ITEM NO: 1- Postponed from the September 2019 meeting
DEPARTMENT: Appointments Committee
CONTACT: john.eddy@greenwichct.org
REFERRED TO: Appointments, Land Use & Public Works Committees

RESOLVED, that the following named person, nominated by the Appointments Committee, be appointed a Regular Member (R1) of the Condemnation Commission for the term expiring March 31, 2023.

SERDAR UMUR

EXPLANATORY COMMENTS:
Serdar Umur, of 43 Harold Street Unit A, a resident of Greenwich since 2015, has 13 years of experience in sales and engineering. He is currently employed as a sales consultant for civil & environmental engineering services at G.A. Fleet and Associates in Harrison, NY.

Mr. Umur has a BS in Chemical Engineering from The Technical University of Yildiz in Istanbul, and an MBA from Northeastern Illinois University.

ITEM NO: 2- Postponed from the September 2019 meeting
DEPARTMENT: Office of the First Selectman
CONTACT: Barbara Heins 203-622-7702 – Barbara.Heins@greenwichct.org
REFERRED TO: Appointments and Health & Human Services Committees
VOTES: Board of Selectmen 3-0-0

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member (R3) of the Board of Health for a term beginning July 1, 2019 and expiring June 30, 2023.

ANDREW BRONIN
EXPLANATORY COMMENTS
Dr. Andrew Bronin, 11 Windabout Drive, Greenwich, 06831, has been nominated to be a regular member (R3) of the Board of Health for a term beginning July 1, 2019 and expiring June 30, 2023.

Dr. Bronin is a dermatologist who has had a private practice in Rye Brook, NY since 1979. He is an associate clinical professor at the Yale University School of Medicine, the editor of several medical journals. He is a past president of the Westchester Academy of Medicine and a fellow at the New York Academy of Medicine. He is a graduate of Columbia College and New York Medical University.

A resident of Greenwich since 1988, Dr. Bronin has served on the Board of Health since 2014.

ITEM NO.: 3 — Postponed from the September 2019 meeting
DEPARTMENT: Special Committee on RTM Governance
CONTACT: Alexis Voulgaris Email: voulgarisrtm@gmail.com
REFERRED TO: All Committees
VOTES: Special Committee on RTM Governance (11-0-0)

RESOLVED, that Section IV.G.1. be added to the Rules of the Representative Town Meeting to read as follows:

Members of the RTM should preface their remarks with the following disclaimer when they are speaking on their own behalf or presenting their own ideas publicly.

“The views and opinions expressed here are my own and do not necessarily represent those of the RTM or its recognized committees.”

EXPLANATORY COMMENTS
The Governance Committee is recommending that RTM members use the disclaimer (see above) when speaking in public on their own behalf or when authoring a document intended for broad circulation (for example, an editorial or self-researched report on an issue). The intention of such a disclaimer is to clearly indicate that the member is not speaking on behalf of the full RTM or one of its committees.

ITEM NO.: 4 — Postponed from September 2019 meeting
DEPARTMENT: Special Committee on RTM Governance
CONTACT: Alexis Voulgaris Email: voulgarisrtm@gmail.com
REFERRED TO: All Committees except Budget Overview and Labor Contracts
VOTES: Special Committee on RTM Governance (12-0-0)

RESOLVED, that Appendix B, Description of Standing Committees, of the Appendix to the Rules of the Representative Town Meeting be amended to read as follows:

APPENDIX B
DESCRIPTIONS OF STANDING COMMITTEES

The following summaries of RTM standing committee functions provide an outline of each committee’s primary function and areas of jurisdiction, but is not intended to limit or restrict in any manner the rights and activities of those committees.

A. APPOINTMENTS COMMITTEE

Operational Responsibility:

* Proposes nominees, interviews and evaluates all candidates for town boards, commissions, agencies, Special Committees, and similar positions. Claims Committee, Condemnation Commission, Flood and Erosion Control Board, Harbor Management Commission RTM Ex-Officio only, and Labor Contracts Committee.

* May recruit, evaluate and propose candidates for Boards, commissions, and agencies when Board of Selectmen fails to submit nominations within three months of the expiration of a term of office or the incidence of a vacancy

* Proposes nominees for the Claims Committee, Labor Contracts Committee, Condemnation Commission, and the Flood and Erosion Control Board.

* Reviews any organizational changes or reporting relationships in town government.

Overlapping Responsibility:

* With any appropriate functional committee that confers with respect to a nomination to a board, agency or commission within its area of responsibility.

