

TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES – Cone Room

Thursday, November 13, 2014

Committee

Present: Marc V. Johnson, Chairman; Mary Lee Kiernan, Jeffrey S. Ramer, Leslie L. Tarkington

Board: Michael Mason, BET Chairman; William Drake, William Finger, Sean Goldrick, Nancy Weissler

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Caroline C. Baisley, Director Health Department; Allen Brown, Executive Director, Nathaniel Witherell; David Ormsby, Board Chair, Nathaniel Witherell; Ray Augustine, CFO, Nathaniel Witherell; Lloyd Bankson, Board Member, Nathaniel Witherell

Other: Joseph Ross, Chairman MISA Building Committee; Laura Erickson, BOE Member; Barbara Ormerod-Glynn, Director, Greenwich Library; Michael Tribe, Architect, Peter Gisolfi Associates

The meeting was called to order at 6:34 P.M.

Mr. Johnson welcomed attendees and the public prior to beginning the Agenda.

Requests for Budget Adjustments

<u>ED-2</u>	<u>BOE</u>	<u>Release of Conditions</u>
\$2,759,000	B680 59560 12149	MISA – Contingency & FF&E

The BOE requested release of MISA contingency funds of \$1,415,000 and MISA Furniture, Fixture & Equipment funds of \$1,344,000. Mr. Ross presented a report to the Committee of how the MISA project had complied with the conditions for the release of this portion of the contingency funds. The remaining balance will be requested when the Temporary Certificate of Occupancy for the auditorium is received in June or July 2015. He also explained the process for estimating and receiving FF&E bids for items such as the acoustical system, theatrical lighting system, security equipment, and stage risers. Many of these items need to be ordered soon in order to complete the auditorium on time. Ms. Kiernan asked Mr. Ross about the risk factors in the balance of the construction and about current construction claims.

Ms. Erickson updated the Committee on fundraising efforts advising that \$1.2 million was on hand and would be released when the Temporary Certificate of Occupancy for the auditorium is received. While no active campaign initiative is currently in progress, one is planned to begin during the final phase of construction.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0 to approve the application and forward it to the Board of Estimate & Taxation as a Non Routine Application.

GL-1	Greenwich Library	Release of Conditions
\$1,411,000	Z701 59820	Exterior Masonry Repair

Ms. Ormerod-Glynn introduced architect, Mr. Michael Tribe, who is helping the library with bid specifications, to the Committee. Ms. Ormerod-Glynn requested the release of conditions on the full amount of funds based on a cost-estimate proposal. It was emphasized that testing and probing of the masonry needed to take place before weather became inclement. According to the project timetable, the results of the testing would then be used to pre-qualify potential contractors before December 31, 2014 in anticipation of an RFP being released for bidding in January 2015.

Mr. Johnson reviewed the Release Conditions indicating several had not yet been met including the need for the Library to coordinate the purchasing process with John Crary, Town Administrator. Ms. Tarkington and Ms. Kiernan suggested that Ms. Ormerod-Glynn return to the December 11, 2014 Budget Committee meeting with a revised budget, a project timetable, the Library Building Committee's names, the assignment of a construction manager and a report on coordination efforts with Mr. Crary.

Application postponed until BET Budget Committee meeting, December 11, 2014.

HD-3	Health	Approval to Use
\$73,462	F 403 & various codes	Services, Social Security, Supplies, Equipment Maint.

Ms. Baisley requested approval to accept State Department of Public Health funds granted to towns for support of their full-time health program. Mr. Johnson asked if the employees covered by the State grants were also employed by the Town. The answer was no. Mr. Ramer asked for clarification as to whether TOG would have any unemployment obligations. Ms. Baisley responded that TOG would have no ongoing obligation in the event state funding was not continued.

Upon a motion by Ms. Tarkington, seconded by Mr. Ramer, the Committee voted 4-0 to approve the application and forward it to the Board of Estimate & Taxation as a Routine Application.

NW-1	Nathaniel Witherell	Additional Appropriation
\$100,000	H450 59090	Capital – Technology

Mr. Ormsby and Mr. Brown explained that Nathaniel Witherell was requesting an additional appropriation because concern had arisen among families, staff and patients regarding accessibility to the building in its new configuration including several new ingress/egress doors on the ground level resulting from Project Renew. TOG's vendor, Security Specialists Inc., made an analysis of accessibility and submitted a proposal to enhance security.

Mr. Johnson inquired why the expenditure could not be met from Nathaniel Witherell's FY2015 Capital Budget. Mr. Ormsby responded that the expenditure was unanticipated and current funds were not available. Ms. Tarkington expressed concern that since Witherell security has been an ongoing dialogue for the last decade that this had not been addressed in Project

Renew. The Committee discussed several alternative sources of funding and agreed that Nathaniel Witherell could proceed during this fiscal year using expected funds from a State STEAP Program.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0 to approve the application and forward it to the Board of Estimate & Taxation as a Non Routine Application conditioned that the Finance Department release funds only upon receipt of the STEAP Grant and the permission for its amended use.

Mr. Johnson asked for a motion to change the Agenda's order of business and review Nathaniel Witherell's current operating results and a proposed 15-year capital plan.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0 to change the Agenda's order of business.

● **Nathaniel Witherell Review of Operating Budget and 15 Year Capital Plan** – Mr. Augustine gave the Committee an overview of the impact of delayed occupancy on the total revenue forecast. Revenue projections had been based on May occupancy of renovated rooms, however delayed availability of rooms created a bed-night revenue shortfall. The strategy of seeking a more profitable mix of Private, Medicaid, Medicare, and Short Term rehabilitation admissions is, however, demonstrating a positive revenue improvement and operating results over the last three months are above plan.

Mr. Brown provided a brief glimpse at Nathaniel Witherell's 15-Year Capital Plan. The increase in estimated needs is partly based on the State's requirement to reduce Project Renew's original plan to qualify for reimbursements. Many of the expected capital projects will go to renovation and upgrades to rooms in the Tower Building.

Ms. Tarkington questioned that Witherell had delivered only \$1.75 million of its budgeted \$2 million donations in its FY2013-2014 results and asked for an update on fundraising results. The Committee learned that \$4.28 million in pledges had been received and the 2014 annual appeal was being readied for mailing to 24,000 households.

Old Business

None

New Business

● **Status of Current Economic Conditions** – Mr. Geiger reported that TOG revenue was trending upward with the exception of Building Permits in comparison to October of the previous year, which was an anomaly. Projecting forward, Mr. Geiger estimated that Building Permit revenue could be as high as \$6 million by fiscal year end.

October 14, 2014 – BET Budget Committee Meeting Minutes

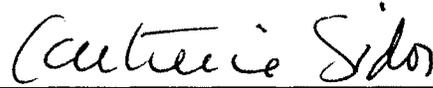
Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0 to approve the BET Budget Committee Meeting Minutes of October 14, 2014 with a correction as noted.

Adjournment

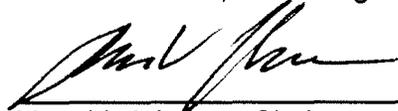
There being no further business before the Committee, Mr. Johnson called for a motion to adjourn, seconded by Mr. Ramer, and the meeting was adjourned at 9:00 P.M by a vote of 4-0-0.

Next meeting will be Thursday, December 11, 2014 at 6:30 P.M. in the Cone Room.

Respectfully submitted,



Catherine Sidor, Recording Secretary



Marc V. Johnson, Chairman