findings on the Draft Facilities Management Consolidation Feasibility Study. A discussion followed regarding preventative maintenance, and comparisons to other municipalities. Mr. Walko stated that comments should be sent to Mr. Mynarski by July 26, 2010.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 8:57 P.M.

Respectfully submitted,

  
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Maria Bocchino, Recording Secretary

  
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Joseph L. Pellegrino, Clerk of the Board

  
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Stephen G. Walko, Chairman