* Prior to seeking candidates to any body (board, committee, commission, etc.), the Appointments Committee makes nominations or evaluations for, meet with the Chair of any such body to understand the composition, skills and capabilities desired on that body.

B. BUDGET OVERVIEW COMMITTEE

Operational Responsibility:

* Shall act in advisory capacity to the RTM and its committees with respect to the budget.

* Reports on the development of the budget for the coming year, giving reports at strategic points in the budgetary process, suggesting guidelines, and making recommendations so that the RTM is well prepared, before the May budget meeting, to make decisions regarding specific expenditures.

* Coordinates the analysis of the budget for the coming year with the budget sub-committees of each of the other standing committees.

* Studies and reports to the RTM, in a timely manner for district and other standing committee consideration, any potential improvements in departmental organization or methods of operation, working
cooperatively whenever possible with town departments and the Board of Estimate and Taxation.
Identifies specific areas of the budget upon which to concentrate its analysis, coordinating with other standing committees to avoid duplication of effort on matters chosen for review.

* **Monitors implementation of important elements in the current year’s budget including existing programs, new programs, capital improvements and labor settlements and reports periodically to the RTM on their budgetary impact.**

* **Works with members of the BET to jointly develop acceptable budgetary targets annually.**

C. **EDUCATION COMMITTEE**

Operational Responsibility:

* Reviews operations of the educational system.
* Reviews operations of the libraries and museum.

Budgetary Responsibility:

* Reviews appropriations and budgets for:
  - Greenwich public school system
  - Greenwich Library System
  - Perrot Memorial Library
  - Bruce Museum
  - Revolving funds
  - Long range capital development programs within the educational system
  - Any expenditure or changes necessitated by new mandates

Overlapping Responsibility:

* For financial items over $50,000: with the Finance Committee:

D. **FINANCE COMMITTEE**

Operational Responsibility:

* Reviews the following matters as they are submitted to the RTM or as the Finance Committee deems necessary; the operations of the town departments which are financially oriented: Finance, Assessor, Comptroller, Tax Collector and Treasurer.
* Reviews all capital outlays.
* Studies, analyzes and evaluates all interim appropriations and gifts over $50,000.
* Reviews matters relative to municipal property and liability insurance, including types and amounts of insurance carried, self-insurance and risk management programs, and financial contingency plans.
* Reviews annually the town’s Long Range Capital plans.
* Reviews all Reserves and Contingency accounts.
* Reviews all proposed leases or rental agreements for acquisition or disposal of property for terms of more than two years or with annual payments in excess of $40,000. Groups of rental or lease agreements for similar property should be considered based on the aggregate values rather than lease by lease.
* Advises RTM annually on the financial impact on the tax levy of changes and additions to the capital plan; and the amounts of the town’s reserves, contingency and parking fund.
* Interviews and evaluates all candidates for Labor Contracts Committee.

Budgetary Responsibility:
* Reviews all appropriations and budgets for:
  - Finance Department, Assessor, Comptroller, Tax Collector, Treasurer
  - Retirement Board
  - Pension and Trust Funds
  - Board of Tax Review

Overlapping Responsibility:
* For all items over $50,000: with appropriate functional committee.

E. HEALTH AND HUMAN SERVICES COMMITTEE

Operational Responsibility:
* Reviews areas relating to protection of the health and welfare of residents and environment of the Town, including:
  - availability of public health programs and social services
  - enforcement of health statutes and codes and ordinances
  - maintenance of environmental programs covering air and water quality as it relates to public health.
* Reviews general effectiveness, efficiency and operations of The Nathaniel Witherell.
* Reviews general effectiveness, efficiency and operations of the Greenwich Emergency Medical Service.
* Reviews affordable housing matters relating to health and human services.
* Reviews operations of all departments and agencies within town government providing services to town residents in the areas of financial assistance, social services, housing or health care and disease prevention.
* Studies the general effectiveness, efficiency and operations of Social Services, Health Department, Commission on Aging, The Nathaniel Witherell, Greenwich Emergency Medical Services and their respective boards.
* Interviews and evaluates all candidates for Commission on Aging, Board of Health, Board of Human Services, Board of Nathaniel
Witherell.
* May recruit, evaluate and propose candidates for the above named Boards, commissions, and agencies when Board of Selectmen fails to submit nominations within three months of the expiration of a term of office or the incidence of a vacancy.

