

TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES
Cone Meeting Room
Tuesday, December 13, 2011

Committee:

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

Board: Randall Huffman, Mary Lee Kiernan, 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; Carmella Budkins, Town Clerk; Captain Mark Kordick, Operations Division, Police Department; Deborah Flynn, Business Office Manager, Health Department; Boris Hutorin, Director of Information Technology; Peter Siecienski, Chief; Robert Kick, Assistant Chief, Fire Department; Amy Siebert, Commissioner; Alan Monelli, Superintendent, Public Works Department; Al Cava, Director of Labor Relations

Other: Bill Woollacott, Vice President and Consulting Actuary, Hooker & Holcombe, Inc.; Charlee Tufts, Director; John Strong, Fiscal Officer, Greenwich Emergency Medical Service; Sean Goldrick; Mark Johnson

The meeting was called to order at 6:31 P.M.

Review and Approval of OPEB Valuation as of July 1, 2011

Mr. Woollacott presented the Town of Greenwich, CT GASB 43/45 Valuation as of July 1, 2011, highlighting Actuarial Assumptions – added for the first time this year a self insured group (Worker's Compensation and Heart and Hypertension for retired employees). Discussion also centered on the Accrued Liability (AL) & ARC, and Assets, the self insured group, rate comparisons, impact on OPEB, and the actuarial smoothing method.

Mr. Mynarski gave an overview of the process and expressed his gratitude to the Employee Benefits Manager, Alison Graham and Mr. Simon for their efforts in creating what is probably the most accurate report in the State of CT.

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

Requests for Budget Adjustments

TC-1 Town Clerk – Release of Conditions \$19,000

Release of Conditions:

\$ 19,000 to A150-51300 Temporary Salaries

Ms. Budkins explained that this request is for the salaries of three part-time employees through year-end, part of which is being used to cover for one full time retirement as of January 1, 2012. A discussion followed regarding shared services, and retiree payout costs.

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

PD-5 Police – Approval to Use \$3,500

Approval to Use:

\$ 3,449 to F217-51100 Overtime Services
\$ 51 to F217-57050 Benefits
\$ 3,500 from Federal Highway Safety Program Grant

Captain Kordick explained that this request is for the “Click It or Ticket” seatbelt enforcement safety program.

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

GM-1 GEMS – Release of Conditions \$1,779,221

Release of Conditions:

\$1,779,221 to A440-57225 Contribution to GEMS

Mr. Strong gave an overview of the GEMS Operational and Financial Quarterly Report, November, 2011. A discussion followed regarding the impact of the Medic 4 24-hour service, the impact of the High School field remediation, location status, Greenwich Hospital and other contributions.

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

SE-7 First Selectman – Release of Conditions \$100,000

Release of Conditions:

\$ 100,000 to Z134-59090-12102 IT Strategic Study

Mr. Hutorin gave a brief overview of the cope of work in the RFP. Mr. Cray stated that this is the third strategic review of the Town’s IT operation and gave an overview of the process in

determining areas to improve. A discussion followed regarding the focus of the study, timeline, the scope of service, and various departments' IT systems and software.

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

FD-4 Fire – Release of Conditions \$100,000

Release of Conditions:

\$ 100,000 to A208-57100 Volunteer Firefighter's Health Care

Mr. Mason gave an explanation for the conditions and an overview of the Volunteer Firefighters Healthcare Stipend Program. The Committee reviewed the Draft of the Volunteer Firefighter Incentive Program: Health Insurance Incentive Program Town Wide Policy, which included a current enrollment list. A discussion followed regarding the policy language, COBRA, enforcement of the program, enrollment criteria and requirements, cost of the program and allocated funds. The Committee asked that the policy be drafted more clearly before the BET meeting on Monday December 19, 2011.

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

FD-5 Fire – Release of Conditions \$455,000

Release of Conditions:

\$ 455,000 to A205-51100 Fire Fighter Overtime

Asst. Chief Kick gave an overview of the staffing requirements, and overtime expenses due to Workers Compensation leave of absences. Asst. Chief Kick also shared comments regarding the Department's efforts to reduce injuries and the related costs. Chief Siecienski shared comments regarding the value of the volunteer fire fighters during an extended period of time, such as Hurricane Irene. A discussion followed reasons for overtime, contract obligations, use of volunteers, staffing during Hurricane Irene, and the overtime budget.

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

FD-6 Fire – Release of Conditions \$41,300

Release of Conditions:

\$ 41,300 to A208-51010 Volunteer Recruitment and Retention Officer

Mr. Mason explained that this condition was placed on 50% of the salary for this position, due to the inconsistencies found across the Volunteer Fire Companies indicating that there may be a need for change. Mr. Mason also commented that the Volunteer Recruitment Retention Officer position is valuable, because there needs to be a contact point for maintaining consistency,

documentation, and reporting. Asst. Chief Kick gave an overview of the responsibilities of the Volunteer Recruitment Retention Officer. A discussion followed regarding plans to re-structure the position, and the issues regarding monitoring the Volunteer Firefighter Program.

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

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

Release of Conditions:

\$ 175,000 to Z345-59560-11134 King Street Fire Station A&E

Mr. Monelli gave an explanation for the recommended parking layout and the proposed King Street Fire Station, showing three different options. Mr. Monelli stated that the current estimated cost of project is \$2.243M. A discussion followed regarding parking lot rehabilitation, septic fields, timeline, street access, building size and configuration, and the GEMS facility and alternative locations. Additional costs associated with modifying the Golf Course parking lot and paving the lot will add \$1.2 Million to the cost of the project.

The Committee voted 3-1-0 (Ms. Tarkington opposed) to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

OLD BUSINESS

King Street Firehouse Staffing Plan

The Committee reviewed a draft of King Street Staffing Options. Mr. Tesei shared comments concerning the necessity for the King Street Fire Station and the fire safety value to the community. Asst. Chief Kick gave an overview of the staffing options and shared comments regarding NFPA codes and standards.

A discussion followed regarding Town wide response, the need for a strategic long-range plan, the FEMA Grant program, budgetary concerns, level of services, community value,

2013 Budget Schedule

The Committee reviewed the BET, BET Budget, HR & Audit Meeting Schedule 2011-2012.

NEW BUSINESS

Report of Status of Current Economic Conditions

The Committee reviewed the Selected Revenues and Spending Rate, November 2011, highlighting conveyance tax, building permit receipts, and spending which is running \$3 to \$4 Million higher than the previous FY.

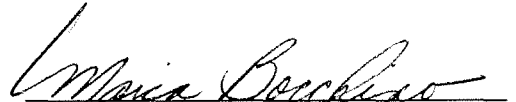
APPROVAL OF MINUTES

Budget Committee Regular Meeting, November 15, 2011

The committee voted 4-0 to approve the minutes from the November 15, 2011, Budget Committee Regular Meeting, as amended.

There being no further business before the Committee, the meeting was adjourned at 9:50 P.M.

Respectfully submitted,



Mafia Bocchino, Recording Secretary

Michael S. Mason, Chairman