



MINUTES of the regular meeting of the Board of Estimate and Taxation held on Monday, October 23, 2017 in the Cone Meeting Room, Greenwich, CT.

Chairman Michael Mason called the meeting to order at 5:50 P.M., after which the members pledged allegiance to the flag.

Board members in attendance:

Michael S. Mason, Chairman  
Arthur Norton, Vice Chairman  
William Drake, Clerk  
John Blankley  
Elizabeth K. Krumeich  
James A. Lash  
Leslie Moriarty  
Jill K. Oberlander  
Jeffrey S. Ramer  
Leslie L. Tarkington  
Anthony Turner  
Nancy Weissler

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; J. Wayne Fox, Town Attorney; Aamina Ahmad, Assistant Town Attorney; Lauren Elliot, Assessor; Tyler Fairbairn, Administrator, Community Development

BOE: Dr. Jill Gildea, Superintendent, TOG Schools; Laura Erickson, BOE Member

Public: Howard Richman, 2018 Nominee Tax Collector; Alexis Voulgaris, Chairperson, Community Development Advisory Committee; Jim Boutelle, Director, TAG; Mary Lee Kiernan, President & CEO, YWCA; BET 2018 Nominees: Andy Duus, David Weisbrod, Debra Hess; Ken Borsuk, Reporter, Greenwich Time

Mr. Mason welcomed BET members, 2018 BET Nominees and attendees. He commented that an Executive Session might not be required, and proposed that if one might become necessary for further discussion of pending litigation, he would call for one at that time.

Mr. Mason asked for a motion for an Open Public Hearing to accommodate guests who might be asked to speak.

Mr. Norton made a motion to open the BET meeting to an Open Public Hearing, seconded by Mr. Ramer. The Board voted 12-0-0 in favor of the motion.

Mr. Mason asked Mr. Drake to read the routine requests for budget adjustments.

**Requests for Budget Adjustments**

**ROUTINE APPLICATIONS**

RV-1	Registrar of Voters	Additional Appropriation
\$53,017	A 120 51450	Personnel Budget Correction
PD-1	Police	Approval to Use
\$91,600	F2173 51100 & 57050	DUI Enforcement Program
TAG-1	Transportation Assoc. of Gr'nwch	Release of Conditions
\$93,698	440 57221	Contribution to TAG
TA-1	Tax Assessor	Transfer
\$200	A135 58500	Petty Cash

Upon a motion by Mr. Drake to approve RV-1, PD-1, TAG-1 and TA-1, seconded by Mr. Mason, the Board voted 12-0-0 to approve the requests.

**NON-ROUTINE APPLICATIONS**

SE-6	First Selectman	Settlement
\$42,000	P935 57350	Zhornitsky v. Martin & TOG

Ms. Tarkington commented that the Law Committee had voted 2-0 in favor of the settlement. Mr. Lash remarked that the Budget Committee referred this item to the BET.

Upon a motion by Ms. Tarkington, seconded by Mr. Mason, the Board voted 12-0-0 to approve the settlement of \$42,000.

SE-7	First Selectman	Insurance Reimbursement
\$80,000	P935 57350	DiBella, et al v. TOG

Ms. Tarkington commented that the Law Committee voted 2-0 in favor of the item. Ms. Krumeich noted that it was not a settlement but rather the appropriation of \$80,000 to be tendered to the insurance company for the balance of TOG's self-insured retainage, whereupon the insurance company will take full charge of the defense of the case. Mr. Lash reported that the Budget Committee had voted 4-0 in favor of the application.

Upon a motion by Ms. Tarkington to approve the appropriation of \$80,000 to remit to the insurance company as the balance of TOG's self-insured retainage, seconded by Mr. Ramer, the Board voted 12-0-0 to approve the request.

CD-1	Community Development	Approval to Use
\$768,587	Q197	CDBG PY 2018 Budget

Mr. Fairbairn and Ms. Voulgaris requested a Resolution to approve use of the anticipated CDBG Entitlement PY2018 of \$715,000; Reprogrammed Funds of \$37,744.24 and Program Income from the Housing Authority/Parsonage Cottage of \$15,843.00. Ms. Voulgaris thanked the BET

Liaisons, Mr. Drake and Ms. Krumeich, for their participation on the CDAC to analyze the proposed CDBG PY2018 Budget. Explaining the rationale, Ms. Voulgaris said that due to the limitation of funds, all 16 public service applicants received between \$5,000-\$10,000 based on their contribution to important community needs. Requests for Capital Improvement funds totaled more than \$1 million for the \$518,000 remaining available. Six proposed projects were fully funded, 3 received no funding as a function of the lesser number of Greenwich residents served. An amount of \$246,000 is being held in reserve if TOG doesn't receive the full amount of the expected Entitlement sum.

Upon a motion by Mr. Ramer, seconded by Mr. Drake, the Board voted 12-0-0 to approve the resolution proposed for the Community Development Block Grant PY2018 Budget.

Upon a motion by Mr. Mason, the Public Hearing portion of the BET Meeting was closed at 6:07 P.M. by a vote of 12-0-0.

### **ASSESSOR'S REPORT**

Ms. Elliot reported that the Department was finalizing the 2017 Grand List's construction values and would then focus on Business Personal Property evaluation. She commented that 22 cases had been settled and pending cases represented a current fair market value of \$2,055,426,260. Ms. Moriarty asked for an update on the property verification project, to which Ms. Elliot replied that the 2013 flyover reports were now being compared to the 2017 flyover reports to evaluate the number of on-site inspections that would be planned.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Board voted 12-0-0 to accept the Assessor's Report.

