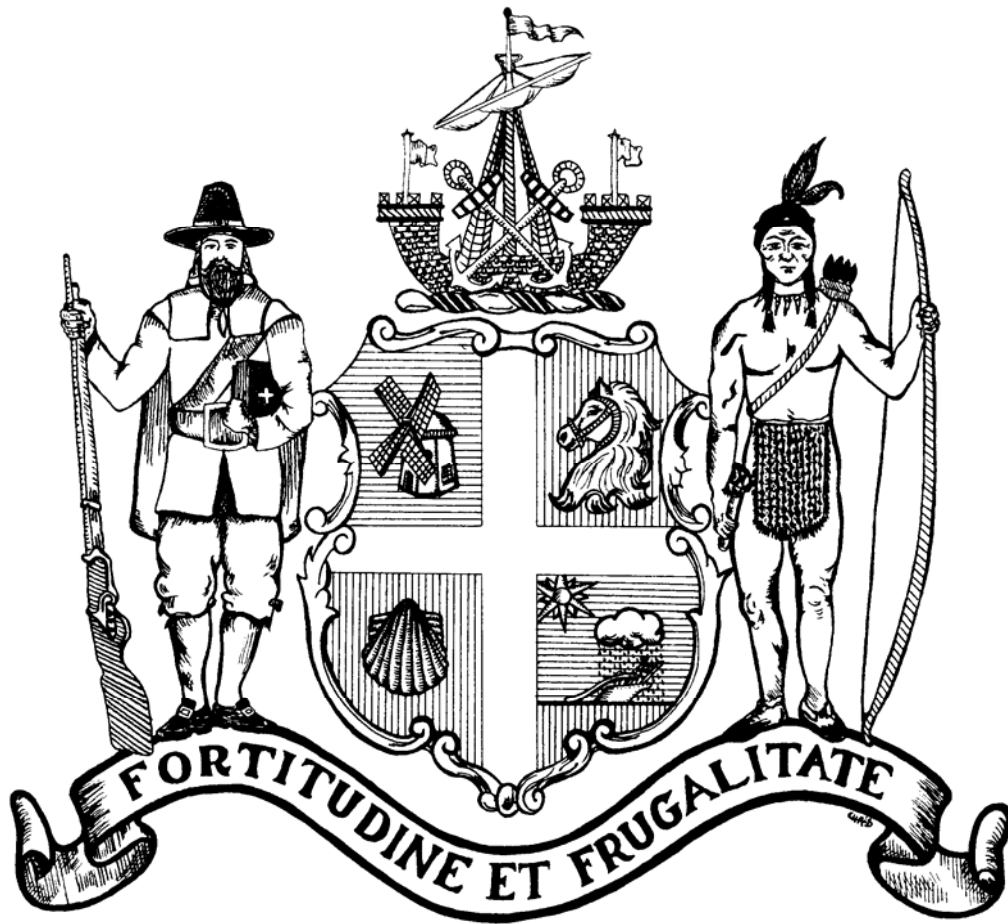


ANNUAL REPORT

July 1, 2005 – June 30, 2006

TOWN OF GREENWICH CONNECTICUT



COAT OF ARMS
OF
GREENWICH, CONNECTICUT
Adopted April 25, 1940

TOWN OF GREENWICH, CONNECTICUT

NOTICE

This annual report has been compiled and published by the Board of Estimate and Taxation in accordance with Section 7-406, General Statutes, State of Connecticut, and Section 224 of the Town of Greenwich Charter. It includes the various reports of Town Officers to the Representative Town Meeting, called for by such chapters, and also financial statements and statistics.

While the statements in this report are fairly comprehensive, further details may be found in the Annual Recommended Budget and in other office records of the comptroller and other Town departments.

Copies of the Audit Report are also filed in the office of the Connecticut State Tax Commissioner at Hartford.

The constant improvement of the Annual Report of the Town of Greenwich is earnestly desired. Corrections of errors and suggestions as to form or substance, forwarded to the Board of Estimate and Taxation, Town Hall, Greenwich, Connecticut 06830, will be very much appreciated.

ANNUAL REPORT

TOWN OF GREENWICH CONNECTICUT



**FOR THE FISCAL YEAR
JULY 1, 2005 - JUNE 30, 2006**

Published by the
Board of Estimate and Taxation

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**REPRESENTATIVE TOWN MEETING
MINUTES SUMMARY
2005-2006**

Regular Meeting – September 19,2005 – 172 present –56 absent- 2 vacancies

The following resolutions were adopted.

Appointing Donald Heller an alternate member of the Planning & Zoning Commission for a term expiring 3/31/08.

Appointing Christopher Ann Thurlow a member of the Nathaniel Witherell Board for a term expiring 3/31/08.

Approving the change of name of Wellington Street to Wellington Place.

Appointing Patricia G. Kirkpatrick an alternate member of the Planning & Zoning Board of Appeals for a term expiring 3/31/09.

Appointing R. Ellen Avellino an alternate member of the Planning & Zoning Commission for a term expiring 3/31/08.

Approving the release of easement agreement on a portion of Hooker Lane abutting 30 Hooker Lane.

Authorizing the First Selectman to execute a Memorandum of Understanding between the Town of Greenwich and the State, Department of Public Safety to accept a 2005 Freightliner M2 Pierce Contender Support and Town vehicle.

Appropriating the sum of \$68,000 from the contingency fund to be added to Account No.A135-51410 – Assessor – Professional Services.

Appropriating the sum of \$101,405 for fiscal 05-06 to carry out the terms of the agreement between the Town of Greenwich and Local 456 International Brotherhood of Teamsters.

Appropriating the sum of \$25,000 to be added to Account No. Z317-59600-24009 – Leased Railroad Fund Account – Old Greenwich/Riverside RR Station Rehabilitation.

Accepting a gift of playground equipment from the Julian Curtiss PTA.

Appointing Thomas R Baptist a member of the Inland Wetlands Agency for a term expiring 3/31/09.

Appointing Shirley E Jankowich a member of the Board of Social Services for a term expiring 3/31/08.

The following resolutions were postponed until the October meeting.

Appointing Matthew J Popp a member of the Inland Wetlands & Watercourses Agency for a term expiring 3/31/09.

Appointing Phyllis Pratt a member of the Commission on Aging for a term expiring 3/31/08.

A resolution, requested by petitioners, asking the RTM to reject the action of the Planning and Zoning Commission for Municipal Improvement for the construction of fenced area for canine recreation at Grass Island was lost.

Regular Meeting – October 24, 2005 – 154 present, 71 absent and 4 vacancies.

The following resolutions were adopted.

Approving the change of name of Hooker Lane to Stonebrook Lane.

Appointing Matthew J. Popp a member of the Inland Wetlands & Watercourses Agency for a term expiring 3/31/09.

Appointing Phyllis Pratt a member of the Commission on Aging for a term expiring 3/31/08.

Approving the Community Development Block Grant

Authorizing the Police Department to accept a gift of \$15,000 to provide funding to conduct the next two sessions of the Citizens Police Academy.

Accepting a gift in an amount equal to the actual cost, not to exceed \$275,000, from the Greenwich Point Conservancy, to do repairs to the Innis Arden Cottage (Queen Anne Building) at Greenwich Point to be added to Account No. Z345-59560-26044 –Department of Public Works.

Accepting the report of the Historic District Commission, acting as the Historic Property Study Committee, designating the property of Frank and Jessie Snyder on Round Hill Road as historic property.

Authorizing the Board of Education to accept a gift of \$39,022 for the English as a Second Language Program.

Appropriating the sum of \$166,800 to be added to Account No. Z 980-1792-59560-26092- Board of Education – North Street Boiler Project.

Amending the Town of Greenwich Charter and Code Section 2-215 – SWRPA.

Accepting a gift of land, of approximately 8,929 sq ft (approx .2 acres) for 215 Orchard Street –Van Hoesen subdivision (abutting the Pomerance Property Park).

Approving the agreement between the Board of Education and the Greenwich Education Association for a period of July 1, 2006 to June 30, 2009.

Regular Meeting – December 12, 2005 – 162 present – 64 absent and 4 vacancies.

The following resolutions were approved.

Appropriating the sum of \$352,000 to be added to Account No. A 650-1792-54950 Board of Education – Maintenance NOC.

Accepting the gift of \$9279 for additional playground equipment to be added to Account No. Z680-1792-59830 Board of Education – Cos Cob Playground.

Appointing William Galvin an alternate member of the Inland Wetlands & Watercourses Agency for a term expiring 3/31/09.

Appointing Anthony M. MacLeod a member of the Flood and Erosion Control Board for a term expiring 12/31/09.

Appointing Leonard Van Houten a member of the Flood and Erosion Control Board for a term expiring 12/31/09.

Appointing Frank Mazza, Tom Smario, Marlene Gilbert, Paul Toretta and Joseph L. Ross members of the Glenville School Building Committee.

Annual Meeting – January 23, 2006 - 177 present – 43 absent and 9 vacancies.

Town Clerk Carmella C. Budkins swore in the newly elected members.

The meeting elected Thomas J. Byrne as Moderator with the Town Clerk casting one vote.

The meeting elected Joan Caldwell as Moderator Pro Tempore with the Town Clerk casting one vote.

Appropriating the sum of \$2,700,000 to be added to Account No. Z 680-1792-59550-25110-Hamilton Avenue Reconstruction.

Regular Meeting – March 13, 2006 – 178 present – 44 absent and 7 vacancies.

Town Clerk Carmella C. Budkins swore in two new members, Gregory Roer in District 10 and Nicholas Skeadas in District 11.

The following resolutions were adopted.

Appointing Michael J. Barnaby, Robert L. Beerman, Edward D. Dadakis, Brian Forrow, Randall A. Huffman, Lloyd N Hull, Richard Landes, Edward M. Manganiello and David Melick as members of the Claims Committee.

Appointing James G. Boutelle, Robert M. Byrnes, Joan Caldwell, David W. Detjen and Richard Grieb as members of the Labor Contracts Committee for terms expiring 12/31/07.

Appointing Joshua H. Brown and M. Michael Warner as alternate members of the Labor Contract Committee for terms expiring 12/31/07.

Appointing James H. Daine a member of the Alarm Appeals Board for a term expiring 3/31/10.

Appointing Robert Fogg a member of the Alarm Appeals Board for a term expiring 3/31/09.

Appointing David G. Ormsby a member of the Nathaniel Witherell Board for a term expiring 3/31/09.

Appointing Fifi (Phyllis) Sheridan a member of the Historic District Commission for a term expiring 3/31/11.

Appointing Robert Carangelo a member of the Board of Health for a term expiring 3/31/10.

Appointing Richard Maitland a member of the Planning & Zoning Commission for a term expiring 3/31/09.

Appointing Mary H. Huyck a member of the Board of Social Services for a term expiring 3/31/09.

Appointing Arthur M. Delmhorst a member of the Planning & Zoning Board of Appeals for a term expiring 3/31/10.

Appointing Robert Byrnes a member of the South Western Regional Planning Agency (SWRPA) For a term expiring 3/31/07.

Authorizing acceptance of a gift from the Glenville PTA and Glenville Child Care for playground equipment, not to exceed \$67,000 to be added to Account No. Z680-1792-59830-26134 Board of Education –Glenville Playground and Sign.

Appropriating the sum of \$170,000 to be added to Account No. J361-59650-26122-Public Works-Force Main Reconstruction.

Appropriating the sum of \$13,000 to be added to Account No. 650-1792-54050- Board of Education-Maintenance of Buildings.

Appointing Joan Murphy an alternate member of the Historic District Commission for a term expiring 3/31/11.

Appointing Donald Heller a member of the Planning & Zoning Commission for a term expiring 3/31/07.

Appropriating the sum of \$45,000 for fiscal 05-06 to carry out the terms of the agreement between the Town of Greenwich and the laborers' International Union of North America Local 136 AFL-CIO.

Approving a sense of the meeting resolution endorsing the original stated purpose of the Bendheim Western Greenwich Civic Center exclusively as a community and civic center.

Approving a sense of the meeting resolution outlining the RTM involvement with the CIP process.

Appointing Ronald B. Dreskin a member of the Nathaniel Witherell Board for a term expiring 3/31/09,

Appointing Anne Drake a member of the Board of Social Services for a term expiring 3/31/09 was lost.

Sense of the meeting regarding the process of charter changes and for the Board of Selectmen to appoint a Commission to amend the charter was postponed indefinitely.

Regular Meeting – April 10, 2006 – 182 present – 42 absent – 5 vacancies

Town Clerk Carmella C. Budkins swore in two new members, Susan McCabe in District 4 and Corrine A Hughes in District 11.

The following resolutions were adopted.

Appointing Paul deBary a member of the board of Ethics for a term expiring March 31, 2009.

Appointing Forbes Delany a member of the Board of Health for a term expiring 3/31/10.

Appointing Louis P. Pittocco a member of the Board of Ethics for a term expiring 3/31/09.

Appointing Paul C. Settelmeyer a member of the South Western Regional Planning Agency for a term expiring 3/31/09.

Appointing Andrew Miller a member of the Nathaniel Witherell Board for a term expiring 3/31/09.

Appropriating the sum of \$77,600 to be added to Fleet Department Account No. 380-53500 and 380-53510.

Appointing Dean Goss, Robert Perri, Joseph Riccardi, Neil Ritter and Robert Tuthill members of the Condemnation Commission for terms expiring 3/31/08.

Amending Section 260 of the Town of Greenwich Charter (Payment of Assessment and Taxes).

A sense of the meeting resolution regarding the clean up at the Cos Cob Power Plant was amended by the Land Use Committee stating the First Selectman receive a commitment from the State of Connecticut for full reimbursement of the remediation of the Cos Cob Power Plant site before we spend one more dollars of our taxpayer money for the remediation of the contamination the State left behind.

A sense of the meeting resolution that tractor trailer car carriers and other commercial vehicles not serving the Town purposes at Grass Island was referred to the Land Use Committee.

Amending Sections 122,123,124,128,129,142,143,144,145,150, 217 and 238 of the Town Charter (Department of Parking Services) was lost because it did not receive an affirmative vote of a majority of the membership.

Amending Article 15 of the Town of Greenwich Charter (Town Administrator) was lost because it does not receive an affirmative vote of a majority of the membership.

Resolution amending Section 217 of the Town of Greenwich Charter (information technology) was postponed until the June meeting.

Resolution amending Article 15 Section 217 and Section 223 of the Town of Greenwich Charter (Department of Human Resources) was postponed until the June meeting.

Regular Meeting – May 8, 2006 – 187 present – 36 absent – 6 vacancies

A motion to reduce Account No. 201-200 – Fire Administration by \$50,000 was carried.

A motion to reduce Account No. 600-100 – Board of Education-Administration by \$100,000 was lost.

A motion to delete \$460,000 from Department of Public Works-Highway Streets and Bridges Account No. 312-961-27022 – Mallard Drive sidewalk was lost.

A motion to delete \$33,000,000 from Department of Public Works-Building Construction and Maintenance in Account No. 345-956-27039- Public Safety Facility was lost.

A motion to delete and correct several typos in the budget resolutions was adopted.

The budget was adopted as amended.

Regular Meeting – June 12,2006 - 189 present – 37 absent- 3 vacancies

The following resolutions were adopted.

Appointing Garrett L. Dietz a member of the Inland Wetlands and Water Courses Agency for a term expiring 3/31/08.

Appointing Davaid A. Weisbrod a member of the Planning & Zoning Board of Appeals for a term expiring 3/31/10.

Appointing Robert Coulson a member of the Planning & Zoning Board of Appeals for a term expiring 3/31/10.

Appointing Naomi Tamerin a member of the Board of Health for a term expiring 3/31/10.

Appointing Margarita Alban an alternate member of the Planning & Zoning Commission for a term expiring 3/31/08.

Appointing Claire Whelan a member of the Commission on Aging for a term expiring 3/31/09.

Approving the Neighborhood Assistance Act

Accepting a grant in the amount of \$27,500 to be added to Account No. E03861-50960 and E0386-50960 – Board of Education for the funding of education of displace Hurricane Katrina students.

Accepting a gift in the amount of \$22,500 for reimbursement for the Independence Day Fireworks Celebration.

Accepting a gift from GREATS Inc valued at \$20,000 for replacement tables and chairs for the for the Greenwich Senior Center.

Appropriating the sum of \$163,500 to be added to Account No. A321-52220 – Department of Public Works – BC&M – Electric Services.

Appropriating the sum of \$159,00 to be added to Account A321-52510- Department of Public Works-Waste Disposal Division-Waste Removal Services.

Appropriating the sum of \$375,000 to be added to various accounts in Department of Public Works- Highway Division-

Appropriating the sum of \$663,670 to be added to Board of Education Account 0680-43406- State Building Aid.

Appointing Victoria deBary a member of the Board of Social Services for a term expiring 3/31/07.

Approving the Planning & Zoning Commission action for MI-549 for internal renovations and additions to the Glenville Fire Station.

Approving the amendment in the Town of Greenwich Charter Sec. 217 (information technology).

Approving the amendments in the Town of Greenwich Charter Article 15and Sec 217 and Sec 223 (Department of Human Resources).

Approving amendments in the Town of Greenwich Charter in various sections creating the Department of Parking Services.

Approving a sense of the meeting resolution prohibiting tractor trailer car carriers and other commercial vehicles,not serving Town purposes, from offloading, storage of equipment or other property for any purpose not contemplated in the Grass Island Master Plan.

Appointing Lloyd N Hull an alternate member of the Historic District Commission for a term expiring 3/31/09.

Approving a lease between the Town of Greenwich and Cingular Wireless PCS LLS for a cell tower at the Griffith E Harris Golf Course.

Approving a motion that the Moderator appoint a task force, of no more than five members of the RTM, to consult and work with several town departments to facilitate the implementation of the recommendations of the RTM Special Committee on Retirement Benefits.

Appointment of Nancy O'Brien Caplan a member of the Board of Parks & Recreation for a term expiring 3/31/10 was postponed until the September meeting.

Appointment of Lawrence Larson an alternate member of the Planning & Zoning Board of Appeals for a term expiring 3/31/10 was postponed until the September meeting.

Appointment of Ruth Suh a member of the Commission on Aging for a term expiring 3/31/09 was postponed until the September meeting.

A resolution appointing Herbert Schectman an alternate member of the Planning & Zoning Commission for a term expiring 3/31/08 was lost.

**OFFICE OF THE FIRST SELECTMAN
AND
BOARD OF SELECTMEN**

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	7	7	7
Expenditures:			
Current	\$1,214,578	\$1,157,254	\$1,062,155
Capital	\$0	\$0	\$0
Total:	<u>\$1,214,578</u>	<u>\$1,157,254</u>	<u>\$1,062,155</u>
Revenue:	\$0	\$11,646	\$1680

OFFICE OF THE FIRST SELECTMAN

The First Selectman is the full-time Chief Executive Officer of the Town of Greenwich and is an ex-officio member of all boards, commissions, and committees and a voting member of the Flood and Erosion Control Board. As the Chief Executive, the First Selectman directs the following departments: Community Development, Consumer Affairs, Fire, Fleet, Human Resources, Information Technology, Labor Relations, Law, Parking Services, Parks and Recreation, Police, Public Works, Purchasing and Administrative Services, and the Town Administrator. Also associated with the Office of the First Selectman are agencies such as the Affirmative Action Committee, Commission on Aging, and Historic District Commission. Section 7-47(a) of the Connecticut General Statutes designates the First Selectman as the collective bargaining representative of the municipality (except for teachers' salaries).

The First Selectman appoints the Conservation Commission, the Sealer of Weights and Measures (Consumer Affairs Coordinator), the Director of Community Development and one member of the Flood and Erosion Control Board. The Board of Selectmen, on the recommendation of the First Selectman, made the following appointments: Sanford Anderson Fire Chief, Allen Corry Director of Parking Services, and Lloyd Hubbs Commissioner of Public Works.

The major areas on which the First Selectman focused during the past year were:

1. Keeping the overall increase in the property tax rate to 3.5%, of which approximately 1% improves the Town's ability to repair and maintain schools, public buildings, roads, and other infrastructure.
2. Funding construction of the new Police headquarters with parking structure.
3. Revising and extending the ten-year Capital Improvements Plan.
4. Negotiating new labor contracts, including substitution of a defined contribution retirement plan for new hires in place of the existing defined benefit plan.
5. Containing the cost of health care for employees and retirees.
6. Reducing gradually Town (non-schools) staffing levels.
7. Increasing funds to bring paving up to Town standards.
8. Increasing funds for Safe Routes to Schools.
9. Increasing natural and terrorist disaster preparedness.
10. Upgrading playing fields.
11. Nominating highly qualified members to the Town's boards and commissions.
12. Enforcing the nuisance ordinance.

BOARD OF SELECTMEN

The Board of Selectmen is the focal point of Greenwich Town government. Along with its many responsibilities and duties, constituent contact with the public is an extremely important function of the day-to-day business of this office. Members are:

James A. Lash, First Selectman and Chairman of the Board of Selectmen
Peter Crumbine, Selectman
Penny Monahan, Selectman

The Board of Selectmen generally meets in public session once a month unless special circumstances dictate otherwise. Minutes of such meetings always are taken. The First Selectman designates one of the other Selectmen to act in his place and stead during his absence.

The Board of Selectmen dealt with many issues during the year including:

1. Airport noise
2. Appointments and nominations to Boards and Commissions
3. Fees
4. Leases
5. Litigation and settlements
6. Parking and traffic matters
7. Tax District proposals
8. Town water supply
9. Westchester County cooperation

CONCLUSION

The First Selectman, in addition to his regular Town government responsibilities and duties, supports and assists a variety of community interests, activities and organizations through proclamations, statements, appearances and participation, continuing a long-established tradition of commitment by all First Selectmen.

The Board of Selectmen continues to be gratified by the dedication and devotion to duty of the many fine employees of the Town of Greenwich. In addition, the Board expresses its genuine appreciation to the citizens of Greenwich who so willingly give of their time to serve on Town Boards, Commissions, Agencies and Special Committees in order to advance and improve our community.

James A. Lash
First Selectman

CONSUMER AFFAIRS COORDINATOR

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	0	0	0
Expenditures:			
Current	\$0	\$0	\$0
Capital	\$0	\$0	\$0
Total:	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Revenue:	\$0	\$0	\$0

The Town of Greenwich Consumer Affairs Coordinator (Sealer of Weights and Measures) is appointed by the First Selectman for an indefinite term (General Statutes of Connecticut: Sec. 43-6). The Coordinator is responsible for all weights and measures matters including enforcement of all regulations, federal and state statutes, new legislation and interpreting and informing Town of Greenwich industries and merchants of these laws.

The primary function of the Consumer Affairs Coordinator is to ensure the interest of all who buy and sell and to protect those who are unable to protect themselves. The consumer today is more conscious than ever of the high cost of living.

The duty of the Consumer Affairs Coordinator is to inspect, test and seal weighing devices within the Town of Greenwich, such as store scales, gas-dispensing pump meters, taxi meters, etc. Additional duties and responsibilities include handling all affairs dealing with consumer complaints or inquiries. In this capacity the Consumer Affairs Coordinator is recognized as the representative of the State in this area in matters dealing with consumer protection.

Duties include coordination with the State Department of Consumer Protection and Department of Fraud, Food and Drug, Banking, Housing, etc. The Consumer Affairs Coordinator must make careful and accurate decisions between honest errors and frauds, assume full responsibility for actions taken on violations, and use authority with discretion in order to secure full cooperation of owners and managers.

The Department is not equipped at this time to test oil truck meters, but this work is done by the state, which supplies the Town with a test truck and inspector. The local Coordinator joins the State Inspector in testing the meters on all fuel trucks.

The following is a summary of activity from July 1, 2005– June 30, 2006

Small Capacity Scales (capacity up to 400 pounds)

334 Inspected and tested
18 Condemned for repair

Gasoline Pump Meters

460 Inspected and tested
26 Condemned for repair

Taxi Meters

56 Inspected and tested
 4 Condemned for repair

Pre-Packaged Items

12,844 Accepted
 88 Rejected

In addition, the Consumer Affairs Coordinator is responsible for issuing vendor permits for special events such as the St. Patrick's Day Parade and the Fourth of July Fireworks Display. As of June 30th, twenty-five (25) such permits were issued for the year and seven (7) were issued for St. Patrick's Day.

Anthony F. Belmont
 Consumer Affairs Coordinator

BOARD OF ETHICS

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	N/A	N/A	N/A
Expenditures:			
Current	N/A	N/A	N/A
Capital	N/A	N/A	N/A
Total:	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Revenue:	N/A	N/A	N/A

The Board met twice during the year, on August 24, 1998 and May 13, 1999; changed from scheduled dates of August 3, 1998 and May 10, 1999 respectively. The meetings scheduled for November 2, 1998 and February 1, 1999 were cancelled.

The Board of Ethics consists of five members nominated by the Board of Selectmen and elected by the RTM. The Board's responsibilities encompass three main functions:

- 1) soliciting, reviewing and evaluating annual statements from Town Officers of any business they, their families or their affiliates conducted with the Town;
- 2) hearing and adjudicating complaints of violations of the Code; and,
- 3) rendering confidential advisory opinions to Town Officers who seek advice on the application of the Code to specific transactions.

Annual Disclosure Statements

The Town Clerk received 15 disclosure statements, all of which were in order as submitted.

Complaints of Violation of the Code

None. There are no outstanding complaints.

Requests for Advisory Opinions

None.

There are no outstanding requests for Advisory Opinions.

Other

The Board heard from an RTM member a proposal for changes in the Code. The Board has a number of problems with the proposals and so expressed them to the RTM member.

The Board welcomes the opportunity to brief Town Officers on the Code. Town Officers with specific or general questions need only contact the Chairman to arrange a meeting.

Victor R. Coudert, Jr.
Chairman, Board of Ethics

PURCHASING DEPARTMENT

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	7	7	7
Expenditures:			
Current	\$811,872.83	\$796,626.74	\$756,729.17
Capital	\$147,556.89	\$103,000.00	\$125,800.00
Total:	<u>\$959,429.72</u>	<u>\$899,626.74</u>	<u>\$882,529.17</u>
Revenue:	\$6,459.13	\$5,338.44	\$15,562.40

The mission of the Purchasing Department is to provide centralized procurement services for all equipment, materials, services and designated construction projects in a timely manner providing optimal value for each dollar of expenditure. Associated with the above mission is the provision of contract development services to user departments. An equally important Purchasing Department mission is to provide timely, cost effective telecommunications support and services to all Town departments.

For Fiscal Year 05-06, the volume of work related to procurement process requirements remained stable. Requests For Bid, Proposal and Quotation numbered 132 compared to 134 for the prior fiscal year. The number of contracts and service agreements developed, forty-nine, was equal to the prior year. In addition twenty-seven commodity awards were established for the use of departments. Related to contracts, Purchasing issued and followed up on 107 letters requiring re-documentation of insurance coverage where a particular policy term was about to lapse. Purchasing tracks all insurance coverage terms for contracts it develops and maintains current documentation for 100 percent of contracts.

A small sampling of the Requests For Bid/Proposal processes managed this fiscal year included the Department of Public Work's pavement condition assessment project, the Fire Department's retraining classes for trench rescue, the ¾ ton pick-up crew cab also for the Fire Department, various motor vehicles and trucks for departments, long term care pharmacy services for the Nathaniel Witherell, and roof replacement for the Queen Anne Building. One of the more unusual Requests For Proposal was the Canadian Geese site version program.

During this fiscal year, three separate bidding processes were held which related to the public safety building project. They were the demolition of structures at 180 Mason Street, the public safety complex utility relocation and the demolition of the Police Administration Building. These Requests For Bid led the way for the next two bidding processes, mass excavation and construction of the public safety complex, to be held during the first quarter of the next fiscal year, 2006-2007.

In the third quarter of this fiscal year, a two step process was held for the selection of the concessionaire(s) at Greenwich Point and Island Beach. The first step, the Request For Qualifications, was held for potential bidders, with two potential bidders prequalified for Island Beach and four prequalified for Greenwich Point. The second step, the Request For Bid, then followed with John Bartlik bidding the highest for both concessions and, therefore, being awarded the running of Greenwich Point and Island Beach concessions for a base term of two years with three (3) one year options for renewal for each.

The overall issue where the procurement of petroleum based fuels was concerned continued to be escalating prices. With market conditions being very difficult for obtaining reasonable pricing for petroleum based products such as gasoline, diesel fuel, heating oil and natural gas, the Town's pricing trended upward reflecting what was happening in the NYMEX market.

At the recommendation of the Town's energy consultant, Purchasing had entered into a trial period of one year, where pricing was set quarterly for the various petroleum based fuels, to hopefully achieve a better overall price using cost averaging. Unfortunately the experiment in cost averaging was not successful due to the petroleum products markets' continuing rise over the course of the fiscal year. At fiscal year end it was determined that Purchasing would revert back to setting pricing once per year for the fuels.

During Fiscal year 2005-2006, Purchasing worked on the development of outcome based budgeting and was close to finalizing the service delivery plans and program outcome measures when there was a hold put on the project. Town departments have recently been notified that outcome based budgeting in its current format is not going to move forward.

In this fiscal year, Purchasing and all other departments continued to use the Bid Request/Bid Tracking software to electronically submit and track all requisitions for goods, services and projects. Another example of Purchasing's electronic files that are readily accessible to departments is the listing of commodity awards and service agreements that are posted to the Town's local area network.

The area of telecommunications' related support and project management services was very active. The E911 automatic location indication software (ALI) system installation was completed successfully in the first quarter of 2005-2006. This software provides exact location information to the E911 public safety answering point for Town Hall, Greenwich Library, The Nathaniel Witherell SNF and the Police/Fire/Senior Center facilities. The Town of Greenwich is one of the first municipalities to have this E911 ALI software successfully implemented.

Two of the telecommunications projects which were completed this fiscal year related to the public safety complex project. The first related to the move of the Fire Chief and Administration staff from Central Fire over to the newly leased Holly Hill location. Relocated Fire staff were able to keep their existing extension numbers through the use of an extender off the telephone switch at the Fire/Police building. This project required much coordination and trouble shooting in order for the connection to be operational. The second project, associated with police staff who relocated from the Police Administration to the second and third floors of the Havemeyer Building, required the identification and moving of all associated telephone lines for staff which was a major undertaking.

At fiscal year end, one of the projects that was in process was the migration of the telephone switch at Town Hall to a server based processor. With this migration, Town Hall's switch will have better reliability than ever before with duplicate processors providing survivability in the case of a disaster or network outage. The budget for the migration of the telephone switch systems to server based processors at Greenwich Library and the Nathaniel Witherell SNF will be proposed for fiscal year 2007-2008.

Another telecommunications project was the upgrading of existing Octel voice mail systems with duplicate hard drives at Town Hall, Police/Fire and Greenwich library facilities for the purposes of providing additional hard drive capacity and redundancy.

In summary, fiscal year 2005-2006 continued the trend of a high level of activity in the purchasing, contract development and telecommunications areas. Purchasing's productivity remains high with staffing levels being stable.

Joan T. Sullivan
Director of Purchasing
and Administrative Services

ADMINISTRATIVE SERVICES CENTER

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	6	6	6
Expenditures:			
Current	\$647,287	\$613,064.58	\$598,123.19
Capital	\$0	\$0	\$0
Total:	<u>\$647,287</u>	<u>\$613,064.58</u>	<u>\$598,123.19</u>
Revenue:	\$0	\$0	\$0

Administrative Services Center's mission is to provide support services to user Town departments in a timely and cost effective way. This division provides all centralized office services used by Town Departments including Reproduction Center services, microfilming, mail processing, word processing and central reception under the supervision of the Director of Purchasing and Administrative Services.

Reproduction Center

This area provides reproduction services for all Town departments including the Greenwich Library and the Board of Education. The Greenwich Library eliminated their print shop and has taken advantage of the Reproduction Center here at Town Hall. Book finishing is done using a Velobind system or a tape bind, an on-line function of the Xerox Docutech 6115. Production of pads, booklets and other paper finishing is done here. An upgraded color copier with its digital front end provides additional functionality for the Reproduction Center and the versatility has increased the percentage of duplicating work that can now be done in-house.

The monthly volume has remained approximately 300,000 copies per month. The color copier monthly volume has increased to 7,500 copies per month.

A wide variety of printing jobs are done in the Reproduction Center. These include, but are not limited to, Assessor Field Cards and Grand List, manuals, Town and departmental Annual Reports, flyers and pamphlets, job postings, Town-wide mass mailings, meeting minutes and agendas, event calendars, the Savvy Senior, the telephone directory, the Town's budget, its Charter and Voter lists.

The goal of the Reproduction Center is to try to produce as many projects in-house as possible. Some projects can be done more cost effectively on the outside and the user departments are informed of this fact. This is especially true for high volume color copies. These jobs are more cost effectively done on an offset printing press.

This year the front end (computer, software and scanner) has been upgraded. The new computer and software have increased the operator's ability to accept a wider variety of software applications and manipulate the data to create the best copy quality possible. The new scanner has the ability to scan in color as well as black and white.

Mail Handling

Mail handling includes the following: the metering and posting of mail, pick-up and delivery between the Post Office and Town Hall, and the sorting and distribution of outside and inter-office mail throughout the Town Hall. The Mail Clerk processes special bulk mailings, (i.e., Town-wide mailings, Savvy Senior newsletter, beach applications and cards, voter registration forms, reassessment information, parking permits, alarm bills,

etc.), express mail, and UPS as well as standard U.S. mail. A combination of these mail services is utilized to meet the needs of individual departments in the most cost effective manner. Administrative Services has continued its efforts to save money for the Town by utilizing the special bulk mail rate and bar coding whenever possible. The volume is an average of 26,270 pieces of mail processed on a monthly basis.

The mail machine has been upgraded to a digital meter as mandated by the U.S. Post Office. The new equipment allows us to reload the postal meter by modem, and process certified mail remotely. It also provides additional features to enhance our ability to post mail correctly and at a cost savings.

Microfilming

Microfilming is a service utilized by many departments to be able to meet State of Connecticut record-keeping requirements. Administrative Services updated to a digital reader-printer which produces a much better quality image than its predecessor.

Administrative Services continues to look into optical scanning to replace the current outdated microfilm camera. The Technology Committee hired a consultant to review the document management system requirements of a number of Town departments and a report was received. The Technology Committee will decide how to proceed. In the meantime, Administrative Services has acquired two planetary microfilm cameras to help deal with the backlog of microfilming work for Accounts Payable and Treasury.

Desktop Publishing and Website Management

Administrative Services continues to provide cost effective office services and additional assistance with special projects to aid departments in meeting their growing and changing needs.

In the area of the internet, the Administrative Services Supervisor electronically updates the Town calendar as well as the information provided on Channel 79, the Town's public television station.

Central Reception

The Receptionist provides a central answering service for all incoming calls, access control over the secure exits to Town Hall and paging of Administrative Services and building maintenance staff as required. Several times during each day people request and receive a wide variety of information from the Receptionist. Additional services provided include managing the Town's car loaner pool and conference room booking activities for Town Hall. This fiscal year the Receptionist received requests and booked conference rooms electronically for meetings.

In summary, Administrative Services strives to constantly upgrade its skill set to reflect that which is required by the new technology in the Town of Greenwich.

Michele Hackett
Administrative Services Supervisor

HUMAN RESOURCES

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	11	11	11*
Expenditures:			
Current	\$0	\$1,634,547	\$1,532,883
Capital	\$0	\$0	\$0
Total:	<u>\$1,607,779</u>	<u>\$1,634,547</u>	<u>\$1,532,883</u>
Revenue:	\$0	\$0	\$0

Note: * HR headcount reflects 1 administrative position transfer from First Selectman (AA/EEO Officer).

Mission Statement

The Department of Human Resources works as a team to provide effective service and vital information to employees, retirees and the public with dignity and respect in a fair and equitable manner. Serving as a central resource, our goal is to foster an environment for employees to succeed, develop, and enhance their careers with equal opportunity for all.

Goals Statement

Reporting to the First Selectman, the Human Resources Department provides quality services to attract, develop, motivate, manage and retain a diverse and effective workforce within a supportive work environment. This is done with an emphasis on customer service based on consultation and communication with the Town of Greenwich departments, appointing authorities and volunteer boards. The department's key goals and objectives are: recruitment, selection and hiring; managing employee performance, training and development; managing employee benefits; establishing a supportive and diverse work environment; and providing quality customer service.

Specific Ongoing Activities in Support of Department Goals

- Provide leadership and direction to all Town departments in the planning, development, coordination and execution of human resource policies, practices and procedures.
- Ongoing maintenance and administration of the Town's compensation plans to provide the Town with the ability to attract, retain and motivate competent personnel by remaining competitive, complying with contractual agreements and providing career opportunity.
- Manage and administer all employee and retiree healthcare benefit programs seeking to balance cost effectiveness with the needs of Town employees, retirees and their families.
- Monitor budgets for active and retiree healthcare costs preparing monthly reports.
- Administer recruitment and facilitate selection processes through pre employment and employment testing and collaboration with the appointing authorities.
- Administer the appointment process for new or promoted employees, implementing payroll authorizations and changes to the MUNIS system and providing employee orientation regarding job expectations, rules, regulations and benefits.
- Administer, maintain and develop the Town classification system, auditing and modifying for purposes of re-classification, re-allocation, developing career paths and establishing new positions
- Assess training and development needs and develop and administer training and professional development opportunities to inform, improve and motivate the workforce.
- Provide counsel and advice to all departments in the areas of employee behavior and performance problems, performance management, staffing issues and reorganization issues.

- Provide labor contract administration and interpretation to all departments and employees, responding to inquiries as needed.
- Administer the employee assistance program for all Town employees and their dependents.
- Administer employee relations services for all Town employees.
- Administer employee affirmative action and equal employment opportunity processes providing a proactive avenue for improving Town diversity efforts and a voice for employee concerns in these areas.
- Assist the appointing authorities with the annual review and submission of tables of organization for the annual budget process.
- Administer the Town's unemployment compensation program.
- Administer the Town's Employee recognition program.
- Administer the Town's Department of Transportation Drug and Alcohol Testing Program for town employees who hold commercial drivers license and perform safety sensitive work.
- Manage and maintain, in accordance with all state and federal regulations, all employee personnel records and files.

Projects 05-06

Conducted workplace diversity awareness workshops for Town employees.

Provided mid-level manager training and supervisors training for nominated Town employees.

Provided a series of executive workshops in problem solving, strategy, leadership, emotional intelligence and team building.

