

TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES
Cone Meeting Room
Tuesday, November 15, 2011

Committee:

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

Board: James Campbell, Randall Huffman, Mary Lee Kiernan, Art Norton, Joseph Pellegrino, Jeffrey Ramer, Stephen Walko

Selectmen: Peter Tesei, First Selectman

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; John Crary, Town Administrator; Dustin Anderson, Executive Assistant, Selectmen's Office; Joseph Siciliano, Director; Tom Greco, Manager, Business Services Operations, Parks and Recreation Department; Caroline Baisley, Director; Deborah Flynn, Business Office Manager, Health Department; Captain Mark Kordick, Police Department; Allen Brown, Executive Director; Ray Augustine, Director of Financial Operations, Nathaniel Witherell; Amy Siebert, Commissioner; David Thompson, Deputy Commissioner, Public Works Department; Roger Lulow, Superintendent; Benjamin Branyan, Managing Director of Operations, Board of Education;

Other: David Ormsby, Chairman; Lloyd Bankson, Nathaniel Witherell Board; Andrew Fox, Chairman, Nathaniel Witherell Building Committee; Leslie Moriarty, Vice-Chairman, Board of Education; Joseph Ross, Chairman, MISA Building Committee; Sean Goldrick; Robert Brady; Gordon Ennis; Lucia Jansen; Michael Doherty; Malcolm Bealer, AECOM

The meeting was called to order at 6:38 P.M.

Requests for Budget Adjustments

PR-1 Parks & Recreation – Additional Appropriation \$207,097

Additional Appropriation:

\$ 207,097	to	Z834-59830	Hurricane Damage – Byram Marina
\$ 207,097	from		Capital Non Recurring Fund

Mr. Siciliano explained that this request is for repairs to the seawalls at Byram Beach as a result of Tropical Storm Irene. The work is anticipated to be complete by Memorial Day 2012 and will be submitted to FEMA for 75% reimbursement. A discussion followed regarding the anticipated amount of reimbursement, FEMA regulations, and risk of further damage or injuries.

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

HD-4 Health – Approval to Use \$73,594.24

Approval to Use:

\$43,473.00	to	F403-51300	Part-time Payroll
\$ 9,984.24	to	F403-51420	Professional Svs Medical
\$ 3,000.00	to	F403-52010	Advertising
\$ 4,600.00	to	F403-53010	Office Supplies
\$ 3,900.00	to	F403-53250	Med, Surg, Lab Supplies
\$ 1,310.00	to	F403-54150	Maint Furn, Fixt, Off Equip
\$ 4,000.00	to	F403-54200	Main Mach, Tools, Inst
\$ 3,327.00	to	F403-57050	Benefits
\$73,594.24	from		Per Capita Grant

Ms. Baisley explained that this request is for a routine Public Act Grant and gave an overview of the staffing plan. A discussion followed regarding use of staffing.

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

HD-5 Health – Approval to Use \$38,283.98

Approval to Use:

\$15,000.00	to	F187-51300	Temporary Salaries
\$ 4,000.00	to	F187-52010	Advertising
\$ 1,500.00	to	F187-52110	Mileage Allowance
\$ 1,000.00	to	F187-2950	Misc Services – NOC
\$ 2,515.93	to	F187-52970	Prior Year Expenditure
\$ 1,500.00	to	F187-53010	Office Supplies
\$ 500.00	to	F187-53070	Data/Word Processing
\$ 1,500.00	to	F187-53300	Wearing Apparel
\$ 4,000.00	to	F187-53500	Motor Fuels
\$ 2,000.00	to	F187-53520	Parts for Boats
\$ 500.00	to	F187-53550	Mechanical Supplies & Tools
\$ 119.55	to	F187-53970	Prior Year Expenditure
\$ 3,000.00	to	F187-54300	Maintenance Boats
\$ 1,147.50	to	F187-57050	Benefits
\$38,283.98	from		Reserve Restricted Account

Ms. Baisley explained that this request is for the Shellfish Commission funding. A discussion followed regarding budgeted and available funds, temporary services and benefits rate.

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

PD-4 Police – Approval to Use \$56,625

Approval to Use:

\$ 55,804	to	F217-51100	Overtime Services
\$ 821	to	F217-57050	Benefits
\$ 56,625	from		Federal Hwy Safety Program Grant DUI Enforcement Program

Captain Kordick explained that this request is for the annual State of Connecticut DUI Enforcement Program. A discussion followed regarding the federal fiscal period, and use of overtime.

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

NW-2 Nathaniel Witherell – Other \$20,205,000

Additional Appropriation with Bonding Resolution:

\$19,450,000	to	B450-59560	Building Major Alterations
\$ 205,000	to	B450-59560	Debt Placement Costs
\$ 100,000	to	B450-59560	Pre Construction Financing
\$ 450,000	to	B450-59560	Construction Period Interest
\$20,205,000	from		Project Bonding

Mr. Mason explained that this is a request for a resolution to enter into a long term debt obligation in order to proceed with Project Renew, as in the Agreement with the State of Connecticut Department of Health. Mr. Mason summarized that approximately six years ago, the RTM had a sense of the meeting resolution that supported Nathaniel Witherell, a Town run facility operating as a department of the Town, as long as Nathaniel Witherell could sustain its' operational costs and sustain the debt servicing along with any capital improvements. Mr. Mason also stated that the BET has given this proposal much consideration through project team and committee review, as well as employing an outside consultant (Health Dimensions Group) to conduct a study and provide a report, and the issue now is whether or not to proceed on behalf of the municipality, knowing that there is a potential for an annual contribution to another fund in order to continue the operation.

