TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES
Cone Room
Thursday, September 9, 2010

Committee:
Present: Michael S. Mason, Chairman; William R. Finger, Laurence B. Simon,
Leslie L. Tarkington
Board: Jim Campbell, Randall Huffman, Art Norton, Jeffrey Ramer, Joe
Pellegrino, Steve Walko
Selectmen: Peter Tesei, First Selectman
Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director;
John Crary, Town Administrator; Dustin Anderson, Executive Assistant,
Selectmen’s Office; Boris Hutorin, Director, Information Technology;
Benjamin Branyan, Schools Business Administrator, Board of Education;
Alan Monelli, Superintendent, Building Construction & Maintenance,
DPW; Princess Erfe, Administrator, Community Development; Daniel
Warzoha, Emergency Management Director

Other: Robert Short, Vice President, Family Centers; Leslie Moriarty, Vice
Chairman, Board of Education

The meeting was called to order at 6:30 P.M.

Requests for Budget Adjustments

CD-2 Community Development – Approval to Use $1,134,561.26

Approval to Use:
$1,134,561.26 to Q197-57500 CDBG FY 2011 Budget
$ 975,000.00 from HUD Entitlement CDBG Entitlement FY 2011
$ 38,718.00 from Program Income CDBG Program Income (FY 2011)
$ 120,843.26 from Q19708 & Q19709 Reprogrammed Funds (FY 2008 & FY 2009)

Ms. Erfe gave an overview of the CDBG Entitlement Program One-Year Action Plan 2011
selection process. A discussion followed regarding reprogrammed funds, the approval process,
and alternate funding sources.

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

CD-3 Community Development – Additional Appropriation $4,999

Additional Appropriation:
$ 4,999 to Q19709-59900-29216 Family Centers Repairs at Warburg Center
Ms. Erfe explained that this request was part of a larger request of $26,921 to replace the floors at the Warburg Center, which was approved by the BET in May 2010. However, the RTM did not approve the request. This smaller request is to partially cover the replacement of the floors and, if approved by the BET, will not require RTM approval. Mr. Walko commented that it has been suggested that the problem may be fixed at a cost of approximately $200.00 and a written report regarding this issue must be submitted to the BET for review. A brief discussion followed regarding the Family Centers selection process, funding, the repair and its costs.

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

IT-1 Information Technology – Release of Conditions $108,000

Release of Conditions:
$108,000 to A134-100

Mr. Crary gave an explanation for the request. Mr. Crary and Mr. Hutorin presented a report of project status and the technology plan, highlighting the five strategies for technology plan initiatives. A discussion followed regarding cable/internet providers, interdepartmental programs, software implementation, technology utilization and support, the IT Dept.’s role and responsibilities, staffing, and communications. Mr. Walko stated that the report presented left questions regarding ongoing strategies, and in order to meet the conditions, an updated report, in a more comprehensive manner, must be presented to the BET.

The Committee voted 3-1-0 (Mr. Mason opposed) to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

PW-4 DPW – Release of Conditions $100,000

Release of Conditions:
$100,000 to B345-59560-11129 North Street Animal Shelter
Demolition of Old Shelter

Mr. Monelli gave an explanation for the request, stating that $3,119,376 has been appropriated for this project, so far. The original construction contract was for $2,931,164, with change notices running at approximately 14% due to poor soil conditions, outfitting the animal shelter, and design changes. A discussion followed regarding funding and reimbursement. Demolition of the existing animal control facility at the Bruce Museum site is expected to cost $40,000 and to be completed in 2010. Mr. Mynarski reported the State Grant, extended to August 2012, is a reimbursement grant and request for funding must be initiated by the Bruce Museum. Mr. Monelli reported that approximately $27,000 of the $100,000 being released would be used to outfit the animal control facility as well as the P & R maintenance building. The remaining money ($33,000) is contingency. Ms. Tarkington requested an updated blue sheet to reflect this.
The Committee voted 3-1-0 (Ms. Tarkington opposed) to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

PW-5  DPW – Release of Conditions $75,000

Release of Conditions:
$ 75,000 to Z345-59560-29035 Town Hall Space Utilization

Mr. Monelli gave an overview of the project, stating that $139,000 has been used for materials only. All the labor is done in-house, except for laying carpet and wallpaper. A brief discussion followed.