Participated in the RFP process for Town Healthcare vendors.

Prepared and issued key policy revisions for short-term absences such as funeral leave and jury duty, established new policies for Retirement Health Care for Town and Board of Education employees, MC 401k match policy, Appeal procedure for non-represented employees, and revised policies regarding death of an Employee and employment relocation.

Completed New Hire Orientation presentation that includes CD audio-visual presentation along with orientation folder and information inserts.

Conducted a job analysis on clerical administrative titles resulting in a consolidation of titles with a promotional career path.

Prepared and established new positions for Director of School Safety, Special Projects Manager, Deputy and Nursing Director at NW and Social Services Team Administrator. Amended job descriptions for Social Service Provider level 1, 2 and 3; Administrative Assistant; Administrative Staff Assistant level 1 and 2; Accounting Clerk; Building Inspector, Park Gardner and Traffic Operations. Conducted salary research and adjusted pay grade for Occupational and Physical Therapist.

Pre-employment Activities

Established and posted 53 positions for hire and 52 positions for transfer and 2 positions for upgrade.

Coordinated and facilitated some very visible, difficult and multi-phased recruitment processes such as Police Lieutenant, Deputy Fire Chief, Fire Prevention Inspector, Social Services Team Administrator, Public Safety Dispatch Telecommunicator, Executive Director Nathaniel Witherell, Commissioner of Public Works and Commissioner of Social Services.

Received and coordinated approximately 1,585 resumes or letters of interest/applications from candidates.

Administered pre-employment or promotional exams to approximately 831 individuals.

Promulgated 57 eligible lists containing 375 individual candidates eligible for appointment to full time positions.

Coordinated background investigations and pre-employment medical exams on all potential hires.

Facilitated the hiring of all seasonal staff.

Employment Activities

Appointment processing and orientation of all new Town employees, informing them of workplace rules and policies, advising and enrolling them in healthcare benefits and ensuring that accurate data concerning each employee and their respective salary and benefits is recorded in the Town's information system.

Administering the DOT random drug and alcohol testing program for employees possessing a commercial drivers license and employees assigned to the marine crew.
Conducted mandatory training sessions for supervisors of CDL drivers as well as for the CDL driver reviewing and explaining the policy and procedures with regard to CDL drug and alcohol testing.
Revised the Town of Greenwich policy for implementing the Federal Highway Administration Regulations on Drug Use and Alcohol Abuse as it refers to holders of CKL licenses who perform safety sensitive work.
Oversight and coordination of all FMLA requests.
Review and identification of titles for broad banding to streamline testing process and creation of career promotion opportunities for employees.
Ongoing revision of the Town's orientation process for all new employees.
Evaluated existing products on market regarding applicant tracking, test management and web (online) applicant self-service software. Software provider chosen and implementation of the applicant tracking and test management software to occur during 06-07.
Participated in a committee to review and finalize the medical examination process for career and volunteer firefighters.

Healthcare Administration Activities

Administered healthcare benefits including medical, dental, prescription, life insurance, long-term disability, flexible spending (FSA), Deduct-a Ride and COBRA plans for 2300 Town and BOE active employees and employees on FMLA.
Continued to respond to enrollment issues, changes, and termination and claim problems, negotiating resolutions with healthcare vendors and educating employees.
Administered all healthcare benefits for 700 retired employees.
Provided coordination and administration of open enrollment sessions for all active and retired employees for annual elections of health insurance on 7/1/05 and FSA and Deduct-a-ride on 1/1/06.
Planned and coordinated the third annual employee health fair in conjunction with the Health Department. Over 250 employees attended and obtained information on the prevention of many illnesses and chronic health problems.
Planned and coordinated a free flu clinic for all Town and BOE employees with Anthem or Healthnet.
Provided an I-benefit statement to all employees summarizing the town and employee costs for prescription drugs.
Provided updated HIPAA and Medicare D Creditable Coverage letters to all employees and retirees.
Provided assistance and healthcare information for collective bargaining negotiations with Teamsters, LIUNA, GEA and GOSA.
Audited all dental plans to confirm eligibility.
Received training for Medicare D subsidies and worked with CMS to apply and receive subsidy payments.
Reviewed and processed all healthcare provider fees.
Continued to modify healthcare budget reports for presentation to the BET each month.
Collaborated with Purchasing to prepare and review the RFP for medical and dental insurance vendors.

Employee Assistance Activities

Provided client evaluations for over 475 individuals, employees or members of employee's family, referred to EAP.
Conducted 50 Life Skills sessions with groups of employees focusing on time and stress management, anger management and coping skills.
Established a Critical Incidence Stress Debriefing Team.
Provided ongoing support and facilitation of recovery groups for men and women.
Provide ongoing liaison with treatment centers and hospitals to maintain the Town's referral protocol for needed treatment facilities and private practitioners.
Conducted annual DOT mandated training for supervisors and employees.
Ongoing efforts to ensure that all employees are aware of the EAP services.

AA/EEO Activities

Participate in recruitment efforts with the Town departments to identify qualified minority candidates through organizational outreach and job fairs.

Mentor programs such as “Today’s Students Tomorrow’s Teachers” to increase diversity in the candidate pools for the future;

Participate in joint efforts to increase minority recruitment for Police Officer positions.

Respond to discrimination complaints alleging harassment or hostile work environment through the conduct of confidential investigations and mediation.

Conduct training on understanding and identifying harassing or discriminatory behavior in the work place.

Coordinate the Diversity in the Workplace training initiative.

Prepare annual EEO reports for the Town.

Maureen Kast
Director of Human Resources

GREENWICH PROBATE COURT

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	N/A	N/A	N/A
Expenditures:			
Current	N/A	N/A	N/A
Capital	N/A	N/A	N/A
Total:	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Revenue:	N/A	N/A	N/A

The Greenwich Probate Court was constituted by the General Assembly on July 4, 1853 and has served the people of Greenwich since that time. Probate judges are elected by the voters of the Town for a four-year term. Our District covers only the Town of Greenwich. Judges serve four-year terms. Judges may appoint one or more clerks or other employees to assist in the operation of the Court; their salaries are paid by the judge. Pursuant to §45a-8 of the Connecticut General Statutes, each town is required to provide a fire-resistant safe or vault for the storage of Court documents, office space, supplies for the Court and microfilming of Court records.

The jurisdiction of the Probate Court is established by the State Legislature. Major areas of Court jurisdiction include:

- Probating wills and the administration of estates
- Overseeing testamentary and living trusts
- Determining title to real and personal property
- Construing the meaning of wills and trusts
- Appointing guardians for the mentally retarded
- Appointing conservators of the person and the estate of incapable individuals
- Committing those suffering from mental illness, alcoholism, or drug addiction to an appropriate facility
- Removing unfit parents as guardians of their children
- Terminating the parental rights of parents who cannot fulfill their parental responsibilities
- Granting adoptions
- Granting name changes

And other matters, many of which are extremely delicate and complex and some of which are confidential. By way of example, when one of our resident's dies the Probate Court oversees the division of his or her property among those legally entitled to such property. The division of his or her property will be carried out according to the person's wishes if the decedent has executed a will. If there is no will, the property will be divided according to certain laws known as the laws of intestacy. In addition to overseeing the distribution of the estate, the Court will ensure that any debts of the decedent, funeral expenses, and taxes are paid prior to the remaining assets of the estate being distributed. In the course of which proceedings, will contests and objections are not unknown.

There are 123 Probate Districts in the State of Connecticut. Each district functions with a single court, independent of the integrated State court system. Consequently, each court has developed its own unique characteristics. However, since the creation of the office of Probate Court Administrator in 1967, the publication of the Probate Practice Book, and the promulgation of the Rules for Practice and Procedure in the Probate Court by the State Supreme Court, more uniformity has been established. At the same time, this Court has retained a close informal relationship with our community. It is truly a "family court" as it deals with matters directly effecting the family and is easily accessible to all members of the public.

All records of the Probate Court are put on microfilm and maintained in our vault and frequently used by the title searches, genealogists and various historical societies. The Court is current with respect to microfilming decedent's estates and trust estates. Funds to complete required microfilming are being provided by the Town pursuant to its obligations under Section §45a-8 C.G.S. The files are filmed and put in compact books, and then the original files are sent to archives and stored

Importantly, the court seeks to serve our citizens and to insure the efficient, speedy and economical handling of all personal and family matters within its jurisdiction; to provide the people of Greenwich a forum to petition for a fair, equitable and compassionate arbiter.

David W. Hopper Probate Judge
District of Greenwich

**FINANCE
&
BOARD OF ESTIMATE AND TAXATION**

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	23	32	32
Expenditures:			
Current	\$1,778,173	\$1,802,443	\$1,773,303
Capital	\$0	\$0	\$0
Total:	<u>\$1,778,713</u>	<u>\$1,802,443</u>	<u>\$1,773,303</u>
Revenue:	\$0	\$0	\$0

Organization:

The board consists of twelve members, six Republicans and six Democrats, who are elected to serve two-year terms beginning January first in even years. For fiscal year 2005-2006, there were three bi-partisan standing committees, Audit, Budget, and Human Resources, with four members each. Legal Services (Law Committee) and Investment Advisory Services are two-person committees (one from each party). They function without chairmen and are responsible for the areas of government indicated by their titles. Bipartisan liaisons to Town departments or program areas assist in information gathering and evaluation for the benefit of the Budget Committee and full board. Ad hoc committees are created when needed for projects within the board, and representatives from the BET are recommended to the selectmen for Town ad hoc committees.

Duties:

The board is responsible for the proper administration of the financial affairs of the Town: accounting and control, treasury, tax assessment and collection. The most visible responsibility is the development, approval, and monitoring of the Annual Budget of the Town and setting the Town tax mill rates. The board also acts on requests for additional appropriations, transfers, and allotments made during the fiscal year. The board is responsible for the investment of Town funds, including the General Fund, Sewer Funds, Parking Fund, OPEB (Other Post-Employment Benefits) Fund, Risk Management/Internal Service Fund, Capital and Non-Recurring Expense Fund, School Lunch Fund, and Golf Course Revolving Fund. It is also responsible for risk management and internal audit. The board annually selects the external auditors to examine the financial records of the Town and approves the Comprehensive Annual Financial Report and Component Unit Financial Report for the retirement systems. The Annual Report of the Town is also under the purview of the board. In addition, the board conducts public hearings on sewer construction appropriation requests and determines the benefit assessment or tax to be levied against the properties located within the sewer district involved and the level of participation by general taxpayers when appropriate.

Meetings:

There were eleven (11) regular monthly meetings, two (2) special meetings, one organizational meeting, one budget meeting, two (2) public hearings: one on the 2006-2007 Budget Committee budget recommended to the full BET and one on the adoption of the Community Development Block Grant application for 2006.

Highlights of BET actions during the fiscal July 1, 2005, to June 30, 2006.

July 2005:

7/18/05 Regular Meeting

There were no routine or regular applications to be considered for the July BET meeting.

Chairman Tesei reported that he will be meeting July 19th with the First Selectman and the Moderator of the RTM to discuss the appointment of one of two citizen representatives to the Retirement Board. Mr. Pagliaro (current Chairman to the Retirement Board) has indicated a desire to be reappointed. Mr. Pagliaro and at least one other candidate will be interviewed for appointment to the Retirement Board.

September 2005:

9/12/05 Regular Meeting and Public Hearing

A public hearing on the Community Development Block Grant for 2006 was held. In addition, the board voted to accept and use \$938,718 from the Community Development Block Grant.

The board voted to appropriate \$68,000 for auditing services for personal property of business located in Greenwich for the Town Assessor.

The board granted approval to use \$500 for a Board of Education Grant for miscellaneous services.

The board granted approval to use \$2,000 for a Board of Education Grant for Cos Cob and North Mianus Schools.

The board voted to appropriate \$25,000 for Old Greenwich/Riverside Railroad rehabilitation.

The board granted approval to use \$58,253.68 for a Health Department Public Act Funds Grant.

The board granted approval to use \$32,662 for a Health Department Bioterrorism/Emergency Preparedness Planning Grant.

The board granted approval to use and appropriate \$40,883 from the Reserve for Restricted Receipts account for Shellfish Permits.

Chairman Tesei reported that he, the First Selectman and the RTM Moderator interviewed two candidates for one of two positions on the Retirement Board. The current Chairman, Michael Pagliaro, was reappointed for a four-year term. The vote was 2-1, with the RTM Moderator voting against the reappointment because he felt the appointment should go to someone with greater investment expertise.

Chairman Tesei reported that he received a letter dated August 18, 2005 from the Government Finance Officers Association notifying him that the CAFR for the fiscal year ending June 30, 2004 qualifies for a Certificate of Achievement in Financial Reporting Award. This Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting.

09/21/05 Special Meeting

The board voted 11-0-0 to approve the 2006-07 Budget Guidelines as amended.

October 2005

10/17/05 Regular Meeting

The board granted approval to use \$9,838 for the Health Department HERR Grant.

The board granted approval to use \$15,000 for a gift to the Police Department.

The board granted approval to use \$39,022 for a Board of Education Grant

The board granted approval to use and appropriate \$275,000 for a gift from the Greenwich Point Conservancy. It was stipulated that the gift go towards the replacement of the roof on the Queen Anne Building located at Greenwich Point.

The board voted to appropriate \$166,800 for the North Street School Boiler Project from the Capital & Non-Recurring Fund.

The Investment Committee presented a resolution that the Treasurer allocate 20% of the equity portion of the Other Post Employment Benefits (OPEB) Fund into the Vanguard Total International Stock Index Fund, at the rate of \$500,000 per month, and maintained at the 20% level thereafter. The board voted 10-0-0 to approve the resolution.

November 2005

11/12/05 Regular Meeting

The board voted to appropriate \$65,000 for the settlement of the claim Vincent Ambrose v. TOG from the Risk Fund.

The board voted to appropriate \$352,000 for emergency maintenance from storm damage at the Old Greenwich School.

The board granted approval to use \$9,279 for a gift for Cos Cob School Playground Equipment.

The board voted 10-0-0 to appoint Chairman Tesei to serve on the Glenville School Building Committee.

The board voted 10-0-0 to approve the Finance Department, Assessor and tax Collector budgets and operational plans.

December 2005:

12/19/05 Regular Meeting

The board voted to release \$1,202,831 of budgeted funds to Health – GEMS, which had been conditioned for release.

The board granted approval to use \$5,000 for a grant for the Board of Education's Julian Curtiss School.

The board granted approval to use \$500 for a grant for the Board of Education's North Mianus School.

The board granted approval to use \$38,100 for the Police Department from the Federal Highway Safety Program Grant.

The board granted approval to use \$10,275 for the Police Department from the Federal Highway Safety Program Grant.

The board granted approval to use \$4,598 for the Police Department from the Federal Asset Forfeiture account for Patrol Ballistic Shields.

The board granted approval to use \$6,164 the Police Department from the Federal Asset Forfeiture account for Motorcycle Radio Helmets.

The board voted to appropriate \$2,700,000 for the Hamilton Avenue School Reconstruction Capital Project from the Capital Non-Recurring Fund.

January 2006

01/03/06 Organizational Meeting

Chairman Tesei received Mr. Himes' and Ms. Tarkington's letters of resignation from the Housing Authority of the Town of Greenwich and from the Nathaniel Witherell Board of Directors, respectively, thereby meeting all requirements to serve on the Board of Estimate and Taxation.

New members to the BET were administered the oath of Office by Carmella Budkins, Town Clerk.

The board voted 11-0-0 to elect Peter Tesei as Chairman of the Board of Estimate and Taxation.

The board voted 11-0-0 to elect Robert Stone as Vice Chairman of the Board of Estimate and Taxation.

The board voted 11-0-0 to elect Alma Rutgers as Clerk of the Board of Estimate and Taxation.

The board voted 11-0-0 to appoint John "Ted" Gwartney as Assessor, effective January 3, 2006 to January 2008.

The board voted 11-0-0 to appoint Peter Mynarski as Comptroller, effective January 3, 2006 to January 2008.

The Law Department gave a presentation to the BET members on the Freedom of Information Act.

01/03/06 Special Meeting

The board met to consider a resolution concerning insurance coverage of those using town marinas, continued from a discussion held at the December 19th meeting of the BET. The resolution was originally voted on by the Audit Committee to bring to the BET, after review by the Risk Manager and Internal Auditor. The concern was the Town not requiring boat owners and renters of the Town's marine facilities to have proper insurance. The board voted 11-0-0 to approve a resolution requiring boat owners using Town marinas to maintain adequate insurance coverage as detailed in the resolution.

1/18/06 Regular Meeting

The board voted to appropriate \$18,000 for the settlement of claims – Cruz v. Eldering and TOG to be paid from the Risk Fund.

The board voted to appropriate \$170,000 for a Force Main Reconstruction for the Department of Public Works. The board granted approval to use \$40,913 for a Health Department Public Health Bioterrorism/Emergency Preparedness Planning Grant.

The board voted to appropriate \$6,066 for the settlement of claims, payable out of the Risk Fund.

February 2006

02/21/06 Regular Meeting

The first order of business was to fill a vacancy created by the resignation of Kathryn Guimard, who served on the Board for just over ten years. The Democratic Caucus unanimously recommended William Finger to fill the vacancy. Mr. Finger served as a member of the Greenwich Board of Parks and Recreation. He is a graduate of the University of Pennsylvania and Fordham Law School. The board voted 10-0-0 to appoint William Finger to the Board of Estimate and Taxation.

The board voted to a release of conditions for \$450,000 for the Law Department.

The board voted to appropriate \$35,961 for the Fire Department.

The board granted approval to use of \$67,000 to receive a gift to the Board of Education for a Glenville Playground and Sign.

The board granted approval to use \$9,000 for a grant for Dundee and New Lebanon Schools.

The board voted to appropriate \$3,919 for Board of Education teaching supplies.

The board voted to appropriate \$13,000 for Board of Education maintenance of buildings.

The board voted to transfer funds of \$224,500 for Fire Department overtime overruns.

The Town Assessor, Mr. Gwartney, reported that the Grand List has grown by 62% as reflected in the revaluation. He also recommended a change to a revaluation cycle from every five years to every two years. Chairman Tesei said that the Board would take this up in April 2006.

The board voted 11-0-0 to accept the July 1, 2005 EFI Actuarial Valuation for the Retirement System of the Town of Greenwich.

The board voted 11-0-0 to accept the annual Comprehensive Annual Financial Report for the year ending June 30, 2005. The report was prepared by the auditing firm of McGladrey and Pullen.

March 2006:

3/06/06 Public Hearing FY 06- 07 Budget

Chairman Tesei reviewed the budget process for the public. He reviewed the procedure for the public hearing and eighteen members of the public spoke on the budget in general.

03/08/06 Fiscal 2006-2007 Budget Approval Meeting

The Board of Estimate and Taxation approved a recommended budget for fiscal year July 1, 2006 to June 30, 2007 for submission to the Representative Town Meeting as follows:

For the General Fund-General Government (Mr. Stone opposed)	\$17,487,862 (10-1-0)
For the General Fund-Fire Department	\$11,265,168 (11-0-0)
For the General Fund-Police Department	\$16,214,031 (11-0-0)
For the General Fund-Public Works	\$18,304,389 (11-0-0)
For the General Fund-Vehicle Maintenance	\$ 2,691,692 (11-0-0)
For the General Fund-Health Department	\$ 2,137,673 (11-0-0)
For the General Fund-GEMS *as conditioned	\$ 2,726,415 (11-0-0)
For the General Fund-Nathaniel Witherell *as conditioned	\$16,586,417 (11-0-0)
For the General Fund-Social Services *as conditioned	\$ 3,577,049 (11-0-0)
For the General Fund-Board of Education	\$113,865,757 (11-0-0)
For the General Fund-Libraries	\$9,149,428 (11-0-0)
For the General Fund-Parks and Recreation	\$10,784,215 (11-0-0)
For the General Fund-Fixed Charges	\$72,735,427 (11-0-0)
For the General Fund-Capital *as amended	\$63,475,000 (11-0-0)
For the Sewer Maintenance Fund	\$5,916,058 (11-0-0)
For the Sewer Improvement Fund	\$5,161,000 (11-0-0)
For the Parking Fund	\$3,674,928 (11-0-0)
For the Parking Fund, State Portion	\$345,725 (11-0-0)
For the School Revolving Fund	\$4,146,785 (11-0-0)
For the Griffith E. Harris Golf Course Revolving Fund	\$2,177,736 (11-0-0)
For the Other Post Employment Benefits	\$5,500,000 (11-0-0)

The board voted 11-0-0 to approve the resolution to allow TAG to accept state matching funds.

The board voted 8-3-0 to approve the resolution authorizing borrowing in the aggregate amount of \$2.5 million to meet a portion of the capital appropriations for FY 2006-2007, with Ms. Tarkington and Messrs. Norton and Stone opposed.

The board voted 9-2-0 to approve the Resolutions as amended, with Messrs. Norton and Stone opposed.

On behalf of the Board, Mr. Tesei thanked everyone on the Board and in the Finance Department as well as Mr. Gomeau and Mr. Lash for their contributions to the budget process. He emphasized the transparency of the process and said that he looked forward to presenting this budget to the RTM on May 8, 2006.

03/20/06 Regular Meeting

The board approved a transfer of \$63,000 for the Health Department for regular salaries.

The board approved a transfer of \$348,515 for Police overtime.

The board granted approval to use \$15,643 for the Police Department from Federal Asset Forfeiture Funds for Taser Equipment and Training.

The board voted to appropriate \$171,000 for the Fleet Department for fuel (gas and diesel), tires and automotive parts.

The board voted 12-0-0 to approve charter amendments creating a Department of Human Resources.

The board voted to 12-0-0 to approve a 4.181% interest rate and a repayment period of 20 years for the North Mianus and Milbrook sewer assessments.

April 2006:

4/17/06 Regular Meeting

The board voted to transfer \$60,000 for the Parking Services Division for mechanical supplies and parking area maintenance.

The board voted to transfer \$11,679 for Parks and Recreation regular salaries and overtime.

The board voted to appropriate \$17,500 for the settlement of a claim from the Risk Fund.

The board voted to release conditions on \$1,200,000 for the BET- Retirement Administration.

The board voted to approve the hiring of McGladrey and Pullen as the independent, outside auditor for the fiscal years beginning July 1, 2006 and July 1, 2007 with the option of an additional 3 one year terms, given approval of both parties.

The board voted 12-0-0 to approve the Buckhead Capital Management contract for Retirement investment services.

The board voted 12-0-0 to approve the ING Clarion Lion Properties Fund contract for investment services.

May 2006:

05/15/06 Regular Meeting

The board voted to transfer \$50,000 for the Department of Public Works for regular salaries.

The board voted to appropriate \$159,000 for the Department of Public Works for waste removal services.

The board voted to appropriate \$163,500 the Department of Public Works for electrical services.

The board granted approval to use \$27,500 for the Board of Education from a grant.

The board voted to appropriate \$375,000 for costs associated with highway operations due to snow removal.

The board voted to appropriate \$663,670 to refund the State of Connecticut for state overpayments of construction costs at Greenwich High School. This was a return of School Construction Grant Funds previously received.

The board voted 12-0-0 to approve the contingency amount of \$7.8 million for FY 2006-2007.

The General Fund mill rate of 7.50 was set for the July 1, 2006 - June 30, 2007 fiscal year.

The Sewer Maintenance Fund mill rate of 0.285 was set for the July 1, 2006 – June 30, 2007 fiscal year.

The Sewer Improvement Fund mill rate of 0.068 was set for the July 1, 2006 – June 30, 2007 fiscal year.

The board voted 12-0-0 to approve the Budget Resolution regarding authorization for the Department of Parks and Recreation to accept receipts from the rental of town facilities, as amended by the RTM.

June 2006:

06/13/06 Regular Meeting

The board voted to approve a transfer of \$215,000 for the Nathaniel Witherell to cover costs for heating fuels, custodial household supplies and maintenance building supplies.

The board vote to appropriate \$4,500 for the Commission on Aging for regular salaries.

The board voted to release conditions on funds of \$1,453,207 for GEMS.

The board granted approval to use \$20,457 for the Health Department for a Public Health Bioterrorism/Emergency Preparedness Planning Grant.

The board voted to transfer \$40,000 for the Parks and Recreation Department for maintenance of boats at the marinas.

The board voted to appropriate \$10,997 for the settlement of claims to be paid out of the Risk Fund.

The board voted to appropriate \$350,000 from Parking Fund balance for Parking Structure Maintenance.

The board voted to transfer \$152,000 for Fire Department overtime because of cost overruns.

The board voted to carry over the Capital Improvement Project for the Parking Structure Design for \$690,000.

The board voted 12-0-0 to approve of a change in the annual gross wage increase for M/C (Managerial/Confidential) employees for FY 2006-2007 – per the M/C Compensation Plan.

As Chairman of the Board, I want to express my appreciation to the members of the board who contribute so much of their time and effort to serve the citizens of the Town and for their cooperation and courtesy extended to me as Chairman. I also want to acknowledge the contributions of the Town Comptroller, Budget Director, and all of the members of the Finance Department staff. Thank you.

Peter J. Tesei
Chairman

RETIREMENT

	2005-06	2004-05	2003-04
Budgeted Personnel:	2	2	2
Unpaid:	5	5	5
Expenditures:			
Current	\$1,204,500	\$1,113,364	\$2,076,950
Reserve	\$500,278	\$605,306	\$1,750,000
Capital	\$0	\$0	\$0
Total:	<u>\$1,704,778</u>	<u>\$1,718,670</u>	<u>\$3,826,950</u>
Revenue:	\$0	\$0	\$0

System Management and Administration:

As provided in Article 14 of the Town Charter, a five-member Retirement Board is responsible for the operation of the Retirement System of the Town of Greenwich (“System”). The Retirement Board consists of two employee members elected by the active membership of the System; Edward Gomeau and Mark Kordick, two appointed citizens of Greenwich not employed by or retired from the Town; John Chadwick and Michael Pagliaro, Retirement Board Chair; and the Town Comptroller, Peter Mynarski, who serves as a voting, ex-officio member of the board.

Terms of Office:	Michael Pagliaro	07/01/2005 – 06/30/2009
	John Chadwick	07/01/2003 – 06/30/2007
	Mark Kordick	02/01/2003 – 01/31/2007
	Edward Gomeau	02/04/2005 – 01/31/2009
	Peter Mynarski	contingent upon employment

The Retirement Board meets monthly with special sessions scheduled as required. Board members serve without compensation.

The Retirement Board appointed James V. Lavin Retirement Plans Administrator on October 3, 2005. The Retirement Plans Administrator is the primary contact for employees and retirees on retirement matters, and serves as liaison between the Retirement System and its providers of professional services. Moreover, this position is responsible for the daily administration of the Town’s 401(k) and 457(b) defined contribution plans. Francine Orefice serves as Retirement Board Secretary.

Duties:

The Retirement Board acts as Trustee of the Retirement System and is responsible for the general administration, proper operation and fiscal soundness of the System. Acting as fiduciaries, the board selects, appoints and oversees the activities of professional service providers who perform as actuaries, legal counsel, pension consultants and investment managers to the System. It operates under the general oversight of the Board of Estimate and Taxation.

Assets and Liabilities:

The market value of the Retirement Reserve Fund was \$312,273,634 as of June 30, 2006, compared to \$301,715,801 as of June 30, 2005, a gain of 3.5% for the year.

Strategic Role:

While benefit levels, contribution rates and eligibility provisions of the retirement plan are governed by Town Charter and applicable collective bargaining agreements, the board is responsible for developing retirement plan provisions in the following areas:

- (a) determining the financial impact of proposed changes to the Plan;
- (b) rendering advisory assistance for labor contract negotiations;
- (c) amending the Retirement Act to incorporate negotiated changes, administrative changes and changes required by law;
- (d) recommending and implementing changes in investment management and asset allocation as required to meet plan liabilities;
- (e) formulating and implementing changes in plan design applicable to those members of the System not represented by collective bargaining

Key Activities:

During the fiscal year covered by this report, twelve regular meetings and six special meetings were held.

The Retirement Board, with the approval of the Board of Estimate and Taxation, provided an ad hoc cost of living adjustment for retirees' effective July 1, 2005. The purpose was to recognize the effects of inflation on the purchasing power of retirees' pensions over a number of years. The last adjustment granted was in July 2000.

Payroll processing for retirees was transferred from Gabriel Roeder and Smith, Inc. to USI Group, Inc., effective January 1, 2006. USI administers health care benefits for retirees, and the purpose of this change was to consolidate all retirees services under one company to enhance service for retirees.

There was one investment manager change made during the fiscal year. Frontier Capital, LLC, a mid to small cap manager, was replaced by Buckhead Capital, LLC in June 2006.

James V. Lavin
Retirement Plans Administrator

REGISTRARS OF VOTERS OFFICE

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	5	5	5
Expenditures:			
Current	\$381,850	\$360,088	\$342,751
Capital	\$0	\$0	\$0
Total:	<u>\$381,850</u>	<u>\$360,088</u>	<u>\$342,755</u>
Revenue:	\$205.42	\$27.00	\$1,413

The Registrars of Voters represent the two political parties. Greenwich has one Republican and one Democrat Registrar of Voters, holding part-time positions without benefits. In addition, three union full-time staff employees constitute the personnel.

Statutory regulations governing the conduct of elections and related activities are numerous and complex. Registrars attend regularly conducted seminars and instruction sessions with the office of Secretary of State, Election Enforcement Division, and are members of ROVAC (Registrars of Voters Association of Connecticut).

Registrars are responsible to provide assistance to “all” eligible citizens and residents in the Town of Greenwich, regardless of political party affiliation. The Registrars of Voters oversee and implement directives of Connecticut’s and Federal Election Laws.

In odd number years (2003,2005,2007) local officials, such as First Selectman, Board of Selectmen, Board of Education, Board of Estimate and Taxation, Board of Tax Review, Town Clerk, Constables, and Representative Town Meeting Delegates are elected.

In even number years the three Assembly Districts (149th, 150th, 151st) comprise the State House Representatives in Hartford. Greenwich is located in the 36th State Senatorial District and selects one Congressman to represent it in Washington. The Statewide Election is held on every even number of years (2006) during which Federal officials such as President, U.S. Senator (6-year term), U.S. Congressman (2-year term), Governor, Secretary of State, Comptroller, Treasurer (4-year term) and Registrar of Voters (2-year term) are elected.

In 2005-2006, the Republican and Democrat Registrars conducted the town wide Municipal Election on November 8, 2005, in which 30,504, eligible voters on the Active Registry List with 12,274 participating.

In addition, both Registrars supervised absentee balloting at nursing homes and organized mandated high school registration session placing, eighteen year olds on the registry list and seventeen year old will become an elector on their eighteen birthday.

Voter registry diskettes and paper copy are given free equally to candidates and sale of registry list produced \$204.42 into accounts receivable.

“Confirmation of Voter Residence” mandated Canvass was conducted by mail during the months of January through May. Canvass was completed with 25, 548 data entries made to both Access and Connverse computer systems.

FUTURE: In accordance with the Help America Vote Act the Secretary of State will provide free to all municipalities one electronic voting machine per voting district to take place at the 2007, Municipal Election.

Veronica Baron Musca
Sharon B Vecchiolla
Registrars of Voters

ASSESSOR

	<u>2005/06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel	13	14	14
Expenditures (Note):			
Current	\$1,007,166	\$903,599	\$869,148
Capital (Revaluation)	\$478,907	\$107,580	\$0
Total	<u>\$1,486,073</u>	<u>\$1,011,179</u>	<u>\$869,148</u>
Revenue	\$11,700	\$22,021	\$21,505

Mission Statement:

The Assessor's Office mission is to discover and list property on the annual Grand List in strict compliance with state statutes and case law. We ensure equitable and defensible values among and between property classes and owners for all real and personal property within the Town of Greenwich. We strive to improve the quality of the Grand List by being attentive to changes in the real estate market, while remaining well versed in modern appraisal and assessment practices and related state mandates. We also stay abreast of legislation impacting assessing in Connecticut. Our daily objective is to serve the town in a professional and courteous manner. This office provides accurate and timely information to taxpayers, attorneys, appraisers, title searchers and all property owners. We strive to ensure that public information needs are appropriately fulfilled.

2005-2006 Accomplishments:

A town-wide revaluation of all 22,017 real estate parcels was completed and reflected the property values as of October 1, 2005. We completed work on the 2005-revaluation project by reviewing statistical analysis, valuation models, coding, influence factors, income property, residential land, and building and total value changes. We attended numerous meetings with the Board of Estimate and Taxation, the various Representative Town Meetings districts, the Board of Assessment Appeals, realtors and sixteen neighborhood, community and business associations to discuss the revaluation, explain the process and summarize the results of the project.

Informal reviews were conducted on 2,013 properties of which 745 were adjusted. The Board of Assessment Appeals conducted formal hearings on 1,016 properties. Approximately 428 assessments were confirmed and 588 adjusted by the Board. There were 89 cases filed with the Superior Court. The total taxable 2005 Grand List assessment valued \$32,826,760,332, an increase of \$12,439,539,037 over the total taxable 2004 Grand List of \$20,387,221,295. Approximately 80% of town revenue is derived from property taxes.

Our effort to provide exceptional public service enabled taxpayers to better understand the final assessments and how they were derived. Assessment maps provided the public a means to check property against comparable assessments and sales. Books containing sales and assessments by neighborhood, street address and type of building style facilitated comparisons. Five public access computer terminals provided convenient access to detailed field card records. We established coin-operated printers that allow real estate professionals and others to secure information.

We continued to investigate and assess new personal property accounts both by canvassing the town's commercial areas and via alternative sources. We created and distributed over 4,400 Personal Property Declarations. Personal property audits were conducted on 130 accounts at a cost of \$80,000. The audits generated new revenues of approximately \$260,000, including assessment corrections for back years and assessment penalties for omitted property. We revalued all personal property accounts for the Grand List 2005.

This office also administered and assessed over 66,000 motor vehicles from both the regular and supplemental lists. The valuing of un-priced vehicles has continued to become more streamlined and accurate. The staff responded to tens of thousands of motor vehicle inquiries and processed several thousand pro-rations and cancellations in response to taxpayers who disposed of vehicles during the year.

The Assessor's Office administers property tax credits and property exemptions for both real and personal property. Letters were sent to 912 seniors reminding them of the need to file for a real property tax credit. Ultimately, we processed 517 state elderly applications, 705 local elderly applications, 6 freeze applications and 200 additional veterans exemption applications. Our office also applied 47 exemptions for the blind and disabled and 65 volunteer firefighter credits. Personal property exemptions were granted in 150 instances for new manufacturing machinery and equipment, horses and ponies, mechanic's tools, farm tools and farm machinery.

Routine work that continued during the year involved the processing of approximately:

- 3,500 building permits with new construction
- 2,500 sales transactions with ownership changes
- 4,100 business personal property accounts
- 55,000 motor vehicles
- 11,000 supplemental motor vehicle accounts
- 110 subdivisions, parcel splits and land mergers
- 2,800 requests for review of assessed values
- 6,700 pro-rations and certificates of correction of errors with reports to Finance and Collectors
- 700 address changes
- 35,000 inquiries at the counter and by phone
- 550 new sewer accounts
- 1,000 income and expense questionnaires for commercial property owners
- 400 exempt property quadrennial reports
- 1,333 processed Informal Hearing and Board of Assessment Appeal changes

Special projects that were completed during the year:

- Rewording of the Assessors webpage and enabled sales and assessments searches online.
- Studied the feasibility of doing reassessments more frequently, such as every two, three or four years.
- Completed CD and Paperback copies of the Grand List, both Preliminary and Final versions.
- Submitted all 31 required State Reports to the Office of Policy and Management on time.
- Maintained special database files including: paired sales of improved properties; vacant land and teardown sales; tracking completion of building permit work; Superior Court case tracking, certificates of correction, certificates of occupancy, increase assessment notifications and exemption templates.
- Continued participation in GIS system implementation.
- Researched 237 significant parcel area discrepancies between GIS and ProVal.
- Corrected 82 GIS and 58 ProVal areas.
- Settled or dismissed an additional 30 Superior court challenges from the prior Grand Lists.
- Discovered and assessed motor vehicles licensed out of state, but garaged in Greenwich.
- Installed ProVal Plus 7.8.2 valuation system with GIS plot plans.
- Updated the MUNIS 2005.1 version of the administrative system.
- Documented the allocation procedure for tax bills going from taxable property to exempt.
- Enhanced staff computer and assessment skills.
- Sent three staff members to attend the assessor school at the University of Connecticut.
- Developed MUNIS Elderly Credit Import Bridge.
- Mailed information announcing the revaluation and the value notices to 22,000 property owners.
- Filed Revaluation Report showing statistical performance based testing results.

Ted Gwartney, CCMA II, MAI,
Town Assessor

ASSESSOR'S COMPARISON – TAXABLE**ASSESSOR'S TABLE OF VALUATION AS OF OCTOBER 1st 2005****TOWN OF GREENWICH, CT.**

Type Property	Property Number	2005 Grand List Assessed Value	Percent Total	2004 Grand List Assessed Value	% Chg '05/'04	Difference '05-'04
REAL ESTATE:						
<u>Residential (100)</u>	19,312	\$26,395,785,010	79.74%	\$16,557,702,560	59.42%	\$9,838,082,450
<u>Commercial (200)</u>	946	\$4,161,515,260	12.57%	\$1,985,085,340	109.64%	\$2,176,429,920
<u>Industrial (300)</u>	38	\$110,688,830	0.33%	\$62,953,800	75.83%	\$47,735,030
<u>Public Utilities (400)</u>	8	\$16,793,910	0.05%	\$1,940,470	765.46%	\$14,853,440
<u>Vacant Land (500)</u>	769	\$812,223,510	2.45%	\$477,576,190	70.07%	\$334,647,320
<u>Use Land (600)</u>	27	\$8,923,950	0.03%	\$1,392,650	540.79%	\$7,531,300
<u>Apartments (800)</u>	60	\$361,810,470	1.09%	\$193,506,250	86.98%	\$168,304,220
Gross Total Real Estate	21,160	\$31,867,740,940	96.27%	\$19,280,157,260	65.29%	\$12,587,583,680
RE Personal Exemptions		\$29,492,000		\$15,089,000	95.45%	\$14,403,000
Net RE Assessed Value		\$31,838,248,940	96.18%	\$19,265,068,260	65.26%	\$12,573,180,680
MOTOR VEHICLES:						
Gross Total Motor Vehicles	55,598	\$693,701,400	2.10%	\$670,975,360	3.39%	\$22,726,040
MV Exemptions		\$3,667,760		\$2,777,480	32.05%	\$890,280
Net MV Assessed Value		\$690,033,640		\$668,197,880	3.27%	\$21,835,760
PERSONAL PROPERTY:						
Gross Total PP	4,159	\$541,795,992	1.64%	\$485,441,785	11.61%	\$56,354,207
PP Exemptions		\$7,118,920		\$11,504,500	-38.12%	(\$4,385,580)
Net PP Assessed Value		\$534,677,072		\$473,937,285	12.82%	\$60,739,787
GRAND TOTALS:						
Gross Total	80,917	\$33,103,238,332	100.00%	\$20,436,574,405	61.98%	\$12,666,663,927
Total Exemptions		\$40,278,680	0.12%	\$29,370,980	37.14%	\$10,907,700
Net Before BAA		\$33,062,959,652	99.88%	\$20,407,203,425	62.02%	\$12,655,756,227
BAA Net Adjustments		(\$236,199,320)	-0.71%	(\$19,982,130)	-- --	(\$216,217,190)
Taxable after BAA		\$32,826,760,332	99.16%	\$20,387,221,295	61.02%	\$12,439,539,037

BOARD OF ASSESSMENT APPEALS

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	\$40,457	\$31,096	\$30,254
Expenditures:			
Current	\$374	\$1,442	\$1,332
Capital	\$0	\$0	\$0
Total:	<u>\$40,831</u>	<u>\$32,539</u>	<u>\$31,585</u>
Revenue:	\$0	\$0	\$0

In 2005-2006 fiscal, we elected one new to the board Mr. Phil Skidmore who replaced Mr. Rowland Harris.