Budgetary Responsibility:
* Reviews all appropriations and budgets for:
  - Department of Health and Department of Social Services, including all programs, divisions and personnel.
  - The Nathaniel Witherell
  - Greenwich Emergency Medical Service
  - Greenwich Community Development Program Funds
  - Commission on Aging

Overlapping Responsibility:
* For financial items over $50,000: with the Finance Committee;
* For programs within the purview of Health and Human Services at Town Civic Centers: with the Parks and Recreation Committee.
(Effective 5/1/2014; revised 3/8/2010)

F. LAND USE COMMITTEE

Operational Responsibility:
* Reviews all matters concerning land use and planning and zoning submitted for RTM approval.
* Reviews operations of Planning & Zoning Commission and the Planning & Zoning Board of Appeals.
* Reviews operations of Inland Wetlands and Watercourses Agency.
* Reviews all items of municipal improvement status.
* Reviews purchases, sales or leases of town real property.
* Reviews any updates of the town’s “Plan of Development” and annual amendments.
* Reviews all grants of easements.
* Reviews all matters regarding condemnation and condemnation awards.
* Reviews all gifts of real property to the town.
* Studies and debates acceptance or abandonment of private roads by the town.
* Reviews demolition or renovation or any change in use of town-owned property.
* May recruit, evaluate and propose candidates for the above named Boards, commissions when Board of Selectmen fails to submit nominations within three months of the expiration of a
term of office or the incidence of a vacancy.

Budget Responsibilities:
* Reviews all appropriations and budgets for:
  - Planning & Zoning Commission, and Planning & Zoning Board of Appeals.
  - Inland Wetlands and Watercourses Agency.
  - Conservation Commission.
  - Historic District Commission.
  - Architectural Review Board.
  - Condemnation Commission.

-Flood and Erosion Control Board.

Overlapping Responsibility:
* For financial items over $50,000: with the Finance Committee.

G. LEGISLATIVE AND RULES COMMITTEE

Operational Responsibility:
* Rules on the legal aspects of items on the RTM call.
* Reviews operations of the Law Department.
* Reviews Charter amendments and town ordinances, leases and other legal documents submitted to the RTM for approval.
* Examines RTM rules and procedures, with respect to the body as well as to its committees and districts.
* Considers any appeals from the decisions of the Town Attorney.
* Proposes revisions of the Rules of the RTM.
* Furnishes copies of RTM Rules, Appendices and Town Charter to RTM members.
* Interviews and evaluates all candidates for the Claims Committee

Budgetary Responsibility:
* Law Department
* Probate Court

Overlapping Responsibility:
* For financial items over $50,000: with the Finance Committee.

H. PARKS AND RECREATION COMMITTEE

Operational Responsibility:
* Reviews operations of department concerned with parks, recreation, and marine facilities.
* Interviews and evaluates all candidates for Harbor Management Commission and Board of Parks and Recreation.
* May recruit, evaluate and propose candidates for the above
named Board and commission when Board of Selectmen fails to submit nominations within three months of the expiration of a term of office or the incidence of a vacancy.

Budgetary Responsibility:
* Parks and Recreation Department, including all programs, divisions and personnel.
* Griffith E. Harris Golf Course Revolving Fund.

Overlapping Responsibilities:
* For financial items over $50,000: with the Finance Committee.
* For the Senior Center and youth programs at Town civic centers: with the Health and Human Services Committee.

I. PUBLIC WORKS COMMITTEE

Operational Responsibility:
* Reviews operations of all branches of town government relating to public works and recycling.
* Reviews the planning, construction, modification, maintenance, renovation of Town buildings and highways.
* Interviews and evaluates all candidates for the Condemnation Commission.
* May recruit, evaluate and propose candidates for the above named Commission when Board of Selectmen fails to submit nominations within three months of the expiration of a term of office or the incidence of a vacancy.

Budgetary Responsibility:
* Reviews all appropriations and budgets for:
  - Public Works Department including all programs, divisions and personnel.
  - Sewer Improvement and Maintenance Fund

Overlapping Responsibility:
* For financial items over $50,000: with the Finance Committee.

J. TOWN SERVICES COMMITTEE

Operational Responsibility:
* Reviews operations of departments concerned with public safety.
* Reviews operations of Purchasing Department.
* Reviews communications matters: data processing, network services, information planning.
* Reviews risk reduction programs, such as training personnel in the safe and proper use of equipment, enforcing safety rules, and the contract obligations of Town vendors.
* Interviews and evaluates all candidates for Alarm Appeals Board, Board...
of Ethics and Labor Contracts Committee.
* May recruit, evaluate and propose candidates for the above named Boards when Board of Selectmen fails to submit nominations within three months of the expiration of a term of office or the incidence of a vacancy.
* Reviews any organizational changes or reporting relationships in town government.

