

TOWN OF GREENWICH  
BOARD OF ESTIMATE AND TAXATION  
NATHANIEL WITHERELL STRATEGIC PLANNING COMMITTEE  
Mazza Conference Room, Town Hall

MINUTES -Monday, November 5, 2018, 3:30 P.M.

Committee: Arthur D. Norton, Chair; William Drake, Andreas Duus, Elizabeth K. Krumeich, Jeffrey Ramer, Nancy Weissler

BET: Jill K. Oberlander, Chair; Debra Hess, Leslie Tarkington

Guest: Tom Marien, PKF O'Connor Davies

The meeting was called to order at 3:32 P.M.

**1. Approval of the BET Nathaniel Witherell Strategic Planning Committee Meeting Minutes:**

Approval of October 29, 2018 Minutes postponed until November 14, 2018 Meeting.

The Order of Business was changed to accommodate the following presentation.

**3. Update/review Contract #6740 Town of Greenwich and PKF O'Conner Davies**

- **Presentation by Thomas Marien, Partner PKF O'Connor Davies** - Mr. Marien reported identifying a data entry coding issue between TNW's Matrix software and TOG's Munis software systems that delayed preparation of the first draft of the financial report. He suggested that the Sub-Committee consider hiring a consultant to accelerate the updating process to assist TNW Financial Department to define its best practices process.

Mr. Marien noted that depending on when the "pension carve out" would be ready, he could have a first draft of the financial report to forward to HDG and the Committee before its next meeting on November 14.

- **Actuarial Services Nathaniel Witherell Pension Accounts**

Upon a motion duly made by Mr. Drake, seconded by Mr. Ramer, the Committee voted 4-0-0 to approve a fee of \$1,500 for Boomershine Consulting to provide a pension report on the ARC and regular cost of TNW Pension for fiscal years 2016, 2017 and 2018 to complete the work of Contract #6740.

**2. Update/review Contract #6668 Town of Greenwich and Health Dimensions Group (HDG)**

- Mr. Duus reported that he and Ms. Weissler discussed the possible delay of providing the historical financial information for HDG to complete its report by November 30. HDG agreed that there would be no additional charge for the delivery of their Operational Report after November 30. Mr. Duus was asked to schedule a presentation of HDG's final report to the BET and TNW Board of Directors for January 2019. HDG would be asked to provide

a draft and an Executive Summary of their report by November 30 so that the Committee could discuss it at its December 10 meeting.

**4. Continue discussion of the Nathaniel Witherell Business Models suggested in the Committee Report**

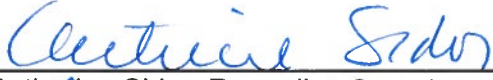
- The first draft of PKF O'Connor Davies Financial Report of TNW historic financials will be reviewed and discussed at the Committee Meeting November 14.
- The first draft of HDG's Operations Report and its Executive Summary will be reviewed and discussed at the Committee Meeting December 10.
- A presentation of HDG's Final Report will take place at a Special Joint Meeting of the BET and the Nathaniel Witherell Board of Directors to be arranged for a January 2019 date at a location to be determined.


**5. Future Committee & Sub-Committee Meeting Schedule**

- November 14, 2018 at 10:30 AM (Accounting Sub-Committee) Parks & Rec Conference Room
- December 10, 2018 at 9:30 A.M. Mazza Conference Room
- January 2019 Presentation of HDG Final Report (location to be determined)

**Adjournment**

Upon a motion duly made by Mr. Drake, seconded by Mr. Ramer, the Committee voted 4-0-0 to adjourn the meeting at 5:07 P.M.

  
Catherine Sidor, Recording Secretary

  
Arthur D. Norton, Chairman