

TOWN OF GREENWICH  
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE  
MINUTES  
Havemeyer Building - BOE Meeting Room  
Thursday September 8, 2011

Committee:

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

Board: James Campbell, Randall Huffman, Art Norton, Jeffrey Ramer, Stephen Walko

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; John Crary, Town Administrator; Caroline Baisley, Director; Deborah Flynn, Business Office Manager, Health Department; Roger Lulow, Superintendent; Benjamin Branyan, Managing Director of Operations, Kim Eves, Director of Communications, Board of Education; John Slusarz, Sergeant, Traffic Section, Police Department; Allen Brown, Executive Director; Ray Augustine, Director of Financial Operations, Nathaniel Witherell; David Thompson, Deputy Commissioner, Public Works Department; Joseph Siciliano, Director, Parks & Recreation Department

Other: David Ormsby, Chairman; Lloyd Bankson, Nathaniel Witherell Board; Steven Anderson, Chairman; Leslie Moriarty, Vice-Chairman, Board of Education; Joseph Ross, Chairman, MISA Building Committee; Michael Doherty; Malcolm Bealer, AECOM

The meeting was called to order at 6:33 P.M.

**Requests for Budget Adjustments**

HD-1 Health Department – Approval to Use \$8,267

Approval to Use:

\$ 4,101	to	F406-51490	Professional Services NOC
\$ 650	to	F406-52010	Advertising & Public Notices
\$ 1,116	to	F406-52150	Office Services
\$ 280	to	F406-52920	Transfer other Departments
\$ 170	to	F406-53010	Office Supplies
\$ 1,550	to	F406-53250	Medical, Dental, Lab Supplies
\$ 400	to	F406-53550	Mech. Supplies, Small Tools
\$ 8,267	from		HERR Funds - Grant

Ms. Baisley explained that this State Grant has been the same every year for the last 10 to 15 years, and is used to hire outside consultants to run Cholesterol and High Blood Pressure screening Programs.

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

HD-2 Health Department – Approval to Use \$54,927

Approval to Use:

\$51,024.48	to	F4036-51300	Temporary Salaries
\$ 3,902.52	to	F4036-57050	Social Security
\$54,927.00	from		Emergency Prep Grant

Ms. Baisley explained that this is the Bio-Terrorism Grant, which is approximately \$6,000 less than last year, which is used to fund two part-time positions. In response to Mr. Mason, Ms. Baisley stated that a fulltime position was requested during the budget process. A brief discussion followed regarding staffing.

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

HD-3 Health Department – Approval to Use \$15,000

Approval to Use:

\$11,614.54	to	F40337-51010	Salaries
\$ 500.00	to	F40337-52010	Advertising
\$ 1,000.00	to	F40337-52150	Office Services
\$ 1,000.00	to	F40337-53010	Office Supplies
\$ 885.46	to	F40337-57050	Social Security
\$15,000.00	from		Emergency Prep Grant

Ms. Baisley stated that this Grant is specifically to provide funds in order to develop a Medical Reserve Corp. A discussion followed regarding staffing and the Grant requirements.

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

ED-2 Board of Education – Transfer \$84,000

Transfer:

\$ 17,500	to	A6201644-54050	Maintenance of Buildings
\$ 66,500	to	A6201644-54100	Maintenance of Instructional Equipment
\$ 84,000	from	A6201644-52340	Rental of Buildings

Mr. Branyan stated that this request is for site improvements at St. Catherine's Church to combine the ARCH and Community Learning Program (CLP) programs. Mr. Branyan explained that \$204,000 was originally budgeted for the lease, and an offset to the lease payment was negotiated in order to include site improvements. Mr. Branyan also stated that the leased space is

approximately 6,800 square feet, at a cost of approximately \$29 per square foot, utilities included, for one year with the potential for long-term.

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

PD-3 Police Department – Approval to Accept \$XXXX

Approval to Accept:

\$ XXXX	to	Motorcycle
\$ XXXX	from	America's 911 Foundation Award

Mr. Mason explained that the Police Department wants to accept a 2012 Harley Davidson Electra Glide Motorcycle, worth approximately \$20,000, which has been awarded by America's 911 Foundation. Sgt. Slusarz explained that this fully equipped motorcycle will be used as a ceremonial vehicle and is not intended for regular service. There are six motorcycles in the current fleet, all of which are maintained by outside contractors.

The Committee took no action on the request and forwarded it to the Board of Estimate and Taxation as a non-routine application.

NW-1 Nathaniel Witherell – Other \$2,500

Other:

\$ 2,500	to	B450-59560	P&Z Legal Costs
\$ 2,500	from	B450-59560	Architects Design Fees

Mr. Augustine explained that this request is for legal costs to bring Project Renew through Planning & Zoning. These funds are to be re-allocated from the \$100,000 originally allocated for Architectural Fees. Mr. Bankson stated that the amount requested is insufficient and should be increased.

The Committee voted 4-0 to approve the request, pending revision of the amount requested, and forward it to the Board of Estimate and Taxation as a non-routine application.

