

TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES
Cone Room
Tuesday, October 13, 2009

Committee:

Present: Michael S. Mason, Chairman; William R. Finger, Laurence B. Simon,
Robert S. Stone

Board: James Campbell, Art Norton, Jeffrey Ramer, Leslie Tarkington, Stephen
Walko

Ex-Officio

Board Member: First Selectman Peter Tesei

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director
Princess Erfe, Administrator, Community Development
Amy Siebert, Commissioner, DPW
Caroline Baisley, Director; Deborah Flynn, Business Office Manager,
Health Dept.
Susan Wallerstein, Assistant Superintendent, Board of Education
Joseph Siciliano, Director; Tim Coughlin, Turf Operations Manager, Parks
& Recreation Dept.
Peter Siecienski, Fire Chief; Robert Kick, Assistant Fire Chief

Other: Leslie Moriarty, Vice-Chairman, Board of Education
John Crane, Chairman, Coastal Resource Advisory Committee

The meeting was called to order at 6:31 P.M.

Requests for Budget Adjustments

CD-1 Community Development – Approval to Use - \$1,173,151.54

Ms. Erfe explained that this request is for the Community Development Block Grant Program for FY2010. In response to Mr. Simon, Ms. Erfe stated that the three most expensive projects are the Armstrong Court site improvement (Phase 2), Quarry Knoll gutter and siding replacement, and the St. Roch's daycare rehabilitation. A brief discussion followed regarding leased properties, project oversight, and the approval process.

Approval to Use:

| | | |
|--------------------|-----------|-----------------------------|
| \$1,173,151.54 to | Q197-5750 | CDBG 2010 Budget |
| \$ 925,000.00 from | | CDBG Entitlement 2010 |
| \$ 188,718.00 from | | CDBG Program Income |
| \$ 59,433.54 from | | Reprogrammed Funds (PY2008) |

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

CD-2 Community Development – Approval to Use - \$251,004

Ms. Erfe explained that this request is for Community Block Grant Stimulus funding, to be used to support the sidewalk reconstruction project on Hamilton Avenue from Armstrong Court (including Booth Place) to St. Roch’s Avenue. Ms. Siebert gave an overview of the project. A discussion followed regarding Stimulus funded projects.

Approval to Use:

| | | | |
|------------|------|------------------|--------------------------------------|
| \$ 251,004 | to | B312-59600-21913 | Highway Maintenance |
| \$ 251,004 | from | | CDBG Recovery Funds (Stimulus Funds) |

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

HD-2 Health Department – Approval to Use - \$26,493

Ms. Baisley explained that this request is for the Public Health Emergency Response (PHER) contract addendum for administration of the H1N1 influenza vaccine and gave an overview of the program. A discussion followed regarding flu clinics and police coverage. In response to Mr. Mason, Ms. Baisley agreed to provide a schedule of the annual clinics, to include the hours and locations.

Approval to Use:

| | | | |
|--------------|------|--------------|---------------------------------|
| \$ 9,072.00 | to | F40335-51100 | Payment Overtime Services |
| \$ 9,860.80 | to | F40335-51490 | Professional Services – NOC |
| \$ 668.00 | to | F40335-52010 | Advertising |
| \$ 6,000.00 | to | F40335-52150 | Office Services |
| \$ 200.00 | to | F40335-53250 | Medical, Surgical, Lab Supplies |
| \$ 693.20 | to | F40335-57050 | Social Security |
| \$ 26,493.00 | from | | PHER Grant |

The Committee voted 4-0-0 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 - \$8,276

Ms. Baisley explained that this request is for Health Education Risk Reduction (HERR) funds for FY2010, to be used to run Cholesterol and Blood Pressure Screening Clinics.

Approval to Use:

| | | | |
|-----------------|------|------------|---------------------------------|
| \$ 3,910 | to | F406-51490 | Professional Services – NOC |
| \$ 900 | to | F406-52010 | Advertising |
| \$ 950 | to | F406-52150 | Office Services |
| \$ 400 | to | F406-52920 | Work Transfer Other Departments |
| \$ 566 | to | F406-53010 | Office Supplies |
| <u>\$ 1,550</u> | to | F406-53250 | Medical, Dental, Lab Supplies |
| \$ 8,276 | from | | HERR Grant |

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

ED-2 Board of Education – Transfer - \$23,000

This application was withdrawn.