This was also a revaluation year so the number of appeals was greatly increased to about 1007 properties. Of these, approximately 150 were commercial properties.

Jeff Reardon
Chairman

LAW DEPARTMENT

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted F/T Personnel:	10	11	11
Expenditures:			
Current	\$1,590,498	\$1,549,521	\$1,451,871
Capital	0	0	0
Totals:	<u>\$1,590,498</u>	<u>\$1,549,521</u>	<u>\$1,451,871</u>
Revenue:	0	0	0

The primary charge of the Law Department is to serve as legal advisor, attorney, and counsel for the government of the Town of Greenwich and its departments and officers. The office is comprised of the town attorney, four full-time assistant town attorneys, one part-time assistant town attorney, one special counsel, and an administrative staff. In the fiscal year 2005-6, the office represented the Town, its boards, commissions and agencies in cases that were instituted in federal and state courts as well as with administrative agencies.

The Law Department defends a large number of diverse lawsuits. A significant portion of these lawsuits is based on personal injury, including fall downs and motor vehicle accidents. Many of these cases involve serious injuries allegedly resulting from defective roads as well as expanded theories of tort liability, which have made the Town increasingly vulnerable to negligence lawsuits.

A growing area for the Law Department is the defense of the number of administrative appeals which continues to increase. These appeals are brought in Superior Court to challenge determinations made by the Town's land use and other administrative agencies. So, too, in the area of administrative law, there has been significant growth in applications filed under the Freedom of Information statute which in many instances result in litigation before that Commission, as well as Appeals to the Superior Court.

Another trend that the Department is addressing is the increasing demand for special education services by parents of children in the public school system. These special education matters, including Due Process proceedings, are handled by outside counsel as well as the Law Department staff. In addition to the special education matters, the Law Department represents the Administration of the Greenwich Public Schools at expulsion hearings. There were nineteen such hearings in the 2005-6 fiscal year.

The Law Department has also reviewed and investigated over 150 claims in the 2005-6 fiscal year. The majority of these claims, involving both property damage and personal injury, are settled, and never result in the filing of a lawsuit.

In addition, the department is seeing a rapid growth in a number of cases involving alleged employment discrimination. We are seeing these in the Federal Court as well as the administrative level before the Commission of Human Rights and Opportunities.

The department received over eighty new tax appeals from the 2005 revaluation and continues to deal with a number of tax appeals brought about as a result of the 2001 revaluation. A significant number from the 2001 list were concluded through settlements and withdrawals.

On a daily basis, the office renders oral and written legal opinions, drafts ordinances, reviews and approves contracts, and attends the meetings of various Town departments, agencies, boards and commissions when necessary.

In conclusion, I would like to thank the members of my staff for their continued support and dedication in achieving the goals of this office.

John Wayne Fox
Town Attorney

TOWN CLERK

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel	8	8	8
Expenditures: (Note Current Capital	\$546,194	\$546,798	\$522,318
Total	<u>\$546,194</u>	<u>\$546,798</u>	<u>\$522,318</u>
Revenue	1,690,492	8,013,221	6,842,220

(Note) Includes encumbrances and improvements financed in each year .

The Town Clerk's office continues its daily duties of issuing dog licenses; hunting, fishing, trapping and shellfish licenses; issuing Pheasant Tags and the Connecticut Duck Stamp and Connecticut HIP Permits; recording deeds, births, marriages and deaths and certifying copies of same; filing liquor permits and maps; receiving and processing Military Discharge papers; issuing absentee ballots; preparation of reports for primaries and elections; preparation and mailing Representative Town Meeting Call and Minutes; and responding to many other requests for information on various matters, the volume of which continues to increase.

The volume of activity in the office this year included recording 433 trade names, 129 maps and 20 Military Discharge papers. There were 3084 Dog Licenses and 1 Kennel Licenses issued; 1015 Hunting, Fishing and Trapping Licenses, 16 Pheasant Tags and 77 Connecticut Duck Stamps and 86 HIP Permits were issued. 80 Resident, 70 Senior and 15 Junior Shellfish permits were issued. The Vital Statistics Division processed 2135 Births (Males 1103, Females 1032) (Resident 524, Non-Resident 1611) (Twins - 69 sets - 19 male, 18 female and 32 male and female); (Triplets- 1 set- male): 358 Marriages (Religious Ceremonies 171, Civil Ceremonies 187;) 18 Civil Unions (Religious Ceremonies 2,Civil Ceremonies 16) and 619 Deaths (Males 285,Females 334) (Resident 389, Non-Resident 230).

On July 1, 1982, Public Act No. 81-34 was approved by the State and became law. The act provided that all Notary Publics record their certificates in the town in which they live. This year, the Town Clerk has recorded or renewed 128 certificates. The recording fee is \$10.00, payable to the Town.

On July 1, 1989, the State of Connecticut amended Public Act 83-1 (State Real Estate Conveyance Tax). Public Act 89-127 imposes a tax of .5 percent on the first \$800,000 of the selling price and one percent tax on the amounts over \$800,000. It is the responsibility of the Town Clerk to collect this tax and send it on to the State. The amount collected for the fiscal year 2005-2006 was \$24,705,972.74

On July 1,2000 Public Act No. 00-146 (Preservation of Historic Documents) became law. The act imposes a surcharge of three dollars on each document recorded on the land records. The State receives two dollars and the Town retains one dollar. The town share collected for the fiscal year 2005-2006 was \$15,526.

In March 2003, Public Act No.03-03 was approved by the State imposing a higher rate for the town conveyance tax from \$1.10 per thousand to \$2.50 per thousand of the selling price. The total conveyance tax collected was \$7,312,694.78.

On October 1, 2005 Public Act No. 05-228 became law. The act imposes a surcharge of thirty dollars on each document recorded on the land records. The State receives twenty-six dollars for the state's Land Protection, Affordable Housing and Historic Preservation Account. The town receives four dollars for land protection and historic preservation.

There were 8 Regular Representative Town Meetings. There were 6 resignations among the membership.

In the November 2005 Town Election there were 33,504 eligible to vote and 12,974 voted or 39 %.

Land Records Statistics The total instruments recorded upon the land records which include deeds of conveyance, mortgages, release of mortgages, liens, releases, foreclosures, affidavits, declarations are: 2005-2006-20,437; 2004-2005-19,366; 2003-2004- 26,715;

Carmella C.Budkins
Town Clerk

PLANNING AND ZONING COMMISSION

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	7	7	7
Expenditures:			
Current:	\$366,859	\$460,170	\$425,987
Capital:	\$0	\$0	\$0
Total:	<u>\$366,859</u>	<u>\$460,170</u>	<u>\$425,987</u>
Revenue:	\$172,479	\$172,698	\$174,844

The Planning and Zoning Commission is a regulatory body composed of five regular members and three alternates appointed by the Representative Town Meeting upon nomination by the Board of Selectmen. The Department has seven full time staff members, (Town Planner/Zoning Enforcement Coordinator, Assistant Town Planner, Senior Planner, Planner II, Planner I, Land Use Technician, Administrative Assistant) and two part-time clerical, and one shared receptionist with Conservation Commission and Inland Wetland and Watercourse Agency. The Administrative staff (under 174 account) consists of three full-time and four permanent part-time persons shared by P&Z, CC, and IWWCA. The powers and duties of the Commission are defined in Special Act 469 of 1951, which states in part, "Said Commission shall, in addition to the powers and duties conferred by this act, have all the powers and duties conferred upon Zoning Commissions under the General Statutes of this state." The Commission is charged with the task of preparing a plan for the development of the Town, now known as the Plan of Conservation and Development, for adoption by the Representative Town Meeting. State Statutes and the Town Charter authorize the Commission to review Municipal Improvements and regulate subdivisions of land.

SPECIAL PERMITS - 66

Sixty-six (66) special permit applications were reviewed by the Commission. Thirty-three (33) were approved, three (3) were denied, eighteen (18) were withdrawn, and twelve (12) were pending at the close of the year. This is a 14% increase over the previous fiscal year.

SUBDIVISIONS - 58

During the past year the Commission processed a total of fifty-eight (58) subdivisions applications as contrasted with eighty-seven (87) in the preceding year, a 33% decrease. Thirty seven (37) were properties with lot line revisions, including three (3) equal area exchanges, four (4) were lot confirmations, six (6) were subdivisions creating two or more lots, and eight (8) were re-subdivisions. Of the fifty-eight (58) subdivisions, forty-five (45) were approved, four (4) were denied, four (4) were withdrawn and five (5) were pending at the end of this fiscal year. There was a reduced level of subdivision activity in this fiscal year as contrasted with last year probably due to the enactment of the amendment by the Planning and Zoning Commission and the RTM in the subdivision regulations definitions which made the creation of two or more lots a subdivision (instead of three or more lots) subject to the Planning and Zoning Commission's subdivision jurisdiction. The total of fifty-eight (58) subdivision applications received in fiscal year 2005-2006 resulted in an estimated thirty (30) lots as contrasted with an estimated fifty-three (53) building lots created in fiscal year 2004-2005. Over the last six years, about two hundred ninety (290) new lots have been approved by the Commission.

NON-COASTAL SITE PLANS – 374

There were three hundred seventy four (374) non-coastal site plan applications handled and processed through the Department. This was a 70% increase over fiscal year 2004-2005. The Commission reviewed eighty-five (85), of which sixty five (65) were approved, four (4) were denied, three (3) were withdrawn and thirteen (13) were pending. Staff reviewed and approved two hundred eighty nine (289), or 77% of the total through Administrative Staff review and signoff process.

COASTAL APPLICATIONS - 151

A total of one hundred fifty one (151) coastal site plan/subdivision applications were reviewed this fiscal year. This is an 18% decrease over last fiscal year. The Commission reviewed thirty-five (35) applications, thirty-one (31) were approved, two (2) were denied, and two (2) were withdrawn. One hundred sixteen (116) or 76% were handled administratively only by the Planning and Zoning Staff. In total, one hundred six (106) CAM applications were approved, four (4) were denied, one (1) was withdrawn, and five (5) are still pending.

TOTAL SITE PLANS – 525

There were a total of five hundred twenty five (525) coastal and non-coastal site plans combined. This was a 30% increase over last fiscal year, and one hundred forty (140) were reviewed by the Commission and three hundred eighty five (385) or about 75% were handled administratively by staff. Of the one hundred forty (140), ninety-nine (99) were approved, seven (7) were denied, twenty-six (26) were withdrawn and eight (8) were pending.

ELDERLY/ACCESSORY APARTMENT - 4

Four (4) elderly/affordable apartment applications were processed. All were approved, and reflect a slight reduction over last fiscal year.

NEW ADDRESSES - 58

Fifty-eight (58) new addresses were provided to the public in FY 05-06. This is a 36% decrease over last year. The Planning Department is responsible by Town Ordinance to provide addresses to the public and post offices.

ZONING - 40

There were thirty-one (31) zoning text amendments applications proposed by the Planning and Zoning staff in fiscal year 2005-2006. Twenty-seven (27) were enacted and four (4) were pending at the end of the fiscal year. There were nine (9) zoning map amendments proposed in the last fiscal year, four (4) were approved and adopted, three (3) were withdrawn and two (2) were denied. Those approved included:

- 1- Rezoning of 151 Hamilton Avenue to HRO.
- 2- Rezoning of a portion of property at 44 Talbot Lane from R-7 to R-6.
- 3- Rezoning of 340-344 Valley Road from R-12 to R-C12-Conservation Zone.
- 4- Rezoning of 51 Church Street to HRO zone.

MUNICIPAL IMPROVEMENTS - 10

The Commission reviewed 10 Municipal Improvements during fiscal year 2005-2006, which is 50% fewer than the prior fiscal year. Eight (8) were approved and two (2) were withdrawn. The following list summarizes the projects reviewed:

- MI #540 - New Dog Park on 1 acre at Grass Island - Approved
- MI #541 - Grass Island Restroom Replacement - withdrawn by Parks and Recreation
- MI #542 - Open Space Acquisition at 215 Orchard Street, adjoining Pomerance - Approved
- MI #543 - Great Captains Island - Restroom Replacement - Withdrawn by Parks and Recreation
- MI #544 - Hooker Lane - Town Acceptance of Hooker Lane and Extension as Public Road - Approved
- MI #545 - Byram Schubert Library at 29 Mead Avenue – Addition - Approved
- MI #546 - North Street in Old Greenwich - portion made one way - Approved
- MI #547 - Wireless Antennas added to Cellular tower at Griff Harris Golf Course on King Street - Approved
- MI #549 - Glenville Fire Station Rehabilitation and addition on Glenville Road at Riversville Road - Approved
- MI #550 - New Roundabout and Road Improvements on Havemeyer Lane at North Ridge Road - Approved

ARCHITECTURAL REVIEW COMMITTEE - 144

A total of one hundred forty four (144) applications were reviewed by the ARC, a 28% decrease over last year. The ARC experienced decreases in some application reviews, and slight increases in other types. This reflects

the decrease in commercial applications to Planning and Zoning for site plan and administrative approvals as well. Of the one hundred forty four (144) applications, seventy-four (74) applications were for signage and seventy (70) were for exterior alterations. There were five (5) denials of sign applications, sixty-nine (69) sign and awning approvals, and seventy (70) approved exterior alterations.

HISTORIC DISTRICT COMMISSION - 5

Two (2) proposed zoning amendments to the HO zone, two (2) site plan items and one (1) Historic Property were referred to the Historic District Commission for review and comment, a 50% decrease over last year; three (3) were approved, one (1) was denied and one (1) is pending.

SCENIC ROADS - 0

No applications for Scenic Roads were submitted in Fiscal 2005-2006

TELECOMMUNICATIONS - 4

There were four (4) applications processed in the past fiscal year, which is the same number as last fiscal year 2004-2005. Fiscal year 2005-2006 included two (2) administrative and two (2) Commission reviewed. The two (2) Commission reviewed applications were for Towers, one at the Round Hill Community Church (pending at the CT Siting Council) and the other at the Griff Harris Golf Course, which the Commission approved.

TOTALS – 914

In fiscal year 2005-06 there were approximately nine hundred fourteen (914) items handled by the department, just a 2% decrease (24 items) over 2004-2005 fiscal year. This is reflective of the continuing high level of applications and building activity in Town. Six hundred and six (606) or 66% of the total were approved under Administrative Review Process by staff and not reviewed by the Commission. The remaining three hundred eight (308) applications required Commission review by Charter or State Statutes, or Historic District Commission approval.

HIGHLIGHTS OF DEPARTMENT ACTIVITY 2005-2006

- a. Department handled a total application load of +900 items; Staff reviewed six hundred six (606) applications or 66% of all submissions to the Planning and Zoning office, and the Commission held a total of forty-one (41) meetings.
- b. Byram Enhancement Plan Consultant study (an update to the Byram Neighborhood Improvement Plan) Phases 1 and 2 almost complete.
- c. New combined application and permit tracking software program implemented for all applications to Inland Wetland and Watercourse Agency and Planning and Zoning.
- d. Settled and won several outstanding lawsuits.
- e. Continued working with the Department of Public Works, Sewer Division, Health Department and the Consultant for the Sewer Needs Assessment Study.
- f. Updated property base map and produced the first GIS colored zoning map and made it available to the public for sale.
- g. Adopted 27 new zoning regulations and compiled a new book and put it on the Department's web-site.
- h. Staff conducted service to over 2,000 people at the public counter as walk-ins who logged in for professional planner inquiries, and a total of over 200 site inspections.
- i. Revenues remained at about the same level as last year.
- j. The Land Use Administrative staff reflects a consolidated account for full and part time administrative personnel services shared for over the past five (5) years by all three (3) Land Use Departments Planning and Zoning, Inland Wetlands and Watercourse Agency and Conservation Commission.

DIRECTIONS FOR NEXT FISCAL YEAR

It is anticipated that the following will be critical work items for the Commission, Staff and Consultants in the next fiscal year:

- Hire Consultants to begin work on the update the 1998 Plan of Conservation and Development.
- Staff to do in house studies on build out analysis, demographics and housing needs analysis.

- Finalize the study on the Byram Neighborhood Enhancement Plan; develop an implementation schedule through the Capital Improvement Program and work with Town Departments to implement Byram recommendations for physical improvements and beautification.
- Complete Future Sewer Needs Study - and submit new Sewer Map to RTM and include in new POCD.
- Continue reviewing and updating the Zoning Regulations, for Soil and Erosion, Tree Preservation Regulations and Subdivision Regulations and adopt new regulations as needed to comply with Phase II for Stormwater Best Management Practices required by DEP and EPA.
- Work with DPW to update the Excavation and Fill ordinance and bring to the RTM.
- Continue updating of all maps (street, property, zoning, open space, commercial, etc.) utilizing the GIS and CADD and, Housing and Population Densities, Building Zone Maps, Sewer Map Boundary, Subdivision Map, and Split Zone Lots, as preparation for the update to the 1998 POCD.
- Do Build-Out Studies of all properties utilizing GIS and Tax Assessor Proval Systems.

Ray Heimbuch, Chairman, Planning and Zoning Commission

Diane W. Fox, Director Planning and Zoning/Zoning Enforcement Coordinator/Town Planner

PLANNING AND ZONING COMMISSION MEMBERS AND TERMS:

Raymond Heimbuch, Chairman; term expires March 31, 2007

Richard Maitland, re-appointed as full member; term expires March 31, 2009

Paul Marchese, appointed full member in 2005; term expires March 31, 2008

Frank Farricker, appointed full member in 2005; term expires March 31, 2008

Frank Napolitano retired from the Commission in March 2006

Don Heller appointed full member to fill Frank Napolitano term, which expires March 31, 2007

Ellen Avellino, appointed alternate; term expires March 31, 2008

Margarita Alban, appointed alternate; term expires March 31, 2008

MEETINGS OF THE PLANNING AND ZONING COMMISSION FY 2005-06 = 41

Briefing Meetings = 19	Regular Meetings = 19	Special Meetings = 3
July 11, 2005	July 12, 2005	
July 25, 2005	July 26, 2005	
September 12, 2005	September 13, 2005	
September 26, 2005	September 27, 2005	
October 17, 2005	October 18, 2005	
October 31, 2005	November 1, 2005	
November 28, 2005	November 29, 2005	
December 12, 2005	December 13, 2005	
January 9, 2006	January 10, 2006	
January 23, 2006	January 24, 2006	
February 13, 2006	February 14, 2006	February 28, 2006 Workshop
March 6, 2006	March 7, 2006	
March 27, 2006	March 28, 2006	
April 10, 2006	April 11, 2006	
April 24, 2006	April 25, 2006	
May 8, 2006	May 9, 2006	May 8, 2006 Special Meeting
May 22, 2006	May 23, 2006	May 15, 2006 Special Meeting
June 12, 2006	June 13, 2006	
June 26, 2006	June 27, 2006	

PLANNING AND ZONING BOARD OF APPEALS

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	0	0	0
Expenditures (Note)			
Current	\$119,862	\$119,796	\$115,381
Capital	0	0	0
Total	<u>\$119,862</u>	<u>\$119,796</u>	<u>\$115,381</u>
Revenue	\$32,030	\$33,949	30,526

(Note) Includes encumbrances and improvements financed in each year.

The Planning and Zoning Board of Appeals is an administrative agency which acts in a quasi-judicial capacity, whose powers and duties are set forth in the Town Building Zone Regulations. These Regulations authorize the Board to hear and decide appeals for (1) variances from the provisions of the Regulations, (2) special exceptions for certain uses specified in the Regulations, and (3) overriding an order or decision of the Zoning Enforcement Officer. Also, the Greenwich Municipal Code provides that decisions of the Planning and Zoning Commission involving subdivisions may be appealed to the Board.

The Board consists of five regular members and three alternate members, one or more of who sit when one or more regular members are unable to attend a meeting. All members are nominated by the Board of Selectman and must be approved by the Representative Town Meeting. For an appeal to be granted it must receive four affirmative votes. All members serve voluntarily and without compensation.

Regular meetings of the Board are held once a month on the third Wednesday of each month. Immediately after hearing all the applications scheduled for that particular meeting, the Board engages in its decision-making process and renders its decision on each appeal heard that night.

The Planning and Zoning Board of Appeals held nineteen public hearings.

James Maloney
Zoning Enforcement Officer

FOR THE YEAR 2005 - 2006

TYPE OF REQUEST	GRANTED	GRANTED W/ COND	DENIED	WITHDRAWN/ DISMISSED	CONTINUED
Use	1	2	-	-	-
Floor Area Ratio	10	-	7	-	1
Flood Hazard Elevation	2	-	1	-	-
Lot shape/size/frontage	6	1	1	-	4
# of stories	9	-	2	-	2
Yard Requirements	39	4	6	6	1
Height - Non-conforming	8	1	1	-	-
Accessway/Driveway location	3	1	-	-	-
Variance of building location	2	-	-	-	-
Special Exceptions	21	2	-	1	-
Appeal P & Z Commission Decision	2	-	3	-	-
Appeal Issuance of Building Permit	-	-	-	-	-
Other	2	-	-	-	-
TOTAL	105	11	21	7	8

CONDEMNATION COMMISSION

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	0	0	0
Expenditures:			
Current	\$0	\$0	\$0
Capital	\$0	\$0	\$0
Total:	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Revenue:	\$0	\$0	\$0

The Condemnation Commission consists of five members appointed by the Representative Town Meeting and serves without compensation.

In accordance with the applicable provisions of the State Statutes and the Town Charter, its duties include, but are not limited to, the taking of land for public purposes and determining the compensation for such property. The commission is also responsible for apportioning the cost of installing sewers among the properties within such sewer project.

Bob Tuthill
Condemnation Commission

**FLOOD AND EROSION CONTROL BOARD REPORT
NOT AVAILABLE AT TIME OF PRINTING**

CONSERVATION COMMISSION

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel	1.5	1.5	1.5
Expenditures:	\$117,820	\$156,735	\$115,395
Total	<u>\$117,820</u>	<u>\$156,735</u>	<u>\$115,395</u>
Revenue	0	0	0

Program Overview - The Greenwich Conservation Commission is an advisory board set up under State Statute and local ordinance to assist the town with planning and management of its natural and cultural resources. As charged, the Commission provides technical assistance and guidance to the First Selectman and all other boards and agencies of the Town as needed. During FY06, the Commission held 11 regular meetings, and 5 special meetings including 4 site walks. Regular meetings are held on the first Thursday of the month in the Town Hall Meeting Room unless otherwise noticed.

Membership of the board consists of seven regular members and three alternate members, all appointed by the First Selectman for four-year terms. All members serve without compensation. William Rutherford continued to serve as Chairman, Eric Brower as Vice-chairman, and Lisette Henrey as Secretary. Renee Seblatnigg, Nancy Dickinson, Sue Baker, and Alexander Brash remained on the Commission as regular members. Gary Silberberg, Giulietta Fargion, and Suzanne Graham continued to serve as alternates. The Commission currently employs 1.5 professional staff. Denise Savageau, Conservation Director, continued to serve the Commission full time as the department head and is responsible for day-to-day operations of the department. Aleksandra Moch also continued working for the Commission as Environmental Analyst, a position that is shared 50/50 with the Inland Wetlands and Watercourses Agency. Administrative staff is shared with the other land use agencies.

Commission members and staff continued a cooperative relationship with organizations both internal and external to the Town Hall creating a successful public/private partnership for conservation work in town. This includes working daily with Planning and Zoning, Inland Wetlands, Health, Parks and Recreation, Public Works and the Board of Selectmen’s office; and regularly attending meetings and/or working with the League of Women Voters, Friends of Greenwich Point, Greenwich Land Trust, Greenwich Green and Clean, Audubon Greenwich, Mianus River Watershed Council, Bruce Museum, Soundwaters, Greenwich Boy Scouts and Girl Scouts, Connecticut Fund for the Environment, Greenwich Point Conservancy, Calf Island Conservancy, Garden Education Center and all of the garden clubs in Greenwich, and the Connecticut Envirothon Program. This strong public relations effort has allowed the Commission and staff to leverage volunteer efforts to expand conservation program beyond what could be accomplished by staff alone. Commission staff also maintains a cooperative relationship with state and federal partners including Connecticut’s Department of Environmental Protection (DEP), the federal Environmental Protection Agency (EPA), and our state and federal legislators.

Work of the Commission is varied and is often influenced by external factors. Over the years, however, key program areas have been identified as follows: 1) protection of water resources including drinking water supplies, 2) technical assistance on land use proposals, 3) open space protection and management, and 4) wildlife/habitat management. Priorities within these areas include source water protection, wildlife management, Cos Cob Power Plant restoration, and coordination of technical assistance to Planning and Zoning and Inland Wetlands agencies.

Water supply protection issues continued to be a top priority for the Commission. The Conservation Director serves as the lead staff for the Town's water supply team which includes the First Selectman, Director of Health, Fire Chief, and Emergency Preparedness Operations Coordinator. The past year saw adequate supplies but increased demand. Water conservation education continued to be promoted including working with Greenfingers Garden Club and their water conservation exhibit being utilized throughout town. In addition a seminar on source water protection was held jointly with the Mianus River Watershed Council. The Conservation Director continued to serve on the Aquarion citizen advisory board and keeps abreast of infrastructure plans as the water company develops new plans for the Greenwich/Stamford area. Staff also serves as the Conference of Connecticut Municipalities representative on the Connecticut Water Planning Council Advisory Group

Work continued with the Connecticut Fund for the Environment through the Endangered Lands Coalition and the League of Women Voters on source water protection. Legislation passed this year allows for better review by the CT Dept of Public Health on all development proposals in drinking water supply watersheds. Staff continues to work with CFE and the Water Planning Council to identify funding strategies for land acquisition in water supply watersheds including the Mianus.

Watershed Planning and Management – Conservation staff continued to work with DPW and other departments on the Phase II Storm water Management Plan and coordinated the public relations effort for the annual report. Work continued with the Mianus River Watershed Council on their strategic planning resulting in a new vision and mission statement. Concerns about flooding and erosion on the Byram River led to the initiation of the Byram River Workgroup. Working in concert with our Emergency Operations Coordinator and DPW, Conservation staff has coordinated the group. Several key work items were identified and staff will continue this effort into the next year focusing on flood control and prevention as well as water quality efforts.

Technical Assistance Program – Conservation staff continued to provide technical assistance to the other land use agencies on topics such as erosion and sediment control, conservation easements, landscaping plans and archaeological reports. Over 121 sites were visited and reports submitted to Planning and Zoning during the past year, keeping pace with last years workload. Several projects required ongoing assistance including the Greenwich High School field expansion project and the dog park. With no let up projected in the development area, this level of assistance is expected to continue into the next fiscal year.

Open Space Protection and Management – Open space protection has been a continuing effort of both the Commission and staff. Working towards restoration of the Cos Cob Power plant has been a priority for this year. The Conservation Director serves as the lead contact with EPA for the Brownfield grant including submission of quarterly reports and is working closely with DPW, the Town's environmental consultants, and CT DEP to keep the project on track. PCB removal was completed in early 2006 and capping and park redevelopment is planned over the next 2 fiscal years. This effort involves coordinating with local, state, and federal agencies on environmental permitting and oversight. This will continue to be a significant part of workload until completed.

The Mianus River Park is jointly owned and managed by Greenwich and Stamford. The adjoining Treetops property is owned by the State of Connecticut. In 2003, Stamford enlisted the National Park Service to help them with trails along the river. Greenwich staff and commission members continued to be involved in this effort and participated in several workshops aimed at finding ways to protect the river from erosion and other pollution sources and finding solutions to conflicts from differing user groups. A final report is expected in fall 2006.

Following up on legislation passed in 2004 that would allow water companies to enter into a conservation sale with municipalities, Greenwich began exploring the idea of picking up several parcels of water company land that is not in the public drinking water supply watershed and is vulnerable to be sold for development. In June, the town announced that formal negotiations were taking place. Conservation staff will continue to provide

technical assistance to the Town as this moves forward and also serve as the liaison with private organizations such as the land trust to make this project come to fruition. This is expected to be a key part of the workload in FY07.

Wildlife and Habitat Management – The Commission and staff coordinate the Town’s wildlife program closely with DEP Fisheries and Wildlife. Staff continued to work on the implementation of the deer management plan focusing efforts this year on promoting hunting on private lands. Additionally, staff continues to serve on the Fairfield County Municipal Deer Management Alliance. Staff will continue working on the implementation of the management plan in the next fiscal year.

Conservation staff continued expanded its goose management program working in cooperation with GeesePeace, Inc, Parks and Recreation and the Health Department. Part of this program included a town-wide egg oiling effort to reduce the population. The Town secured a permit and trained volunteers to find nests and oil eggs. Over 30 volunteers were trained and over 300 eggs were oiled as part of this effort. The hazing program was contracted out this year and includes Binney, Bruce, Byram and Roger Sherman Baldwin Parks. This will continue to be a significant workload for staff in the next fiscal year.

The habitat volunteer program that began in 1998 continued into its seventh year. This included staff and volunteers monitoring the Mianus River Fish way, surveying vernal pools, and counting horseshoe crabs at Greenwich Point. As part of the renovation of the Mianus Pond Pump Station by Greenwich Adult Daycare, a new access walk will be installed at the fish way. Staff worked with GADC to coordinate this effort. A grant from the USF&W Foundation will be applied to this effort. Construction is slated for fall 2006.

Working with the Town tree warden and the P&Z, Conservation staff continued discussions with local organization of ways to better protect our tree and community forest resources. In conjunction with the League of Conservation Voters a tree forum was held at the Bruce Museum with over 150 in attendance. This has resulted in the formation of two groups: a workgroup on tree ordinance for the town and a group working towards the establishment of a tree conservancy in Greenwich. Staff will serve as advisory to both of these fledgling groups.

The Conservation Director continued her lecture series with the Garden Education Center. This year’s series included the topics of global warming and protecting biodiversity. It also included a walk to the Pomerance property “secret garden” resulting in the GEC taking the restoration of this garden on as part of their anniversary celebration next year. Staff will continue working with GEC as a key component of the Commission’s education and outreach effort.

Work of the Conservation Commission is multi-faceted and requires Commission members and staff to be up to date on the latest technologies and trends in the environmental field. Staff and commission members attended several different workshops and networking meetings to keep on top of current issues. In addition, staff continued to serve on several environmental education committees including the Connecticut Envirothon, Soundwaters, Audubon Science Committee and Bruce Museum; and as a facilitator for DEP programs.

Denise Savageau
Conservation Director

INLAND WETLANDS & WATERCOURSES AGENCY

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	6.5	6.5	6.5
Expenditures:			
Current	\$322,1812	\$311,456	\$288,852
Capital	\$0	\$0	\$0
Total:	<u>\$322,1812</u>	<u>\$311,456</u>	<u>\$288,852</u>
Revenue:	\$445,216	\$442,357	\$200,728

Mission Statement:

The mission of the Inland Wetlands and Watercourses Agency is to protect and conserve the inland wetland and watercourse resources of the Town of Greenwich by effectively implementing and enforcing the Inland Wetland and Watercourse Regulations.

The agency is a regulatory body authorized and required by Connecticut State Statute and created by local ordinance. It is composed of seven members and three alternates appointed by the Representative Town Meeting upon nomination by the Board of Selectmen. The Agency reviews all developmental activities proposed within and adjacent to inland wetland and watercourse areas at regular monthly meetings normally held on the fourth Monday of each month.

The agency staff consists of six full-time staff members, (four professional/technical and two administrative), one full-time professional/technical staff shared with the Conservation Commission, as well as two permanent part-time support staff members. The positions are as follows: Director, Senior Inland Wetlands Analyst, Wetlands Compliance Officer, Environmental Analyst (shared with the Conservation Commission), Assistant Compliance Officer, Administrative Accounting Clerk, Administrative Staff Assistant 4, a part-time Administrative Staff Assistant 3 and part-time Data Entry Operator. Additionally, the Land Use Applications Coordinator continues to assist the public with all aspects of the wetland permit application process.

Duties and Activities:

In the past fiscal year (2005-2006) the agency received and processed applications for regulated activities, permit modifications, agent approvals, and bond releases as indicated in the table below:

July 1, 2005 to June 30, 2006 Totals	New Permits	Modifications	Denials	Agent Approvals	Letter of Permission	Bond Releases	Total Actions
	152	35	2	50	1	194	434

The agency’s key services include review and analysis of potential wetland and watercourse impacts posed by regulated (developmental) activities; issuance of permits for authorized activities, oversight of permit conditions, and enforcement actions against un-permitted activities that impact wetland resources.

In the course of performing these services, agency staff provides guidance and technical information to the agency members, as well as Town residents and their consultants, regarding acceptable development scenarios. They also provide educational content and outreach to Town residents regarding wetland functions and values, their role in maintaining the quality of life, as well as potential impacts posed by developmental activities and measures for reduction of impacts posed by those activities.

IWWA staff routinely comment to the Planning and Zoning Department on potential wetland impacts as detailed in subdivision applications, site plans, special exceptions, and zoning applications.

Staff provides technical guidance and comments to other Town departments including the Health Department, Department of Public Works, Engineering Division, Parks and Recreation Department, Highway Division, and Department of Social Services, concerning potential impacts posed by projects carried out by the respective departments.

Compliance staff provides Town-wide monitoring of activities, development and otherwise, with potential for adverse impacts upon wetlands and watercourses as well as compliance with agency issued permits and their conditions. They review and process bond release requests, bonds consisting of monetary funds posted by the applicant and used as a tool by the agency to assist in permit compliance.

Through the provision of these services, the agency helps the Town to comply with implementation of Phase Two Storm Water Management Program.

Accomplishments:

Mianus Pond Policy-

On November 21, 2005, The Inland Wetlands and Watercourses Agency adopted a policy with respect to docks, floats and piers constructed on and into Mianus Pond, a Town-owned waterbody and land area. Each existing dock will be inspected and documented for Agency files to enable compliance personnel to determine if any new docks are constructed as well as ensure existing docks aren't currently deteriorating into the pond. The Agency will require its staff and/or consultants to make a thorough analysis of a detailed site plan for each existing and proposed dock. The Agency has a similar policy for decks constructed within regulated areas.

This proposed policy addresses a long standing lapse in jurisdiction both for the IWWA and the Town as most structures built and maintained on the Pond exist without IWWA permits and without any license agreement with the Town regarding use of Town property.

Over the coming months the IWWA in conjunction with the Board of Selectman, will work to fully implement this policy to address this important matter.

Proposal for Digital Map Scanning Services

The IWWA is seeking to digitally scan existing developmental site maps submitted to the Town in conjunction with applications for regulated activities for the purpose of having that information more accessible to both Town staff and members of the public. This project has two primary considerations regarding implementation- the scanned image must be able to be viewed on its own, using available Town-owned software, and the image must be geo-referenced (accurately related) to its physical location on the geographical information system of the Town.

This is a leading edge project in that currently no town department maintains its archived maps, or has the ability to reference archived maps, in a digital format. The ability to access archived maps in a digital format will provide a greater ease of access to information by both town staff and the residents of the community making the permitting process more efficient and user friendly.

Municipal Fines Ordinance:

The Inland Wetlands and Watercourses Agency is in the process of requesting that the Board of Selectman approve an ordinance granting the Town, through the Agency, the ability to issue "citations" for violations of its regulations. The fines range from \$500 to \$1,000. The proposed ordinance also requires the approval of the RTM.

The Agency intends the ordinance to address repeat, egregious or commercial violators of wetland regulations. The ordinance is in accordance with Section 22a-42g of the Connecticut General Statutes and includes both procedure for issuing citations and the mechanism by which a citation may be appealed.

The Agency held a Public Hearing on November 28, 2005 to solicit input on the idea of establishing a municipal fine for violations of wetland regulations. The ordinance incorporates input from the Public Hearing and was unanimously approved by the Agency at a public meeting on December 19, 2005. Agency representatives have met with the Board of Selectman, most recently at their June 2006 meeting, and continue to refine the proposal with their advice and feedback. The Agency plans to gain necessary Town approvals and implement the ordinance late in 2006.

IWWA/ Highway Department Coordination:

The Inland Wetlands and Watercourses Agency (IWWA) and the Highway Division of the Department of Public Works (DPW) in recognition of the need to protect, repair and improve the Town infrastructure and at the same time protect and enhance the Town's Wetlands and Watercourses consistent with Town regulations are mutually establishing guidelines intended to provide a standardized operational process. To facilitate communications between the respective departments each will designate a staff liaison that will closely communicate activities and insure that the guidelines are working to meet the needs of the Community.

The specified operations are designed to insure compliance IWWA adopted regulations, and would apply to Highway Division activities that generally occur within defined upland review areas (typically 100- 200 feet outwards from any wetlands or watercourse). It is also recognized that all maintenance activities should be consistent with best management practices relative to storm water runoff.