NW-2 Nathaniel Witherell – Other \$21,530,000

Other:

\$20,226,000	to	B450-59560	Building Major Alterations
\$ 240,000	to	B450-59560	Debt Placement Costs
\$ 200,000	to	B450-59560	Pre-Construction Financing
\$ 900,000	to	B450-59560	Construction Period Interest
\$21,530,000	from		Project Bonding

Mr. Ormsby gave an overview of the request, including concerns and continued disagreements with the HDG Report assumptions, such as the slower ramp up of private pay resident's census following completion of construction, and the reduction in anticipated Medicare average daily census. A lengthy discussion followed regarding bonding rate percentages, the current bond resolution, debt service, legal issues, actual costs, Medicaid reimbursements and Medicare revenues, staffing, community support, and market trends. Ms. Tarkington requested that the proposed bonding resolution be reconciled (and reduced) by any bond funding available under the May 2007 bonding resolution. Also, requested were a completed CIP application form and a budget of project costs; discussion followed.

The Committee took no action on the request and forwarded it to the Board of Estimate and Taxation as a non-routine application.

## **OLD BUSINESS**

### **GHS/MISA Phase 1 Cost Impact**

Mr. Ross gave an overview of the GHS/MISA Pre-Construction Cost Report, showing a total completed to date \$1,693,322, Budget/Anticipated Cost Comparison Phase 1 Site Work, showing an anticipated \$43,685 contingency, Phase 1 Environmental Cost Impacts, showing totals \$1,338,000 and \$560,000, and Near Term Environmental Testing Program, showing a total of \$630,000. Mr. Ross stated that everything has been awarded, and many things have been resolved, at this time. Mr. Ross also stated that the milling of the trees and the Vortec Unit have been absorbed by using part of the contingency funds. A discussion followed regarding spending as it relates to the MISA Project, environmental testing, soil removal and field remediation.

Mr. Thompson gave an overview of the GHS soils remediation project, on behalf of the DPW, BOE, and Parks & Recreation Department, as described in a Draft application for additional appropriation of funds. The DPW will be the technical resource for the team, and engaged Malcolm Bealer and Michael Doherty of AECOM, the consultants currently working on the Cos Cob Power Plant project. Mr. Bealer and Mr. Doherty gave an overview of the planned site investigation program. A discussion followed regarding legal issues, timeframe, possible impact on the MISA project, separation of expenditures from the MISA project, and tracking costs.

The Budget Committee recommended to DPW that they submit to the BET for the September 12, 2011 meeting a request for an appropriation for \$1,165,000 for a new capital project for GHS Field Remediation Program. This capital project will be separate and apart from MISA and allow DPW to oversee the remediation process.

## **NEW BUSINESS**

### **Approval of 2012 BET Budget Meeting Schedule**

The Committee reviewed the 2012 BET Budget Committee Meeting Schedule and proposed changes to January, February, and September meeting dates. The calendar was not approved at this time.

### Approval of Budget Committee 2012 Meeting Calendar

The Committee reviewed the Fiscal Year 2013 Budget Schedule and proposed changes to several meeting dates. The calendar was not approved at this time.

### Report of Status of Current Economic Conditions

Mr. Gieger presented the Selected Revenues and Spending Rate August 2011 report to the Committee. A discussion followed regarding healthcare costs, projected spending, conveyance tax and building permits revenues.

### Discussion of Waiving Building Permit Fees for Town Projects

Mr. Mason stated that the First Selectman sets the building permit fees. Mr. Mynarski stated that the First Selectman has waived fees for the Public Safety Complex and the MISA project. A discussion followed regarding costs, the authority to waive fees, and possible legal issues.

### Discussion of Town Healthcare

Mr. Simon reported that of the three vendors that submitted bids to the Town, CIGNA was awarded the contract for a two-year period, starting January 1, 2012. Mr. Simon also shared comments regarding the selection process. A discussion followed regarding comparison of the bids, and value of the HSA Plans.

### OPEB/Workers' Compensation Costs Discussion

Mr. Mynarski gave an overview of the recommendation for OPEB Cost Transfers, concerning non-active employees' Workers' Compensation claims. A discussion followed regarding the impact, and transfer of funds.

### Review Draft Budget Guidelines for FY 2012-2013

Mr. Mason gave an overview the process, stating that the Budget Committee will review the Draft Budget Guidelines for FY 2012-2013, any member of the BET should forward comments to Mr. Gieger as soon as possible, for a discussion at the Budget Committee's in October meeting. Mr. Mason commented that, going forward, the Draft Guidelines represent an unknown Teachers' Contract settlement, an unknown MISA cost and impact to capital non-recurring, final healthcare costs, all of which have been estimated. Mr. Mason also stated that attachments, to the Guidelines, should include the Debt and Fund Balance Policies, and Budget Schedules.

## **APPROVAL OF MINUTES**

### Budget Committee Regular Meeting, July 12, 2011

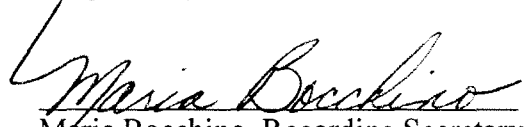
Upon a motion by Mr. Simon, seconded by Mr. Finger, the committee voted 4-0 to approve the minutes from the July 12, 2011, Budget Committee Regular Meeting.


Budget Committee Special Meeting, July 18, 2011

Upon a motion by Mr. Finger, seconded by Ms. Tarkington, the committee voted 4-0 to approve the minutes from the July 18, 2011, Budget Committee Special Meeting.

There being no further business before the Committee, the meeting was adjourned at 9:23 P.M.

Respectfully submitted,

  
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Maria Bocchino, Recording Secretary

  
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Michael S. Mason, Chairman