Budgetary Responsibility:
* Reviews all appropriations and budgets for:
  - Fire Department including all programs, division and personnel
  - Police Department including all programs, divisions and personnel
  - Purchasing Department
  - Consumer Affairs Coordinator
  - Board of Ethics
  - Administrative Services Center
  - Representative Town Meeting
  - Office of First Selectman and Board of Selectmen
  - Town Clerk
  - Shellfish Commission
  - Alarms Appeal Board
  - General government areas not specifically covered by other RTM committees

Overlapping Responsibility:
* For financial items over $50,000: with the Finance Committee.

K. TRANSPORTATION COMMITTEE

Operational Responsibility:
* Reviews all transportation related matters submitted to the RTM.
* Reviews planning initiatives with respect to transportation, including regulations affecting existing facilities, including pedestrian rights of way and handicap accessibility, bicycle routes, local and mass transit (bus, rail, air, water), parking, and traffic control.
* Reviews transportation policies of DPW with respect to enhancement of transportation facilities, including traffic controls, streets and bridges, handicapped, pedestrian, bicycle and transit accommodations, as well as motor vehicle parking.
* Reviews Fleet Department policies and operations. Evaluates annually the Town’s initiatives to reduce vehicle emissions and increase fuel efficiency.
* Reviews policies of the Board of Education with respect to transportation of students and staff.
* Evaluates policies of the Parking Services Department and DPW for maintenance and enhancement of existing parking facilities. Monitors the revenue and expenditures of the Parking Funds.
* Evaluates transportation goals and effectiveness of municipal funding for non-Town transportation agencies.
* Monitors on-going Regional and State transportation programs.
* Educates Transportation Committee and RTM members on transportation issues facing the Town.
* Based upon reviews and evaluations above, makes recommendations to the RTM.

Budgetary Responsibility:
* Reviews all appropriations and budgets for:
  - Fleet Department, including all programs, divisions and personnel.
  - Parking Services Department, including partnerships with State.
  - Department of Public Works Highway and Traffic Division, including state and federal mandated spending.
  - Municipal contributions to Non-Town Agencies for transportation services.

Overlapping Responsibilities:
* For financial items over $50,000: with Finance Committee.
* For parking and parking structure items: with Public Works Committee.
* For clean fuel vehicle replacements and upgrades, and local transit maintenance: with Town Services Committee. (Effective 5/1/14; revised 4-12-2010)

EXPLANATORY COMMENTS
Currently, the Appointments Committee interviews every candidate that comes before the RTM for consideration (approximately 124 candidates). The Governance Committee proposes restructuring the interview responsibilities of the Appointments Committee to include nominating and interviewing candidates for the five boards and commissions for which they are responsible (Claims; Condemnation, Flood and Erosion Control Board; Harbor Management RTM Ex-Officio only; and Labor Contracts) and foregoing interviewing candidates for boards and commissions that are nominated by the Board of Selectmen.

This change would allow the Appointments Committee to retain oversight of thirty (30) nominations, which is a more manageable number and consistent with what other standing committees are tasked with (see current distribution of candidates below). For those boards and commissions over which the Appointments Committee does not have nominating authority, the standing committee(s) that has operational oversight of the board or commission would be responsible for interviewing the candidate.

The four primary reasons for recommending this change are:
1. It helps to evenly distribute the workload among the standing committees. The Appointments Committee will no longer be responsible for interviewing every candidate, which is acknowledged as a huge effort. This will help to decrease “member and chair” burnout due to the unusually high workload associated with this committee.
2. The standing committees that have operational oversight of the boards and commissions, generally, have a greater level of expertise and knowledge about the
needs of the board/commission because they work with the board/commission members consistently throughout the term. By example, the Health and Human Services Committee has met with members of the Nathaniel Witherell Board five times in one year (March 2018, May 2018, June 2018, October 2018, March 2019) to discuss issues related to the operations on TNW. Members of the Appointment Committee do not interface with members of the town boards or commissions regularly about substantive issues related to the boards/commissions.

3. It is a more efficient way of ushering a candidate through the nomination process.
   A. The candidate would no longer be required to meet (in most cases) with more than one standing committee.
   B. One of the consistent pieces of feedback the Governance Committee has received is how can RTM meetings be more efficient and cut down on redundancy.