Upon acceptance of these guidelines the liaison staff will develop a training program for the appropriate highway staff to implement the guidelines into normal field operations and further educate the staff on applicable regulations.

Integrated Enterprise Permit Tracking System

The Town of Greenwich is in the process of soliciting proposals for the purchase and installation of an integrated and enterprise wide permit tracking software solution. The Agency, in conjunction with other Town Departments are looking to expand their services and application\permit tracking capabilities in the future. Presently, IWWA and the Planning and Zoning Department utilize a customized Microsoft Access database to record and track application\permit information. The purpose for this project is to implement a new software application that will better meet the needs of IWWA as well as the needs of other departments, and provide a more efficient permit management system.

Performance Outcomes:

The IWWA strives to implement the following goals and objectives in protecting the Town's inland wetland and watercourse resources

1. *Implement updated IWWA regulations.*
2. *Address construction of private docks on Town-owned Mianus Pond.*
3. *Community education and outreach.*
4. *Implementation of the Phase Two Storm Water Management Program by development of a best management practices manual emphasizing low impact development and storm water management.*
5. *Increase staff and agency member knowledge by providing educational, training, and developmental opportunities.*

The agency currently has three appeals of decisions pending:

- 1) Sinowoy Road- application 04-47-an appeal of an agency denial
- 2) 46 Valley Drive- Application 05-141Alaska Southern Partners Appeal of an agency approval
- 3) Halsey Drive- Application 05-107 Appeal of an Agency approval.

General information about the agency is available on the Town of Greenwich's web page: www.greenwichct.org/inlandwetlands.htm. Information available includes a meeting schedule with deadlines, office hours, ways to contact the agency, and a list of staff and agency members, meeting agendas, and minutes.

Agency members and staff continued to take specific actions, recommend, and implement changes in policies and practices to enhance the protection of the Town's water resources, while ensuring fair and courteous review of applications.

The Greenwich Inland Wetlands and Watercourses Agency continues to enhance the environmental quality of the Town for its residents by protecting and preserving the inland wetland and watercourses of the Town, while allowing for the reasonable use of private and public properties.

Agency members and term expiration dates:

(July 1, 2005- June 30, 2006)

Thomas R. Baptist, Chairman - 3/31/09

Lawrence Perry, Vice Chairman - 3/31/09

Martin Kagan, Secretary - 3/31/08

Matthew J. Popp - 3/31/09

Christie A. Coon - 3/31/08

John R. Conte - 3/31/09

Garrett Dietz - 3/31/08

William Galvin - 3/31/09

Alternates:

Richard Mackool - 3/31/08

The Agency has gained two new members during this time, William Galvin and Garrett Dietz. William Grempe, who served the agency well during his tenure, decided not to serve an additional term.

Thomas R. Baptist
Chairman

Mark G. Massoud
Agency Director

GREENWICH SHELLFISH COMMISSION

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Expenditures: (Note 1)			
Current	\$18,569	\$15,960	\$17,618
Capital	\$0	\$0	\$0
Total	<u>\$18,569</u>	<u>\$15,960</u>	<u>\$17,618</u>
 Revenue (Note 2)	 \$0	 \$0	 \$0

(Note 1) Includes encumbrances and improvements financed in each year.

(Note 2) Shellfish Program revenue is included in the Town Clerk's revenue figure.

The Shellfish Commission, under the aegis of the Office of the First Selectmen, is comprised of nine (9) volunteer members, including a Chairman, Vice-Chairman and Treasurer. In addition, the Department of Health's Director of Environmental Services, the Shellfish Coordinator and approximately twenty-five (25) volunteer wardens, including a warden Chairman, serve the Commission. The wardens spend three hundred (300) hours or more on duty patrolling shellfish areas, enforcing regulation compliance and educating permit holders. The Shellfish Coordinator continues to collect water samples and monitor water quality from thirty-two (32) stations inside and outside Greenwich Harbor throughout the year.

On November 1, 1991, the Connecticut Department of Agriculture, Aquaculture Division (DAAD) permitted the Greenwich Shellfish Commission to reopen some recreational shellfishing beds after 30 years of closure. Six years of water testing by the Town and State had ascertained that shellfish in some beds were safe for human consumption. Since 1991, more shellfish beds have been reopened, some beds have had boundaries extended and rainfall restrictions have been reduced because of favorable water sampling results.

At the beginning of the year Lucy Jinishian, Chairman and Dan Barrett, Vice Chairman, retired after more than twenty years of dedicated service to the Commission. They have both been largely responsible for the revitalization of the shellfish beds in Greenwich. The Commission is deeply thankful to them.

The sale of shellfishing permits did not see an increase in 2005-2006 (180 versus 230) and as a result, the Commission decided to make education and promotion of shellfishing one of its focal points. The Commission continued to develop its educational program by conducting demonstration clinics for the children of Community Centers, Inc. (CCI). The Commission has made demonstration clinics an integral part of its work on an on-going basis. In the fall of 2006 clinics will be extended to include Eagle Hill students. Both CCI and Eagle Hill have welcomed this opportunity and will incorporate the program into their curricula. Demonstrations for the general public will be planned for Greenwich Cove during the upcoming year.

During this year an educational shellfish video was being in developed and should be completed by October 2006. The video will be used to educate schools and associations in the community in an effort to increase public awareness about shellfishing in Greenwich Cove.

The additional eighty thousand (80,000) oysters purchased in 2005 and then seeded near the shore of Greenwich Cove have had moderate success in establishing themselves in their locations. The one hundred thousand (100,000) oysters seeded in the previous year also continue to flourish. In the fall of 2006 the Commission will decide whether the beds, when opened for recreational shellfishing, can officially add oyster harvesting to the permit.

The hard clam farming project undertaken by the Commission with Atlantic Clam Farms continued in 2005-2006. The project, as designed, thinned out the larger clam population in an effort to support stronger growth of the smaller clams. Many of the clams were moved closer to the recreational shellfishing beds (A and B) and Great Captain's Island. Part of the larger clam movement also went to the various "seed areas" such as

the Long Island Nature Conservancy in Long Island Sound. Researchers monitoring the health of these clams have stated that clams received from Greenwich Cove appear to be significantly healthier from a reproductive standpoint than those native to the areas being seeded.

In May 2006, the Commission was approached by the SUNY Stony Brook, NY Research Department, about interest in supporting a proposed study that would monitor the condition and reproduction of shellfish in Long Island Sound. After discussing the details of the program, the Commission agreed to render support to the study by supplying in-kind services such as sampling assistance, etc. Researchers Michael Doall and D. K Padilla will actively apply for a New York State Sea Grant to fund the research. If successful, the project will commence in 2007. By participating in the study the Commission will have access to all of the scientific data and research results during and upon the completion of the study. Information collected will also give valuable insight into the health of Greenwich Cove as well as providing a base from which to monitor this resource in the future. It is anticipated that the grant will be awarded in November 2006.

The eelgrass project, focusing on providing a breeding habitat for bay scallops, commenced in September of 2005 with the disposition of one hundred thousand (100,000) eelgrass seeds in various locations in Greenwich Cove. The seeds were planted with the assistance of Mr. Chris Pickerel, a habitat restoration specialist with Cornell Cooperative Extension in Southold, New York. In June 2006 the seeded areas were inspected and approximately 500/600 seedlings were found to have taken root. Although some of the seedlings had potential snail egg damage, further inspection will take place in the fall of 2006 to assess progress. The outcome of the assessment will determine the course of action for the future.

Roger Bowgen
Chairman

COMMISSION ON AGING

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	2	2	2
Expenditures:			
Current	\$135,589	\$126,962	\$118,397
Capital	\$0	\$0	\$0
Total:	<u>\$135,589</u>	<u>\$126,962</u>	<u>\$118,397</u>
Revenue:	\$0	\$0	\$0

The Commission on Aging is the designated overall planning agency for older persons in Greenwich, and has been an official department of Town government since 1975. The Director, Samuel E. Deibler, and the Administrative Staff Assistant IV, Palmira M. Krois, maintain offices at the Senior Center, 299 Greenwich Avenue.

The Commission on Aging consists of seven members appointed for three-year terms by the Representative Town Meeting upon nomination by the Board of Selectmen. Members include: Betty Hauptman (Chairman through April, 2006 - term expired 2006), Lori Jackson (Vice Chairman through 4/06, Chairman since 4/06 – term expires 2008), Alan Berk (term expired 2006), Steven H. Dudley (term expires 2007), Karen LaMonica (Vice Chairman since 4/06 - term expires 2007), Mary Bausch (Secretary through 9/05 – moved from Greenwich, 2005), Catherine Brennan (term expires 2008), Phyllis Pratt (Secretary – term expires 2008), Claire Whelan (term expires 2009).

The mission of the Commission is to improve the quality of life for older Greenwich residents. To accomplish this mission, The Commission:

- Advocates on behalf of the elderly population,
- Identifies unmet needs of the elderly,
- Conducts research and collects data,
- Provides information to the community on the needs of the elderly,
- Serves as a clearing house for disseminating information,
- Presents public education programs on issues affecting older persons,
- Communicates information to the elderly on programs, services, and benefits,
- Convenes meetings and serves as a forum for issues concerning the elderly,
- Provides information on funding sources for programs and encourages funding partnerships,
- Acts as an independent arbiter on problems or complaints affecting the elderly,
- Establishes and maintains collaborative relationships with community, professional and governmental agencies, and
- Participates with Town offices in community planning activities.

GOALS AND ACHIEVEMENTS

Transportation

Goal: Participate in transportation planning in the region in conjunction with the Greenwich Conference on Aging Transportation Action Group, including engaging in advocacy for special needs, and support the Selectman’s Transportation Committee as the focal point for providing comprehensive transportation planning for the elderly.

Achievements:

- The “Area Transportation Guide” was updated and distributed to community members and organizations to provide detailed information to help older persons utilize the network of services.
- The commission provided administrative services to the Greenwich Taxi program Share-the-Fare. Discount coupon books, valued at \$10.00 each, were sold at a price of \$6.50 to residents 62 years of age and older. A total of 770 books were sold, an increase of 7.5% over the previous year. The Town contributed 25%, and Greenwich Taxi contributed 10% toward the total cost of the rides. The program offered the most flexible means of transportation for older persons who cannot drive.

Communication/Outreach

Goal: To provide comprehensive, current information on issues of aging.

Achievements:

- The commission published two issues of “The Savvy Senior” for mailing and distribution to more than 7,000 households in the Town. Each issue highlighted a key area of concern to Town seniors, including Alzheimer’s Disease and Medicare Part D, the new prescription drug program.
- The director maintained an active public speaking schedule with community groups, service organizations, housing tenant groups, and AARP Chapters. Topics discussed included: insurance, health care, property tax relief, Social Security, and Medicare with a special emphasis on the Part D prescription drug program sign-up period through May 15, 2006.
- The director convened the Senior Provider Network, a coalition of 40 agencies providing services to the Town’s senior population. The bi-monthly meetings promoted the sharing of information and expertise between agencies, and provided opportunities to learn about new or changed services.
- The Directory of Services for Senior Adults, a 70-page booklet describing the range of programs and services for seniors, was restructured with a new taxonomy and completely updated. It was available free of charge at the commission office, and was posted on the Town website.
- The director participated in two community educational efforts, the Late Life Committee of the United Way Planning Council, and the Greenwich Coalition for Improving End-of-Life Care. A program for professionals, “Competence, Capacity and Compassion: Care Decisions for Frail Elders”, was produced identifying issues around patient competency and the methods professionals use to intervene. Total attendance was 75 senior service agency staff.
- Older Americans Month was celebrated in May with a theme chosen by the U.S. Administration on Aging: “Independence+Dignity+Choice=Healthy Aging.” A series of programs recognized services that support seniors’ independence, enhanced dignity and offered lifestyle choices.
- A workshop on Rescuing Your Retirement was presented featuring David K. Carboni, Ph.D., CFP that dealt with financial planning for retirement, addressing the expense of long-term care, generating additional income, and dealing with the costs of medical care.

Planning

Goal: To provide leadership in planning for the needs of the elderly population in the Greenwich community.

Achievements:

- The Commission on Aging continued to assist Greenwich Hospital in “The Greenwich Health Improvement Partnership” with staff assisting with the Implementation Team and the Task Force on Access to Health Care.
- Action Groups continue planning efforts in Transportation, Health Care, Coordination of Services, Multipurpose Center, Housing and Home Care Management.

Housing

Goal: To have diverse types of housing available to Greenwich seniors.

Achievements:

- The Commission continued to monitor the Town Property Tax Relief Program that helps low-income older homeowners stay in their homes. This was the first year of the renewed program, and it provided relief of \$550,000 for 700 persons.
- The Commission co-sponsored a Community Forum along with the United Way of Greenwich, the Greenwich League of Women Voters, Greenwich Housing Authority and Greenwich Hospital titled “Out In The Cold: A Serious Conversation About Housing In Greenwich.”
- The Commission convened a committee of senior service providers to address social service needs of senior residents in the Putnam Green and Weaver’s Hill housing units. The Housing Crisis Group worked in cooperation with tenant leadership to plan and present a public program to provide information about available services, and published and distributed a 9-page Directory of Housing and Support Services for Greenwich Seniors.

Health Care

Goal: To advocate for a comprehensive system of health care services for seniors.

Achievements:

- The Health Insurance Counseling Program continued to operate in conjunction with Family Centers with a special emphasis on assisting seniors apply for the Medicare Part D Prescription Drug Program. More than 1,500 seniors attended educational programs led by staff and volunteers and more than 1,000 seniors received individual counseling and assistance in choosing a plan. Special programs were conducted in cooperation with the Greenwich Library Health Information Center, the Greenwich Department of Health, First Congregational Church, the Greenwich Senior Center, Senior Net, Family Centers, Inc., The Mews, Greenwich Housing Authority, Parsonage Cottage, Round Hill Community Church, Greenwich Hospital Healthy Living Center and Center for Healthy Aging, Greenwich Adult Day Care, the Southwestern Connecticut Agency on Aging, the office of Congressman Christopher Shays, the Connecticut Department of Social Services and Senior Clubs and organizations in Greenwich.
- The Commission assisted in planning the annual Senior Health Fair in cooperation with the Greenwich Department of Health and Greenwich Hospital’s Center for Healthy Aging. The event brought together more than 75 local, regional, state and federal exhibitors along with approximately 1,000 seniors for health education and immunizations.
- The Commission cooperated with the Department of Health and Greenwich Hospital in planning and presenting the Multicultural Health Fair, an event designed to reduce language and cultural barriers to health care services for non-English speaking residents.

Advocacy

Goal: To advocate at all levels of government, on behalf of Greenwich seniors.

Achievements:

- A Legislative Forum was held in May to enable seniors to discuss issues of concern with the Town’s state legislators. A total of 55 persons attended the event, which was covered by Greenwich Time and WGCH radio.
- A Selectman’s Forum was held in May to provide seniors an opportunity to meet the selectmen and to discuss issues of concern. Sixty-two persons attended.

Samuel E. Deibler
Director, Commission on Aging

HISTORIC DISTRICT COMMISSION

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	0	0	0
Expenditures:			
Current	\$0	\$0	\$0
Capital	\$0	\$0	\$0
Total:	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Revenue:	\$0	\$0	\$0

The Historic District Commission was established in 1975 to hear applications for changes to structures in local historic districts. Its oversight has been expanded to hear applications for changes to local historic properties, Historic Overlay and Historic Residential Overlay properties, and Preservation Easement properties. In addition, we are an advisory body to the Planning and Zoning Commission on issues concerning changes to National Register of Historic Places and State Register of Historic Places properties.

The Commission supports and acts as a study committee for nominations for local historic districts and properties and provides support and assistance for nominations to the National and State Registers. In December 2005, the c. 1742 Charles Green House was designated a local historic property.

The Commission is informed of demolition applications to structures over 60 years of age and monitors these demolitions by studying and photographing the houses and placing stays of demolition if it deems that they are warranted. In 2005 there were 80 demolition applications; six demolition stays were placed. In 2006 there were 37 applications to June 30; four demolition stays were placed.

The Commission supported Historic Overlay status for three properties: 151 Hamilton Avenue which was granted that zoning change in 2005; 51 Church Street and 62 Sherwood Place were granted that change in 2006.

We are a volunteer commission with staff support from the First Selectman's office and the Planning & Zoning Department.

Susan Richardson, Chairman
October 18, 2006

FIRE DEPARTMENT

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	107	103	103
Expenditures:			
Current	\$10,630,086	\$10,066,391	\$9,525,204
Capital	\$591,000	\$735,000	\$1,079,250
Total:	<u>\$11,221,086</u>	<u>\$10,801,391</u>	<u>\$10,604,454</u>
Revenue:	\$2,217	\$2,120	\$1,914

ADMINISTRATION

The Fire Department is under the direction and control of the First Selectman. The Fire Chief and Assistant Chief are responsible for the administration and command of the department. Individual fire districts throughout Town (Central, Cos Cob, Byram, Glenville, North Street, Sound Beach, Round Hill and Banksville) are supervised by volunteer district chiefs. Overall, a combined force of career and volunteer firefighters provide fire protection and rescue services serves the Town.

Accomplishment for 2005-2006

- Continued program of replacing aging fire apparatus with the order of a new pumper for Glenville.
- Continued program to address volunteer firefighter retention and recruitment issues with volunteer recruitment coordinator.
- Implemented 4 new Deputy Chief's positions as Shift Commanders to enhance Command and Control of fire scenes.
- Provided specialty training in hazardous materials emergency response, bioterrorism, and fire ground operations.
- Implemented improvements in fire dispatching and fire ground communications.
- Completed the relocation of Administrative offices to 75 Holly Hill Lane to assist in the Public Safety development project.

OPERATIONS

The Greenwich Fire Department responded to 4023 incidents during the fiscal year 2005-2006. The department continues to respond to a high number of motor vehicle accidents requiring extrication and rescue services, along with a number of automatic fire alarm responses providing a steadily increasing burden upon our existing resources.

During 2005-2006, the department had approximately 140 volunteer and 100-career entry tag certified personnel serving throughout Town. Current career fire fighter staffing is 24 per shift, with one shift having 23.

The department enhanced the command structure this year with the addition of 4 new Deputy Chiefs. These individuals are shift commanders of their respective firefighting crews. The addition of these officers will increase firefighter safety and fire ground efficiency. The department has also placed an order for a new pumping engine for the Glenville station. We additionally are expecting a delivery of a new response and command vehicle early in 2007. We continue to enhance the communications network with the planned implementation of new dispatch programs and digital radio units.

Volunteer Firefighter Recruitment & Retention

Under the Direction of Brian Kelly volunteer recruitment and retention is effectively being facilitated. The division assists the department in providing an adequate number of trained volunteer firefighters for duty. Accomplishments within the division include an emphasis in accountability practices designed to process and develop prospective volunteer firefighters. Twenty (20) prospective volunteers have been referred into the various volunteer companies this year. Currently eight (8) firefighters have completed firefighter I training and seven new candidates are involved in a Town hosted class at this time.

Current initiatives include the reinstatement of a Staff Support/Operator classification and associated training which is a cooperative effort between the training division and members of the volunteer component.

TRAINING

The Greenwich Fire Department Training Division, under the direction of Captain John Sabito, has worked on developing firefighter education in the areas of special hazard operations. The Training Division is designed to instruct the entry-level firefighter in the fundamentals of fire emergency operations, broaden their vision in tactics, and elevate their educational potential to be able to develop strategies as an incident commander.

In providing support for the primary mission of the Greenwich Fire Department the Training Division has accomplished the following training: a **Volunteer Firefighter 1** class delivered in Stamford and Darien contained 10 new volunteer firefighters who are awaiting confirmation on certification. During the combined in-service training drills, both career and volunteer instructors were utilized to deliver specialty training in the areas of **Cold Water Rescue** and **C.P.R.** We have also worked at basic fundamentals of training in the areas of engine operations, ladder operations, and rescue functions. The items covered such training as foam suppression, ventilation techniques, and rope rescue for firefighter survival and rescue operations.

During the past fiscal year outside vendors such as the State of Connecticut and Safety Consulting Group, Inc. delivered courses for technical rescue operations. The Fire Department in an effort to move into the 21st century has continued to train and equip the career staff to an advanced operational level for WMD. These outside vendors have provided expertise training in the areas of hazardous materials, confined space and trench rescue operations for 99 firefighters and officers. Additional mandatory annual refreshers for **Emergency Medical Care, Hazardous Materials, and Technical Rescue** were also supplied.

The Training Division will continue to move forward by enabling its personnel to do more of their own in-service training and personnel management. In return, this should also provide a better benefit for the retention of volunteers and develop continued education, which will provide a higher quality service to our customers.

During the fiscal year the department hired seven new firefighters on September 29, 2005 that attended the Connecticut Fire Academy. At the academy they received training certifications for Firefighter 1 & 2, Confined Space Operations, Hazardous Materials Operations and Incident Command. They completed a fire department training program that is designed to have them operate as fire suppression firefighters and apparatus operators for the Greenwich Fire Department. This program lasted six weeks and these new personnel are on shift as full operating firefighters since February 1, 2006.

HEALTH & SAFETY

The Training Division coordinated over the last six months of the fiscal year with Human Resources, Occupational Health Examiners, Volunteer Recruitment and Retention to develop a new more conducive policy and procedure to evaluate the health and fitness for all current firefighting personnel. This new guideline has been developed to increase the availability of active volunteer personnel able to respond to alarms. A support operation tag was created which allows veteran firefighting members and fire police personnel to function at emergency incidents. This procedure meets O.S.H.A. and N.F.P.A. requirements while protecting the health of each firefighter

OFFICE OF THE FIRE MARSHAL

For the fiscal year 2005/2006, the Office of the Fire Marshal was exceptionally busy. Personnel vacancies and injuries hampered our efforts and placed more responsibilities on remaining staff. Significant time was expended implementing a new Fire Department computer system. The new system will replace an antiquated DOS based system and will include Computer Aided Dispatch and an up to date Fire Reporting System as well as other features needed for the Department.

The following statistical information is a breakdown of the work performed by the Office of the Fire Marshal for fiscal year '05/06. The Greenwich Fire Department responded to 4,023 incidents. These incidents are broken down as follows:

Public Assist/Public Education	755		Remove Hazard	16
Assist Police for Vehicle Accidents	353		Vehicle Accident / Extrication	36
False / Detector Activation	359		Accidental by Workmen	1340
Malicious False Alarm	27		Spills / Leaks / Carbon Monoxide	366
Fires	194		Investigations	200
Medical Calls	49		Down Power Lines	95
Food on the Stove	233		TOTAL	4023

Forty-four working fires that resulted in significant property damage and required a detailed fire investigation; 387 sets of plans were reviewed for the Building Official, Planning & Zoning and area architects; 102 blasting permits were issued for explosive demolition excavations; over 400 inspections were performed on buildings and property covered by the Connecticut Fire Safety Code.

Sanford W. Anderson
Fire Chief

GREENWICH POLICE DEPARTMENT

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	175	182	182
Expenditures:			
Current	\$ 14,906,864	\$13,718,306	\$13,390,114
Capital	\$ 1,229,680	\$ 1,690,374	\$ 253,435
Total:	<u>\$16,136,544</u>	<u>\$15,408,680</u>	<u>\$13,643,549</u>
Revenue:	\$ 263,103*	\$ 192,458*	\$ 994,862

Note: Includes encumbrances and improvements financed each year.

*Does not include revenue from Parking Violations

The Greenwich Police Department is under the direction and control of the First Selectman and is charged with the protection of life and property, the preservation of public peace, the prevention and detection of crime, the apprehension of offenders and the enforcement of state and local laws and ordinances, as well as the countless calls for service that the Police Department handles on a daily basis. In fiscal year 2005-06, the Greenwich Police responded to 46,150 calls for service.

Our community policing initiatives continued for the second year. With the Town divided into three geographic sectors, each under the command of a Captain, the community is better served and the public has a clearer understanding of who is responsible for policing activities in their neighborhood.

Our three Neighborhood Resource Officers (NRO's) play an integral role in our community policing effort.

The CAPP (Community and Police Partnership) groups continue to facilitate communications between citizens and the Police Department, as well as other town departments/agencies. These sector groups have voiced support for issues having a town-wide impact such as the implementation of School Resource Officers (SRO's) at Greenwich High School and the Board of Education's efforts to track non-residents within the school system. They have also worked with other entities such as DPW and the Greenwich Housing Authority to address various neighborhood concerns.

In response to a Citizen's Survey, the Department addressed traffic concerns with the implementation of the Selected Traffic Enforcement Program (STEP). First quarter results equated to a 30% reduction in accidents on 12 targeted roadways and a significant increase in the issuance of tickets.

Once again, the Department successfully completed two ten-week Citizen Police Academy programs with 43 graduates. This program will continue as we attempt to meet demand for the course.

The Department continues to apply for federal and state grants in support of a variety of special programs including traffic enforcement, DWI enforcement, narcotics investigation, drug education programs, domestic violence, and community policing. The overall operational efficiency of the agency has improved, and there have been increases in productivity, and a reduction in certain categories of crime.

We will continue with our community policing initiatives in order to provide the best possible police services to all. The Department looks forward to the construction of our new police facility.

James A. Walters
Chief of Police

POLICE OFFICER PERSONNEL BY DIVISION

	<u>2005-2006</u>	<u>2004-2005</u>	<u>2003-2004</u>
211 Administration	5	6	6
216 Criminal Investigations Division	26	30	30
217 Uniformed Services Division	120	116	116
219G Parking Fund	<u>5</u>	<u>5</u>	<u>5</u>
Totals	156	157	157

CIVILIAN PERSONNEL BY DIVISION

	<u>2005-2006</u>	<u>2004-2005</u>	<u>2003-2004</u>
211 Administration	0	3	3
213 General Services Division *	18	11	10
216 Criminal Investigations Division	0	1	1
219G Parking Fund **	<u>0</u>	<u>0</u>	<u>11</u>
Totals	18	15	25

* Includes 6 civilian dispatch positions and 3 permanent part-time clerical positions; does not include ASA II position (Alarm Administrator) transferred to GPD from Finance 5/30/06;

** No longer part of police department operations

GENERAL SERVICES DIVISION

The General Services Division is responsible for the following activities: preparing the Department Budget (Line and Program), payroll, ordering and issuing of equipment and supplies, records system, computer operations, communications center, police fleet and coordination of maintenance with the Fleet Department, maintenance of buildings, research and procurement of new equipment.

The Director of General Services is assisted by an Office Manager, two full time and three part-time administrative assistants. The position of Alarm Administrator was reassigned to this division from the Finance Department effective May 30, 2006. Three Animal Control employees and one Property and Evidence Clerk also report to the Director of General Services.

<u>Revenues:</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Auctioned Vehicles	\$0	\$ 905	\$ 0
Animal Control Receipts	\$2,920	3,420	5,975
Going-Out-of-Business Permits	0	1,138	0
Gun Permits	1,470	2,065	1,155
Miscellaneous: Accident Photocopies, Photos, Fingerprint Cards, etc.	16,779	16,119	16,532
Parking Violations	0*	0*	864,800
Precious Metal/Stone Permits	30	20	20
Raffle, Bingo, Games of Chance Permits	841	532	495
State Reimbursement: Prisoner Transportation/Meals	618	567	702
Not otherwise Classified	0	21	-

Asset Forfeiture:

State	\$36,091	\$32,519	\$ 0
Federal	140,979	98,759	12,177

Grants:

State of Connecticut:			
DUI Enforcement:	\$38,100		
Memorial Day/July 4 th		17,118	7,980
Thanksgiving/Christmas		0	23,730
SU Enforcement Vehicle		0	50,000
Materials & Supplies		0	4,696
DUI Expanded Enforcement	\$10,275		
EMS Equipment Grant	0	2,070	0
Federal - Department of Justice:			
LLEBG -Personal Body Armour	0	5,205	6,600
OPM Overtime	0	4,000	0
Canine Purchase/maintenance	0	8,000	0
Citizens Police Academy Gift	\$15,000		
 Totals	 <u>\$ 263,103</u>	 <u>\$ 192,458</u>	 <u>\$ 994,862</u>

*Parking Violations revenue is no longer receipted by the Police Department.

Animal Control Section*

	<u>2005-06</u>	<u>2004-05</u>
Roaming Dog Complaints	272	300
Barking Complaints	56	77
Impounds	242	255
MV/DOA	16	14
Animal Bites	82	119
Welfare	124	110
Nuisance	63	65
Wildlife Rabies	<u>276</u>	<u>189</u>
Total Number of Investigations Conducted	1,131	1,129

*Data collection was re-categorized beginning 2004-05.

Miscellaneous Services And Incidents

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Alarm Reports	7,174	6,602	7,134
Bingo and Raffle Permits	34	19	16
Found Property Reports	98	131	113
Gun Permits	44	59	33
Lost Property Reports	166	204	182
Lost Property Calls	526		
Reports for Other Town Agencies	109	117	161

CRIMINAL INVESTIGATIONS DIVISION

The Criminal Investigations Division is comprised of one Captain, one Lieutenant, three Sergeants, seventeen Detectives and one Administrative Assistant. The Criminal Investigations Division investigates all serious crimes against persons and property. The Burglary Clearance rate is above 33%. One Youth Officer continues to work with the Greenwich Coalition to Combat Underage Drinking.

Uniform Classification of Offenses

	<u>2005-06</u>		<u>2004-05</u>		<u>2003-04</u>	
	<u>Total</u>	<u>Cleared</u>	<u>Total</u>	<u>Cleared</u>	<u>Total</u>	<u>Cleared</u>
Arson	4	1	5	1	0	0
Assault – Aggravated	14	12	10	8	10	10
Assault – Simple	54	47	68	65	105	94

Uniform Classification of Offenses – con't.

	<u>2005-06</u>		<u>2004-05</u>		<u>2003-04</u>	
Auto Theft	31	26	47	34	44	31
Burglary	83	18	*121	34	109	35
Larceny	502	98	**50	98	449	95
			4			
Homicide	1	0	0	0	1	1
Robbery	10	5	12	5	11	6
Sexual Assaults	8	1	5	5	2	2
Sex Offenses	10	7	9	9	12	11
Totals	717	215	781	259	743	285
Clearance Rate:	29.98%		33.2%		38.4%	

Incidents - Other

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Missing Persons Reported	48	38	53
Missing Persons Located	46	38	51
Sudden Deaths Investigated	48	39	32
Suicides, Attempts Investigated	21	27	17

Classification of Arrests

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Aggravated Assault	18	13	19
Arson	0	1	2
Auto Theft	1	6	3
Burglary	37	*44	38
Criminal Homicide	0	0	1
Disorderly Conduct	112	152	99
Domestic Violence	148	153	171
Driving While Intoxicated	248	180	167
Embezzlement and Fraud	28	17	17
Family Offense – non-violent	16	14	7
Forgery and Counterfeiting	15	22	24
Larceny - Theft (Except Auto)	128	**152	136
Liquor Laws	31	20	21
Motor Vehicle Violations – Summons	7,142	5,388	6,300
Narcotic Drug Laws	159	153	201
Other Jurisdiction Arrests	37	51	
Other Assaults	74	80	87
Robbery	9	8	6
Sex Offense	4	7	7
Sexual Assaults	7	7	1
Weapons – Carry, Possession, etc.	16	25	20
All Other Offenses	858	219	82
Totals	9,088	7,409	7,497

*Includes Burglary Motor Vehicle

**Includes Larceny ID Theft

Burglary Statistics

Month	Residential	Commercial	Attempts	Total	Cleared	% Cleared
07/05	4	1	1	6	1	16.6
08/05	4	5	3	12	5	41.6
09/05	5	5	1	11	1	9.0
10/05	4	0	1	5	2	40.0
11/05	7	2	1	10	3	30.0
12/05	5	0	1	6	3	50.0
1/06	1	1	0	2	0	0
2/06	3	2	0	5	1	20.0
3/06	2	0	0	2	0	0
04/06	5	4	0	9	1	11
05/06	6	2	3	11	0	0
06/06	2	2	0	4	1	25.0
TOTALS	48	24	11	83	18	21.6

YOUTH SECTION

The Youth Section is responsible for investigating crimes or offenses committed by or against juveniles. Five Officers, under the command of a Captain, staff the unit. Besides their investigative duties, the Youth Officers give talks to students at all local schools and conduct tours of the Police Department for local youth-related programs, Cub Scouts, Brownies, etc. Youth Officers also assist the Training/Crime Prevention Unit with Security Surveys of Greenwich homes and businesses. Outreach to the community is a priority and is accomplished through involvement with Kids in Crisis, Youth Services Council, Child Guidance Center, Greenwich Child Protection Team and the Lower Fairfield County Sexual Response Team. Each of the Greenwich Schools has been assigned a youth officer as their liaison with the Department.

Types of Investigations

Arson	1	Talk – Parents	1
Assault-Aggravated	3	Talk – Public Relations	5
Assault-Simple	12	Talk – Students	16
Burglary – Residential	2	Tour GPD	
Casualty	6	Vandalism	14
Disorderly	16	Weapons	2
Disorderly (DV)	27		
Domestic Non Violent	10		
Drug Laws Violation	16		
Found Property	2		
Larceny	53		
Larceny ID Theft	1		
Miscellaneous Offenses	16		
Miscellaneous Reports	68		
Missing Persons	18		
MV Laws Violation	1		
Other Jurisdiction	4		
Sex Offense	5		

IDENTIFICATION BUREAU REPORT

Fingerprints:

Criminal Processing	4905
Public Service	40
Pistol Permits	84
Securities	690
Town Employment	736
Child Identification	10
Miscellaneous*	454
Total Persons Fingerprinted	2,069
Total Number of Fingerprint Cards	6919

Photography:

8 x 10	1,340
4 x 6	4,580
Polaroids	12
Color/Black & White (Rolls)	197
Digitals	22,339
Photos Sold	115

Revenue:

Fingerprinting	\$6,390	- Excludes Town employees (BOE), Criminal arrests, Child Identification.
Photos	<u>1,150</u>	- Excludes photos for Court, Town Law Dept. and GPD Investigators.
Total	\$7,540	

*Included: Real Estate Licenses, DOJ, Racing Associations, Auctioneer Licenses, Gaming Licenses, Government jobs, Coast Guard, Bail Bonds Licenses, Immigration/Visa, Liquor Licenses, Private School employment, Explosive permits, Insurance Licenses, Child Care Licenses, Medical Licenses, Daycare Licenses, Adoption, Nursing Licenses.

The Identification Division is open to the public for fingerprinting on Tuesdays and Thursdays. Fees are charged in accordance with Connecticut State Statute. In addition, 8 x 10, 35mm, digital and Polaroid's are printed for insurance investigators and attorneys to be used in civil/criminal proceedings.

UNIFORMED SERVICES DIVISION

Uniformed Services is the largest division in the Greenwich Police Department and, therefore, it can be said that it is the nucleus of the Department. The Officers are the most visible and direct representatives of the Police Department. They provide a multitude of both crime and non-crime related services, with their main purpose being the protection of life and property, along with the maintenance of peace.

The manpower strength of Uniformed Services is currently 94 Officers, 20 Sergeants, 7 Lieutenants, and 5 Police Officer Dispatchers in the Communication Center.

Miscellaneous Services And Incidents

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Arrests for Other Jurisdictions	37	51	39
Doors/Windows Found Open	103	147	157
Casualties (Non-Vehicular)	3644	3,584	3615
Miscellaneous Public Assistance	1146	1,528	2788
Reports for Other Agencies	109	117	161

MARINE SECTION

The Marine Section provides law enforcement, emergency medical services, and general assistance to boaters within Town waters. Town waters are bounded by 33 miles of coastline to the north, Stamford to the east, Port Chester and Rye to the west, and Nassau County/Long Island midway across the sound to the south. Law Enforcement activities include enforcing Town Ordinances and State Statutes regarding boating operation and safety, as well as those Fishing and Gaming laws applicable to Town waters and shoreline.

Operating on a seasonal basis, the Division is comprised of 7 Police Officers, including a Sergeant as Supervisor, all of whom are under the overall command of a Captain.

Marine Section Statistics

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Assist Other Town Departments	5	8	14
Assist Other Jurisdictions	8	9	9
Boat fires/alarms	0	0	1
Boating Accidents Investigated	16	7	5
Casualty	5	5	4
Community Speaking Engagements/Education	10	12	14
Directed Community Policing*	32	112	-
Larceny	8	4	0
Miscellaneous Other	31	30	19
Miscellaneous Public	1	21	15
Missing Persons	2	0	2
Navigation Hazard	8	14	7
Number of Contacts with Boat Operators on Water	216	229	172
Summons Issued for Boating Violations	24	27	14
Vessel Inspections	99	103	87
Vessels Assisted (Disabled)	39	41	15
Vessels towed	26	31	16
Violation – Town Ordinances	0	1	2
Warnings Issued for Boating Violations	37	55	52

* New Category

TRAFFIC SECTION

The Traffic Section is charged with coping with the increasing problems associated with motor vehicles and people. These problems include the safe and efficient movement of vehicular and pedestrian traffic, enforcement of traffic laws, investigation of motor vehicle collisions and the computing and analysis of collision statistics. In addition, the Traffic Section is charged with the coordination and management of large-scale special events, and with the permits associated with these events. The Traffic Section is tasked with organizing and coordinating Police off-duty side jobs for the Department by answering the calls from the public looking to hire off-duty officers and supervising those officers working side jobs. The Traffic Section also manages and supervises the School Crossing Guards that work throughout the Town of Greenwich.

Personnel of the Traffic Section consist of 1 Sergeant, 1 Traffic Technician, 5 Police Officers, 3 Motor Officers and 19 School Crossing Guards.

Traffic Section Statistics

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Total Motor Vehicle Collisions	2,293	2,440	2,657
Fatal MV Accidents	3	2	3
MV/Pedestrians	8	11	0
Total Arrests Traffic Violations	8,998	5,387	4,861
Total Written Warning Tickets Issued	2,231	2,869	2,137
DWI Arrests	247	180	167
Child Safety Seat Installations	318	347	41

GREENWICH SPECIAL POLICE

The Special Police Division of the Greenwich Police Department has a complement of 19 volunteers who augment regular patrols during evenings, weekends, and when needed, especially during special events such as fireworks displays, high school graduation, parades, or during crises. Since the division was formed in 1941, special officers have donated many thousands of hours of their personal time in support of the Police Department and the citizens of Greenwich. Each special officer is fully certified as a police officer by the Police Officer Standards and Training Council, in the same manner as full-time paid police officers, and vested with the same authority.

