

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

Thursday, December 11, 2014

Committee

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

Board: Michael Mason, BET Chairman; John Blankley, William Drake, William Finger, Sean Goldrick, Randall Huffman, Arthur Norton, Nancy Weissler

Staff: Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Caroline C. Baisley, Director Health Department; Jay Domeseck, Director Fleet Department; Jim Heavey, Chief of Police, Lt. John Brown, Police Department; Princess Erfe, Administrator, Community Development Department; Barbara Ormerod-Glynn, Director of Greenwich Library

Other: Michael Tribe, Library Project Architect; Chip Haslun, First VP Library Board; Tom Heagney, Library Board Member; John Strong, GEMS Financial Officer

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-3</u>	<u>BOE</u>	<u>Transfer</u>
\$28,200	A 6201753 52150	Office Services

Mr. Gieger remarked that this transfer was being made because BOE's Centris system subscription billing had been re-categorized since the original draft of the 2014-2015 Budget.

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.

<u>PD-5</u>	<u>Police</u>	<u>Approval to Use</u>
\$76,725	F2173 51100 & 57050	Overtime & Benefits

Chief Heavey requested approval to use a State of Connecticut Department of Transportation grant of federal funds for a DUI enforcement program.

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.

<u>PD-6</u>	<u>Police</u>	<u>Approval to Use</u>
-------------	---------------	------------------------

\$42,000

F21310 54300

Maintenance/Sustainability

Chief Heavey and Lt. Brown explained that the funds requested were part of a Dept. of Homeland Security Port Security Grant for the Bridgeport Port Area Marine Group Membership. The purpose is for the maintenance/sustainability of police marine vessels and requires a 25% cash value or in-kind match participation from the recipient. The Town has received approval to use its old outboard engines as the in-kind match. The Chief noted that the grant covering the cost of the new engines makes it possible to remove the capital cost from the 2015 – 2016 capital expense budget.

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.

PD-7	Police	Approval to Use
\$173,580	F21310 54300	Diver Training & Gear, Dive Trailer

Chief Heavey explained that this was another FEMA and Department of Homeland Security grant for the purchase of diving gear, dive training and a mobile dive trailer. The Town's previous purchase of a Marine pick-up truck qualifies for the 25% cash or in-kind match requirement. The Committee asked questions about the number of Dive Team members, training reimbursements (compensatory time, in a future period) and their police duties outside of the Dive Team.

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.

FL-7	Fleet	Additional Appropriation
\$190,000	Z380 59220 15222	Heavy Duty 100,000 lb. Lift

Mr. Domeseck informed the Committee that a heavy lift needed emergency replacement to ensure availability for TOG vehicle repair. He indicated that ten weeks lead-time was needed to purchase the new equipment and suggested that daily use was expected during the coming winter months. The Committee had questions about cost-saving alternatives and why this lift had not been included in a 15-Year Capital Plan.

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.

GM-1	GEMS	Release of Conditions
\$2,075,954	A440 67225	Contribution to GEMS

Mr. Strong requested the release of the second half of the year's TOG funding for GEMS. He presented call reports, financial statements and staffing information. Details of GEMS' budget were provided in two formats -- the traditional GEMS format and the requested TOG format --- in response to BET's request during this year's Budget hearings. Members of the Committee asked a number of questions on operating expenses and pension contributions.

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.

<u>CD-2</u>	<u>Comm. Development</u>	<u>Approval to Use</u>
\$700,000	Q 197	CDBG PY2015 Budget

Princess Erfe gave a historical perspective of funds received from the Federal Government CDBG program, which has dropped from a high of \$1.2m to \$700,000. She reviewed the list of applicants that requested over \$1.9m. 21 requests are to be granted in full or part. The Committee discussed the CDBG application for a handicap ramp at Parsonage Cottage and the still unresolved request from the Housing Authority of the Town of Greenwich (HATG) asking the Town to forgive a loan to HATG extended in connection with the renovation of Parsonage Cottage. Ms. Kiernan asked about the CDBG application from the Friends of Parsonage Cottage, Inc., which Ms. Erfe explained was made on behalf of HATG because HATG will receive and manage the CDBG funds for a new handicap ramp. Ms. Kiernan noted that the BET seeks to both preserve the quality of life for Parsonage Cottage residents, while at the same time enable HATG to improve its cash flow so that HATG can fund capital projects such as the ramp in the future.

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.

<u>GL-1</u>	<u>Library</u>	<u>Release of Conditions</u>
\$1,411,000	Z701 59820	Exterior Masonry Repair

Ms. Ormerod-Glynn and Mr. Haslun requested the release of funds based on meeting conditions establish by the BET. The conditions included coordinating with the Town Administrator and DPW for purchasing guidelines and procedures, providing more detail on project scope, work flow and scheduling, and reviewing members of the Building Committee responsible for construction oversight. Library representatives reviewed a memorandum that summarized the efforts of the Library to satisfy the three conditions, the project plan, the project budget and the building committee. Potential savings on permit fees, builders risk insurance, contingencies and project oversight were discussed.

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.

### Old Business

None

### New Business

- **Status of Current Economic Conditions** – Mr. Gieger reported that TOG revenue was trending favorably.

- **Discussion – Additional Appropriation for OPEB from Fund Balance** – Mr. Mason raised the topic of an interim appropriation of approximately \$3 million from the Town's Fund Balance to pay part of the annual required contribution to OPEB. Mr. Mynarski distributed both a summary of the fund balance as of the start of the current fiscal year using audited figures and

preliminary estimates from the Town's actuary on the FY 16 annual required contribution to OPEB. The actuary's report on OPEB will be finalized in several weeks. There was discussion from all BET members present on fund balance policy, actuarial reports, Nathaniel Witherell operating and capital support, potential FY15 interim appropriations and FY16 budgetary needs. The general consensus was that there were too many unknown demands for the Fund Balance at this point in the fiscal year and, given that Budget Hearings for FY16 would be taking place in two months, it would be better to wait a few months before considering action.

**November 13, 2014 – BET Budget Committee Meeting Minutes**

Upon a motion by Ms. Tarkington, seconded by Ms. Kiernan, the Committee voted 4-0 to approve the BET Budget Committee Meeting Minutes of November 13, 2014.

**Adjournment**

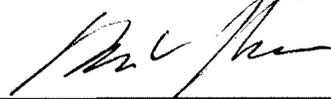
There being no further business before the Committee, Mr. Johnson called for a motion to adjourn; the Committee unanimously voted to adjourn at 9:45 P.M. by a vote of 4-0.

Next meeting will be Thursday, January 13, 2015 at 5:00 P.M. in the Cone Room.

Respectfully submitted,



Catherine Sidor, Recording Secretary



Marc V. Johnson, Chairman