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

SE-4  First Selectman – Additional Appropriation $288,550

Additional Appropriation:
$ 288,550 to Z345-59200-11182 Western Civic Center
Emergency Shelter Generator
$ 288,550 from Western Civic Center
Capital Non-Recurring Fund

Mr. Tesei gave an explanation for the request, confirming that $178,425 will be reimbursed through a Grant Program. In response to Mr. Finger, Mr. Tesei stated that Western Greenwich Civic Center and Eastern Middle School are the Town’s designated emergency shelter facilities. Mr. Warzoha gave an overview of the State of CT standards for Red Cross approval for primary sheltering facilities. Mr. Warzoha stated that the WGCC is the most ADA compliant public facility, it works very well for sheltering operations, has a large field area, and its’ identified by FEMA as a disaster recovery center. A brief discussion followed regarding the Grant process, emergency strategies and funding.

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

ED-1  Board of Education – Transfer $139,857

Transfer:
$ 23,935 to A6201740-53141 Audio Visual Equipment
$ 45,912 to A6201740-53141 Audio Visual Equipment
$ 70,000 to A6201740-54100 Maint. Of Instruct. Equip.
$ 23,945 from A6201740-54050 Maint. Of Build/Supplies
$ 45,912 from A6201740-54100 Maint. Of Instruct. Equip.
$ 70,000 from A6201740-53101 Classroom Teaching Equip.

Upon a motion by Ms. Tarkington, seconded by Mr. Finger, the Committee voted 4-0 to take-up this non-agenda item.
Ms. Moriarty explained that this request was for funds budgeted incorrectly. A brief discussion followed.

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

NEW BUSINESS


Mr. Mason gave an overview of the budget guidelines and process. Any comments or questions concerning the guidelines must be sent to Mr. Gieger by Friday September 24th. Mr. Mason gave an overview of the draft process. Mr. Walko commented that the future guideline and budget process should be reviewed and discussed at the next meeting. Mr. Campbell commented that it is important to have a mill rate increase of less than three percent. A brief discussion followed regarding the economic effects impacting the town residents and the mill rate increase.

Report of Status of Current Economic Conditions

Mr. Geiger presented the Selected Revenues and Spending Rate August 2010 report to the Committee, including 2011 Spending Compared to 2010, 2009 and 2008 by Month. A discussion followed regarding interest income, anticipated revenues, and spending rates.

Discussion of Benefits Charges to Non-General Fund Entities

Mr. Mason gave an overview of budgeted benefits charges and stated that, while building the budget, consistency is needed where these charges are concerned. A brief discussion followed concerning differences in fringe benefits charges to the departments, and pension funds.

Approval of 2011 Budget Committee 2011 Meeting Calendar

Ms. Tarkington asked to move the September meeting to Thursday, September 8, 2011.

The Committee voted 4-0 to approve the 2011 Budget Committee Meeting Calendar, as amended.

Approval of 2011 BET Budget Meeting Schedule

This item was postponed because members had not had a chance to review the schedule.

OLD BUSINESS

APPROVAL OF MINUTES

Budget Committee Regular Meeting, July 15, 2010
Upon a motion by Mr. Simon, seconded by Mr. Finger, the committee voted 4-0 to approve the minutes from the July 15, 2010, Regular Budget Committee Meeting, as amended.

There being no further business before the Committee, the meeting was adjourned at 9:02 P.M.

Respectfully submitted,

[Signature]
Maria Bocchino, Recording Secretary

[Signature]
Michael S. Mason, Chairman