TRAINING / CRIME PREVENTION UNIT

The Training Section is staffed by a Training Lieutenant and a Training Sergeant. The Sergeant also acts in the capacity of Crime Prevention Officer.

Breakdown of training for the fiscal year is as follows:

- Thirty-one (31) officers were re-certified by the Police Officer Standards and Training Council (POSTC). Connecticut police officers are required by POSTC to attend twenty-eight (28) mandated hours and thirty-two (32) elective hours of training every three years in order to maintain their police certification.
- Forty Six (46) Greenwich police officers attended the Lower Fairfield County Review Training sessions. This training was hosted by the Greenwich Police Department and consisted of four (4) one week (thirty-five hours) sessions. In-house review training was also conducted for Greenwich officers. The in-house review training consisted of four (4) one week (twenty-seven hours) sessions.
 - Two (2) new recruits were hired this fiscal year. One (1) officer was hired as a lateral transfer and the other attended the academy in Meriden, but was not retained by the Department. The lateral transfer received seventy (70) hours of review/in-house training, was re-certified by POSTC and is completing a six (6) week modified FTO program.
 - All officers participated in the Firearm Qualification course, which is POSTC-mandated, three (3) hours per year training.
- Sixteen (16) individuals, consisting of supervisors, youth officers and the general services director, attended two eight (8) hour blocks of training in Public Speaking.
 - Forty-five (45) officers were re-certified as Emergency Medical Technicians.
 - Sixty-one (61) officers were re-certified with the Automated Defibrillation Unit. Eleven (11) officers attended the full AED course and were certified.
 - Five (5) officers were re-certified as Medical Response Technicians.
 - Seventy-two (72) officers were trained or re-certified on the Intoxilyzer 5000. One (1) officer was certified as an instructor.
 - One hundred eighteen (118) officers were re-certified as MDT/COLLECT users. Eight (8) officers were re-certified as full COLLECT users. Four (4) officers and two (2) civilians were certified as full COLLECT users.
 - Four (4) officers and three (3) civilians attended two forty-hour APCO Telecommunication PST1 courses. Two (2) civilians attended State of Connecticut Telecommunication training.
 - Ten (10) officers and seven (7) civilians attended two forty-hour APCO Emergency Medical Dispatch courses.
 - One (1) officer was certified as an APCO instructor for the PST1 course, Communication Training Officer (CTO) course and Emergency Medical Dispatch (EMD) course.
 - One (1) officer and one (1) civilian completed APCO communication training officer (CTO) training, enabling them to train new dispatchers.
 - One hundred forty-eight (148) officers have completed the National Incident Management System (NIMS) 700 course.
 - One hundred forty eight (148) officers have completed the Incident Command 100 course; twenty (20) supervisors completed the IC-200 course; three (3) supervisors have completed the IC-800 course.
 - Twenty-four (24) officers completed a transitional training from the PR-24 to the ASP.
 - Three (3) officers were certified as State of Connecticut police instructors.
 - Twenty-four (24) officers were trained and certified with the M-26 Taser; seventeen (17) were re-certified.
 - All active-duty officers attended OSHA required training sessions in Bloodborne Pathogen and Hazardous Material Recognition.

The Training Division once again participated in the Greenwich High School Senior Internship program with two (2) senior interns receiving five-weeks of in-service training.

Two 10-week Citizen Police Academy sessions were held in the winter of 2005 and spring of 2006 with a total of forty-three (43) civilian graduates.

The Greenwich Police Department continues to be an active member of the Fairfield County Police Training Officers' Association.

**DEPARTMENT OF PUBLIC WORKS
ADMINISTRATION**

	<u>2005-2006</u>	<u>2004-2005</u>	<u>2003-2004</u>
Budgeted Personnel:	15	15	15
Expenditures:			
Current	\$ 834,402	\$ 867,866	\$ 814,715
Capital	\$ 88,733	\$ 2,487,895	-0-
Total:	<u>\$ 923,135</u>	<u>\$ 3,355,761</u>	<u>\$ 814,715</u>
Revenue:	\$-0-	\$-0-	\$-0-

Note:

The Department of Public Works was established on January 1, 1940, under the provisions of the 1939 Reorganization Act, and is organizationally under the control of the First Selectman. The Department is directed by the Commissioner of Public Works who has charge of all matters involved in the development, construction, maintenance and repair of the physical properties of the town, except for school property. A Deputy Commissioner and eight division managers assist the Commissioner.

The functions of this Department are distributed through eight divisions: Administration, Engineering, Highway, Traffic Engineering, Waste Disposal, Building Construction and Maintenance, Building Inspection, and Sewers. Moreover, this Department furnishes administrative and technical support to the following: Board of Selectman, Condemnation Commission, Flood and Erosion Control Board, Planning and Zoning Commission, Police and Fire Departments and other town departments. Additionally, the Department works closely with the Board of Estimate and Taxation, Representative Town Meeting, and many citizen committees.

This past fiscal year was a very active and productive year for the Department of Public Works. Although space does not permit a complete list of achievements and significant projects, individual DPW divisions outline some of the more significant work and project achievement. In addition some items of major interest are described below:

- **Town Aid Road Grant:** Under this program, the town received \$ 341,066 from the state. These funds supplement the Highway Division's Asphalt Paving Program.
- **Federal Emergency Management Agency Grant:** On February 11, and 12, 2006, an average of 14 inches of snow fell in town. Due to Governor Rowland's efforts, Connecticut towns became eligible for a FEMA grant. DPW applied for the grant and the effort produced a grant of \$ 220,265 to help defray costs of this snowstorm.
- **Local Capital Improvement Program:** The town received a state grant of \$ 330,256 for road improvements made under the Asphalt Paving Program. These funds were deposited into the town's General Fund.
- **Building Permits:** This year the Building Inspection division had revenues in excess of \$6,125,000.00.
- **Safe Routes to School:** The design for Old Greenwich Safe Routes to School Phase I has been completed and construction is expected to begin in October 2006. Under Cos Cob Safe Routes to School Phase III, the contracts for Strickland Road, Nassau Place, and Putnam Avenue have been awarded. Temporary speed humps were installed on Park Avenue and Highview. In October 2006, construction of 2 raised crosswalks and one speed hump is expected to begin on Old Orchard Road.
- **Town Wide Restroom Rehabilitation:** The renovations of the restrooms at Loughlin Park were completed.
- **Western Greenwich Civic Center:** The rehabilitation of the Western Greenwich Civic Center is nearing completion with a tentative re-opening in January 2007.
- **Cos Cob Power Plant Site Remediation:** An interim remedial action plan was submitted to the State of Connecticut Department of Environmental Protection.
- **North Porchuck Road Bridge Rehabilitation:** The construction phase of the bridge rehabilitation is expected to be complete in September 2006.
- **Roundabouts:** Bids were received for the King Street /Rye Lake Avenue and the South Water Street/Mead Street Roundabouts. Construction on the South Water and Mead Street Roundabout is expected to begin in the Fall of 2006 and construction on the King Street/Rye Lake Avenue Roundabout is expected to begin in the Spring of 2007.

- **Waste Disposal:** The access roads at the Holly Hill Resource Recovery Facility were repaved and a new security gate was installed at the Arnold's Bakery Entrance/Exit. In November 2005, a pilot program for electronics recycling was undertaken. This pilot program was performed to evaluate the feasibility of operating such a program.
- **Building Inspection:** Two new building inspector positions were added to the table of organization for Building Inspection as of July 2007. This is the result of instituting a monitoring program for the turn around time of building inspections.
- **Signs and Lines:** Organizationally the supervision of the Signs and Lines crew was transferred from the Traffic Engineering Division to the Highway Division. A monitoring program to track the work requests and turn around time for completion of those requests is in development.
- **Asphalt Paving Program:** This is an ongoing program. This fiscal year the amount of paving completed was eroded due to the increased costs of asphalt. Our pavement management system is currently in the process of re-surveying all the roads in Town.
- **Public Safety Complex:** This fiscal year, several milestones were reached in the construction of the new Public Safety Complex. 1) The demolition of 180 Mason Street for construction of the parking garage was completed; 2) Site utility relocations were completed; 3) Relocation of the Police from the Administration Building to the Central Fire/Police Building was completed; 4) The contract for demolition of the Police Administration Building went out for bid and was awarded. Demolition of the Police Administration Building is scheduled to begin in September 2006.

It has clearly been a very active and productive year. The Town can be proud of its accomplishments and the efforts of the Public Works Staff. We hope next year to maintain the current momentum with continued emphasis on the philosophy of asset management. Our goal will be to more proactively manage the infrastructure by establishing preventative maintenance programs and scheduled replacement programs. The Sewer Division is leading the way through the implementation of its Maintenance Management Program. This program is up and running and will monitor all maintenance activities and facilities. Where appropriate we will continue these efforts in the other Divisions.

Lloyd B. Hubbs,
Commissioner of Public Works

**DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION**

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:		8	7
Expenditures:			
Current	\$589,942	\$541,191	\$523,169
Capital	\$289,826	\$290,972	\$13,554
Total:	<u>\$879,968</u>	<u>\$832,163</u>	<u>\$536,723</u>
Revenue:	\$5,521	\$3,181	\$3,133

The Engineering Division has a staff of eight: Chief Engineer, three Civil Engineers, a Manager of Field Operations, two Engineering Technicians, and an Engineering Inspector.

The Division's primary responsibility is the in-house design of Town capital improvement projects. This work involves the development of plans and specifications, construction budget estimates and contract documents. The Division also provides engineering services at the request of Town Departments, Divisions, and Boards, including reviews of development plans for proposed subdivisions and commercial developments. Other services include inspecting Town-funded construction, investigating the suitability of private roads for acceptance as Town roads, maintaining and updating Town construction standards, bridge inspections, staff support for the Flood and Erosion Control Board, and the coordination of services provided by consulting engineers and architects retained by the Department. The Division also provides project management services and professional engineering advice on major Town-funded projects.

Engineering reviews are conducted and reports are prepared for other divisions, departments and regulatory agencies, including the Commissioner of Public Works, the Highway Division, Sewer Division, Planning and Zoning Commission, Inland Wetlands and Water Courses Agency and the Building Division. Engineering staff advised and reported on numerous building proposals and subdivision plans this past year. Services to the public included responding to public complaints and inquiries concerning the Town's roadway and drainage systems and providing information regarding benchmarks, topographic maps, engineering plans and other records of the Department. The Division also contributed significant man-hours this past year assisting in the development of the Town's GIS system.

During fiscal year 2005-2006, the Division designed in-house, numerous capital improvement projects. The design of projects consists of obtaining field surveys, coordinating consultant services, preparing construction drawings and specifications, soliciting competitive bids, and awarding contracts.

The following design projects were completed or are in progress with an estimated construction cost of \$7,750,000.00

- | | |
|----------------------------------------------------------------------|------------------------------------------------|
| 1. Kennedy Garage-Sewer Pump Station and Force Main Design | Sewer Improvements |
| 2. Palmer Hill Road Vehicular Bridge | Rehabilitation of Vehicular Bridge |
| 3. Round Hill Road Vehicular Bridge | Bridge Repairs |
| 4. Safe Routes to School – Cos Cob III, Old Greenwich I, N. Mianus I | Roadway and Sidewalk Improvements |
| 5. Davis Avenue Bridge – Repairs | Guard rail and pedestrian rail construction |
| 6. Rye Lake Road/King Street Traffic Circle | Coordination/final design |
| 7. Dearfield Drive – new sidewalk | Feasibility Study/Preliminary Design |
| 8. Old Field Point Road - Drainage | Drainage Improvements |
| 9. North Street Retaining Wall | Retaining Wall Repairs |
| 10. Old Greenwich Drainage Study | Drainage Investigation/Report |
| 11. Cos Cob Power Plant Site | Coordination Consultant - Property Development |
| 12. Municipal Dams - Inspections | Coordination of Inspections – Town owned Dams |

The following projects and programs were managed by the Engineering Division:

- | | |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| 1. Stormwater Compliance-Phase 2 Regulations | Coordination of Stormwater Management Plan
Preparation of Annual DEP Report |
| 2. Dry Hydrants Construction | Design/Coordination |
| 3. GIS | Development of Drainage Layer |
| 4. Bridge Inspections | Coordinate Consultants |
| 5. Indian Field Road Feasibility Study | New Sidewalk |
| 6. Greenwich Town Center-Landscape Plan | Coordination of Consultant for Development of
Town Center Master Plan and Greenwich Avenue
Streetscape |
| 7. Town Wide Speed Humps | Design |
| 8. Pedestrian Safety Committee | Assistance with Mapping Evaluation/Sidewalk
Master Plan Study |
| 9. Safe Routes to School Program | Traffic and Pedestrian Safety Improvements |

Town funded construction projects require the inspection of construction performed by Contractors, the resolution of field problems and the preparation and approval of payment requisitions. The Division provided these services for the following projects:

- | | |
|----------------------------------------------------|---------------------------|
| 1. Old Orchard Sidewalk | New Sidewalk Construction |
| 2. Lockwood Road Sidewalk | New Sidewalk Construction |
| 3. Palmer Hill Road Pedestrian Bridge Construction | New Bridge Construction |
| 4. Safe Routes to School Cos Cob II | Roadway Improvements |

The Division conducted studies and reviews, prepared preliminary designs and cost estimates and coordinated design with State agencies and private consultants for numerous multi-year projects this past year. A partial listing of these projects with estimated grant monies is as follows:

<u>Projects</u>	<u>Estimated Design and Construction Costs</u>	<u>Estimated Grant</u>
1. North Porchuck Road Bridge Reconstruction	1,350,000	1,215,000
2. Comly Avenue-Deck Replacement	1,125,000	1,000,000
3. Porchuck Road Bridge Reconstruction	1,400,000	1,250,000
4. King Street Realignment	1,350,000	1,350,000
5. Sherwood Ave. Bridge Reconstruction	1,500,000	1,350,000
6. Palmer Hill Road Bridge Rehabilitation	950,000	0
7. Shore Road Bridge Replacement	2,000,000	1,800,000
8. Riversville Road Replacement	2,000,000	1,800,000
9. River Road Bridge Repairs	75,000	0
10. John Street Bridge Replacement	1,000,000	100,000
Totals	<u>12,750,000</u>	<u>9,865,000</u>

The Division is committed to seeking input from the Town's residents during the planning and design phases of capital projects. This process provides information that assists us in developing the best possible project for the community.

Currently, the Division is providing construction administration services for the North Porchuck Road Bridge Project with an estimated construction cost of 1.35 million dollars. Construction started in late September 2005 and will be completed in September 2006.

The division will continue to strive to improve the level of services it provides the residents of Greenwich. We would like to take this opportunity to thank the many individuals, committee members, elected officials, and others who provided advice and assistance to us during the past year.

David P. Thompson
Chief Engineer

**DEPARTMENT OF PUBLIC WORKS
HIGHWAY DIVISION**

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	69	69	70
Expenditures:			
Current	\$4,513,881	\$5,237,988	\$4,801,731
Capital	\$6,006,531	\$3,535,438	2,175,585
Total:	<u>\$10,520,412</u>	<u>\$8,079,211</u>	<u>\$6,977,316</u>
Revenue:	\$856,073	\$605,075	\$1,075,738

The DPW - Highway Division maintains 265.34 miles of public roads, 30 off-street parking areas and the structures within its right-of-way including storm water drains, curbing, approximately 55 miles of sidewalk and 130 trash receptacles. It also provides leaf collection on public roads in R-20 building zones and below. There are 68 full-time employees.

GENERAL ROAD MAINTENANCE

Leaf Collection Program: Leaf Collection was performed on all public streets in building zones R-20 and below from November 14 - December 23, 2005. Town forces collected a total of 28,595 cubic yards of leaves, at a total cost of \$368,442.

Snow and Ice Control: The winter deposited 37” of snow in-Town and 42.5” in backcountry during 10 Snow Control days. There were 9 Ice Control days. The procurement of 5,664 cubic yards of sand mix, 1,795 tons of salt, 8 Tons of deicer, hired equipment and the wages of temporary and Town personnel make up a total snow and ice control expenditure of \$880,522.

Highway Materials: Various materials and supplies, including stone, concrete drain pipe, catch basins, manholes, masonry supplies, concrete, asphalt patching material, small maintenance tools, etc. were purchased to accommodate Highway’s aggressive infrastructure maintenance and repair programs at a cost of \$577,975. Winter sand and salt was a significant part of Highway Materials purchased, with an expenditure of \$345,732.

CAPITAL IMPROVEMENTS

Asphalt Paving Program: 15.47 miles of road was overlaid with asphalt at a cost of \$2,283,246 for paving and \$97,554 for Pavement Milling. The State-Town Aid Grant funded \$31,066 of this program. Also included in the Asphalt Paving Program was the paving of Montgomery Pinetum and the Transfer Station.

Sidewalks and Curbing: Sidewalk improvements, installation, reconstruction and concrete and granite curbing were installed as follows: Bus Shelters – Hamilton Avenue @ Armstrong Court; Handicap ramp and sidewalk reconstruction – front of Town Hall, Field Point Road; Decorative street lighting and sidewalk repairs – Greenwich Avenue; 89 Lake Avenue and 32-39 Lewis Street – sidewalk reconstruction; 451 Steamboat Road – sidewalk reconstruction and handicap ramp Sound Beach Avenue at Saint Saviour’s at a cost of \$133,677.

Equipment Purchased: 3 – Heavy Duty Dump Trucks = \$296,900; 1 – Utility Tractor = \$60,200; Skid Steer with Trailer = \$49,021; 3 c.y. Heavy Duty Loader = \$123,430; Skid Steer (base and plow) = \$33,314.

COMPLETED PROJECTS OR PROJECTS UNDER CONSTRUCTION

Storm Drains: 1,750 l.f. of drainage improvements were performed by private vendors for the Town at 5 – 10 Andrews Road; Brookside Drive at Glenville Road; 36 Butternut Hollow Road; Byram Road @ Talbot Lane; Byram Road at US #1; Creamer Hill Road; Gerry Street, Heusted Drive Flood Gate; 1327 King Street; Parkway School/Lower Cross Road, 444 Round Hill Road; 21 Sawmill Road; Shore Road at Rocky Point Road and Shore Road at Wahneta Road at a cost of \$148,943.

Maintenance of Bridges, Walks Guard Rails, etc.: Byram River Flood Control; Power washing sidewalks in business districts; installation of curb, sidewalk and catch basins - Lewis Street; rubble wall repair – Upper Lake Avenue; Howard Road replacement of bushes; guard rail – Flagler Drive; handrail – North Water Street; fence repairs – Comly venue, guard rail – Round Hill Road; metal beam rail – Clapboard Ridge Road; gate repairs – Power Plant, Sound Shore Drive; at a cost of \$111,630.

Board of Education Infrastructure Maintenance: The Highway Division provides infrastructure maintenance at Board of Education properties including roadway sweeping, line striping and patching on a routine basis. Most of this maintenance, except that of an emergency nature, is compressed into the short span of summer break. Projects included Western Middle School Paving, (\$42,000); Parkway School Drainage; Julian Curtis – Pipe Rail; Riverside School Drainage; Curbs and sidewalk – North Street and North Mianus Schools (\$42,950). at a cost of \$84,950.

PROGRESS IN CONSTRUCTION, DESIGN AND SURVEY WERE MADE ON CAPITAL IMPROVEMENTS PROJECTS:

Round Hill Road & John Street, intersection study =	\$20,000.
King Street & Rye Lake Avenue Roundabout =	500,000.
Frontage Road & Byram Road Study =	20,000.
North Street Retaining Wall =	300,000.
South Water Street & Mead Avenue Roundabout =	400,000.

SUMMARY

The Highway Division provided a great multiplicity of services to the Town. Many are planned programs (Asphalt Paving/Pavement Milling; Highway Maintenance; Drainage, Curbing and Sidewalks; Litter Control; Roadside Mowing; Leaf Collection) that were scheduled and executed in a timely manner. Others were driven by unusual weather events, such as extended rain storms, wind damage and snow. Altogether, the Highway Division functioned as one of the most well organized and dependable service providers within Town government.

Joseph P. Roberto
Highway Superintendent

**DEPARTMENT OF PUBLIC WORKS
TRAFFIC ENGINEERING DIVISION**

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Permanent Full-Time Personnel:	9	9	9
Permanent Part-Time Personnel:	1	1	1
Budgeted Personnel:	10	10	10
 Expenditures:			
Current	\$740,130	\$834,691	\$685,490
Capital	\$349,331	\$250,303	\$92,561
Total:	\$1,089,461	\$1,084,994	\$778,051
 Revenue			
	\$0	\$0	\$0

The Traffic Engineering Division is responsible for the planning, design, implementation, installation, operation, and maintenance of all traffic signs, signals, and pavement markings located on the Town's 265.34 miles of roadway. The Division operates and maintains sixty-two (62) traffic signals, twenty-eight (28) of which are located on U.S. Route 1, five (5) flashing beacons and twenty-three (23) electronic school signs. Twenty-four hour emergency repair service is provided for all traffic signals as well as for those signs necessary to maintain public safety.

Responsibilities include preparation of contracts, design plans, cost estimates, and specifications for traffic engineering projects. Traffic surveys, studies, and reviews are performed for various Town departments, commissions, agencies, and boards, e.g., Board of Selectman/Traffic Authority, Selectman's Parking and Traffic Committee, Southwestern Regional Planning Agency, Police Department, etc.

This Office provides the Planning and Zoning Commission with site plan reviews and comments on traffic reports for proposed developments to assess traffic impact on the Town's roadway system.

Numerous traffic inquires are received and investigated, accident reports are reviewed and analyzed, drawings and diagrams prepared, traffic counts obtained, field and sight distance measurements taken, and observations of traffic flow performed. Upon completion, a Traffic Investigation Report is prepared and recommendations made. Seventy-two (72) written complaints were received this fiscal year.

Two hundred eighty (280) work orders were completed which included installation, revision, repair, or replacement of signs and/or pavement markings, as a result of our maintenance program or actions taken by the Board of Selectman.

Twenty-nine (29) traffic ordinance amendments were approved during the past fiscal year. One-Way traffic was established on North Street (OG) and Washington Avenue. Street Sweeping regulations were revised on East Putnam Avenue and Sinawoy Road. Speed limits were established on Perna Lane. STOP sign control was established/revised on Old Orchard Road at Rainbow Drive, Riverside Avenue at Indian Head Road, and Valley Road at Palmer Hill Road. Traffic regulations were established/revised on Halsey Drive at MacArthur Drive, King Street at Rye Lake Avenue, and Valley Road at Palmer Hill Road. Left Turns Prohibited was established on Fawcett Place at Mason Street. Right Turns Prohibited was established on Byram Road at Richland Road. Handicapped parking was established on Grass Island North Parking Lot and Steamboat Road. Parking regulations were established/revised on Cos Cob Fire House Parking Lot, East Elm Street, Druid Lane, Hawthorne Street North, Hearthstone Drive, Hickory Drive, Nicholas Avenue, Orchard Street, Osceola Drive, Pemberwick Road, Relay Place, River Road Extension Parking Lot, Stanwich Road, Strickland Road, Suburban Avenue, Suburban Ave Parking Lot, and Washington Avenue. A Fire Lane was established on Lewis Court.

During the 2005-06 fiscal year, this Division experienced the loss of several key staff members, creating a shortage that exists still today. Three employees retired, leaving the Signal Systems Engineer, Traffic Operations Supervisor and Traffic Maintenance Mechanic Supervisor positions vacant. Although these vacancies created a shortage that continues to

affect this Division, the remaining staff successfully and resourcefully performed the duties and responsibilities of the Traffic Engineering Division.

The Division has a dedicated and continuing interest in providing Greenwich residents with the very best in both current and evolving technology for pedestrian, school and neighborhood safety. As part of the North Mianus Safe Routes to School project, the Traffic Engineering Division installed temporary speed humps on Old Orchard Road.

Pavement markings were revised/reinstalled at the Holly Hill Resource Recovery Facility and at Greenwich Point. Working with community members, the pavement markings and signs at the Grass Island Parking Lot were revised to accommodate changes in the parking configuration, to provide a safer, more user-friendly facility.

In a cooperative effort with the Information Technology Department, this Division continued to work with the consultant hired to collect the sign inventory for creation of a database for use with ArcGIS and Cartegraph SignView.

We continue to replace traffic signal lamps with Light Emitting Diodes (LEDs), to provide greater visual acuity for motorists, resolve problems with sun glare causing difficulty with signal indication recognition as well as reduce electric costs to the Town by conserving energy. The Town's traffic signals have been converted from incandescent to LEDs, including all the pedestrian signals on US Route 1, which have also been converted to countdown signals.

As a proactive measure, two span poles were replaced at the intersection of US Route 1 (East Putnam Avenue) and Strickland Road, due to structural issues and the possibility of failure.

Several traffic signal cabinets were upgraded with an Uninterrupted Power Supply, to provide back-up power during power outages. The intersections of US Route 1 (East Putnam Avenue) & Riverside Avenue/Riverside Lane, US Route 1 (East Putnam Avenue) & I-95 Exit 5, West Elm Street & Field Point Road, Greenwich Avenue & Railroad Avenue, US Route 1 (West Putnam Avenue) & Brookside Drive, Arch Street & Horseneck Lane and Arch Street & Railroad Avenue were all completed with the UPS installation. Six other locations are scheduled for UPS installation in the near future.

This back-up power source proved to be extremely useful during the blackout on May 27, 2006, when all UPS units worked flawlessly, positively impacting traffic flow, particularly at US Route 1 (East Putnam Avenue) & Riverside Avenue/Riverside Lane and US Route 1 (East Putnam Avenue) & I-95 Exit 5.

As a condition of the Planning & Zoning site plan approval for the YMCA, modifications to the traffic signal at the intersection of US Route 1 (East Putnam Avenue) and Mason Street/Church Street were completed. These included an advance phase for northbound and southbound traffic, to accommodate left turns, and updated countdown pedestrian signals for all directions, to improve safety and facilitate operation.

Vehicle detection cameras were installed and field-tested at the intersection of US Route 1 (West Putnam Avenue) and Brookside Drive.

We continue to pursue various applications to improve traffic operations and safety by the use of Intelligent Transportation System technology.

The Commissioner of Public Works, working with this Division, sent a request to the Connecticut Department of Transportation for a needs assessment study to address operational and safety issues associated with the intersection of US Route 1 (East Putnam Avenue) and I-95 Exit 5 and Neil Lane.

On June 8, 2006, the Commissioner of Public Works transferred the responsibility for installation and maintenance of Signs and Lines from this Division to the Highway Division. To effect this change, three Traffic Engineering positions were reassigned to the Highway Division.

This Division continues with its commitment to improve safety, facilitate traffic flow, reduce delay, as well as achieve maximum utilization of available resources. We wish to thank all of those who have supported and helped in that endeavor.

Garob B. Garabedian
Traffic Engineer

**DEPARTMENT OF PUBLIC WORKS
WASTE DISPOSAL DIVISION**

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	8	8	8
Expenditures:			
Current	\$5,951,501	\$ 6,447,308	\$ 6,255,422
Capital	\$113,604	\$0	\$ 7,470
Total:	\$ 6,065,105	\$ 6,447,308	\$ 6,262,892
Revenue:	\$ 907,668	\$ 841,269	\$ 847,755

Note:

The Waste Disposal Division of Public Works provides solid waste disposal services to the public. Services provided are disposal of regular household and commercial trash, oversized bulky waste (construction material), organic wastes that are recycled, household hazardous wastes and other disposal services.

The charts below list waste tonnage amounts and costs for the last three years:

	FY06	FY 05	FY 04
Municipal Solid Waste (tons)	54,335	53,733	53,586
Organic Waste	10,836	7,801	9,257
Oversized Bulky Waste	4,832	4,524	4,816
Total	70,003	66,058	67,659
Municipal Solid Waste	4,066,038	\$3,946,070	\$3,855,946
Organic Waste	376,242	229,435	272,251
Oversized Bulky Waste	419,447	377,183	333,710
Total	\$5,281,174	\$4,552,68	\$4,461,907

The Town's recycling program remains one of the strongest in the state. City Carting, Inc. was contracted to operate the Recycling Drop-Off Center. Greenwich Recycling, Inc. continues its sixteenth year as the 'blue bin'-recycling contractor.

Leaves were transported out of town by Anthony Julian Construction Co., Inc., of Bridgeport at a cost of \$287,755, a 39% increase from the previous year's cost of \$206,944. It is planned to continue transporting leaves out of town in the future rather than composting them.

Two household hazardous waste collection days, one in the fall and the second in the spring were conducted. Common materials in the home such as flammables, corrosives and toxics were collected and properly disposed of in approved sites.

The Holly Hill Resource Recovery Master Plan is still on hold pending town approvals and the availability of funding.

Patrick Collins,
Acting Superintendent

**DEPARTMENT OF PUBLIC WORKS
BUILDING CONSTRUCTION AND MAINTENANCE DIVISION**

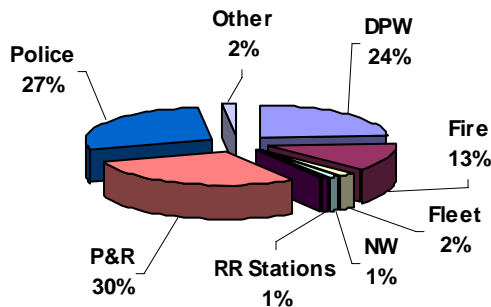
	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel	22	22	22
Expenditures: (Note)			
Current	\$ 2,981,301	\$ 3,145,053	\$ 3,200,027
Capital	\$10,505,301	\$ 1,721,185	\$ 2,836,012
Total	\$13,486,602	\$ 4,866,238	\$ 6,036,039
Revenue	\$0	\$0	\$ 11,563

(Note) Includes encumbrances and improvements financed in each year.

The Building Construction and Maintenance Division is responsible for the administration, planning and execution of all construction and maintenance activities for town owned buildings except marine docking facilities and buildings assigned to the Board of Education.

In FY 2005/2006 the Division received 632 individual work requests that had an average response time (reception to completion) of 8.6 days. The response time of an average work order increased by 1.4 days over the previous year due to the BC&M involvement in relocating the Police and Fire Departments. In addition to the individual work requests received the division also responded to 162 preventative maintenance and cost center work order tickets with multiple occurrences. The distribution of the Division's manpower by customer/department is as follows:

FY 05/06 BC&M Distribution of Labor & Vendor Cost



Of the eight capital projects approved for FY 05/06, three were completed and two have been placed under contract, and three have been placed in the improvement reserve. The main drivers for the Division this past year have been the movement of the Police Department from the Administration building into the Central Fire Station in anticipation of construction of the New Public Safety Complex and the renovation of the Western Greenwich Civic Center.

The Division focus for the upcoming year will be centered on the completion of the renovation of the Western Greenwich Civic Center, and the construction of the new Public Safety Complex, the renovation of the Glenville Fire Station and the creation of a new Animal Shelter at the North Street Maintenance property.

Our complement of professional tradesmen and administrative staff is committed to the proper and effective maintenance of the facilities. This is most evident by the continual increase in productivity while aggressively undertaking capital projects normally assigned to outside contractors.

Alan E. Monelli
Superintendent of Building Construction and Maintenance

**DEPARTMENT OF PUBLIC WORKS
BUILDING INSPECTION DIVISION**

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel	14	14	14
Expenditures (Note)			
Current -	\$ 1,256,336	\$ 1,073,872	\$ 1,051,300
Capital -	\$ 0	\$ 40,357	\$ 0
TOTAL	\$ 1,256,336	\$ 1,14,229	\$ 1,051,300
Receipts (Revenue) -	\$ 6,125,899	\$ 5,525,543	\$ 3,607,940

Note: Includes encumbrances and improvements financed each year.

PERMIT STATISTICS

	No. of Building Permits	Const. Value/Estimated Cost
NEW BUILDINGS		
Residential Buildings	220	\$ 231,093,083.
Non-Residential Buildings	<u>500</u>	<u>60,097,925.</u>
SUBTOTAL	720	291,191,008.
ADDITIONS/ALTERATIONS		
Residential Buildings	1220	145,355,788.
Non-Residential Buildings	<u>351</u>	<u>66,783,564.</u>
SUBTOTAL	1571	212,139,352.
DEMOLITIONS		
Residential Buildings	192	3,588,741.
Non-Residential Buildings	<u>78</u>	<u>766,150.</u>
	270	4,354,891.
TOTAL	2561	507,685,251.

EVALUATIONS AND EXPLANATIONS

The Division of Building Inspection issues building permits (and associated trade permits), inspects work done under said permits and is responsible for the administration (and State mandated enforcement) of the Connecticut State Building Code, the Town of Greenwich Building Zone Regulations and all other codes and standards referenced therein. The Division is headed by the Building Official who is supported by the following staff members: Deputy Building Official, Building Code Engineer, (8) Field Inspectors [Electrical, Building and Plumbing/HVAC], Program and Operations Supervisor, Zoning Enforcement Officer, (2) Zoning Inspectors, Plan Examiner, and a clerical staff of five, four of which are assigned to this Division through DPW-Administration. The Division employs three permanent part-time employees (one zoning inspector and two clerks) and four part time employees (two inspectors and two clerks).

Revenue generated by this Division increased by 11% and totaled \$6,125,899 in FY 05-06, which is the highest total ever collected (FY 04-05 at \$5.5 million was the previous high). This figure in recent years has consistently topped \$3 million and was the first time it has surpassed \$6 million.

Building permits for FY 05-06 totaled 2561, which for the fourth consecutive year was the highest permit total ever recorded. This total represented a 4% increase over FY 04-05 and was the fifth time the total number of building permits exceeded 2000 (2006 in FY 99-00, 2046 in FY 02-03, 2129 in FY 03-04 and 2469 in FY 04-05).

All individual building permit categories increased except for additions and alterations to non-residential buildings, which decreased by 5%. New non-residential permits increased by 17%, new residential permits by 11%, followed by residential additions/alterations by 2% and demolition permits increased by 3%. Residential additions/alterations continues to be the largest category of permits representing 48% of all building permits issued.

In addition to building permits, a total of 5,547 trade permits were issued in FY 05-06 an increase of 8% over FY 04-05. This total includes electrical permits (2,663), plumbing permits (1,321) and HVAC permits (1,473). Added to building permits (2561) the total number of permits that were reviewed, processed, issued, and the work under each inspected was 8,018.

Total construction volume was \$507,685,251. This figure was a 12.5% increase over FY 04-05 and represents the highest construction volume ever recorded (FY 04-05 was the previous high at \$451,299,411) and marks the first time it has exceeded \$500 million.

Building permits for new single-family dwellings increased from 159 in FY 04-05 to 179, a 12.6% increase.

William Marr
Building Official

**DEPARTMENT OF PUBLIC WORKS
SEWER DIVISION**

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	25	25	25
Expenditures:			
Current	\$3,102,373	\$ 3,554,013	\$ 3,156,770
Capital	\$1,803,666	\$ 1,628,557	\$ 1,628,557
Total:	<u>\$4,906,039</u>	<u>\$ 5,293,841</u>	<u>\$ 4,785,327</u>
Revenue:	\$425,519	\$ 538,884	\$ 489,063

The Sewer Division is responsible for operation, maintenance and repair of 185 miles of sewer lines, 29 pumping stations, over 200 individual grinder pumps currently installed in the Milbrook and North Mianus sewer extension areas, and the Grass Island Waste Water Treatment Plant, all of which must comply with Federal, State, and interstate regulations.

The Grass Island Wastewater Treatment Plant (GIWWTP) has the permitted capacity to treat 12.5 million gallons of wastewater per day. It uses an advanced activated sludge process to remove both organic material and nitrogen, resulting in excellent effluent quality. Effluent disinfection is currently accomplished using sodium hypochlorite. The plant's nutrient removal process provides environmental benefits to Long Island Sound. GI presently removes 60% of total nitrogen based on the 1990 baseline set by the State of Connecticut Department of Environmental Protection (CTDEP). The nitrogen general permit requires GI to remove 58.5% by the year 2014. The plant process is continually monitored to optimize nitrogen removal. Because of the efficiency of the Grass Island process, the Town of Greenwich received \$114,752 from the State of Connecticut in "Nitrogen Credits" for 2005. This was a continuation of the plant's performance since 2002. This speaks highly of the commitment of the Sewer Division staff that work hard to ensure we preserve and protect Long Island Sound. While a current source of revenue, nitrogen credits value will continue to decrease as more plants implement nitrogen removal processes and permit limits continue to tighten.

In the FY 05-06 period, the design process continued for a new ultraviolet disinfection system, as required by permit. The project schedule was extended as a result of CTDEP reviews. Construction is now targeted for early 2007. Although the project was to be funded under the State's Clean Water Fund (20% grant – 80% loan), the State no longer has these moneys available. Continuing cuts and lack of Clean Water Funds have reduced the money available for environmental projects throughout Connecticut. This past year we evaluated how to rehabilitate the GIWWTP Headworks, the portion of the plant where wastewater first enters and is screened and conveyed to downstream processes. The GIWWTP supervisory control and data acquisition (SCADA) system was also evaluated as portions of the system are obsolete and require replacement. This system may be likened to the nerve center for the plant. In addition, work continues on implementing a telemetry system to monitor the collection system pump stations, and link with plant SCADA for an overall alarm system. Design work to address these two areas began in this period and will continue in 2006/2007.

Work continued throughout the year on the wastewater collection system, including sewer rehabilitation, work on the private inflow removal program, television inspection, and general collection system maintenance such as gravity line cleaning. Sewer rehabilitation work including manhole raising, excavated repairs, and sewer lining work was completed in portions of Old Greenwich, Riverside, Belle Haven, and Byram. Similar work was designed and bid for Central Greenwich, Cos Cob, Glenville, Chickahominy, and Pemberwick areas, with construction occurring in 2006/2007. The United States

Environmental Protection Agency receives the reports created as a result of these activities, providing its approval for recommended repairs and programs.

During this year, improvements to Station A and Station D Pump Station force mains were designed and bid, with construction starting in 2006/02007. These assets are being replaced based on age and condition, to continue to provide uninterrupted service to Town residents. The Belle Haven Pump Station force main was also replaced during this period. Design of the South Water, Den Lane, Bruce Park, Ivy Street, and Ballwood Pump Stations force mains was undertaken during this period, continuing into 2006/2007.

Throughout this period, residents continued connecting to the North Mianus East and West sewer extensions. In 2003/2004, sewer permit volume doubled for the Sewer Division as compared to previous years, and in 2004/2005 its volume has increased even further. 2005/2006 continues the trend, with permits and markout requests running at high volumes.

