

**TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE**

Town Hall Cone Room
MINUTES – Tuesday, November 14, 2017

Committee

Present: James A. Lash, Chairman; Leslie Moriarty, Jeffrey S. Ramer, Leslie L. Tarkington

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; John Wayne Fox, Town Attorney; Jim Heavey, Chief, Police Department; Ben Branyan, Town Administrator; Al Monelli, Superintendent Building & Construction, DPW; Caroline Baisley, Director, Health Department; Deborah Lamonche, Business Office Administrator, Health Department

Board: Michael Mason, BET Chairman; John Blankley, William Drake, Elizabeth K. Krumeich, Jill Oberlander, Anthony Turner, Nancy Weissler, 2018 BET Members Elect: Andy Duus, Debra Hess; 2018 Tax Collector Elect, Howard Richman

Selectmen: Peter Tesei, First Selectman

BOE: BOE; Barbara O'Neill, Member, BOE; Irene Parisi, Director of Curriculum & Professional Development; Laura White, Program Coordinator Arts & Music

Public: Tracey Schietinger, Director, GEMS; Michael Warner, RTM D6, Finance Cmte Chair; Ken Borsuk, Report, *Greenwich Time*

The meeting was called to order at 5:04 P.M.

Mr. Lash welcomed Committee members and attendees. He asked for a motion to change the Order of Business.

Mr. Ramer made a motion, seconded by Ms. Tarkington to change the Order of Business. The Committee voted 4-0 in favor of the motion.

Requests for Budget Adjustment

HD-4	Health Department	Approval to Use
\$15,060.00	F406 51490	HERR Grant

Ms. Lamonche described the HERR Grant, and then Ms. Baisley requested to accept funding from Health Education Risk Reduction Grant to support the Department's National Public Health Accreditation process. The amount requested would cover the cost of a professional service consultant to guide the Department in the accreditation process so that the Health Department could align its policies and procedures to national standards. Ms. Moriarty asked if the process would help the department align its services to the current needs of the residents. Ms. Baisley indicated there would be a review of services.

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

Mr. Lash proposed aggregating the three BOE requests for discussion.

ED-4	BOE	Transfer
\$25,997.74	A6201328 52320	Rental Equipment
ED-5	BOE	Transfer
\$20,565.40	A6201328 51020	FTE Salary ALP Program
ED-6	BOE	Transfer
\$1,800	A6201568 54100	Maintenance Instructional Equipment

Ms. White explained the Musical Rental Equipment transfer request as the need to change the charges to the correct budget line since the department is renting rather than purchasing the equipment. Ms. Parisi explained the need to increase FTE Salary to better meet the needs of middle school students in a higher level Math instructional program for students with exceptional ability. The cost of the previous online program will partially offset the cost for the instructional position that is increasing by 0.2, from 0.8 to 1.0 full time funded position ("FTF"). The Maintenance Instructional Equipment contract was negotiated by BOE Purchasing for toner expense after the 2017-2018 Budget was finalized. This transfer puts the expense in the appropriate expense line.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0-0 to approve the three transfer requests (ED-4, ED-5 and ED-6).

Executive Session- Discussion of Pending Litigation

Mr. Lash called for an Executive Session to discuss pending litigation.

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0 to enter Executive Session at 5:24 P.M.

The Committee exited Executive Session at 6:15 P.M.

LAW -4	Law Department	Additional Appropriation
\$150,000.00	A140 51400	Outside Legal Fees

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0-0 to Table the Application for Additional outside counsel Legal Fees.

ROUTINE APPLICATIONS

LAW - 3	Law Department	Additional Appropriation
\$500,000	A140 51400	Outside Legal Fees

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0-0 to refill the Law Department's budget for outside counsel fees due to expenditures on large cases and forward it to the Board of Estimate & Taxation as a Routine Application.

SE-9	First Selectman	Insurance Reimbursement
\$494,868.34	P935 57350	Balance of Deductible

Upon a motion by Mr. Ramer, seconded by Ms. Tarkington, the Committee voted 4-0-0 to recommend the appropriation of \$494,868.34 as tender to the insurance company to satisfy the balance of TOG's self-insured retainage. The application is to be forwarded to the Board of Estimate & Taxation as a Routine Application.

NON-ROUTINE APPLICATIONS

SE-8	First Selectman	Release of Conditions
\$200,000	345 59560	Byram Fire Station Rehabilitation

Mr. Tesei and Mr. Monelli provided an overview of the process to date and requested the Release of Conditions. Mr. Ramer questioned how both the Safety Complex and the Byram Fire Station had inadequate space to house GEMS. Mr. Monelli and Ms. Schietinger responded that the configurations were not adequate to address the space and operational needs of GEMS staff, training and vehicles. Ms. Moriarty asked what the plan would be for GEMS and referred to Mr. Tesei's comment last year that he would look to GEMS to raise funds for a headquarters building. Mr. Tesei explained that the Capital Plan had originally included Byram's Fire Station but that it was postponed; it now would be configured to accommodate both career and volunteer fire fighters and public functions which would preclude housing GEMS at the Byram Fire Station. He indicated that the Capital Plan includes projects for GEMS Station #3 in FY21 and GEMS headquarters in FY30. He also stated that GEMS would most likely not be able to fundraise for their building needs. The Committee requested updated budgeting for the project to which Mr. Monelli responded that to furnish new estimates would require planning money. Mr. Lash suggested that the rehabilitation project was an opportunity to be cost effective and respond to the RTM's perception that the Safety Complex was overbuilt. Mr. Tesei explained that modern building standards for public buildings required complex construction.

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

Ms. Tarkington remarked that it was unclear if conditions had been met without an estimate of total costs and requested a better estimate by the Committee's December meeting.

Old Business

Brief discussion of impact from adopted State Budget - Mr. Gieger noted that the State budget documents were unclear as to the specific allocations to municipalities for a variety of

items. A \$3 million item for Educational reimbursements still appeared in the State's 2016-2017 Budget. The FY2018-2019 State Budget included a \$1.1 million item for Special Education as well as \$2.7 million reimbursement for this year. It was decided that Greenwich's state legislators should be consulted to clarify the status of these items.

New Business

- Approval of Finance Department FY18-19 Budget and Operations Plan
- Approval of Assessor's Office FY18-19 Budget and Operations Plan

Both items were postponed because the BET liaisons had not yet met with the Department heads.

Mr. Ramer made a motion to postpone action on the Finance and Assessor's Departments FY18-19 Budgets and Operation plans, seconded by Ms. Tarkington. The Committee voted 4-0 to approve the motion.

Approval of BET Budget Committee Meeting Minutes

Ms. Tarkington made a motion to approve the BET Budget Committee Meeting Minutes of October 17, 2017, seconded by Ms. Moriarty. The Committee voted 4-0 to approve the motion.

Adjournment

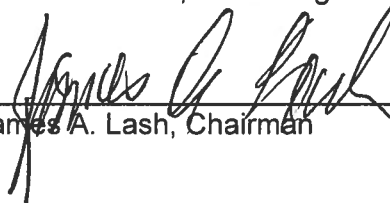
The Committee voted unanimously to adjourn the Meeting at 7:36 P.M.

Next regular meeting will be December 11, 2017 at 5:00 P.M. in the Cone Room.

Respectfully submitted,



Catherine Sidor, Recording Secretary



James A. Lash, Chairman