

TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES
Cone Room
Tuesday, November 9, 2010

Committee:

Present: Michael S. Mason, Chairman; William R. Finger, Laurence B. Simon, Leslie L. Tarkington

Board: Nancy Barton, Jim Campbell, Randall Huffman, Art Norton, Joe Pellegrino, Jeffrey Ramer, Steve Walko

Selectmen: Peter Tesei, First Selectman

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; John Crary, Town Administrator; Caroline Baisley, Director; Deborah Flynn, Business Office Manager, Health Department; Amy Siebert, Commissioner; David Thompson, Deputy Commissioner, Public Works Department; Denise Savageau, Director, Conservation; Robert Lichtenfeld, Managing Director of Operations; Benjamin Branyan, Schools Business Administrator, Board of Education; Peter Siecienski, Chief, Fire Department; Rick Strain, Chief, Round Hill Fire Department; Joseph Siciliano, Director, Parks & Recreation Department; John Wayne Fox, Town Attorney; Aamina Ahmad, Assistant Town Attorney; Fernando de Arango, Assistant Town Attorney, Law Department

The meeting was called to order at 5:45 P.M.

Requests for Budget Adjustments

ED-2 Board of Education – Transfer \$126,900.00

Transfer:

\$126,900.00	to	A620-1793-52090	Tuition
\$ 70,000.00	from	A620-1793-51240	Accumulated Sick Time
\$ 56,900.00	from	A620-1793-51490	Prof. & Other Spec. Services

Mr. Branyan explained that this request is to correct a clerical error made while submitting the current budget for teacher' tuition reimbursement and the funds are being drawn from budget lines that are estimated to have a surplus for the year. The amount that should have been entered was \$140,000 in accordance with the GEA Contract.

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

CC-1 Conservation – Additional Appropriation \$30,000.00

Additional Appropriation:

\$30,000.00 to F172-51440 Consulting
 \$30,000.00 from Supplemental Certified Local Government Grant

Ms. Savageau explained that this is to accept a Grant to be used for an ongoing historic inventory. A consultant will be hired through an RFP process to conduct the inventory.

The Committee voted 4-0 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 \$73,085.66

Approval to Use:

\$32,500.00 to F403-51300 Part-time Payroll
 \$12,572.00 to F403-51490 Professional Svs. NOC
 \$10,000.00 to F403-52010 Advertising
 \$ 4,000.00 to F403-53010 Office Supplies
 \$ 4,827.41 to F403-53250 Medical, Surg., Lab Supplies
 \$ 2,500.00 to F403-54150 Maint. Furn., Fixt., Off. Equip.
 \$ 4,200.00 to F403-54200 Maint. Mach., Tools, Inst.
 \$ 2,486.25 to F403-57050 Benefits
 \$73,085.66 from State Department of Public Health Per Capita Grant

Ms. Baisley explained that this to accept Public Act Funds grant, which has been used for similar programs annually.

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

SE-5 First Selectman – Funding for P/T Sec. Support \$4,999.00

Funding:

\$ 4,999.00 to A105-51300 Temp. Salaries
 \$ 4,999.00 from A999-57140 Contingency

Mr. Cray explained that this request was for temporary secretarial coverage required due to the medical leave absence of the Administrative Assistant in the Selectmen's Office

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

PW-7 DPW – Release of Conditions \$370,000.00

Release of Conditions:

\$370,000.00 to B312-59600-11123 Hearthstone Drive Sidewalk

Mr. Thompson gave a presentation of the Hearthstone Drive Sidewalk Plan to address the mailbox kiosk; showing modifications to the kiosk, improvements and adjustments of the island, widening of the roadway, improved crosswalks, construction of a refuge island, improved sight distances, and new plantings for the island. Mr. Thompson also distributed the Postal Service policy regarding the mailbox kiosk. A discussion followed regarding Postal Service requirements, neighborhood requests, maintenance responsibilities, project timeline, and property rights. Further documentation regarding ongoing neighborhood maintenance of the mailbox kiosk will be provided to the BET.

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

EXECUTIVE SESSION:

Upon a motion by Ms. Tarkington, seconded by Mr. Finger, the Committee voted unanimously to enter into executive session at 6:15 P.M. to discuss litigation matters.

In attendance were:

Peter Mynarski; Roland Geiger; John Crary; Joseph Siciliano

Peter Tesei, First Selectman

BET Members: Mason, Finger, Simon, Tarkington, Barton, Campbell, Huffman, Norton, Pellegrino, Ramer, Walko

The committee voted unanimously to leave executive session at 7:11 P.M.