Finally, the Sewer Division has also been busy on a projects migrating its sewer maps into the Town's GIS system, and implementing a computerized maintenance management system linked to the GIS. This program will help support the Division's maintenance and planning functions, as it covers all of the wastewater utility's assets.

Amy Siebert
Sewer Superintendent

FLEET DEPARTMENT

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	17*	17*	17*
Expenditures:			
Current	\$2,598,554	\$2,314,923	\$2,171,155
Capital	\$0	\$ 47,200	\$ 54,486
Total:	<u>\$2,598,554</u>	<u>\$2,362,123</u>	<u>\$2,225,641</u>
Revenue:	\$0	\$0	\$0

*Note: * 15 Full time employees- 2 Permanent Part time employees*

The Fleet Department's mission includes providing the Town and the User Departments with comprehensive quality professional Fleet Management and insuring that the Town's vehicles are reliable, safe and suitable for the job function. By means of an extensive preventative maintenance program, the Fleet Department assures that the Town's 191 light duty vehicles, 128 heavy duty vehicles (over 10,000 GVW) and 187 pieces of non-rolling stock assigned to the Police Department, Fire Department, Department of Public Works, Parks and Recreation Department, Board of Education, General Government, Health Department, Nathaniel Witherell, Social Service, Library and TAG (Transportation Association of Greenwich), are properly maintained and repaired.

Reporting to the First Selectman, the Fleet Department is responsible for the operation of the Vehicle Maintenance Center, a highly computerized central facility that enables the staff, consisting of fifteen full time employees: Fleet Director, Fleet Superintendent, Administrative Assistant, Day & Night Shift Fleet Operation Assistants, Day and Night Shift Supervisors, (ASE Master Certified) and eight Technicians of which five are ASE certified, and two part time employees, Clerical Assistant and Custodian, to assimilate repair history and vehicle inventory, schedule the preventative maintenance program, control parts distribution, monitor the automated fuel system, and "GW" license plates.

A major accomplishment during this fiscal year was the Department meeting the ASE (Automotive Service of Excellence) certification requirements to be a "Blue Seal" ASE certified facility. As of October 2005 we proudly posted the ASE banner. Seven (7) Technicians have met the requirements for a position upgrade, and another is working toward that goal. Many have gone on to achieve more certifications as Master ASE Certified in Light and Heavy duty, EVT, and equipment specific for which I will work toward implementing an additional stipend or compensation program.

Stage two of the installation of the new Ward Automated fueling system, to graduate into the fully automated fueling devices and eliminate the vehicle keys and PIN's was accomplished in FY 05/06. This finalizes the implementation of the new E. J. WARD system.

For the second consecutive Fiscal Year, the Fleet Department completed and submitted an Outcome Based Budget. The Department defined the results and achievements to the Outcome Measures and Program Statements for the Outcome Based Budget submitted for FY 05/06, and submitted projections for FY 06/07. The evaluation of the results indicated areas that were on target, while others were plus or minus what was originally projected. The Department's Outcome Based Budget has four (4) Department-wide Outcome Statements that includes 11 Outcome Measures, four (4) Program Segments with 11 Outcome Measures.

Program Segment 15.01: Vehicle Maintenance Center includes four (4) Activities: 15.01.01-Provide Maintenance & Repairs, 15.01.02-Outsource Vender Repairs, 15.01.03-Operate Fueling Sites, 15.01.04-Operate Parts Room. Projected labor hours were 21,726; the actual labor hours were 19,509. Projected cost was \$2,029,958; actual cost was \$2,044,452. The major overage was in Segment 15.01.03, Operating Fuel Sites. The major decrease was in Segment 15.01.02, Outside Vender Repairs.

Program Segment 15.02: Professional Fleet Management includes four (4) Activities: 15.02.01-User Department Support, 15.02.02-Process Vehicle Replacement, 15.02.03-Accident Management, 15.02.04-Process Fleet Data.

Projected Labor hours were 3,759; the actual labor hours were 4,575. Projected cost was \$126,303; actual was \$167,267. The major overage was in Segment 15.02.04, Processing Fleet Data.

Program Segment 15.03: Regulatory Compliance includes two (2) Activities: 15.03.01-Compliance Transactions, 15.03.02-Mandated records. Projected Labor hours were 250; actual labor hours were 89. Projected cost was \$26,000; the actual was \$25,847.

Program Segment 15.04: Department Leadership and Administration includes three (3) Activities: 15.04.01-Administration, 15.04.02-Department Budget Preparation, 15.04.03-Training. Projected labor hours were 5,685; actual labor hours were 5,229. Projected cost was \$294,368; actual cost was \$221,086. The major decrease was in Segment 15.04.01 Administration.

Examples of some of the Outcome Measures-

- Downtime on User department vehicles not to exceed 10% - Actual 2.41%
- Parts on demand not to exceed 90% on average - Actual 92.83%
- Repeat repairs not to exceed 5% - Actual 6.68%
- Overall User satisfaction with new vehicles at least 4.75 on a 5.0 scale - Actual 4.52
- Labor time to equate to no more then 20% of Industry standards – Actual 10.10%
- Town's Fleet average MPG's to increase 3% to 9.60 MPG's – Actual 9.87 MPG's
- New vehicles placed into service within 2.5 working days from delivery to Fleet – Actual 2.45

Another accomplishment during this fiscal year was the implement of a major upgrade to the FASTER Fleet Maintenance program that was installed in 2002. This upgrade offers new features and improvements to the Program, most importantly the implementation of the Technicians workstations. This new feature enables the Technicians to enter repair notes on computerized Work Orders from their work areas. For the future, expansion of the this feature is planned

The reclassification of a position that became vacant to that of Fleet Operations Assistant has met the objective of increasing productivity and deploys the available workforce more efficiently. The Shift Supervisors are now not spending more time on clerical functions, and are able to better work hands on, and supervise their shifts.

Training to promote safety in the work place continues to be an integral part of the Department's training program, as is the annual testing, inspection, and training required for the operation of the VMC facility to conform to OSHA Employee Right-to-Know Safety Rules, Regulations and Mandates of the Environmental Protection Agency (EPA), the Resource Conservation and Recovery Act (RCRA), the Occupational Safety and Health Administration (OSHA), and the Storm Water Pollution Prevention Plan for the discharge of storm water.

Elizabeth B. Linck, C.F.M.
Fleet Director

GREENWICH DEPARTMENT OF HEALTH

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel*	31	31	31
*Includes permanent part-time positions			
Expenditures: (Note ¹)			
Current: (Note ²)	\$4,478,970	\$4,166,514	\$3,970,631
Capital	\$0	\$0	\$0
Total	<u>\$4,478,970</u>	<u>\$4,166,514</u>	<u>\$3,970,631</u>
<u>Revenue</u>	\$312,178	\$279,884	\$252,144

(Note ¹) Includes encumbrances and improvements financed in each year.

(Note ²) Includes expenditures for Greenwich Emergency Medical Services, Inc.

Organized in 1887, the Department of Health has dedicated itself to providing strong leadership for the advancement of health in the community. As the primary public health agency, the Department will furnish guidance and direction to service health providers in an effort to prevent disease, premature death, illness and disability. Functioning under statutory direction, the Department of Health will promote public health activities, encourage a healthier lifestyle; facilitate community commitment for a safe, pollution free environment and advocate for health policies that enrich the quality of life. With community and political support, the Department of Health will also collaborate to identify critical health needs, allocate resources to those who need them, assist with the delivery of health services and work to reduce population disparities so that equal access to health care can be obtained by all.

ADMINISTRATION

Administered by a Director of Health whose authority derives from the Connecticut General Statutes and Town Charter, the position serves to oversee all events and activities that may impact on the health of the Town. The Director is responsible for assuring that all public health needs of the community are provided and manages the operation of the Department of Health. The execution of this dual function requires responsiveness and flexibility towards changes in the environment, the needs of the population and administrative direction of a community-wide health effort. Under the aegis of the Board of Health, the Director guides the Department to work harmoniously with public and private service health providers, individuals and organizations to meet community goals.

The multi-faceted functions of the Department are executed through the specialized activities of the Divisions of Environmental Services (includes Laboratory), Emergency Preparedness and Family Health (includes Dental Health), the Business Office, Office of Community Health Planning and the Office of Special Clinical Services. Overall, these programs are structured to serve the community by monitoring health conditions, identifying unmet critical health needs, developing health policies, ensuring access to health care, enforcing laws and regulations, allocating health resources, investigating disease outbreaks and planning for emergent events that would require a public health response.

Since September 11, 2001 new investments in our Nation's public health system have begun to reverse the trend of under-funding public health in an effort to prepare for a public health emergency. This year, through Federal funding, the Department was able to hire a Public Health Emergency Preparedness Coordinator to focus on numerous preparedness activities. During the course of a year various annexes to the Department's Emergency Response Plans were developed, drills and exercises were conducted, education efforts of the staff were supported and special need populations were identified. Supplies and equipment were also secured in the event that they would be needed.

The Department continued to maintain the Town's confidential emergency staff response list, which included personnel from both Town and community agencies responsible for emergency preparedness and response. Public education materials on pandemic influenza and emergency preparedness matters were also developed and disseminated throughout the community.

In other areas such as emerging diseases, in 2005 West Nile Virus (WNV) affected one thousand five hundred twelve (1,512) people from thirty-eight (38) states. Of these reported cases, forty-one (41) were fatal. In Connecticut, many counties harbored infected mosquitoes and/or birds, with six (6) human cases and one (1) fatality being reported to the Centers for Disease Control and Prevention (CDC). In the first eight months of 2006, one thousand six hundred thirty-four (1,634) human cases of illness were reported from thirty-six (36) states with fifty-two (52) fatalities. The state of Texas alone had thirteen (13) deaths.

In 1997 Hong Kong confirmed the emergence of an avian influenza Type A virus in both chickens and humans. This was the first time the Type A virus (H5N1) was transmitted directly from birds to the human population. As a result, there were six (6) human fatalities and eighteen (18) hospitalizations. To control the outbreak, 1.5 million chickens were destroyed. In 2005 ten (10) countries in Asia reported outbreaks of the avian influenza A (H5N1) bird-flu virus, with approximately ninety-five (95) human cases being reported, along with forty-one (41) deaths. In 2006, eighty-four (84) human cases were reported with fifty-four (54) deaths. In 2005, Viet Nam had the most human cases and deaths; however, in 2006 there were no reports of either.

Influenza viruses are known to change and can make humans vulnerable to infection. Because avian viruses do not commonly infect humans, there is little or no immune protection against them. Over the past year there has been isolated cases where human-to-human transmission occurred. Fortunately, the virus did not show signs of mutation. If an avian virus were to gain ability to spread easily from person-to-person like seasonal flu viruses do, an "influenza pandemic" could easily begin.

In closing, the future of public health in protecting the community from illness and disease is paramount. As seen in the course of history, disease outbreaks have taken the lives of millions. Therefore, without a strong public health infrastructure, our country will not be adequately protected. As the demands on the local public health system increase it is essential to acknowledge and fund their responsibility to protect lives. To this end I am hopeful that the Greenwich community will render support to the Department of Health as it confronts the challenges of the 21st century.

BUSINESS OFFICE
[Deborah Flynn, Manager]

The Business Office serves as a major support function in the areas of personnel, payroll and finance. The main focus of this program is financial and priority is given to the implementation and management of the departmental budget. As the centralized focal point for all divisions and programs, the Office manages salary allocations, orders supplies, monitors expenditures and authorizes, processes and records payments for the Department. Applications to the Board of Estimate and Taxation and Representative Town Meeting are also prepared and processed appropriately.

In addition to the management of Town funds, the Department received State and Federal funding which included Per Capita Funding amounting to \$58,253.68, Preventive Health and Health Services Block Grant funds of \$9,838.00 and funding in the amount of \$81,826.00 through the Connecticut Department of Public Health for Public Health Emergency Preparedness. The Business Office prepares grant applications and detailed expenditure reports required by the State before funding requests are approved. Grant funds from the State provide the Department with an opportunity to conduct health and promotion programs that may not normally be funded through the municipal budget process. Federal grant funds have been allocated with the intent to carry out public health emergency planning activities with special emphasis on contractual items associated with bioterrorism.

OFFICE OF SPECIAL CLINICAL SERVICES
[Thomas Mahoney, Director]

The Office of Special Clinical Services is a collaborative effort of the Department of Health and Greenwich Hospital providing risk assessment, counseling, testing, referrals, education, case management and outreach programs to reduce the morbidity and mortality associated with HIV/AIDS, sexually transmitted diseases (STD's) and pregnancy. The program is also responsible for bloodborne pathogen training and assessing occupational exposures for Town of Greenwich personnel. In addition to collaborating with Greenwich Hospital, this Office has partnerships with the Greenwich Chapter of the American Red Cross, Stamford CARES, AIDS Alliance of Greenwich and Greenwich Departments of Social Services and Education to provide programs and services to clients and the community. Education, coupled with behavioral modification interventions, is a key component to preventing additional cases of HIV/AIDS, sexually transmitted diseases, pregnancy and bloodborne pathogen exposures.

This year the program conducted one hundred ninety-three (193) educational programs, counseled and/or tested three hundred fourteen (314) clients for HIV, STD's or pregnancy. Of the clients served, sixty-nine percent (69%) were Greenwich residents. In addition to on-site clinic counseling, two hundred forty-nine (249) telephone-counseling sessions were conducted, seven hundred eleven (711) clinical samples collected and processed. A total of sixty-nine (69) clients were referred for medical, psychological and/or social services. The Director also conducted forty (40) bloodborne-pathogen training sessions, conducted five (5) occupational exposure investigations and collected seventy-one (71) Hepatitis B titers (blood samples) from Town of Greenwich personnel.

The Director served as Chairman of the Greenwich Coalition for Improving End of Life Care, an initiative of the Department of Health, Greenwich Hospital, and the Greenwich Commission on Aging. The Coalition offered end-of-life care educational forums for the community to stress the importance of having an advance directive. A total of eight thousand two hundred fifty-six dollars (\$8,256) was provided to Greenwich clients in the form of financial support, health services, and emergency funds through the AIDS Alliance of Greenwich.

OFFICE OF COMMUNITY HEALTH PLANNING **[Stephanie R. Paulmeno, Director]**

The Office of Community Health Planning provides professional consultation, leadership, technical assistance and guidance to all community program opportunities. The Director works closely with various public and private health providers to identify and evaluate community health needs, conduct community health assessments, allocate needed resources and promote public health education in an effort to provide quality health care to all. The Planning Office also plays a major role in the Department's mission to educate the public about planning for and responding to public health emergencies.

This year the Director coordinated a major access-to-care project by staging the first Greenwich Multicultural Health and Heritage Fair. A total of seventy (70) health and social service exhibitors offered no-cost health screenings and distributed multilingual health information to a total of three hundred forty-six (346) attendees. Numerous screenings were offered, including but not limited to, kidney disease, cholesterol, hypertension and tests for pre-diabetes. The Planning Office also kept busy presenting a total of twelve (12) multi-media emergency planning programs throughout the community with a total of six hundred seventy-five (675) people attending.

Lifestyle choices continue to impact morbidity and mortality rates in the United States. Providing accessible health care, public health education and health risk screening programs encourage every citizen to make lifestyle changes to improve their health and quality of life. Routinely, the Planning Office coordinates and provides leadership by providing health education in the community. This year a total of twenty-three (23) multi-venue health presentations were offered on matters such as Medicare D, Pandemic Influenza Planning, Kidney Disease in African Americans, Health Literacy and Asthma. In addition, the Director worked on a total of twenty-seven (27) major public health community initiatives. Community partnerships are fundamental for identifying and mobilizing community health resources. The main responsibility of the Health Planner is to initiate collaboration between health system partners so

that health initiatives can be achieved within the community. Examples of these include community health conferences, workshops, programs and projects in areas addressing access to quality health care, underage drinking, end-of-life issues, continuum of care options for seniors, mammogram screenings, community blood drives, prostate and skin cancer screenings. Leadership is also provided for community roundtable discussions, public forums, community health fairs (Senior, Employee and Women's) and activities conducted through United Way's Planning and Youth Councils. The Office also played a major role in the annual Senior Health Fair, a collaborative project of the Greenwich Department of Health, the Commission on Aging and Greenwich Hospital. Approximately one thousand (1,000) seniors were served in 2005.

In an effort to identify unmet health needs and assess community resources, the Director serves on a total of thirty-five (35) state and local Committees, Boards and Coalitions. The following is a partial list of those efforts: The United Way Youth and Planning Councils; Time For Lyme; Parents Forum; The Greenwich Coalition to Combat Underage Drinking; Hispanic Advisory Council of Greenwich and Stamford; The Connecticut Cancer Partnership; Greenwich Hospital Community Advisory Board; Greenwich Adult Day Care Community Advisory Board; The Advisory Board of the Stamford Federally Qualified Community Health Center; Greenwich Library Health Information Center Advisory Board; The Greenwich Hospital Diabetes Resource Council; The Senior Provider Network; Greenwich Health Improvement Partnership and Task Forces; The Norwalk Community College Nursing Advisory Board, The Lower Fairfield County Regional Action Council for Mental Health and Addiction Services and The Greenwich Diabetes Resource Board.

In cooperation with Town Department agencies, the Director authored an employee health newsletter and co-planned an employee health fair that provided numerous health program opportunities for a total of two hundred fifty (250) Town employees. Among many of the programs offered, the Department's laboratory provided cholesterol testing for thirty-nine (39) employees. A total of seventy (70) kidney screenings were also offered. In addition, seventy-nine (79) summer employees were offered skin screening and public education.

Working collaboratively with the United Way, the Director updated the Health, Community Planning and Information/Referral categories of the Community Needs Assessment and Public Health section of the report entitled "*A Statistical Portrait of Greenwich.*" In an effort to update each section of the document, approximately one hundred twenty-nine (129) people were interviewed and surveyed from different agencies and committees. Although a final combined 28-page project report was submitted, the United Way of Greenwich will determine the selected final results for a public report.

In other programs managed by the Office, two (2) State-funded educational series were presented on Diabetes and Heart Healthy Nutrition. A total of one hundred eight (108) participants were served. Cholesterol testing was also provided to twenty-four (24) participants by the Department's Laboratory in the Heart Health Program. As a result of a participant conducted survey, positive lifestyle changes were noted from their medical follow-up evaluation.

Finally, the Office of Community Health Planning analyzed the Town's mortality reports. Reviewing these records monthly allowed the Department to track any trends of disease and/or illness in the community. Of the total four hundred seven (407) deaths reported in Greenwich heart and circulatory disease was the leading cause of death, followed by cancer and respiratory illness. Lastly, the Director received recognition from the American Public Health Association (APHA) and the National Association of City and County Health Officers when her work on the Town of Greenwich's Public Health Assessment process was presented at the annual meeting of the American Public Health Association. The Planning Office also coordinated the Town Hall Automated External Defibrillator (AED) / First Aid Training Program and partnered with the American Red Cross, Greenwich Chapter in blood drives conducted in Town Hall.

DIVISION OF ENVIRONMENTAL SERVICES

[Michael Long, Director]

The Division includes two major subdivisions: Environmental Health and Laboratory.

Environmental Health: The Division's Environmental Health program is responsible for the establishment and execution of municipal environmental program functions that are either State or locally mandated. The program offers a variety of services, including sanitation, housing code enforcement, sewage disposal inspection and plan review, food service inspection and environmental surveys. It also functions as a component of the land use agencies and provides consultation services to all citizens regarding public health issues. As part of a continuing arrangement, Division personnel were made available to the Greenwich Shellfish Commission in the conduct of their work.

During the 2005-2006 fiscal year the Division was short staffed. Although positions were eventually filled, staff training and certifications were required. Because this condition occurred intermittently throughout the year, the Division was not capable of fulfilling all necessary inspection and enforcement activities. Differences (outcome measurements) in the staff's performance are reflected in the statistical analysis of this report.

In 2005, the West Nile Virus (WNV) was isolated from birds in Greenwich. The Division received twenty-eight (28) dead bird reports from residents and six human cases were identified in the state for the season. The Division managed the Town's larvicide program, which operated from June through September. Information regarding WNV was also distributed to the public at various locations throughout Town. In 2006 the State Department of Public Health determined that bird testing and reporting was no longer needed. Although this was a change in procedure, the State did, however, test mosquito pools and conduct human surveillance.

The Division continued to assist the Director of Health in preparing emergency response plans such as the Pandemic Influenza "Flu" Response Plan and supported staff training in a variety of areas relating to bioterrorism response. Division staff also participated in implementing influenza "flu" clinics throughout the community during the months of November and December. Several staff members were also a part of the Greenwich team that participated in a Regional Point of Dispensing (POD) Drill held in April 2006 while others attended courses to obtain basic knowledge of bioterrorism preparedness.

The 2005 beach season experienced a number of beach closings due to rainfall events and reported elevated bacteria levels. Byram Beach was closed for a total of eleven (11) days, three of which were due to high bacteria levels; Greenwich Point was closed for a total of seven (7) days, three of which were due to high bacteria levels. Both island beaches, Great Captain's and Island Beach had no closures this year. All beach facilities have written closure policies that are reviewed on an annual basis.

In 2005-2006, Seventy-three (73) animals were sent to the Connecticut Department of Public Health Laboratory for rabies testing. The majority of animals submitted for testing were bats (40) found in the home. Of the total animals submitted, seven (7) were positive (all raccoons).

Assistance was provided to the Department of Public Works in its effort to sponsor two Household Hazardous Waste Days. Approximately three hundred two (302) vehicles were served in November 2005 and three hundred forty-eight (348) vehicles in May 2006. A mercury thermometer exchange program was also offered at both events.

The Division continued to work with the Department of Public Works Sewer Division and Planning and Zoning in an effort to assess the need to expand the sewer map envelope. As part of the assessment, the consultant, Wright-Pierce Inc., reviewed a number of parameters. The Division assisted them by providing information on septic system failures recorded over the past 10 years.

The Director continued to work with several government agency officials from Westchester County, the Village of Port Chester and the Interstate Environmental Commission (IEC, a joint agency of New York, New Jersey and Connecticut) on issues relating to elevated bacteria levels in the Byram River. The IEC is currently working with New York officials to resolve problems identified.

At the recommendation of the State Department of Public Health, the Department began to analyze all new private drilled wells in Greenwich for naturally occurring arsenic as part of the permitting process. The recommendation from the State was made to several towns in Connecticut because of the potential for isolating arsenic levels beyond the acceptable standard. All water sources identified with elevated arsenic levels will be reported to the State. The Division will also make recommendations to the property owner for treatment as needed.

The Division continued to enforce food service regulations in the two hundred ninety (290) food service establishments that are licensed with the Department. In addition, a considerable amount of time was spent reviewing more than two hundred ninety-nine (299) building plans and twenty-seven (27) demolition permits. Approximately three hundred fifteen (315) well and septic system permits were also issued. To determine septic system suitability, two hundred ninety (290) soil tests were conducted, while seventy (70) body care facilities and thirty-one (31) massage establishments were inspected for licensure.

Laboratory: The Laboratory component of the Division is licensed by the Connecticut Department of Public Health to perform a wide range of environmental and clinical services necessary for the promotion and advancement of community health. It supports the entire Department, other municipal departments and most importantly, residents of the community. The Laboratory provides a significant service to Town residents through flexibility of service and reasonable costs.

The occurrence of tick-borne disease is rising, not only within the Town, but also throughout the State. In 2005, one thousand eight hundred ten (1,810) Lyme disease cases were reported in the state, with four hundred twenty-six (426) cases in Fairfield County alone. The total number of reported cases for 2005 represents a 29% increase over 2004. The Laboratory continued its tick testing program, by identifying and testing deer ticks for the presence of *Borrelia burgdorferi*, the causative agent of Lyme disease. In January 2006, the Department was notified by the Connecticut Agriculture Experiment Station (CAES) that its service of testing unengorged ticks for *Borrelia burgdorferi* would be discontinued. The Station took this action on the conclusion that unengorged ticks, carrying the spirochete or not, had low infection rates. Although the Station accepted engorged ticks for testing, the policy not to test unengorged ticks affected the number of ticks sent from the Department's Lab for analysis. Therefore, all ticks that would have been submitted to CAES for analysis were tested in-house. In 2005-2006, seven hundred ninety (790) ticks were submitted to the Department's lab and identified as deer ticks. Of those, only sixty-eight (68) were sent to the Connecticut Agriculture Experiment Station for analysis while seven hundred twenty-two (722) were tested in house. Of the total ticks tested, twenty-five percent (25%) were found to be positive for *B. burgdorferi*. The Laboratory continued to distribute current public health education literature on a variety of environmental issues.

In collaboration with the Department of Parks and Recreation, public beach water samples were collected and analyzed for enterococci, the indicator organism used for evaluating bathing waters. Environmental testing of all rivers, ponds, streams, public wells, public pools and the public water distribution system was conducted for chemical and bacterial contamination. Reports indicating public well water compliance were routinely submitted to the State Department of Public Health's Drinking Water Division. Lastly, laboratory personnel screened all Police vehicles for carbon monoxide and conducted monitoring at the Police shooting range for airborne lead levels.

With assistance from State Public Act funding, the laboratory purchased a Lead Care Analyzer, an instrument needed to measure the amount of lead in blood. Easy to operate and providing immediate results, the staff screened all children participating in the monthly WIC (Woman, Infant and Child) clinic and the Division of Family Health's Maternal and Child Health clinic for lead in blood. Approximately eighty (80) blood lead tests were processed from children attending clinics, with all positive results being reported to the Family Health program for follow-up. Additionally, eighty-four (84) hemoglobin/hematocrit blood tests were analyzed from clinic children and reported. The Laboratory also continued its support of the School Health Program, which is operated by the Board of Education, in screening children for anemia and lead exposure. Clinical services (urinalysis) were also provided on a weekly basis to the Nathaniel Witherell Nursing Home.

This year the Connecticut Department of Public Health terminated the program of collecting and testing corvids (i.e., crows, ravens and grackles) specimens as part of the surveillance for West Nile Virus (WNV). The State took this action on the conclusion that dead birds of certain species found during WNV season indicate virus activity in the community. The Department did, however, record dead bird calls so that areas of virus activity could be identified.

Since September 11, 2001, the Laboratory has been working with the Bioterrorism Laboratory Response Committee organized by the Connecticut Department of Public Health Laboratory. As a key component in the surveillance of biological and chemical agents, the State welcomed Greenwich as a participant. The Committee, which plans for lab surge capacity in the event of a bioterrorism incident, meets monthly in Hartford. As a participant, the Greenwich laboratory continued to certify and maintain its Level 2 biological safety cabinet, which would allow for the safe handling of biological specimens should it be needed. In an emergency or disaster event, Greenwich will be called upon by the State to assist with decontaminating and repackaging suspected bioterrorism samples. In addition to serving on the Committee, the Laboratory staff attended several training sessions on bioterrorism response and participated in various bioterrorism agent identification drills. One drill, which involved many of the State hospitals, required testing to identify the organism associated with a vaccine strain of *Francisella tularensis*. Another was a biodosimetry drill, which evaluated a laboratory's ability to prepare blood specimens during a radiation exposure. Both events were organized by the State Departments of Public Health and Emergency Preparedness, respectively.

As part of the Human Resource Department Employee Health Program, a total of thirty-five (35) employees were tested for a complete cholesterol profile during an employee health fair in March 2006. In addition, seventeen (17) tests were performed as part of several nutrition programs sponsored by the Department and sixty-three (63) tests were processed from general public walk-in participation.

The Laboratory operates the weather station, which is installed at Town Hall. The station, which continues to be an asset, provides data about rainfall, temperature, wind speed and direction. Connected to the Laboratory's computer, the station reports current conditions and prepares reports. This data has been found to be critical when determining beach and shellfish bed closures. Data can also be utilized for severe weather incident analysis. This year, the total rainfall measured by the weather station was 58.09 inches, which was a 17% increase from last year's average rainfall of 49.66 inches.

DIVISION OF FAMILY HEALTH **[Deborah C. Travers, Acting Director]**

The Division of Family Health has two major components: the Adult, Maternal and Child Health Program and the Dental Health Program. The Family Health program focuses upon health promotion and disease prevention in order to maintain and improve the health status of Greenwich residents. The services of this Division are provided to enable individuals to achieve and maintain optimum physical, emotional and social health. Components of all program areas include preventive health care sessions, early identification of health problems through screenings, health maintenance, health education, home visits, consultation and communication with the medical and social service community.

The **Adult, Maternal and Child Health Program (MCH)** encompasses several programs: 1) Home Health Maintenance program, which provides nursing care to homebound, frail or chronically ill residents whose care is not covered by insurance or other health care providers; 2) Senior Health Program, which provides health monitoring, preventive care and anticipatory guidance to ambulatory elderly in various clinical settings; 3) Tuberculosis Prevention and Control Program, which coordinates and monitors the health care of residents infected with tuberculosis; 4) Infection Control Program, which oversees the implementation of the OSHA Bloodborne Pathogen Standards and provides epidemiologic and surveillance support when a disease outbreak is suspected; 5) Immunization Program, which provides residents and employees with vaccination services; 6) Maternal and Child Health Program, which provides preventive health assessments, immunizations and anticipatory guidance to uninsured or underserved families; and 7) Daycare Licensing Program, which, in conjunction with the Division of Environmental Services, inspects daycare, preschool and after school facilities for licensure, the enforcement of State

regulations and complaint investigation. MCH staff also provides consultation and health education on related health policy development and implementation.

The Adult, Maternal and Child Health staff continues to provide much needed, high quality preventive health services to children, families and elderly residents. Immunization administration to adults and children is a major activity of this program. In addition to the vaccines provided through the Well Child Clinics, immunizations and tuberculin skin tests were administered to almost four hundred (400) Greenwich residents. Approximately two hundred ten (210) elderly residents were vaccinated against pneumococcal pneumonia and three thousand six hundred sixty-three (3,663) residents were vaccinated against influenza. Staff nurses also conducted flu and pneumonia clinics at numerous residential facilities and offered visits to more than eighty (80) elderly residents who could not leave their homes to obtain the vaccinations. Approximately one thousand (1,000) blood pressure screenings were also conducted by the hypertension clinic staff. The Department was successful in providing vaccine to community medical providers as part of the community redistribution effort. Without the assistance and dedication of the Department of Health staff, Board of Health members, volunteers from the medical community and community organizations, the program would not have been a success.

The **Office of Dental Health** applies the principles and practices of preventive dentistry through a comprehensive oral health program of services to children, adolescents, adults and senior citizens through four initiatives: the School Dental Health Program, Head Start Center Programs at Armstrong Court; the Maternal and Child Health Clinic and the Adult Health “Caring In The Community” Program, which encompasses health fairs, wellness forums and programs for residents, Town of Greenwich employees and corporations. Working collaboratively with the professional dental community, the Dental Center of Stamford and the Greenwich Hospital Dental Clinic, the program strives to prevent oral disease in persons of all ages and identifies those who do not appear to have sufficient access to quality oral health care.

The major program goal of prevention of oral disease is directed mainly to children in the public school system. Despite dramatic successes in the reduction of caries in children over the past twenty years, oral diseases still appear in young children. A staff of two (2) public health dental hygienists implement program objectives by providing screenings for early detection of dental health problems and conduct educational sessions to stress the importance of preventive health care measures. This year, a total of two hundred twenty-four (224) educational sessions were taught and five thousand two hundred ninety-seven (5,297) student examinations were conducted. Of those examined, nine hundred eighty-three (983) were found to be in need of dental care and were referred to a dentist for follow-up.

As an ongoing objective, the dental program strives to provide oral health screening to ninety percent (90%) of the children entering school for the first time. This year, nine hundred eighteen (918) entrant forms were distributed and four hundred twenty-seven (427) or forty-six percent (46%) were returned, indicating the number of students who had received dental exams.

Fluoride has long been recognized as the most effective, economical and practical preventive measure for dental caries (cavity) control. Despite scientific facts, there is a perception that fluoride supplements are not necessary due to the presence of fluoride in toothpaste and water. As many as seven thousand (7,000) Greenwich residences utilize private wells for their water supply and do not receive fluoride from a water source. In addition, bottle water is fluoride-free and toothpaste provides minimal fluoride amounts. The weekly fluoride rinse initiative is offered to students in first through fifth grades in all eleven (11) elementary schools. Of the three thousand five hundred five (3,505) eligible students, two thousand eight hundred nineteen (2,819) children participated or eighty percent (80%). Overall, the program participation rate was up four percent (4%) from last year.

This year, a successful effort toward providing access to needed oral health care was achieved by giving one child from Julian Curtiss School free orthodontic treatment by a local orthodontist. In addition, a partnership was formed with the Greenwich Hospital Task Force in an effort to provide affordable dental health care to those who need it. Through collaborative efforts, the hospital clinic hired a part-time pediatric dentist and adopted a program to accept HUSKY insurance. To promote access to quality oral health care, the staff

encouraged participants to file for available insurance and to make appointments with the hospital's dental clinic.

In addition to the public school curriculum, eleven (11) pre-school programs were serviced with a total of two hundred thirty-four (234) exams conducted and twenty-seven (27) educational classes taught. Assistance was given to two (2) Head Start programs so that compliance performance standards could be met for Federal funding. A total of forty-five (45) children from these programs were also examined. Dental services were coordinated for nine (9) referrals. Lastly, the program served over five hundred (500) seniors through community outreach efforts.

As the Department of Health moved forward with the Town to design and implement Emergency Preparedness Plans for its constituency, the Division of Family Health continued its own preparations. Members of the staff provided medical input for Department publications and participated in the Point of Dispensing (POD) statewide drill conducted in April 2006. Several nurses completed smallpox vaccine administration sessions, attended community shelter management and disaster planning programs and participated in classroom and webcast courses.

Caroline Calderone Baisley, MPH, RS
Director of Health

THE NATHANIEL WITHERELL

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	228	223	236
Expenditures:			
Current	\$15,407,416	\$14,076,042	\$14,418,963
Capital	\$229,414	\$93,822	\$80,340
Total:	<u>\$15,636,830</u>	<u>\$14,169,864</u>	<u>\$14,499,303</u>
Revenue:	\$18,354,989	\$17,604,045	\$16,791,819

The Nathaniel Witherell is a not-for-profit, 202-bed skilled nursing facility. Nathaniel Witherell offers Rehabilitation and Skilled Nursing care, with priority given to the residents of the Town of Greenwich. The 24-acre campus is located on Parsonage Road in mid-country Greenwich. The organization is committed to providing the highest Quality of Life possible for each resident based on their individual needs in the areas of Nursing, Clinical care, Rehabilitation, Social Work, Dietary, Nutrition and Therapeutic Recreation. TNW has supporting staff in areas of Engineering, Housekeeping, Laundry, Pastoral Care, Finance, Admissions and Administration who are equal and vital members of the total Team. Rounding out the Team are a Medical Staff, an Auxiliary of more than 175 Volunteers and a Family Council that represent the families of our residents and who are committed to enhancing our residents' Quality of Life. Nathaniel Witherell delivers customized care specific to each resident's needs. Whether a resident's stay is Short-Term or Long-Term, care is promoted through a wide variety of clinical areas that include but are not limited to:

- Rehabilitation – Orthopedic, Neurological, Cardiac and Medically Compromised
- Wound Management
- Pain Management
- IV Therapy
- Renal Therapy
- Enteral Feeding
- Coma Care
- Hospice
- End of Life Care
- Tracheotomy Care

The Nathaniel Witherell is governed by a nine-member Board of Directors with each director elected to a three-year term of office. The members of the governing body are:

- David Ormsby, Chairman
- Christopher Ann Thurlow, Vice Chairman
- David Ayres
- Donald G. Fritz
- Ellen Isidro

Thomas Saccardi
 Lloyd Bankson
 Paul Toretta

	<u>2005-2006</u>	<u>2004-2005</u>	<u>2003-2004</u>
Admissions	160	160	132
Discharges	169	162	117
Occupancy Rate	95%	95.5%	96%
Patient Days	70334	70412	70974
Revenue	\$18.4 million	\$17.6 million	\$17.3 million

<u>Source of Admission</u>	<u>2005-2006</u>	<u>2004-2005</u>	<u>2003-2004</u>
Greenwich Hospital	123	125	90
Other Hospitals	18	13	14
Skilled Nursing Facilities	4	9	11
Assisted Living Facilities	6	2	5
Home	9	11	12
Total Admissions	<u>160</u>	<u>160</u>	<u>132</u>

MAJOR ACCOMPLISHMENTS AND ACTIVITIES

- Rehabilitation continues to grow at TNW. This year 85% of the 160 admissions to Witherell were for Short-Term Rehab.
- The increase in Short-Term Rehab resulted in an increase of our Medicare census, which has now reached 11% of total volume.
- The annual State Survey was again very successful. TNW scored in the top 2% as determined by Medicare. TNW is one of only 3 nursing homes in Connecticut given a 5-star rating by Medicare on their website.
- Financially, Witherell had a double successful year: TNW was 50% better than budget and experienced the best results in the last five years with an operating loss of only approximately one million dollars.
- Witherell recruited members to the Management Team in the following areas:
 - Facility Operations
 - Rehabilitation
 - Social Work
- The Witherell Board of Directors shifted their growth plans from a full replacement building project to a combination of new construction, renovation, cosmetic upgrades and possible demolition. PROJECT RENEW WITHERELL creates a physical plant that will support the Revised Witherell Business Plan currently being authored. The previous 190 bed replacement building application has been sunset. Town and State approval are forthcoming.
- A 501 (C) 3 application has been filed with the IRS to create “The Friends of Nathaniel Witherell” with approval due shortly. This will create a Development/Fund Raising program here at TNW working on programs that will be used to help partially fund PROJECT RENEW WITHERELL.

- There have been several changes at the Board level. In addition to a new Chairman and Vice-Chairman, there are three new Board members with only one vacancy remaining.
- Finally, the net revenue for TNW for Fiscal Year 05/06 of \$ 18,354,989 is the highest in the facilities 103 year history.

William Kowalewski
Executive Director

DEPARTMENT OF SOCIAL SERVICES

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	71	71	72
Expenditures:			
Current	\$3,026,776	\$3,060,906	\$2,734,539
Capital	\$0	\$0	\$0
Total:	<u>\$3,026,776</u>	<u>\$3,060,906</u>	<u>\$2,734,539</u>
Revenue:	\$14,823	\$92,716	\$117,325

Note: 1. Of 71 Department positions in '05-06: 35 were full-time (49%), 36 (51%) part-time, seasonal, or temporary. The 84% reduction in revenue from FY04/05 to FY'05/06 is a result of the Board of Social Services decision to transfer Southwestern Connecticut Agency on Aging clients to local agencies that provide similar services, the ending of services to full fee clients who can afford to pay an outside agency and the discontinuance of the Homemaker Block Grant.