### **COMPTROLLER'S REPORT**

Mr. Mynarski reported that the year-end closing information from the Tax Collector's Office had been entered and the books for FY2016-2017 were now closed. Mr. Ramer asked for details of the amounts and processes that still needed to take place to reconcile records of the Tax Collector's Office. Mr. Mynarski responded that the open items would not impact TOG's year-end audit. Mr. Ramer asked if Internal Audit reports were on TOG's website to which Mr. Mynarski responded that the results of the Forensic Audits were in draft form and would not be online until the Court Hearing on the matters.

Mr. Mason thanked Mr. Mynarski, Ms. Tarkington and Ms. Krumeich for their assistance with the Bruce Museum Master Agreement.

Upon a motion by Mr. Norton, seconded by Ms. Tarkington, the Board voted 12-0-0 to accept the Comptroller's Report.

### **Acceptance of the Treasurer's Report Showing Investment Portfolio Activity for September 2017**

Upon a motion by Mr. Norton, seconded by Ms. Tarkington, the Board voted 12-0-0 to accept the Treasurer's Report.

### **BET Standing Committee Reports**

None

### **BET Liaison Reports**

Mr. Norton reported that TNW Strategic Planning Committee expected to issue its analysis and report by year-end. He noted that the essential conclusion will be that the facility needs to be operated as a business, in contrast to the current ownership and management.

### **BET Special Project Team Reports**

Mr. Mason commented that the Debt Policy discussion should be postponed to the November Agenda for discussion.

Upon a motion by Mr. Ramer, seconded by Ms. Weissler, the Board voted 12-0-0 to postpone the consideration of the Debt Policy to the November 2017 BET meeting.

### **New Business**

- **Discussion and Vote – Proposed FY2019 Budget Guidelines** – Mr. Lash began a review of the most recent “red-lined” version of the Budget Guidelines prepared after the October 17 Budget Committee meeting. He pointed out the changes in the sensitivity box on the spreadsheet to demonstrate that a reduction of spending of \$127,129 would calculate to a 1.25% Mill Rate increase. The Guideline Narrative’s assumptions were discussed in detail.

Ms. Tarkington made a motion to change the percent increase of the 100 lines from 2.5% to 2.0% and to change the percent increase of the 200-800 lines from 2% to 1%, seconded by Mr. Drake. The Board voted 0-12-0; motion failed. (Opposed: Blankley, Drake, Krumeich, Lash, Mason, Moriarty, Norton, Oberlander, Ramer, Tarkington, Turner, Weissler)

In further discussion of the Guideline Narrative, BET members discussed the Capital Plan, the BOE Budget, TOG’s Operating costs, and completing State reimbursement of school building costs for Glenville, Hamilton Avenue and GHS. Also discussed were additional operating efficiencies from Departments through the Lean Six Sigma program; consolidation of departments and services; and engaging a consultant to seek structural changes and efficiencies. Managers’ style, future training and expectations were explored as an internal path to structural improvement in operations. A suggestion was made to look at the service level the Town residents want and reduce cost accordingly.

Mr. Lash proposed that he adjust the draft to incorporate the changes suggested and that the Board vote on the “red-line” draft. Mr. Mason reminded the BET that the document could be amended later if needed.

Mr. Mason made a motion to accept the FY2018 Guidelines with the recommended changes. The BET voted 12-0-0 to approve the motion.

### **Approval of the BET & BET Committees’ 2018 Meeting Schedule**

Mr. Mason asked the members to examine the FY2018 Meeting Schedule updated as of 8/8/17

and to communicate changes if needed.

### **Old Business**

#### **New Lebanon School Building Update**

Ms. Weissler made a motion to postpone consideration of the New Lebanon School until after today's RTM meeting to be after the BET meeting, seconded by Mr. Ramer. The Board voted unanimously to approve the motion.

Mr. Mason remarked that the Special Meeting of the BET scheduled for October 24<sup>th</sup> would be canceled if the RTM postponed making a decision to request that the BET release the funds to build the new building.

Mr. Mason made a motion to postpone the BET Special Meeting scheduled on October 24<sup>th</sup> regarding a vote to release conditions on the NLS building funds if the RTM votes to postpone their vote on the issue. The Board voted 11-1-0 to approve the motion. (Opposed: Moriarty)

### **Approval of the BET Meeting Minutes**

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Board voted 12-0-0 to approve the Minutes of the BET Regular Monthly Meeting of September 19, 2017.

### **Chairman's Report**

Mr. Mason expressed his thanks and congratulated Mr. Gieger on the preparation of the FY2018 Budget Guidelines. He thanked the BET nominees and incumbent members on their cooperation facilitating the year-long calendar of BET meetings. He suggested that the BET, or perhaps just the BET Budget Committee, meet with TOG's Boards and Commissions to stay informed about the development of the FY18 Budget. Mr. Mason invited BET members to a GHS Civics class that he would be teaching on Greenwich Town government, Wednesday, October 25<sup>th</sup>.

### **Adjournment**

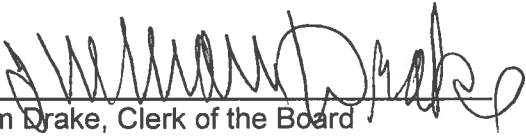
Upon a motion by Mr. Turner, seconded by Ms. Krumeich, the Board voted 12-0-0 to adjourn at 8:01 P.M.

The next Regular Meeting of the BET will be on Monday, November 20, 2017 at 6:30 P.M. in the Town Hall Meeting Room.

Respectfully submitted,



Catherine Sidor, Recording Secretary



---

William Drake, Clerk of the Board



---

Michael S. Mason, Chairman