SE-6 First Selectman – Additional Appropriation

Additional Appropriation:

\$ XXXX	to	P935-57350	Settlement: Gail v. TOG
\$ XXXX	from		Risk Fund Balance

No action was taken on this item.

SE-7 First Selectman – Additional Appropriation

Additional Appropriation:

\$ XXXX	to	P935-57350	Settlement: Catalano v. TOG
\$ XXXX	from		Risk Fund Balance

No action was taken on this item.

NEW BUSINESS

Report of Status of Current Economic Conditions

Mr. Mason stated that this is the most important item on the agenda, since the economy has turned, comparing spending versus budget; comparing revenues v. budget. Our budget is always balanced on the revenues that actually come in versus the expenses that actually go out, not what is appropriated. As we hear sense of the meeting resolutions and zero based budgets, this is the document where the information truly lies.

Mr. Geiger presented the Selected Revenues and Spending Rate October 2010 report to the Committee, showing strong revenues for the month of October. A discussion followed regarding healthcare and pension costs, comparison to last year's spending rate, various department's spending rates, BOE Grant Funds, fixed charges, Workers Compensation and Unemployment expense.

Update of 2010-2011 Fire Department Pumper Purchase

Chief Siecienski stated that the Town had appropriated \$630,000 for a new pumper for Cos Cob. The Chief expects the final costs to be \$210,000 to \$250,000 below the amount appropriated because the Department purchased a tanker instead of a pumper engine. He has asked that the BET appropriate \$260,000 for the town's 50% share of a replacement of the 20-year old pumper for the Round Hill Fire Department. The projected cost of the new pumper is \$515,000. Last year, purchase of the Round Hill replacement pumper was deferred until FY11-12. Private contributions of \$300,000 have been received by the Round Hill Fire Department representing more than 50% of the cost of the replacement pumper. A discussion followed regarding the unique specifications of the apparatus, ownership, maintenance, insurance, the timeline for purchase, and submission of the request to the BET. There is some urgency because emission standards will change that will result in a larger pumper, which will be more difficult to maneuver through narrow backcountry roads and driveways, and a new pumper will be more costly. The Budget Committee recommended submitting the request to the BET in order to be timely for the RTM submission deadline of November 19, 2010 for the December 13, 2010 meeting.

OPEB Assumptions Discussion and Vote

Mr. Simon stated that when the Ad-Hoc OPEB Committee disbanded, its responsibilities were passed on to the Budget Committee. Mr. Mynarski explained the resolutions. A brief discussion followed regarding the assumptions, the period of time, and comparisons with other towns.

The committee voted unanimously to approve the Resolution for Acceptance of Recommended OPEB Trust Actuarial Assumptions and forward it to the Board of Estimate and Taxation as a non-routine application.

Approval of Finance 2011-2012 Budget and Operational Plan

The Committee reviewed the Finance Department 2011-2012 Budget and Operational Plan. A discussion followed regarding the Mission Statement and maintaining the Triple A Bond rating,

bank fees, goals and special projects, software issues, the document language, and receivables and check processing.

Upon a motion by Ms. Tarkington, seconded by Mr. Finger, the committee voted 4-0 to approve the Finance 2011-2012 Budget and Operational Plan, as amended and forward it to the Board of Estimate and Taxation as an item under New Business.

Approval of the Assessor 2011-2012 Budget and Operational Plan

This item was deferred to the BET.

The Audit Committee will review the Tax Collector's Budget and Operational Plan. A discussion followed regarding the BET authority concerning the Tax Collector's Budget according to the Town Charter.

OLD BUSINESS

Pension Contribution for Non-General Funds

The Committee reviewed the Pension Charges to Other Funds 2011-2012 Budget report. A discussion followed regarding estimated v. actual costs, and the Nathaniel Witherell costs. The Budget Committee recommended continuing past practices by using the percentage of payroll as shown in the annual actuarial report.


APPROVAL OF MINUTES

Budget Committee Regular Meeting, October 12, 2010

Upon a motion by Mr. Finger, seconded by Mr. Simon, the committee voted 4-0 to approve the minutes from the October 12, 2010, Regular Budget Committee Meeting.

There being no further business before the Committee, the meeting was adjourned at 8:23 P.M.

Respectfully submitted,



Maria Bocchino, Recording Secretary



Michael S. Mason, Chairman