Statement of Department Mission, Goals, and Target Population

Mission: To protect and promote the welfare of the most vulnerable individuals in the community, through support and services of the highest quality, which maximize competency, independence, and quality of life.

Goals: To provide for basic human needs; maintain the integrity of families; strengthen residents' self-reliance and self-sufficiency; and promote positive social development and emotional adjustment for residents unable to access these services elsewhere.

Target Population: Greenwich's economically-disadvantaged residents; children and youth at risk of poor social or emotional adjustment; residents with confusion, dementia, and other declining abilities due to age and health conditions; those with intellectual disabilities and chronic mental illness; and those of limited income with physical and medical needs whose needs are not fully met by other agencies.

The Department is assisted and overseen by the seven-member, policy-making **Board of Social Services**. Board members serve three-year terms. Officers this year were led by Co-Chairpersons, Ms. Anne Drake and Dr. R. Turk. Other members include Ms. D. Chiappetta – Fox, Ms. K. Terrenoire, Ms. S. Jankowitz, Ms. M. Huyck, and Ms. K Harsany, who resigned and was replaced by Ms. V. de Bary.

Key Department Operational Activities in '05-06

- **Position the Department to sign Evolv CS Contract.** The Department of Social Services has successfully negotiated an agreement with Defran Systems, Inc. for the software upgrade of Evolv CS. The Department will identify a project manager to be the liaison among Social Services, other Town Departments and Defran. This project manager will also assist in staff training and the development of report writing and outcome-based measurement.
- **BWB Recommendations Approved by the GBSS.** The Department has begun implementing the recommendations made by the consultants, Brody, Weiser and Burns. The elimination of two positions, Director of Adult & Family and Director of Senior Services, has been completed.
- The Commissioner of Social Services formed a committee to assist in the planning and implementation of the reorganized department structure and its service delivery operation under a service team structure.

Key Services to the Community in '05-06

The Greenwich Department of Social Services (GDSS) provided services to 1725 unduplicated households during this fiscal year. Services included, casework, advocacy, and counseling around entitlement programs for children, youth, families, seniors, and the chronically mentally ill, and homemaker services to seniors and the disabled. Client profiles are depicted below.

Client Profile by Sex

Gender	Clients	%
Male	461	26.7%
Female	1,264	73.3%
Total	1,725	100%

Client Profile by Age

Age	Clients	%
0-17	175	10.1%
18-45	546	31.7%
46-64	356	20.6%
65 & Over	648	37.6%
Total	1,725	100%

Client Profile by Race

• Race	• Clients	• %
• African American	• 120	• 7.0%
• Asian	• 36	• 2.1%
• Caucasian	• 750	• 43.5%
• Hispanic/Latino	• 422	• 24.4%
• Other	• 61	• 3.5%
• Unknown	• 336	• 19.5%
• Total	• 1,725	• 100%

- **General Casework and Protective Services for the Elderly** In FY 2005-06, 648 households (65 & Over) received services. Major issues of focus were with housing needs, pharmaceutical coverage, medical and/or financial problems, local state and federal benefits, transportation, future planning for elderly relatives, and protective services to individuals identified by our caseworkers and other agencies (i.e., police, DOH, hospital) to be at risk of physical harm, emotional abuse, financial exploitation or serious self-neglect.
- **General Casework for Adults & Family:** GDSS provides assistance to eligible Greenwich adults (21-65), and families with needs around issues such as: housing, medical, mental health, legal, educational, financial, and employment referrals. In FY 2005-'06, 1,077 unduplicated households received casework services. In the mental health unit, the Department served 133 clients with serious, long-term psychiatric disorders. Services included supportive counseling, crisis intervention, assistance with budgeting and bill paying, entitlement applications, and socialization skills groups. Caseworkers also provided advocacy services relating to housing, legal, and medical situations, while case aides assisted in improving daily living skills, assisting with laundry, shopping, and getting to necessary appointments.

- **Escorted Transportation and Errand Service:** The Department provides escorted transportation for medical appointments, prescription delivery, shopping, and other clients' needs. These clients are primarily seniors and the mentally ill. Additionally, our staff collects food from the local food bank and delivers it to non-ambulatory clients, and those who need door-to-door assistance.
- **Elderly /Disabled Renter's Program and Energy Assistance Program:** In 2005-06, there were 324 unduplicated households with clients age 65 and over, and disabled adults, who received grants from the Renters Program. Another 445 households applied for funds through the Energy Assistance Program, which covers eligibility for families, single adults, and seniors.
- **Operation Fuel:** Operation Fuel is a privately funded fuel bank providing financial assistance to eligible low- income families. GDSS administers the program and the United Way of Greenwich acts as fiduciary. In FY2005-'06 Operation Fuel provided \$10,000 to 40 households experiencing fuel or utility emergencies.
- **Homemaker Services:** The Greenwich Homemaker Service provides light housekeeping, laundry, meal preparation, and with a doctors authorization bath assistance to clients unable to manage these tasks themselves due to frailty or illness. In FY2005-'06, the Greenwich Homemaker Service provided 13,032 hours of in-home services to 153 unduplicated cases.
- **Youth Programs:** The Department manages two programs, The **Byram Recreation and Arts Program**, an after school program for children in kindergarten – 8th grade and the **Greenwich Youth Conservation Project**, a summer socialization, educational, and employment program for 14 and 15 year-olds. In FY 2005-'06, 116 unduplicated youth received prevention services through these programs.
- **Town Financial Aid:** The Department disbursed \$158,349 to 298 Greenwich households to prevent evictions and utility shut offs, assist with health emergencies, supply services and devices needed to keep seniors safely in their homes, and assist with emergency bills for individuals who suffered a loss of income.
- **Community Gifts Program:** The Department, through the Town and private sector collaboration distributed toys, food, cash, clothing and shoes, to Greenwich families in need. This is accomplished through several programs: the **Holiday Aid Program** provided for 462 eligible households (1348 individuals) during the Thanksgiving and December Holidays; The **Campership Program** provided partial and full scholarships to summer camps for 250 children ages three to fourteen; The **Boots and Shoes Program** provided families with vouchers toward back-to-school footwear for 317 children, ages five to fifteen. The **Salvation Army Emergency Aid Program** also provides assistance to GDSS clients who meet the army's criteria.
- **Food Insufficiency:** GDSS screens and refers clients to Greenwich's food and clothing bank, Neighbor to Neighbor. This year, an average of 263 households representing 689 individual family members, received food each month. GDSS also maintains a satellite food pantry at Town Hall to meet emergency needs. In FY2005-'06, 255 households made 311 visits to the pantry.
- **Friendly Visitor Program:** The Friendly Visitor Program, outsourced to the Family Centers, Inc. in January 2005, is in the second year of a 3-year grant award ending December 31, 2007. The grant award of \$36,000 per year allows for program match for isolated homebound seniors. An average of 28 matches were made during this fiscal year.

Department Accomplishments in '05-06

- **Consultant's Recommendations Satisfied:** The following recommendations have been satisfied:
 1. **Search for a Board member with social work experience.** A Board member with social services experience has been successfully appointed.

2. **Elimination of (WEB) Work, Education and Beginnings Program.** The WEB program was eliminated effective, August 31, 2005.
 3. **Hire a New Commissioner of Social Services.** Effective June 12, 2006 the Board of Social Services hired a new Commissioner of Social Services.
- **Consultant’s Recommendation Satisfied: Outsource Youth Service and Community Gifts Program.** The Board of Social Services reviewed this recommendation, including the program cost-benefit analysis, and determined that these programs were unique to the community, and unable to be outsourced without significant changes. The Board determined that these programs met the Department’s mission, and as such, the Department will continue to provide these services to the Greenwich community.
 - **Grant funding to Outside Local Agencies:** The Board of Social Services agreed to have grant funding to several local outside agencies transferred to the Department of Social Services budget. These agencies currently receive funds totaling \$400,000. For the period of July 1, 2006 – June 30, 2007, GDSS will serve as a pass-through for the funding to these agencies. The Department is currently assessing each agency. They are: Liberation Program, Greenwich Adult Day Care, Transportation of Greenwich, Shelter for the Homeless, and Share the Fare. The Youth Coordinator’s position, housed at the United Way, also receives a portion of this fund.

Special Project Plans for 2006-07

- **In 2006-07, the Commissioner of Social Services will work in conjunction with the Town residents, Town Department and local agencies to assess the service needs of the community.** The Commissioner will work toward developing efficient and cost effective services for Greenwich residents in need. This will be accomplished through a thorough organizational assessment, and will include implementing the “Safety Net” approach, providing unduplicated services to those in need, while facilitating outsourcing of similar services that are provided by community agencies.
- **In 2006-07, the Department will continue to work in conjunction with other Town Departments to develop a plan for Town compliance with State Uniform Relocation Assistance Act requirements.** As the Town pursues and rectifies complaints of illegal housing, GDSS will further develop the department program of Relocation Advisory Assistance under the Uniform Relocation Assistance Act, by serving as the Town’s relocation officers, administering mandatory payments to displaced households and training staff in emergency response and program financial procedures.
- **Social Services outcome-based budget in 2006-07.** GDSS will continue its approach to upgrade and enhance our database software, Evolv CS; develop a simplified program structure, outcome measures, and a method for tracking staff time and associated cost in providing services to the Greenwich community.
- **Monitoring External Organizations being Funded.** GDSS will implement a plan to monitor and assess external entities being funded through the Department.
- **Implementation of the approved reorganized department structure.** Under the direction of the new Commissioner of Social Services, GDSS will be restructured, using the consultants’ report as a guideline in adopting a team approach to service provision, determining skillsets in management and other professional staff, and hiring new staff accordingly. GDSS will make use of internal and external collaborative strategies to improve service provision and maximize resources.

Victoria A. Anyikwa, Ph.D, MSW
Commissioner of Social Services
Greenwich Department of Social Services

**BOARD OF EDUCATION
NOT AVAILABLE AT TIME OF PRINTING**

GREENWICH LIBRARY

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted	66	67	67
Personnel:			
Expenditures:			
Current	\$7,263,907	\$7,005,793	\$6,787,454
Capital	\$139,657	\$26,334	\$516,828
Total:	<u>\$7,403,564</u>	<u>\$7,032,127</u>	<u>\$7,304,282</u>
Revenue:	\$1,428,715	\$1,378,918	\$1,384,786

Greenwich Library consists of the Main Library in central Greenwich, and the Byram Shubert and the Cos Cob branches. The book van delivery service continues to grow in importance; it services older adults at housing complexes and senior residences.

The Town of Greenwich funds its annual operating and maintenance budget. The Trustees Development Office raises private monies for new capital projects and to incubate new programs. A capital fund drive is currently underway for expansion of the Byram Shubert Library branch building. Membership contributions to the Friends of the Greenwich Library fund programs and other projects.

The Clementine L. Peterson Foundation was established under the will of Clementine L. Peterson. Foundation trustees, as distinguished from the Greenwich Library Board of Trustees, govern it. Mrs. Peterson's bequest enabled the construction of the 32,000-square foot Peterson Wing, and annual interest from the funds are used for maintenance, operation, and staffing for the area as well as for enhancing business and music materials and services.

Mission and Vision

The Greenwich Library mission is to provide free and convenient access to information and to promote the love of reading and research, the joy of lifelong learning and engagement with the arts, sciences, and humanities. Its constant vision is to provide the community with superior library services, to serve as the cultural and intellectual crossroads of Greenwich, and to be a leader among public libraries in a rapidly changing world.

404,556 patrons visit growing website

The Library was gratified to note a substantial increase in its “virtual visitors.” Staff has been working diligently over the past several years to enhance database offerings and build a home page with easy-to-locate links to a wide variety of special interest sites. Virtual patrons logged on to the Library 404,556 times, a 22% increase over the previous year. In-person visits totaled 725,000. Materials circulation system-wide was 1,394,624.

The Library subscribes to 91 electronic databases; the majority are available for remote use. This year we added three titles to the Historical Newspaper Collection: *The Historical Hartford Courant*, *The Historical Boston Globe* and *The Historical Washington Post*, plus an online edition of the popular *Value Line* investment research product.

Training and Technology

As information and communication technologies advance, much focus is placed on training for both staff and the public. New web-based meeting and program scheduling software was installed and staff received training in managing its various components before it went online for the public. Our electronic calendar lets patrons access information about coming events and program offerings at all libraries and at all times. Past events are archived, giving browsers the opportunity to get a flavor of ongoing programming. This calendar also has an email notification component that is being used increasingly by the public. *Keep Posted*, the Library's newsletter, is now available on the website.

The Library's training initiatives include a spectrum of workshops for both public and staff. In any given week, there are two or more formal training sessions that range from computer software, digital photography, internet training and database holdings, to health updates, team building, and time management. Plans for a new staff and public training room were completed and construction is underway as of this writing.

Six staff members are pursuing a Masters Degree in Library Science thanks to tuition support provided by the Friends of the Library. Greenwich Emergency Medical Service (GEMS) coordinated CPR and Automated External Defibrillator (AED) training of numerous staff members as defibrillators were installed at Greenwich and both branches.

Activities for all interests and ages

Across the board educational, cultural, and entertainment programming increased by 11% and resulted in another record-breaking year. From infants enjoying "Lapsits" in the Children's Story Room, to business workshops, films for all ages and interests, and "Poetry and Memory" circles, enrichment opportunities abounded. Nearly 54,000 people enjoyed programs at Greenwich, Cos Cob, and Byram. They chose from 1,536 different offerings ranging from films, magic shows, junior book clubs, concerts, art shows, festive open houses at the Cos Cob and Byram Shubert branches, and numerous author series. Program attendance increased 3%.

The Peterson Music series presented contemporary artists including jazz vocalist and educator Giacomo Gates, while the Friends Cole Concert series continued offering four Sunday afternoon classical concerts, beginning the year with the virtuoso mother and son team of Miriam Friend and Jonathan Biss. The Ashforth Children's Music Series presented the Fairwinds Brass Ensemble and the Piccola Opera Company who gave young audiences an introduction to the opera. Our Chinese New Year celebration has become an anticipated annual community event.

Best-selling author Walter Isaacson spoke about "Benjamin Franklin and American Values" in a talk co-sponsored with the Historical Society. Series programs drew patrons with special interests; the Foreign Affairs Book Club, Friends Selective Eye Book Discussions, Classic and Cult TV, Mortimer Frank's Toscanini Talks, and Bob Smith's Shakespeare "seminars" were some. Douglas Brinkley, historian, professor, and author of *The Great Deluge: Hurricane Katrina* made one of only two appearances in the northeast to launch his critical study. The biggest crowd of the year turned out to hear cultural icon Frank McCourt during a December event arranged as part of the Selective Eye series.

The Health Information Center has continued to develop both a virtual presence and a service presence. Partnerships with groups such as Greenwich Hospital and the Commission on Aging have enhanced Library offerings of forums on topics such as Medicare: Part D, maintaining a healthy heart, cancer care updates, and Pandemic Flu Planning.

The popular Peterson Business Program series featured Wall Street Week veteran Joseph Ellis, author of *Ahead of the Curve*, and Mary Ellen Bates, on the subject *Getting down to business: Finding business information on the web*, and a day long Foundation Center proposal writing seminar for the nonprofit community. The YWCA joined the library as co-sponsor of another informative series, "Best Practices for Women Leaders."

Children's room staff offered a weekly variety of programs year-round in addition to special events such as a Halloween 'Glue and Go' costume workshop and a parade down the grand staircase. This year's "Paws, Claws, Scales & Tales" summer reading kick off event had 301 people attending a performance of "Puss in High-tops" with colorful scenery and upbeat music.

Peterson Business Dinner brings out Community Supporters

The biennial Peterson Business Award Dinner honored Thomas J. Neff, chairman of the executive recruiting firm Spencer Stuart US. The major fundraising event also featured Jeffrey R. Immelt, Chairman and CEO of General Electric, who introduced the guest of honor. This special occasion, organized by the Library Board of Trustees, is an opportunity to recognize an outstanding business leader from our area, pay tribute to the generosity of the late Clementine Lockwood Peterson, and raise money for improvement projects.

Branch Libraries

Polite but persistent public demand led to the expansion of Byram Shubert and Cos Cob branch hours, thanks to approval of additional funding by the Representative Town Meeting. In May, both began opening their doors six days a week for the first time. The number of visits, and circulation figures, rose at both branches.

The Byram Shubert Library renovation and 5,000 square foot expansion project is underway. During construction, services will be offered from St. Paul Church, which is adjacent to the library. Funding for the project comes from the Town, a state grant from the Connecticut State Library, a federal Community Development Block Grant, the Greenwich Library Board of Trustees, the Byram community, individuals, and private foundations.

Record numbers registered for summer reading programs at the branches as well as at Greenwich. Friends groups at Byram and Cos Cob mounted rotating exhibits of community artists, including children and adults. The Cos Cob Friends marked the 75th anniversary of the library during a special community event in the spring. As planning for big changes at Byram was underway, a corps of Friends volunteers gathered book donations from all over the community and held *two* of the biggest used book sales in the library's history. Some proceeds from these phenomenal successes are being used to produce a new bimonthly Byram Shubert Library newsletter.

Greenwich Library Friends Year

The Flinn Gallery mounted six intriguing exhibits ranging from the cerebral "Paper on Paper" to the immediately accessible "Latin American Expressions." Friday Films, Theatreworks Children's Performances, and a new family film event the "Fundance Film Festival" were presented in the Cole Auditorium. A new Christie projector was purchased by the Friends to enhance the viewing and listening experiences of Cole audiences. This gift was made possible by individual contributions to the Friends.

The Library's extended family is comprised of full and part-time staff plus volunteers who serve important roles as members of the Board of Trustees and Friends boards. Together, these links form a strong chain that deserves a great deal of recognition for all the accomplishments during the challenging, rewarding, and highly productive year past.

PERROT MEMORIAL LIBRARY

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	44	44	44
Expenditures:			
Current	\$1,311,119	\$1,244,274	\$1,137,185
Capital	\$31,000	\$	\$0
Total:	<u>\$1,342,119</u>	<u>\$1,244,274</u>	<u>\$1,137,185</u>
Revenue:	\$19,246	\$14,025	\$10,844

Beginning the Next Chapter

The Greenwich Time published an editorial on January 12, 2005 congratulating the Perrot Memorial Library on its 100th Birthday. Our Centennial Celebration was marked by exciting special events, intergenerational programs, and most importantly, the reaffirmation of Perrot as a center of the community. As stated in the editorial: "The importance of having a literate, informed public cannot be underestimated, and Perrot Memorial Library has served its community well during the past century." We are proud of our accomplishments and pleased to begin our second century of service to the residents of Greenwich.

Programs and Services for Children

All of our Children's programs continue to be fully subscribed and highly popular. The staff provided 356 program sessions for a total audience of 8,328 children this past year.

Statistics

Library Visits:	187,189
Items Borrowed:	236,222
Days Open:	331
Reference Questions:	23,352
Public Internet Use:	20,746
Program Attendance (Adult and Children):	8,745

Number of Items in the Collections:

Adult Books	27,214
Children's Books	30,782
Recorded Books – Audio	2,104
Music on Compact Disk	2,179
Movies on Video/DVD	5,072
Magazine and Newspaper Subscriptions	113
Serial volumes (back issues)	1,701

Total	69,165
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Finance

Budgeted Personnel:	44
Expenditures:	\$1,342,119
Revenues:	\$19,246

Kevin McCarthy, Library Director
Bradley G. Fisher, Library Board President

BRUCE MUSEUM

Report to Town

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Personnel			
Full Time	33	32	32
Part Time	12	15	12
Expenditures:			
Current	\$ 4,407,661	\$ 4,194,576	\$ 4,278,211
Collectons Acquisitions (Note)	389,055	85,650	16,268
Capital Expenditures	5,510	59,902	186,285
Invested in Plant Property and Equipment (Depreciation)	287,732	313,422	291,137
Total	\$ 5,089,958	\$ 4,653,550	\$ 4,771,901

Operating Revenue and Support*

	\$ 5,007,804	\$ 4,271,095	\$ 4,541,144
(Note)	In accordance with FASB, all museum acquisitions must be recorded as expenditures		

*Includes unrealized gains/(losses) of:

N/A	N/A	N/A
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Once again the Bruce Museum enjoyed a year of popular and critically acclaimed shows and innovative and stimulating educational programs that drew nearly 100,000 people to Greenwich. Exhibitions conceived by the Bruce are now regularly shared with, or exported to, much larger institutions, both in this country or abroad. For the fifth year in a row the Museum had a balanced budget, even a surplus, carried no debt, saw its endowment grow substantially, enjoyed a record Annual Appeal for a total of \$383,000, while membership, attendance and the ranks of the volunteers and docent corps all held steady. Our educational programs this year flourished – 6,370 people attended more than 100 educational programs and more than 12,000 children participated in school programming. Highlights of the year for the Education Department were not only the distinguished speakers who visited the Museum but also the successes in the classrooms and galleries of the Neighborhood Collaborative, our Middle School After-School Program, the Junior Educators, our Special Needs program, the Seaside Center, and the Brucemobile, which increased its reach to teach 7,338 school age children.

The Museum offered no fewer than fourteen shows last year, including three major exhibitions and many smaller carefully focused shows. The highlight of last year's schedule was *American Impressionism: The Beauty of Work*. The catalogue, which deftly placed the works in their cultural context, was another valuable contribution to scholarship from the growing list of the Bruce Museum's titles, many of which are published by Yale University Press.

American Impressionism was followed by a major interactive science exhibition, *Ben Franklin's Curious Mind* that celebrated the genius of the greatest polymath among our founding fathers on his 300th birthday. The show investigated his myriad contributions to publishing, science and politics, with interactive displays demonstrating, among his many inventions: paper currency, lightning rods, flippers for swimming, the odometer and bifocals. The press responded enthusiastically and the popular response prompted our busy educators to offer no fewer than ninety programs for *Ben Franklin* alone. The show proved to be exceptionally popular with the Museum's family audiences.

In June we opened the third of our major exhibitions, *Best in Show: Dogs in Art from the Renaissance to the Present*, an exceptionally smart show with some of the finest paintings of dogs by many of history's most distinguished Western artists. The show attracted crowds as well as extensive national press coverage. The Bruce Museum's Science Curator organized a fascinating adjunct show on *The Nature of Dogs*, exploring their ancestry, domestication, and breeds.

The Museum's smaller shows provided an enviably diverse fare. *Art and Artists: New Yorker Cartoons from the Melvin R. Seiden Collection* offered a survey of this storied magazine's rich history of visual humor. Over the holidays, the Bruce mounted the perennially popular biannual show of miniature interiors. *Picture Perfect: Masterworks of Photography from the Hochberg-Mattis Collection* presented a fascinating history of photography with both little known and famous images. The Museum also exhibited *Female Buddhas: Women of Enlightenment in Tibetan Mysticism* and *Cinema, Swing and Satchmo: African-American Movie Posters*. Science shows were *Messenger Rocks from Space: Meteorites and Comets*, a show that revealed how diverse the celestial waters are, *Animals in Winter: Survival at Zero Degrees*, which examined the various strategies animals employ to endure the coldest months, and *Caves: A Fragile Wilderness* and *Caves: The Inside Story*, two complementary shows, which revealed all the natural beauty and variegated ecology of these subterranean environments. From the permanent collection, the Museum offered *Landscapes: Selections from The Bruce Museum Collection* and *20th Century Works on Paper from the Bruce Museum Collection*.

The Bruce Museum's financial standing continues to be secure. Each year the Museum raises over two-thirds of its \$5 million operating budget. Corporate underwriting for major shows was again strong, with Altria, Bank of America, Northern Trust, and Citicorp Private Bank funding our three major headlining shows. As mentioned, the Annual Appeal set a record and the Renaissance Ball was a glittering success, raising more than \$500,000 for the Museum. Most importantly, the Museum's endowment grew substantially to \$14,861,000 helping to secure the long-term stability of the Bruce Museum. The Museum also was the recipient of a grant from the Institute of Museum and Library Science which advanced the Bruce's programs for middle school students. An important new source of indirect federal support was a federal indemnity, a form of national insurance that will offset a substantial portion of the Museum's costs for the fall 2006 exhibition *Jan van der Heyden (1637-1712)*. This award, a first for the Bruce Museum, signifies that Washington recognizes the special merits of the Bruce's exhibitions and will help insure them. A great deal of staff time went into winning this approval and all of the Bruce Museum's community of supporters should take special pride in this achievement.

The Museum also invested substantial effort in determining the future of the Town's Animal Control Facility, which lies adjacent to the Museum's parking lot. In September of 2005 the Trustees of the Museum voted to raise as much as \$750,000 over five years to facilitate construction of a new facility elsewhere in Greenwich. A new fundraising group, which is independent from but organized under the aegis of the Museum, entitled "Shelter our Strays" (S.O.S.) was formed to help raise the funds needed for a new facility. Their benefit held on the opening weekend of the *Best in Show* was a rousing success, raising more than \$100,000 for the worthy cause; other exciting events are planned in the future. Currently the Town has identified a promising site for the new ACF and initial steps toward its move seem to be underway.

2007 marks the fifteenth anniversary of the last renovation of the Bruce and it is worth noting how far the institution has come. No longer the musty and eclectic "grandmother's attic" of Greenwich, the Bruce Museum has emerged as a leading cultural and educational institution featuring world-renowned exhibitions of the highest quality.

**DEPARTMENT OF PARKS AND RECREATION
ADMINISTRATION**

Department Summary

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:			
Full Time	132	135	135
Perm Part Time	12	11	11
Expenditures:			
Current	\$ 11,611,187	\$11,575,270	\$11,225,143
Capital	\$ 1,018,620	\$1,940,575	\$1,129,611
Total:	<u>\$ 12,629,807</u>	<u>\$13,515,845</u>	<u>\$12,354,754</u>
Revenue:	\$ 4,919,444	\$4,802,998	\$4,605,985

MISSION STATEMENT

The Department of Parks and Recreation consists of a team of Recreation Professionals who provide high quality leisure opportunities within a healthy and attractive environment. We foster a sense of community spirit and civic responsibility through the use and preservation of the town's natural resources for the enjoyment of current and future generations.

The Department of Parks and Recreation was established on January 9, 1971, by a home rule amendment approved by the Representative Town Meeting on April 27, 1970. The department, under the direction and control of the First Selectman, is headed by a Director of Parks and Recreation and includes the Division of Recreation, the Division of Parks and Trees, the Division of Marine and Facility Operations, and the Division of the Griffith E. Harris Golf Course.

The primary responsibility of the Department of Parks and Recreation is to provide leadership, planning, and direction in identifying, implementing, and administering the finance, personnel, areas, and facilities that are made available for leisure services. The primary objective of the department, in cooperation with other private and public agencies and departments, is to create wholesome and beneficial use of leisure for all Greenwich residents through recreational opportunities in our parks, programs, and facilities.

**ACCOMPLISHMENTS FOR THE DEPARTMENT OF PARKS AND RECREATION
FOR THE YEAR 2005-2006**

Fiscal year 2005-2006 represented another dynamic and challenging year for the Department of Parks and Recreation. Delivering high quality programs and facilities at reasonable price points continue as the fundamental tenets of our service deliverables. Major initiatives include:

- An automated system for advance Tee-Times was installed for our Griffith E Harris Golf Course customers. The system provides the ability for our customers to reserve tee-times either through the Internet or the Telephone.
- This system software contained a component that allows our Recreation Division customers to view field schedules via the Internet.
- Developed a comprehensive Athletic Field Inventory and Management Plan
- Instituted a GIS based Tree Inventory and Management System providing locator, species data as well as work orders and annual maintenance plan data.
- Began to program use of the Turf System at the Dorothy Hamill Skating Rink
- Athletic fields were scheduled for over 23,500 hours of usage (an increase of 600 hours over the previous year) requested by over 12,600 registered users (an increase of 100 over the previous year).
- The division has received Certificates of Permission from the Connecticut Department of Environmental Protection for the replacement of the water line at Greenwich Point and the replacement of the Grass Island launching ramp including new landing floats for safer launching and hauling.
- Twenty new finger floats and ten new floating docks have been constructed and installed at the Cos Cob marina.
- The entire floating dock system for Greenwich marine police has been replaced.
- Twenty thousand cubic yards of sand was added to Byram beach as part of a five-year sand replacement program.
- The enhancement of the Grass Island Park continued with the fencing of both the maintenance area and the boat yard. New guardrails were installed without the park.
- The construction of the walking path at Greenwich Point continues down Sanctuary Lane. A dining area with picnic tables and umbrellas was created in front of the main concession.
- A landing float was installed at Great Captain Island for safety and convenience of overnight campers.
- Winter storage of boats was initiated at Byram park marina in response to the ever-growing demand for boat storage.

Joseph A. Siciliano
Director, Department of Parks and Recreation

GRIFFITH E. HARRIS GOLF COURSE

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:			
• Full Time	9	9	9
• Perm Part Time	1	1	1
Expenditures:			
Current	\$ 1,482,762	\$1,440,235	\$1,403,691
Capital	\$ 173,992	\$93,000	\$123,286
Total:	<u>\$ 1,656,754</u>	<u>\$1,533,235</u>	<u>\$1,526,977</u>
Revenue:			
Rounds Played	\$ 1,626,169	\$1,587,103	\$1,548,639
	41,558	43,794	43,953

[Dave D’Andrea, Operations Manager]

1- An automated advance tee reservation system has been implemented and was received well. Adjustments to it have taken place to make it even better throughout the season with the biggest being the movement of the database to its own server to improve performance.

2- Ongoing woodlands preservation work is going strong as we continue to follow the recommendations made by the USGA.

3- Special efforts to improve pace of play were made with the user groups, rangers, etc. with follow-up sessions.

4- New scorecards were introduced this year using the new course ratings and with tee recommendations based on handicaps. Also, pace of play times per hole are prominently shown on the cards.

5- The men’s medal play Town Championship was very successful with even more participation than last year. The women’s and junior’s Town Championships were very exciting.

6- A Celebrity Golf Tournament was held to benefit “The Griff” Golf Center building and was a huge success, raising approximately \$ 80,000 gross.

David D’Andrea
Manager, Golf Course Operations

MARINE & FACILITY OPERATIONS DIVISION

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:			
• Full Time	20	20	20
• Perm Part Time	1	1	1
Expenditures:			
Current	\$ 2,120,447	\$2,069,120	\$1,997,874
Capital	\$ 413,083	\$1,334,080	\$199,735
Total:	<u>\$ 2,533,530</u>	<u>\$3,403,200</u>	<u>\$2,197,609</u>
Revenue:	\$ 1,891,983	\$1,860,772	\$1,682,512

[Fred Walters, Superintendent]

The Marine and Facility Operations Division of the Department of Parks and Recreation is accountable and responsible for all municipal beaches, ferry services, off-shore islands, boating facilities, all harbors, and use of and traffic in the waters of Long Island Sound and elsewhere, subject to the jurisdiction of the Town.

The division is responsible for the planning, construction, development, service, maintenance, alterations, repair, and storage of all physical properties under the control of the Department of Parks and Recreation. Its superintendent acts as a local enforcement officer in implementing Town, state and federal policies with regard to all marine activities, both private and municipal. Staffing consists of 20 permanent full-time positions and 80 seasonal positions.

BEACH ATTENDANCE July 1, 2005 thru June 30, 2006

Byram Beach	89,968
Greenwich Point	499,139
Great Captain Island	4248 *
Island Beach	42,719 *

** Ferry Service only; not included are those who use private transportation.*

PARK PASSES

A total of 44,070 park passes were issued to the residents of Greenwich. The breakdown is as follows:

<u>Pass Type</u>	<u>Number Issued</u>
Adult	27,236
Child	78,849
Senior	451 *
Nanny	138
Summer Adult	11
Summer Child	5
*2 nd yr. of 3 yr. Card	
Total	36,690

HARBOR AND BOATING FACILITIES

Use Permits are required for each vessel using our municipal boating facilities. The Marine Facility Operations Division issued 1,884 permits from July 1, 2004 through June 30, 2005. The Harbor and Boating Facilities consist of four marinas. They are located in Byram, Cos Cob, Grass Island, and Greenwich Point. For the 2005 season the division issued 668 boat slips, 406 out water moorings, 386 trailer launch permits (including 30 non-resident launching permits), 73 dry sail spaces, 331 boat rack spaces, 58 lockers, 401 boats in winter storage, and 142 trailers in summer storage.

Frederick J. Walters
Superintendent, Marine & Facility Operations

HOUSING AUTHORITY OF THE TOWN OF GREENWICH

	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>
Budgeted Personnel:	0	0	0
Expenditures:			
Current	\$0	\$0	\$0
Capital	\$0	\$0	\$0
Total:	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Revenue:	\$0	\$0	\$0

In 1946, The Housing Authority of the Town of Greenwich was created, after an initial venture leasing Town-owned housing to returning war veterans clearly demonstrated a greater need for public housing within the community. In 1947, the Town responded, appropriating \$785,000 in general funds to acquire sites and build additional veteran housing, with the State of Connecticut reimbursing one-half of the cost. As a result, two residential complexes housing 91 units were built.

Since the completion of the first residences, the number of properties owned and managed by the Housing Authority has grown dramatically in response to community need. Today, the Housing Authority owns and manages 13 residential complexes, accommodating senior citizens, families, and disabled persons within 857 apartments, as well as Parsonage Cottage, a 40 bed facility for the aged. In addition to the residences, the Housing Authority is also responsible for administering 225 residences throughout the community from private landlords under a special federal program known as Section 8, which provides certificates or vouchers to absorb the difference between published market rents and the resident's ability to pay, based on individual or family income.

The scope of the Housing Authority's mission today is more broadly defined than the conventional notion of brick and mortar as the primary focus. The concepts of building and defining a sense of community, purpose, and personal growth are also an integral part of the Housing Authority's role, helping residents to shape their lives productively. Working in unique, collaborative partnerships that tap a multitude of resources available within the Greenwich community and from state and federal organizations, the Housing Authority has implemented a broad based group of support services to strengthen family life, foster independence and self-sufficiency. Many of these initiatives are through the auspices of local agencies and organizations.

Partnerships

Family Centers, Inc.	YWCA of Greenwich
Community Centers, Inc.	Health
The Junior League of Greenwich, CT, Inc.	Greenwich Health Association
The Boys and Girls Club of Greenwich	Green Fingers Garden Club
Urban League of Southwestern Connecticut, Inc.	Horticultural Society and Master Gardeners
Town of Greenwich Board of Education	Department of Social Services
Police	Fire
Girl Scout Council of Southwestern Connecticut, Inc.	

Programs and Partnerships, Vocational/Counseling Services and Support

Wilbur Peck Court and Armstrong Court Computer Center

A computer education program begun in 1995, run by The Junior League of Greenwich on site at Wilbur Peck Court. A second computer center is located at Armstrong Court. Both have been officially designated as Neighborhood Network Computer Centers by HUD. The founding premise of the program emphasized the importance of acquiring crucial computer skills for successful entry into today's job market by providing participants with solid skills training, counseling for job search, interview preparation and other work related issues. Childcare for participants is also provided.

Family Self-Sufficiency Program

Wilbur Peck Court residents and the residents of 17 subsidized units of Greenwich Close receive help with goal setting and part of their rent is put into an escrow account to further their future ability to leave subsidized housing. 25 slots are available and all slots are filled.

Counseling Services

Three free counseling meetings are available to any housing development resident who request them.

Vocational Support

A service available to residents seeking to improve their level of employment, with referrals to established vocational services.

Educational Support

Wilbur Peck Court Reading Group - Story reading and appropriate educational experiences offered weekly for children of parents who participate in the English as a Second Language Group.

The Homework Club

Offered daily at Julian Curtis and Hamilton Avenue Elementary Schools to provide homework assistance for groups or individuals.

Educational Incentives - Reward trips to Broadway shows, museums, and special events for students named to the honor roll for academic achievement.

Family and Health Care Support

Giant Steps and Kids Corner Head Start Programs - Two all-day programs, offered weekdays, for early childhood enrichment at Wilbur Peck Court and Armstrong Court. The programs, fully accredited and licensed by the State of Connecticut, are run by full-time staffs and require parent volunteer participation.

Youth Evaluation Service - A support program for teens suffering from stress or possible substance abuse that works in collaboration with parents through testing, personal interviews, and referral with appropriate follow-up counseling.

Teen Activity/Discussion Group - A supervised therapy, behavior modification, and social activity program for teen residents.

Family Life Education - Small group informational seminars offered regularly on a variety of pertinent topics, including life transitions through divorce, returning to work after childbirth, and dealing with substance abuse.

Senior Counseling/Trips - Trips, outings, advocacy support, and counseling are provided for elderly residents.

Mammography Screenings - Mammography screenings are offered to Housing Authority residents at an affordable rate or no cost, depending on circumstances.

Resident Activities/Communication

Resident Councils - Most of the Housing Authority residences have established resident councils whose focus is to foster communication and work cooperatively among residents and with the Housing Authority on pertinent issues. The League of Woman Voters conducts democratic elections and works with all councils in an on-going advisory capacity.

Housing Authority Administration

The Housing Authority is governed by a five-member Board of Commissioners, each appointed for a five-year term by the Board of Selectmen of the Town of Greenwich. A professional staff, headed by a Chief Executive Officer, manages daily operations of the Housing Authority, programs and residences.

Sources of Operating Funds

Rental income; construction loans, grant and operating subsidies from the U.S. Department of Housing and Urban Development and the Connecticut Department of Economic and Community Development; administrative fees earned from administering Section 8 private rental assistance and voucher programs; special grants and programs as well as corporate and local organization donations; private donations. The Greenwich Housing Authority receives no budgeted operating funds from the Town of Greenwich.

Greenwich Housing Authority Properties

Adams Garden, 1949 - 80 family garden style apartments. Financed by the State of Connecticut.

Armstrong Court, 1951 - 144 family apartments. Financed by State of Connecticut.

Wilbur Peck Court, 1953 - 110 family apartments. Financed by U.S. Department of Housing and Urban Development (HUD)

Quarry Knoll I, 1962 - 50 Elderly apartments. Financed by HUD.

