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:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Item Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$4,101</td>
<td>F406-51490</td>
<td>Professional Services NOC</td>
</tr>
<tr>
<td>$650</td>
<td>F406-52010</td>
<td>Advertising &amp; Public Notices</td>
</tr>
<tr>
<td>$1,116</td>
<td>F406-52150</td>
<td>Office Services</td>
</tr>
<tr>
<td>$280</td>
<td>F406-52920</td>
<td>Transfer other Departments</td>
</tr>
<tr>
<td>$170</td>
<td>F406-53010</td>
<td>Office Supplies</td>
</tr>
<tr>
<td>$1,550</td>
<td>F406-53250</td>
<td>Medical, Dental, Lab Supplies</td>
</tr>
<tr>
<td>$400</td>
<td>F406-53550</td>
<td>Mech. Supplies, Small Tools</td>
</tr>
<tr>
<td>$8,267</td>
<td></td>
<td>HERR Funds - Grant</td>
</tr>
</tbody>
</table>

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

Meeting of the Board of Estimate and Taxation Budget Committee
September 8, 2011- Approved
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,

Maria Bocchino, Recording Secretary

Michael S. Mason, Chairman