The Committee reviewed the CIP 2013-2022, Nathaniel Witherell Project Renew and Mr. Mynarski gave an overview and explanation of the project and bonding costs. A discussion followed regarding bonding and interest, staffing increases, construction phases and timeline, guaranteed pricing, risk, construction management, change orders, possible plan revisions and costs, CON limitations, environmental issues, debt service, contingency, and the CIP process cycle.

The Committee also discussed subject to release conditions and requested that any suggestions from BET members should be sent to the Finance Dept. by Friday, November 18, 2011.

The Committee voted 4-0 to approve the request, **subject to release upon review and approval by the BET of construction documents with an updated**

construction cost estimate, a final business plan, a construction management method, a construction management environmental report, and releasing of contingencies, as amended and forward it to the Board of Estimate and Taxation as a non-routine application.

NW-3 Nathaniel Witherell – Release of Conditions \$1,226,000

Release of Conditions:

\$1,226,000 to B450-59560 Building Major Alterations

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

ED-3 Board of Education – Release of Conditions \$162,000

Release of Conditions:

\$ 162,000 to B680-59560-12149 MISA

Mr. Ross gave an overview of the GHS/MISA Phase I Environmental Cost Impacts and explained that this request is to complete the environmental phase of the MISA project, which includes borings and reports on the footprint. Mr. Ross also gave an update concerning the borings under the parking lot and footprint, and the reported PCB levels. A discussion followed regarding additional costs.

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

PW-5 Public Works – Release of Conditions \$175,000

This item was withdrawn

FD-3 Fire – Subject to Release \$130,000

This item was withdrawn

FD-4 Fire – Release of Conditions \$455,000

This item was withdrawn

OLD BUSINESS

GHS/MISA Soil Remediation Update

Ms. Siebert gave an overview of the GHS Field Remediation Status Summary, November 9, 2011. A discussion followed regarding the impact of weather conditions, use of alternate fields, and additional sampling.

NEW BUSINESS

Report of Status of Current Economic Conditions

The Committee reviewed the Selected Revenues and Spending Rate, October 2011, highlighting conveyance tax and building permit receipts trends. A discussion followed regarding fund balance, revenues, and Capital spending. Mr. Mason requested that the BOE send a list of its summer closeouts.

Approval of Finance 2012-2013 Budget and Operational Plan

The Committee reviewed the Finance Annual Department Operational Plan FY 2012-2013. A discussion followed regarding goals concerning debt administration.

The committee voted 4-0 to approve the Finance 2012-2013 Budget and Operational Plan and forward it to the Board of Estimate and Taxation.

Approval of Assessor 2012-2013 Budget and Operational Plan

The Committee reviewed the Tax Assessor Annual Department Operational Plan FY 2012-2013. Mr. Simon suggested that the Assessor revise the Mission Statement and Goals.

No action was taken on this item.

Discussion of Employee Costs and Fixed Charges

Mr. Mason stated that a question arose regarding the cost of the Board of Education, due to the lack of the total cost shown in the Budget Book. Mr. Mason explained that the Town works on a system with a Charter which has a provision that once an appropriation is recommended by the Finance Board and approved by the legislature, it goes to the Department. Once the Department has the funds, the Charter has four particular sections which are the governance of the spending of that money; the Department can spend it as they would like to, within any major object code; can use it in another major object code with only BET approval; can increase the level of spending with BET and RTM approval; and we cannot transfer uncommitted appropriations from one department to another. Mr. Mason also stated that the Town has tried to operate as one entity by combining all healthcare together, utilities, etc. and the BOE budget submission completely details all of their costs, as required by the State of CT. Mr. Mason then shared comments regarding the BET's control and the building of the budget.

A discussion followed regarding cost of department functions, the budget process, past practice, allocating costs, impact of employee and labor contracts.

APPROVAL OF MINUTES

Budget Committee Regular Meeting, October 6, 2011

The committee voted 4-0 to approve the minutes from the October 6, 2011, Budget Committee Regular Meeting.

EXECUTIVE SESSION:

The Committee voted unanimously to enter into executive session at 9:07 P.M. to discuss litigation matters.


In attendance were:

Peter Mynarski, Roland Gieger, Benjamin Branyan, Roger Lulow, Leslie Moriarty, Amy Siebert, David Thompson
BET Members: Mason, Finger, Simon, Tarkington, Campbell, Huffman, Kiernan, Norton, Pellegrino, Ramer, Walko

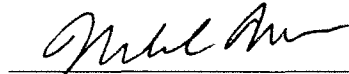
The Committee voted unanimously to leave executive session at 10:05 P.M. to discuss litigation matters.

There being no further business before the Committee, the meeting was adjourned at 10:07 P.M.

Respectfully submitted,



Maria Bocchino, Recording Secretary



Michael S. Mason, Chairman