Agnes Morley Heights, 1973 - 150 elderly apartments. Financed by HUD.

Quarry Knoll II, 1980 - 40 elderly. Financed by Connecticut Housing Finance Authority.

Town Hall Annex, 1984 - 28 family apartments. Financing by State of Connecticut.

McKinney Terrace I, Family, 1988 - 21 family apartments. Financed by State of Connecticut.

McKinney Terrace II, Elderly, 1988 - 51 elderly apartments. Financed by a State of Connecticut grant.

Edgewood Avenue, 1990 - 7 family apartments. Financed through a conventional mortgage.

Columbus Avenue and Ritch Avenue, 1992 - Four, two-bedroom family apartments, purchased for affordable housing. Financed through a conventional mortgage.

Greenwich Close, 1997 - 113 market-rate and 17 affordable family apartments. Financed through tax-exempt bonds and HUD.

Parsonage Cottage, 1997 - 40-bed Connecticut licensed home for the aged, managed by the Housing Authority and funded through a consortium of federal, state, and local private funding.

Mission Statement

The Housing Authority of the Town of Greenwich is committed to provide the opportunity to live in quality affordable housing through fiscally responsible asset management of our resources. By developing partnerships with our residents and the larger community, we will support the improvement of their quality of life. We intend to foster a sense of community based on mutual pride and trust.

Housing Authority of the Town of
Greenwich

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

	<u>2006</u>	<u>2005</u>	<u>2004</u>
Budgeted Personnel:	2	2	2
Expenditures:			
Current	\$ 110,643.51	\$ 185,499.13	\$ 184,050.97
Capital	\$ 167,328.75	\$ 1,036,543.50	\$ 874,619.59
Total:	<u>\$ 277,972.26</u>	<u>\$ 1,222,042.63</u>	<u>\$1,058,670.56</u>
Revenue:	\$ 38,718	\$38,718	\$38,718

***Note:** The CDBG Program Year is from January to December. Current Expenditures represent annual program monies spent for Administrative budget while Capital Expenditures represent annual program monies expended as they are paid out to CDBG program recipients. Although the program/fiscal year starts on January 1st each year, the Grant Agreement with HUD is generally not executed until April of each year.*

Program Description.

The Housing and Community Development Act of 1974, and subsequent amendments are Acts of the United States Congress to return tax revenue to local communities in federal aid for the purpose of addressing the needs established by the local communities with an emphasis on viable neighborhoods, decent housing, suitable living environment, and expanding economic opportunities for persons of low- and moderate-incomes. Of the entitlement programs available, Greenwich, Connecticut (at this time) only participates in the Community Development Block Grant program. The CDBG program is designed to leverage CDBG (federal) dollars with local, State, and/or private funds.

To receive the CDBG Entitlement funds (annually), the Town of Greenwich is required to submit a Consolidated Plan (3 to 5 years) and an Annual One-Year Action Plan. This Office has developed a Citizen Participation Plan and Calendar to provide an opportunity for citizens to participate in the development and advise on the CDBG program. The Community Development Advisory Committee (CDAC) consists of a member from each Representative Town Meeting (RTM) Districts, Board of Estimate and Taxation (2 members), Planning and Zoning Commission, HATG, National Organization of Women (local chapter), NAACP (local chapter) and a member of the Hispanic Community. The Annual One-Year Action Plan application process is designed to fit within the budgetary process adopted by the legislative body of Greenwich, Connecticut, and applicable local, State and Federal codes, Statutes, laws, etc.

This report consists of Year 2006 Annual One-Year Action Plan, covering January 1st 2006 – December 31st 2006. Note: The Year 2006 Annual One-Year Action Plan is the 2nd increment to the Five-Year Consolidated Plan (January 1st 2005 – December 31st 2009) and prior year activities that had not been completed by December 31st 2005. A notice of CDBG funding availability for the upcoming year is announced in May each year preceding the beginning of the program year. This is followed with a community-wide mailing and public notices inviting interested non-profit agencies to apply for grants based on the anticipated HUD entitlement. Completed proposals (received by the due date) are evaluated and ranked by the CDBG staff for eligibility (per CDBG regulations). Copies of each proposal with CDBG staff comments are then provided to CDAC for further review. CDAC members meet with applicants to discuss the merits and feasibility of submitted proposals and arrange for site visits. After further CDAC discussions, they submit their funding recommendations to the First Selectman. The First Selectman then holds a public hearing during the month of July/August on the Proposed One Year Action Plan (containing the Advisory Committee’s funding recommendations) to solicit public comments/suggestions. The Board of Estimate and Taxation (Budget Committee) acts on the proposed budget in September and the “Community Development Block Grant Proposed Annual One-Year Action Plan” is placed on the RTM Call for action at the October meeting. The Final One-Year Action Plan is

submitted to the US Department of Housing and Urban Development (HUD) in November for action by January.

Prior Year Program Activities.

The following projects have been completed:

- 1997, 1999, 2000 Pathways – Rehabilitation of 509 East Putnam Ave. Greenwich
- 2003 HATG Renovation project at Wilbur Peck Court
- 2003 LMG – Bathroom Rehabilitation
- 2004 FC – Roof Replacement Project
- 2004 HATG – Hollow Wood Development Project

2005 Program Activities.

The Year 2005 CDBG entitlement for Greenwich, Connecticut was \$1,054,272. Public Service programs planned for PY2005 that were completed as of December 31st 2005 include the following; Boy and Girls Club of Greenwich – Character Development and Project Learn programs, Dental Center of Stamford – Dental Services program, Family Centers – Head Start and RITE programs, Greenwich Hospital Association – Outpatient Pediatric Dental program, Greenwich School Age Child Care – Before and After School program, Kids in Crisis – TLC program, Shelter for the Homeless – Food Services program, St. Luke’s Community Services – Women’s Housing program, TAG – Transportation program and Greenwich YWCA – Domestic Abuse Services program. CTE, Inc. – Greenwich IDA program and Housing Development Fund – Adopt-A-House program are two Public Service programs that are exempt from the 15% CAP on Public Service expenditures. Both programs were not completed as of December 31st 2005. The Bridgeport Community Health Center – Stamford Community Health Center Outreach Worker program was cancelled. Only the Family Centers – Gateway Preschool Acquisition project (one of the four rehabilitation/acquisition projects during program year 2005) was completed by December 31st 2005. Underway rehabilitation projects are as follows: ARC of Greenwich – Fire Suppression System Installation, Shelter for the Homeless – Phase II rehabilitation, and Greenwich Adult Day Care – Development of a Day Center (which is anticipated to be completed by February 2007).

2006 Program Activities.

The Year 2006 CDBG entitlement for Greenwich, Connecticut was \$ 950,559. Following please find the activities, approved for CDBG funding, that provide services benefiting low- and moderate-income Greenwich individuals and families/households (per CDBG income limits for Greenwich):

Approved and Underway as of June 30, 2006:

1. The Child Guidance Center – \$10,840 for the Mental Health CAFT Program.
2. Family Centers, Inc. - \$17,840 for the Head Start child day care & \$5,840 for RITE (job-training) Programs.
3. Greenwich School Age Child Care - \$15,840 for its Scholarship Fund (Before and After School Programs).
4. Jewish Family Services - \$10,000 for the Super-marketing for Seniors Program.
5. Meals on Wheels - \$10,840 for the Food Service Program.
6. Family Centers, Inc (Acquisition Phase II) - \$52,500 for the Gateway Preschool acquisition Project.
7. Greenwich Adult Day Care - \$100,000 for the Development of an Adult Day Center Project (Phase II).
8. CDBG Administration - \$187,740.00.
9. CDBG Contingency Fund - \$25,677.

Activities with Pending Contract as of June 30, 2006:

1. The Food Bank of Lower Fairfield County - \$10,000 for the Food Services Program.
2. Shelter for the Homeless - \$10,840 for the Food Services Program.
3. St. Luke’s LifeWorks - \$15,640 for partial administrative cost of the Women’s Housing Program.
4. TAG - \$15,840 for partial administrative cost (Transportation Program).
5. YWCA of Greenwich - \$24,840 for the Domestic Abuse Services Program.
6. Greenwich Library - \$650,000 for the Expansion of Byram Shubert Library.

7. Shelter for the Homeless – \$25,000 for the Rehabilitation of Pacific House Phase II.

When an activity is subject to change, depending on grant availability, additional funding needs and/or cancellation, such changes occur by following the procedures in the written CDBG Citizen Participation Plan, per HUD regulations and the Town's CDBG Budget Policy. CDBG contracts with grant recipients and conducts on-site monitoring to ensure that the CDBG funds are expended in accordance with HUD requirements including (but not limited to) EEO compliance, labor standards, fair housing, low- and moderate-income benefit, etc. Note: The CDBG Office also submits the Consolidated Annual Performance and Evaluation Report (CAPER) to HUD each year. The CAPER provides a detailed year-end report of CDBG activities. The CAPER for Year 2005 is on file in the CDBG Office and the CAPER for Year 2006 will be submitted to HUD in March of 2007.

PY2006 Projects.

Greenwich Library – Byram Library Expansion Project:

In March of 2006, St. Luke's Community Services notified the CDBG Office of their decision to relinquish the CDBG committed funds of \$200,000 during program year 2004 for the development of 16 units of supportive housing. The project was deemed unfeasible even after numerous modifications to the plan (which was to be funded from multiple sources). The \$200,000 recovered from this failed project was recommended by CDAC to be transferred/added to the approved 2006 Greenwich Library – Byram Library Expansion Project in lieu of considering additional funding during program year 2007. The project is anticipated to begin in the fall of 2006.

New Laws/Statutes Affecting CDBG Program.

This Office has incorporated the Outcome Performance Measurement System (a program implemented by HUD that requires CDBG grantees to report the outcome of each of the funded service/program and projects) in the 2007 One Year Action Plan that will be submitted to HUD on November 2006.

New Activities.

The CDBG program anticipates that Greenwich, Connecticut will receive an entitlement of \$925,000 (+/-) and an annual loan repayment of \$38,718. The total amount of funds expected to be available for Year 2007 is \$963,718.00. New funding activities (for the 2007 program year) will be undertaken per the application/citizen participation process described in the first section of the Annual Report.

Staffing.

There are two full-time employees in the Community Development Office and the director reports directly to the First Selectman.

Nancy C. Brown
CDBG Director

TOWN OFFICERS
(as of 6-30-2006 on File with Town Clerk)

ALARM APPEALS BOARD* (4-year term)

(Terms expire March 31)
Charles T. Coyle (2006)
James Daine (2010)
Sean Turpin (2008)
Robert Fogg(2010)
Domineck DeFranco (2008)

ARCHITECTURAL REVIEW COMMITTEE* (4-year term)

(Terms expire June 30)
Paul Pugliese, (2006) **CHR**
John Dixon (2006)
Kenneth Deck (2006)
Joeb Moore (2010)
Leslie Klein (2010)
Susan D. Elia (2006)
Frank C. Lionetti (2006)
Eric Rains (2010)
Nick Macri (2010)

BOARD OF EDUCATION* (4-year term)

(Terms expire in November)
Steven B Anderson (2009)
Susan S. Ellis (2009)
Colleen Giambo (2007)
Virginia Gwynn (2007)
William G. Kelly (2007)
Stephen Loparco (2007)
Leslie B Moriarty (2009)
Nancy S Weissler (2009)

Superintendent of Schools:
Larry Leverett

Deputy Superintendent:

BOARD OF ESTIMATE AND TAXATION* (2-year term)

(Terms expire December 31, 2007)
Peter Tesei, **CHR**
Michael S Mason
Stephen Walko
Robert Stone
Leslie Tarkington
Laurence Simon
Arthur D. Norton
Edward T. Krumeich, Jr.
James A Himes
Nancy E Barton
Alma Rutgers
William R Finger

BOARD OF ETHICS* (3-year term)

(Terms expire March 31)
Victor R. Coudert, Jr., **CHR** (2007)
Jeffrey Ramer (2007)
Louis P Pittocco(2009)
Paul Debary (2009)
Rev Susan M Craig (2008)
James A. Lash, Ex-Officio

BOARD OF HEALTH (4-year term)

Robert Carangelo (2010)
Elaine M Suchman (2008)
Marilyn R Cahn (2008)
Peter Arturi (2008)
Robert L. Ailleo (2008)
Forbes Delany (2010)
Dr Naomi Tamerin (2010)
James A. Lash, Ex-Officio

Director of Health:
Caroline Baisley, Director

BOARD OF PARKS AND RECREATION* (4-year term)

(Terms expire March 31)
Lisbeth S. Beck (2006)
Joan Gyesky (2008)
Ira Bloom (2006)
Scott Johnson (2008)
Gary Oztemel (2006) **CHR**
Winston Robinson (2006)
Robert Oca (2008)
William Finger (2006)
Richard Wellington (2008)
James A.Lash, Ex-Officio

Director:
Joseph Siciliano

BOARD OF SELECTMEN (2-year term)

(Terms expire November 30, 2007)
James A. Lash, First Selectman
Penny Monahan, Selectman
Peter J. Crumbine, Selectman

BOARD OF SOCIAL SERVICES* (3-year term)

(Terms expire March 31)

Diane C Fox (2009)
Mary H Huyck (2009)
Victoria deBary (2007)
Karen Harsany (2007)
Kimberly Terrenoire (2008)
Russell Turk (2007)
Shirley Jankowich (2008)
James A. Lash, Ex-Officio

Commissioner of Social Services:

BOARD OF ASSESSMENT APPEALS (2-year term)

(Terms expire December 31, 2007)
Richard Kriskey
Jeff Reardon
Bill Bambrick
Mary McNamee
Philip M Skidmore

COMMISSION ON AGING

(Terms expire April 1)
Claire Whelan (2009)
Phyllis Pratt (2008)
Karen T LaMonica (2007)
Catherine Brennan (2008)
Steven Dudley (2007)
Mary Bausch (2008)
Lori Jackson (2008)

BUILDING CODE BOARD OF STANDARDS

AND APPEALS (5-year term)

(Terms expire March 31)

- Karen Cuscina
- Thomas Chalnoky
- Michael J. Franco
- William Lavalette

CONSERVATION COMMISSION (4-year term)

(Terms expire March 31)

- William Rutherford,CHR(2005)
- Alexander Brash (2005)

- Lisette Henrey (2007)
- Nancy Dickinson(2007)
- Eric Brower (2007)
- Sue Baker (2005)
- Renee Seblatnigg (2005)

Conservation Director:
Denise Savageau

Inland Wetlands Director:
Mark G. Massoud

CONSTABLES (2-year term)

(Terms expire December 31, 2007)

- James E. Clifford
- Stephen J. Paulo,Sr
- Philip M Pittocco
- Siegrun K. Pottgen
- William Fassuliotis
- Dominick R. Romeo, Jr.
- James Fahy

CONSUMER AFFAIRS COORDINATOR

(Indefinite Term)

- Anthony F. Belmont

FINANCE DEPARTMENT (2-year term)

(Terms expire December 31, 2007 except as noted)

Comptroller and Finance Officer:
Peter Mynarski

Assessor:
Ted Gwartney

Tax Collector:
Louis C. Carvella

Treasurer (indefinite term):

FIRE DEPARTMENT

Fire Chief:

- Sanford Anderson

FLOOD AND EROSION CONTROL BOARD* (4-year term)

(Terms expire March 31)

- Aubrey E. Mead, Jr (2003)
- Anthony M. MacLeod (2009)
- Leonard VanHouten (2009)
- Edward J. Schmeltz (2003)
- James A. Lash,,Ex -Officio

HISTORIC DISTRICT COMMISSION* (5-year term)

(Terms expire March 31)

- Phyllis Sheridan (2011)
- Joan L Faust (2009)
- Elizabeth (Anne) Maletta (2008)
- Susan Richardson (2007)CHR
- Paul F. Hopper (2010)
- James A. Lash,Ex-officio

HOUSING AUTHORITY* (5-year term)

(Terms expire July 31)

- Abe Curdumi (2007)

- Darlene Gerald (2005)
- Bernadette Settlemeyer (2008)
- Jonathan D DuBois (2006)

INLAND WETLANDS AND WATER COURSES AGENCY*

(4-year term)

(Terms expire March 31)

- Lawrence Perry (2009)
- John R. Conte (2009)
- Christine Ana Coon (2008)
- Thomas R. Baptist (2009) CHR
- Garrett L. Dietz (2008)
- Martin Kagan (2007)
- William Grempp (2008)

Inland Wetlands Director:
Mark G. Massoud

JUSTICES OF THE PEACE (4-year term)

(Terms expire January 5,2009)

- Fred Baker
- Rocco Benvenuto
- Sandra K. Bendfeldt
- Elizabeth Bonsal
- John P Booth, Jr.
- Carl G. R. Carlson, Jr
- Louis C. Caravella
- James Clifford
- Stuart Coan
- Forbes Delany
- Peter G. DiLeo
- James Fahy
- William R. Ferenc
- Diane C. Fox
- Betty Hauptman
- Anthony Hayden
- Joseph Huley
- Jonathan D. Hunt
- Ann S. Isaacson
- Richard Kriskey
- Lawrence Larson
- Janet Lockton
- Roger H. V. Lourie
- Hilip Maymin
- Penny Monahan
- Mary Ann Mullen
- Robert Nickerson
- Stephen Pierson
- Stephanie Raia
- Heather Reed
- Dominick Romeo
- Mary B. Romeo
- Emil L. Smeriglio
- David Stich
- George VonTobel

LAW DEPARTMENT

(Term at Discretion of Board of Selectmen)
Town Attorney:
J. Wayne Fox

LIBRARIES

Greenwich Library:
Mario M Gonzalez, Director

Perrot Memorial Library:

NATHANIEL WITHERELL BOARD* (3-year term)

(Terms expire March 31)
Chris Thurlow (2008)
Ellen Isidro (2007)
Kurt Krauss (2008)
David Ormsby (2009)
Paul Toretta (2007)
Leslie Tarkington (2007)
David Ayres (2007)
Donald Fritz (2007)
Andrew Miller (2009)
James A. Lash, Ex-Officio
Administrator:

PLANNING AND ZONING BOARD OF APPEALS*

(4-year term)
(Terms expire March 31)
Arthur Delmhorst (2006)
David Weisbrod (2010)
Donald Kiefer, **CHR** (2008)
Robert Coulsen (2010)
Barbara McKelvey (2008)

PLANNING AND ZONING COMMISSION* (3-year term)

(Terms expire March 31)
Richard Maitland (2009)
Frank Napolitano (2007)
Frank Farricker (2008)
Paul S. Marchese (2008)
Raymond Heimbuch (2007)
James A. Lash, Ex-Officio

Town Planner/Zoning Coordinator:
Diane Fox

POLICE DEPARTMENT

Police Chief:
James Walters

PUBLIC WORKS DEPARTMENT

Administration:
Lloyd Hubbs, Commissioner

PURCHASING

Joan T. Sullivan
Director of Administrative Services
and Purchasing

REGISTRARS OF VOTERS (2-year term)

(Terms expire January 2007)
Sharon B. Vecchiolla
Veronica B. Musca

REPRESENTATIVE TOWN MEETING* (2-year term)

(Terms expire December 31, 2007)
Thomas J. Byrne, Moderator
Joan E. Caldwell, Moderator Pro-Tempora
Carmella C. Budkins, Clerk-Ex-Officio

RETIREMENT BOARD* (4-year term)

Fred M. Filoon, Chairman
Mark Kordick
James V. Lavin
Leland C. Selby
Peter Mynarski, Comptroller

SHELLFISH COMMISSION (4-year term)

Roger Bowgen (2009) **CHR**
Walton Alder (2009)

Susan Baker (2009)
Wilfred Cameron (2010)
Frank Cantelmo (2010)
William Grep (2010)
Peter Janis (209)
Richard Kral (2010)

TOWN CLERK (2-year term)
(Term expires December 31, 2007)
Carmella C. Budkins

STATE OF CONNECTICUT

Governor: M. Jodi Rell
Lieutenant Governor: Kevin Sullivan
Senator: William H. Nickerson
Secretary of the State: Susan Bysiewicz
Treasurer: Denise Nappier
Comptroller: Nancy S. Wyman
Attorney General: Richard Blumenthal

STATE REPRESENTATIVES

Assembly District 149 Olivia Floren
Assembly District 150 Lile Gibbons
Assembly District 151 Claudia Powers

SUPERIOR COURT

Presiding Judge
Edward Karazin
State's Attorney
Christooph L. Morano

Chief Clerk of the Judicial District
of Stamford/Norwalk
Donald J. Mastrony

Family Services Supervisor
Janet Esposito-Daigle

Chief Adult Probation Officer
Marin Roberson

PROBATE COURT

David W. Hopper
(Term expires January 2007)

STATE MARSHALLS OF GREENWICH

Joseph Purcell
Siegrun K. Pottgen

UNITED STATES

Representatives in Congress from Connecticut

1st Congressional District John B. Larson
2nd Congressional District Robert Simmons
3rd Congressional District Rose DeLauro
4th Congressional District Christopher Shays
5th Congressional District Nancy S. Johnson

Senators from Connecticut

Christopher J. Dodd
Joseph I. Lieberman

*Board Members will serve without compensation.

DEMOCRATIC TOWN

As on file with the Town Clerks Office

COMMITTEE

(6-30-06)

District 1

Cornelius Grealy
Jeffrey R Blanche
Laurie L Heiss
Penny Monahan
Pamela Frederick

District 2

Stuart Coan
Walter H Liebman
Thomas Nacinovich
Frank Farricker
Brad Markowitz
Linda Loftus

District 3

Lourdes Roman
Michael Aurelia
Philip Pittocco

District 4

Dominick DeFranco
Anne Blumensaadt
Sharon Vecchiolla
Elizabeth Shopvick
Frank Camoro

District 5

Susan Anderson
Sean Goldrick
Sarah Dickinson
Jeffrey Ramer
Elizabaeth Bonsal
Shirley Jankowich
Jane Milliken

District 6

Gerald Pollack
William E Hegarty, Jr
Anthony Hayden
Elizabeth Harkins
Barbara Hegarty
Katie Sterrett
John Harkins

District 7

Edward Krumeich
Richard V Bergstresser
Peggy Atherlay
Elizabeth Krumeich

District 8

Judith Berg
Peter Berg
Peter Close
Mark Berman
James J. Fahy
Mary Ellen Fahy
James Himes
Virginia Gwynn
John Whalen

District 9

John Booth
Donald Sargeant
Roberta Nickerson
Robert Carey
Barbara Rosenthal
Leo Rosenthal
James McKean, Jr

District 10

Michael Sandifer
William Grad
Charles Lee
Rona Ginott
Bennie L Wallace

District 11

Sigmund Beck
William Finger
Michael Chait
Harry LeBien
David Singer
Vinay Pande

District 12

Bill Bambrick
Polly Franck
Sandra Bendfeldt
David Roberson
Seymour Polansky
Elaine Suchman
Dominick Romeo
Florence Spool

REPUBLICAN TOWN COMMITTEE

(6-30-06)

As on file with the Town Clerks Office

District 1

Carl G. R. Carlson, Jr.
Mary G. Pellegrino
Robert J. Oca
Edward D. Dadakis
Carol A. Zarrilli

District 2

John Toner
Peter K. Joyce
Paul Toretta
Suzanne Geiss-Robbins

District 3

Francis R. Musca, Jr.
Louise T. Bavis
Veronica Baron Musca
David J. D'Andrea

District 4

Alfred F. Camillo, Jr.
Mary Ann Mullen
John Thompson
Christian Antonik

District 5

Claudia M Powers
Philip Skidmore
Samuel T. Telerico District 5
John R. Raben
William Grempp

District 6

Robert S. Stone
Marc Ducret
Lile R. Gibbons
Erford E. Porter, II
Michael Barnaby

District 7

James Campbell
Leslie T. Tarkington
Robert S. Searle
Winona S. Mullis
Marianne Gattinella

District 8

Michael Mason
Randy Caravella
Anthony Tod Laudonia
Linda Moshier
David Theis

District 9

James E. Clifford
Lucy A Macaluso
Marc A Bell
Anthony Medico
Joseph A Ricciardi

District 10

Robert J. Richardson
Sandra N. Waters
Lloyd N. Hull
Lawrence E Larson
Adalbert VonGontard

District 11

Despina Fassuliotis
Debby Gunzleman
Stu Reider
Jack Kriskey
George Schiele

District 12

Richard Perri
Richard DiPreta
Nick Fortunato
Mary Romeo
William Kalna

REPRESENTATIVE TOWN MEETING MEMBERSHIP
(as of 6-30-06)
Term Expires December 31, 2007
District 1, South Center

Mary M Ambrogio
Carl G. Carlson, Jr VCHR
George F. Chelwick
Norman R. Collins
Edward D. Dadakis
Frederick R. Feldman
Pamela Frederick
Margaret W. Frey
Gregory S. Frumin
Nora Gentry

Dean L Goss CHR
Hans A. Helbig
Richard P. Holleran
Patrick F. Maher

Mary G. Pellegrino, SEC
Julie L Ray
Patricia C Scarpelli
Najm Shams
Carol A. Zarrilli

District 2, Harbor

Kevin J. Brogan, CHR
Duncan G. Burke
Nancy B. Burke
Carlo F. Cantavero
Donald R. Conway
Nancy A. Fogwell, VCHR

Walter H. Liebman
Cecilia H. Morgan
Wilma Nacinovich, SEC
Meredith Relyea
J. Suzanne Geiss-Robbins

Mark Schroeder
Paul Settelmeyer
John F. Toner
Douglas J. Wells

District 3, Chickahominy

Michael Aurelia
Louise T. Bavis, SEC
Mercedes Blackson
Thomas P. Conelias, VCHR
Holly Delohery

Murray S Paroly
J. Robert Tuthill, CHR
Claudia Velez
M. Michael Warner

District 4, Byram

Felix Andreoni
Frances Avery, SEC
John M Bambino
Russell Bowman
Linda R. DeSeife, VCHR
Thomas J. Greco

Robert J. McKnight, Jr CHR
Alexander J. Popp, Jr
Maria M. Popp
David C. Rupert
Josiane Schaffner-Parnell

Jonathan R Shankman
Donald R. Vitti
James T. Wahba
John B. Wahba

District 5, Riverside

Frederick L. Baker, III
Franklin H. Bloomer, Jr.
Robert K. Brady
Edward T. Broadhurst, III
Elizabeth C. Campbell
James H Daine
Jennifer A Dayton, SEC
Laura B. Erickson

Mary S. Ferry, CHR
David H Haffenreffer
Jacqueline K. Hammock
James W. Innes
Gerald S Isaacson
Lucy B. Krasnor, VCHR
Richard J Landes
Karen S. Oztemel

Samuel T. Telerico
James W. Vaughan
Robert I Wishnick

District 6, Old Greenwich

Michael J. Barnaby, VCHR
Jeanne A. Barr
Thomas J. Byrne
Abelardo S. Curdumi
Carol C. Ducret
Richard F. Grieb

Robert Guerrieri
Kelly J. Houston
Walter K. Howe
Coline Jenkin, CHR
Claudia M. Keeler
Arline Lomazzo, SEC

Edward M Manganiello
Stephen Meskers
David J. Noble
Erford E Porter, II
Barbara T. Rudd Nucci
Karen A. Sadik-Kahn
Eric Tautel
Alexis Voulgaris

District 7, North Center

Eleanor S. Bloom
Ellen Brennan-Galvin
Michael K. Burke
Susan L Carmichael
William J. Clark
Alice B. Duff
Karen Fassuliotis

Patrick J. Gillis
Randall Huffman
Angela M Hyland
Mary A. Jacobson
Lucia D Jansen
Janet K. Lockton
Roger H. Lourie, VCHR
Ralph M. McDermid, Jr

Susan M. Morton
Winona S. Mullis
Robert S. Searle, SEC
Valerie Stauffer, CHR
Joseph L. Williams

District 8, Cos Cob

Susie L. Anderson,SEC
Peter Basilevsky
John E Beckwith
Peter E. Berg
James G. Boutelle
Joshua H. Brown
Francis J. Burgweger,Jr
William F. Carlson
Nancy P. Chapin
Charles L. Edwards,III
Christine L. Edwards

Gordon A Ennis
Kathryn F Hopper
Richard Kral,Jr,CHR
Anthony Tod Laudonia
Drew Marzullo
David Melick
R. Blair Murphy

James J. O'Brien
Peter Pellerzi
Alicia Shreders
David J Schreff
John A Shulman
Stephen M. Soler
Christopher R. vonKeyserling

District 9, Pemberwick-Glenville

Jane W Arnone
Robert L. Beerman
Meredith C.Braxton
Paul F.Curtis
Evan L. Delman
Vicent A. DiMarco,VCHR
Robert C. Dobbs, Jr.
Michael Dunne
Betsy S Frumin,CHR

Donna Guadoso-Zeale
Anna B Napolitano
Adrian Pasternak
Frank P. Petise
James C. Reilly
Adele Rota,SEC

Frank C. Rota
Gregory H Skidmore
Juan P Sosa
Ralph Vizzari
Frank Woei

District 10, North West

Gerald L. Anderson,VCHR
Joseph M Annunziato
Robert M. Byrnes
Joan E. Caldwell,CHR
Robert Chiappetta
David W. Detjen
Jean Pierre Diels
Brian D. Farrow

Swan M. Grant
Gale Hartch
Lloyd N. Hull
Lawrence E. Larson
John M. Lucaarelli
Bertram M Metter
C. Hooker O'Malley

Robert J. Richardson
Gregory C Roer
P Eric Roitsch
Alan A. Small
Emerson L Stone
Louisa H Stone

District 11, North East

Mary H. Bruce
Richard D. Bruce
Kevin B. Coyner
David A Dewey
Despina K. Fassuliotis
Gina F. Higbie,CHR
David L. Hoffman
Joseph Huley
Joseph J. Kaliko
Mary Gail Kaliko

Todd Kennedy, VCHR
Stanley J. Klein
Robert V. Lardon
Harry A LeBien
Mary Hope Lewis
Fern M. Lindsay
Rosalind Nicastro

Joseph L. Pellegrino
Sabine Schoenberg
Nicholas p Skeadas
Michael G Wacek
Mary S. Waldron

District 12, Havemeyer

Bill Bambrick
Thomas E. Bancroft
Alice B DeCaro
Fred A. DeCaro, III,SEC
Richard S. DiPreta
Ellen Jo Haskell
Barbara G. Hindman

Robert C. Kavee
Robert T. May,CHR
Miriam Mennin
Peggy B. Moore
David J. Norton
Robert Perri,VCHR
Hope Polidoro

Gerald J. Porricelli
Michael E. Pouliot
Sandra A Romaniello
Mary Romeo
Peter M Sherr
Jane S. Sulich
Charles E Thivierge,Jr

Ex-Officio Members

James A. Lash, First Selectman
Penny Monahan, Selectman
Peter J. Crumbine,Selectman
Carmella C. Budkins, Town Clerk
J. Wayne Fox,Town Attorney

Board of Estimate and Taxation Members

Peter J. Tesei ,CHR
Robert S. Stone, VCHR
Alma Rutgers, Clerk
Nancy E Barton
William Finger
James A Himes
Edward T. Krumeich, Jr
Michael S. Mason
Arthur D. Norton
Laurence B. Simon
Leslie L. Tarkington
Stephen Walko

**REPRESENTATIVE TOWN MEETING DISTRICTS
BOUNDARIES - REGISTERED VOTERS**

(3-26-07)

As on file with the Town Clerks Office

DISTRICT NO. 1 - SOUTH CENTER (Registered voters – 2,487)

Bounded on the north by the center of the Boston Post Road; on the east by the center of Brothers Brook; on the south by the center of the Metro-North Railroad; on the west by the center of Prospect Street from the Metro-North Railroad northerly to the Boston Post Road.

DISTRICT NO. 2 - HARBOR (Registered voters – 2,006)

Bounded on the north by the center of the Boston Post Road from Brothers Brook to the Mianus River; on the east by the center of the Mianus River and the center of Cos Cob Harbor and a line south from the center of the entrance of Cos Cob Harbor in Long Island Sound; on the south by the southern boundary of the Town of Greenwich in Long Island Sound from a line south of Cos Cob Harbor to a line south from the Metro-North Railroad underpass at Hamilton Avenue; on the west by a line from Long Island Sound directly north to Metro-North Railroad underpass at Hamilton Avenue, thence easterly along the center of the Metro-North Railroad from the underpass at Hamilton Avenue, to the center of Brothers Brook, thence northerly along the center of Brothers Brook to the Boston Post Road.

DISTRICT NO. 3 - CHICKAHOMINY (Registered voters – 1,248)

Bounded on the north by the center of the Boston Post Road from Western Junior Highway to Prospect Street; on the east by the center of Prospect Street southerly to the Metro-North Railroad; on the south by the center of the Metro-North Railroad to the underpass at Hamilton Avenue and thence northerly on a direct line to the intersection of Richland Road and Western Junior Highway, thence on the center of Western Junior Highway to the Boston Post Road.

DISTRICT NO. 4 - BYRAM (Registered voters – 2,177)

Bounded on the north from the center of Comly Avenue from the New York State line to the center of the Byram River; on the east by the Byram River southerly to Davis Avenue and then southerly from the intersection of Davis Avenue and the Byram River to a point 200 feet east of the New York State Line on the Boston Post Road, thence easterly on the Boston Post Road to Western Junior Highway thence southerly along the center of Western Junior Highway to the intersection with Richland Road, thence southerly on a direct line to the underpass of the Metro-North Railroad at Hamilton Avenue, thence directly south to the New York State Line in Long Island Sound; on the west by the New York State Line.

DISTRICT NO. 5 - RIVERSIDE (Registered voters – 2,642)

Bounded on the north by the center of the Boston Post Road; on the east by the center of Sound Beach Avenue to the center of Arch Street to West End Avenue and thence easterly on the center of West End Avenue to the center of Long Meadow Creek, thence south on the center of Long Meadow Creek and the center of Greenwich Cove to Long Island Sound; on the south by Long Island Sound; on the west by the center of Cos Cob Harbor and the Mianus River to the Boston Post Road.

DISTRICT NO. 6 - OLD GREENWICH (Registered voters –2,732)

Bounded on the north by the center of the Boston Post Road; on the east by the Stamford City line to the southern boundary of Greenwich in Long Island Sound; on the south by the New York State Line in Long Island Sound; on the west by a line in Long Island Sound north to the center of the entrance of Greenwich Cove, thence along the center of Greenwich Cove and Long Meadow Creek leading northerly to West End Avenue, thence along the center of West End Avenue westerly to Arch Street; thence northerly along the center of Arch Street and Sound Beach Avenue to the Boston Post Road.

DISTRICT NO. 7 - NORTH CENTER (Registered voters – 2,787)

Bounded on the north by Pemberwick Brook from the center of Weaver Street northerly to Rockefeller Pond and thence by Sherwood's Brook northerly to Clark's Drive and thence westerly of the center of Clark's Drive to Pecksland Road and thence northerly by the center of Pecksland Road to Round Hill Road, and thence by the center of Round Hill Road southerly to Lake Avenue, and thence southerly by the center of Lake Avenue to North Maple Avenue, and thence by the center of North Maple Avenue and Ridgeview Avenue and Andrews Road to North Street, thence northerly along the center of North Street and easterly along the center of Fairfield Road to Stanwich Road; on the east by the center of Stanwich Road southerly to the Boston Post Road; on the south by the center of the Boston Post Road from Stanwich Road to East Weaver Street; on the west by the center of East Weaver Street to Weaver Street, and by the center of Weaver Street to Pemberwick Brook.

DISTRICT NO. 8 - COS COB (Registered voters – 3,571)

Bounded on the north by the center of Guinea Road; on the east by the Stamford City line from Guinea Road to the center of the Mianus River, then south along the center of the Mianus River to the Boston Post Road; on the south by the center of the Boston Post Road from the Mianus River westerly to Stanwich Road; on the west by the center of Stanwich Road northerly to Guinea Road.

DISTRICT NO. 9 - PEMBERWICK-GLENVILLE (Registered voters – 2,791)

Bounded on the north by the center of the Merritt Parkway from the New York State Line to the intersection with the Byram River; on the east by the center of the Byram River southerly to the intersection of Bailiwick Road, thence easterly on the center of Bailiwick Road to Riversville Road, then southerly on the center of Riversville Road to Pecksland Road, thence easterly on the center of Pecksland Road to Clark's Drive, thence easterly on the center of Clark's Drive to Sherwood's Brook, thence southerly along Sherwood's Brook to Rockefeller Pond, and thence by Pemberwick Brook to Weaver Street, thence on the center line of Weaver Street to East Weaver Street, and thence by the center of East Weaver Street to the Boston Post Road; on the south by the center of the Boston Post Road from East Weaver Street westerly to a point 200 feet east of the New York State Line; on the west from a point on the Boston Post Road 200 feet east of the New York State line northerly to the intersection of Davis Avenue and the Byram River, thence northerly along the center of the Byram River to Comly Avenue, thence westerly along the center of Comly Avenue to the New York State Line, thence northerly along the New York State Line to the Merritt Parkway.

DISTRICT NO. 10 - NORTH WEST (Registered voters – 2,944)

Bounded on the north by the New York State line; on the east by the center of Lake Avenue to Round Hill Road; on the south by the center of Round Hill Road to Pecksland Road, thence by the center of Pecksland Road to Riversville Road, thence on the center of Riversville Road northerly to Bailiwick Road, thence westerly on the center of Bailiwick Road to the intersection with the Byram River, thence northerly on the center of the Byram River to the intersection with the Merritt Parkway, then westerly at the center of the Merritt Parkway to the New York State Line; on the west by the New York State Line.

DISTRICT NO. 11 - NORTH EAST (Registered voters – 3,258)

Bounded on the north by the New York State line from Lake Avenue easterly to the Stamford City Line; on the east by the Stamford City Line southerly to Guinea Road, thence westerly along the center of Guinea Road to Stanwich Road, thence southerly along the center of Stanwich Road to Fairfield Road; on the south by the center of Fairfield Road westerly to North Street, thence southerly along the center of North Street to Andrews Road, thence westerly along the center of Andrews Road, Ridgeview Avenue and North Maple Avenue to Lake Avenue; on the west by the center of Lake Avenue from North Maple Avenue northerly to the New York State Line.

DISTRICT NO. 12 - HAVEMEYER (Registered voters – 2,983)

Bounded on the north and west by the Mianus River; on the east by the Stamford City Line; on the south by the center of the Boston Post Road.