TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES
Conce Room
Tuesday, October 9, 2007

Present:
Committee: Stephen Walko, Chairman; Edward Krueneich, Michael Mason, Larry Simon
Board: Nancy Barton, Leslie Tarkington, Art Norton, Robert Stone, William Finger, Alma Rutgers, Jim Himes
Staff: Roland Gieger, Budget Director; Peter Mynarski, Comptroller

Also Present: Colleen Gianbo, Chairman, Sue Wellerstein, Board of Education
Caroline Baisley, Director of Health, Debbie Flynn, Health Department
Bruce Spaman, Superintendent of Parks, Joann Messina, Executive Director of Greenwich Free Conservancy.
John Wayne Fox, Town Attorney, Valerie Maze Keeney and Aamina Ahmad, Law Department

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

Requests for Budget Adjustments

The Committee voted unanimously to change the order of agenda items and take up item HD-4 before ED-3.

HD-4 Health Approval to Use - $74,608

Approval to Use:
$51,522 to F403-51300 Temp Salaries
3,000 to F403-51490 Professional Services NOC
3,000 to F403-52010 Publicity
9,254 to F403-53250 Med. Surg. and Lab Supplies
720 to F403-52950 Maintenance of Office Equipment
2,900 to F403-54200 Maintenance of Instruments
4,212 to F403-57050 Social Security

$74,608 from Public Act Funds - Grants

Ms. Baisley confirmed that we have already received these funds from the State of Connecticut and that they are to be used for programs within the Department of Health. This year's per capita funding was $1.18 which is more than we have ever gotten before. The grant will be used to fund part-time services for a public health educator, an assistant, and public health nursing

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services, all of which were done last year. These expenditures have been approved by the State and the Board of Health. The department has engaged in Public Health Messaging on radio broadcasts, reminding the public about mammograms and influenza clinics. Ms. Baisley pointed out that this has had a very positive effect on public health education and is working out well. Funds have also been spent on publicity including pamphlets and advertising.

Lab supplies to support radon and tick testing were purchased with these funds. The Tick Thermal Cycler will enable the town to test more ticks rather than sending them to the State for testing. Maintenance of all equipment which was purchased using State funds was also included. This means that those costs will not need to be covered by the town.

Mr. Walko asked whether the department needed to issue a report to the State. Ms. Baisley confirmed that they need to file a report at fiscal year end. This report includes overages which need to be reported and approved by the state. The state also needs to approve spending of unused or carry-over funds that might be spent differently than originally budgeted. They also completed an application for the upcoming year grant. This report can be several pages long.

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

**ED-3 Board of Education - Transfer $28,875**

Transfer:
- $10,000 to A6001793-52300 Rental Auto Equipment
- 18,875 to A6201753-52360 Rental Maintenance of Software
- $10,000 from A6001793-51490 Professional Services
- 18,875 from A6201753-51310 Temporary Services

Mr. Walko asked to talk about timing before reviewing this application. There was considerable discussion about the timing of transfers, approvals, the agreement between the BOE and the BET, the protocol involved, and resulting delays. Last month the Budget Committee agreed to continue in force the trial period for approvals and would like to continue for another year but this has not yet made it to the BET agenda for ratification. This is planned to happen this month.

Ms Giambo explained that the BOE tries to make transfers as quickly as possible so that their books are current and they are able to track the expense fairly close to the time it actually occurs.

The Committee voted 4-0 to approve the transfers.

The Committee voted unanimously to change the order of agenda items and address the Resolution before moving into executive session.

**Resolution to Amend Budget Resolution #39 (FY 2007-2008 Budget)**

Mr. Walko questioned whether the law department had reviewed this resolution. Mr. Spaman indicated that it had been presented to them but not yet approved. Mr. Walko pointed out that it
needs to be in legal order before it is passed and ultimately moved onto the RTM for adoption. Therefore the law department needs to review it by next Monday.

The Tree Conservancy plans to donate trees to be planted on town property using town resources. The Tree Conservancy would donate cash to cover the costs of trees that would otherwise be purchased by the town. Mr. Spaman would like to have this resolution passed in order to be able to purchase additional trees without going through the appropriation process each time.

There was considerable discussion about the details of using town labor resources and how these plantings would be supervised and managed. Ms. Tarkington explained that it is important that all planting be done by town personnel and that this will have an impact on the town's labor force. She also pointed out that town property versus private property would have an impact since they often are very close. It was questioned as to what trees would be chosen and where they were to go.

The wording of the resolution was an issue. Mr. Simon expressed concern over the use of the word ‘reimbursement’. It was a matter of reflecting the timing of the purchases, planting, and donations.

Mr. Simon asked who gets to oversee the planting. Mr. Spaman replied that he does this and that he uses the Open Space catalogue.

Mr. Walko pointed out that this resolution still needs to be reviewed by the Law Department before Monday’s BET meeting and that the wording using ‘reimbursement’ should be reviewed.

Mr. Mynarski explained that December was the due date for putting items in front of the RTM. Mr. Walko stated that it was up to Mr. Spaman and his staff to get this past the Law Department for review and revision. When this is done it can go on the agenda for the BET on Monday night.

Upon a motion by Mr. Simon, seconded by Mr. Krumreich, the Board voted 4-0-0 to approve the resolution.

**EXECUTIVE SESSION:**

The committee voted unanimously to enter into executive session at 7:10 to discuss settlement of legal claims.

In attendance were:
- Roland Gieger: Budget Director; Peter Mynarski, Comptroller
- Msrs. Finger, Himes, Krumreich, Mason, Norton, Simon, Stone:
- Mmes: Barton, Rutgers, and Tarkington: current BET
- Law Department: John Wayne Fox, Valerie Maze Keeney and Aamina Ahmad
The committee voted unanimously to conclude the executive session and resume the regular meeting at 7:40 PM.

**SE-7 - First Selectman - Additional Appropriation**

Additional Appropriation:
- to  P935-57350 Settlement, Little, Little v. Warzoha & TOG
- from Risk Fund Balance

No Action Taken.

**SE-8 - First Selectman - Additional Appropriation - $270,000**

Additional Appropriation:
- $270,000 to  P935-57350 Settlement, Tomberg v. Hendric & TOG
- $270,000 from Risk Fund Balance

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

**APPROVAL OF MINUTES**

Upon a motion by Mr. Simon, seconded by Mr. Kromeich, the Board voted 4-0-0 to approve the minutes from the September 11, 2007 Regular Budget Committee Meeting.

There being no further business before the committee, upon a motion by Mr. Simon, seconded by Mr. Mason, the Committee voted 4-0 to adjourn the meeting at 7:50 P.M.

Respectfully submitted,

Anne Merz, Recording Secretary

Stephen G. Walko, Chairman