ED-3 Board of Education – Transfer - \$13,390

Ms. Wallerstein explained that this request is cover a shortfall for the District’s website software license. A brief discussion followed regarding budget transfer requests.

Transfer:

| | | | |
|-----------|------|----------------|-----------------------------|
| \$ 13,390 | to | A6201782-52360 | Rental/Maintenance Software |
| \$ 8,590 | from | A6201782-53071 | Data WP Hardware |
| \$ 4,800 | from | A6201782-51460 | Prof. Services. – Data WP |

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

PR-2 Parks & Recreation– Additional Appropriation - \$100,000

Mr. Siciliano explained that this request is to accept a gift from the OGRCC to be used for improvements to Binney Park’s athletic fields. A discussion followed regarding field conditions, drainage, and irrigation.

Additional Appropriation:

| | | | |
|------------|------|------------------|--------------------------------|
| \$ 100,000 | to | Z822-59830-21962 | Binney Park Field Improvements |
| \$ 100,000 | from | | Capital and Non-recurring |

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

SE-4 First Selectman – Transfer - \$3,500

Mr. Crane explained that this request is for an analysis of alternative upland disposal sites regarding the dredging of the Mianus River Federal Navigation Channel. A discussion followed regarding fees, the project approval process, federal funding, and contaminated material disposal.

Transfer:

| | | | |
|----------|------|------------|-----------------------|
| \$ 3,500 | to | F834-51490 | Professional Fees |
| \$ 3,500 | from | F834-35005 | RRR Coastal Resources |

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

NEW BUSINESS

Senior Tax Deferral Program Discussion

Mr. Simon stated that the document has not gone for a first reading before the Board of Selectmen. Mr. Finger stated that this document was presented upon his request. Mr. Mynarski reviewed, in his absence, Mr. Crary's comments indicating that the Ad-Hoc committee's recommendations, in compliance with Mr. Finger's request. However, the ordinance may be changed by the Board of Selectmen. Any questions or comments regarding this document should be sent to Mr. Mynarski. The first reading before the Board of Selectmen is scheduled for October 15th.

Budget Guidelines for 2010-2011

Mr. Mason stated that the Budget Guidelines were passed on Thursday, October 8, 2009, and two additional language changes were noted on the bottom of pp. 2 and pp. 5.

Mr. Mason stated that this year in the guidelines we looked at our historical 3.5% mill rate increase and we used that mill rate increase in our assumptions. Although the budget guidelines are trying to achieve a mill rate increase between two to four percent, the sentiment is that, closer to the low end of that scale would be more appropriate, in these difficult economic times. Conversations have been about finding a balance. The guidelines have been streamlined. We've evolved to the point where the process of the guidelines has to cease and change.

Upon a motion by Mr. Mason, seconded by Mr. Simon, the Committee voted 4-0-0 to approve the changes to the language of the guidelines document (Draft 7B) and forward it to the Board of Estimate and Taxation (It should be noted that this was not a vote on the guidelines, as drafted but rather on two small clarifying changes. The guideline vote was taken at the special meeting on October 8, 2009)

Fire Department Staffing

Chief Siecienski gave an overview of emergency responses, current staffing, and staffing recommendations. A brief discussion followed regarding safety issues, adequate coverage, contract disputes, automatic alarm and motor vehicle responses, and back country protection. To Mr. Stone's question concerning proposed staffing of the King Street station, the Chief indicated that the result would not compromise any expected ISO insurance rating benefits.

OLD BUSINESS

Shared Services

Mr. Mason gave a background for analysis and creating a shared services plan, by hiring a consultant, as stated in the budget guidelines.

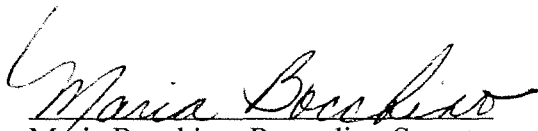
Upon a motion by Mr. Simon, seconded by Mr. Finger, the Committee voted 4-0-0, to recommend to the BET to allocate up to \$50,000, out of the Finance Dept. budget, to hire a consultant to implement the shared services study as described accurately and concisely within the guidelines.


APPROVAL OF MINUTES

Upon a motion by Mr. Simon, seconded by Mr. Finger, the committee voted 4-0-0 to approve the minutes from the September 15, 2009, Regular Budget Committee Meeting.

There being no further business before the committee, the meeting was adjourned at 8:20 P.M.

Respectfully submitted,


Maria Bocchino, Recording Secretary


Michael S. Mason, Chairman