4. The Town of Greenwich has adopted a computer data base/platform called Civic Clerk which will allow all candidates for boards and commissions to submit their contact information and application materials directly to a secure site and for review. Staff at the Selectman’s Office and the Town Clerk’s office will be responsible for maintaining the database. The Civic Clerk program is highly customizable and has the capacity to capture all of the data that was included in the “Master List” developed by the Appointments Committee.

Under the current nomination process, this is a breakdown of the Board, Commission, and RTM Special Committee candidates that are currently interviewed by the Appointments Committee AND a Standing Committee(s).

1. Commission on Aging (7 members). Health and Human Services
2. Alarm Appeal Board (5 members). Town Services
3. Board of Ethics (5 members). Town Services
4. Claims Committee (11 members, includes both delegates and alternates). Legislative and Rules and Town Services
5. Condemnation Commission (5 members). Land Use and Public Works
6. Flood and Erosion Control Board (6 members, includes both delegates and alternates). Land Use.
7. Harbor Management Commission (9 members, includes both delegates and alternates and one ex-officio RTM member recommended). Land Use and Parks and Recreation
8. Board of Health (7 members). Health and Human Services
9. Historic District Commission (10 members). Land Use
10. Board of Human Services (7 members). Health and Human Services
11. Inland Wetlands Watercourses Agency (10 members). Land Use
12. Labor Contracts (7 members). Finance Committee
13. Nathaniel Witherell (9 members). Health and Human Services
14. Board of Parks and Recreation (9 members). Parks and Recreation
15. Planning and Zoning Board of Appeals (8 members, includes both delegates and alternates). Land Use
16. Planning and Zoning Commission (8 members, includes both delegates and alternates). Land Use

In total, there are 124 candidates that Appointments AND standing committees are responsible for interviewing.
Current interview distribution of candidates for boards and commissions:

- Appointments: 124
- Budget Overview: 0
- Education: 0
- Finance: 7
- Health and Human Services: 30
- Land Use: 56
- Legislative and Rules: 11
- Parks and Recreation: 19
- Public Works: 5
- Town Services: 10
- Transportation: 0

This is the breakdown of Board, Commission, and RTM Special Committee candidates nominated and interviewed by the Appointments Committee who will now be referred to a standing committee if this proposed change is adopted.

1. Claims Committee (11 members). Also interviewed by Legislative and Rules
2. Condemnation Commission (5 members). Also interviewed by Land Use and Public Works
3. Flood and Erosion Control Board (6 members). Also interviewed by Land Use
4. Harbor Management RTM Ex-Officio ONLY (1 member). Also interviewed by Land Use and Parks and Rec
5. Labor Contracts (7 members). Also interviewed by Finance

Under the revised nomination process, the Appointments Committee would be directly responsible for **30 nominations and candidate interviews**.

If proposed change is adopted, **Redistributed** interview workload:

- Appointments: 30
- Budget Overview: 0
- Education: 0
- Finance: 7
- Health and Human Services: 30
- Land Use: 56
- Legislative and Rules: 11
- Parks and Recreation: 19
- Public Works: 5
- Town Services: **21***
- Transportation: 0

*An additional proposed change is to have another standing committee, such as Town Services, interview and evaluate candidates to the Labor Contracts Committee. Currently, only Finance does this. This change creates a heavy focus on the financial aspects of the work of the Labor Contracts Committee and mostly ignores other aspects of employee contracts. The Town Services Committee has a broader oversight of different departments and is recommended to also evaluate candidates.
RESOLVED, that Section V.G. be amended to the Rules of the Representative Town Meeting to read as follows:

**A. BUDGET PLANNING PROCESS**

Each Standing Committee, except for the Appointments Committee, is to review and help the RTM membership understand the coming fiscal year’s budget request. Each Standing Committee Chair is to:

- Provide guidance to Committee members on what departments are to be reviewed, contacts within those departments, what the budget is, the powers of the RTM and the process they will be asked to follow in order to report to the Standing Committee, as well as the RTM.
- Engage with appropriate department and budget leaders to understand the services provided, value derived and the associated cost drivers in their budget request, focusing on departmental needs, priorities, changes and deferrals. Liaise with other Standing and Special Committees, as appropriate, to coordinate such review activities.
- Produce three reports to the RTM website consisting of updates on progress preparing for the budget, a mid-process update and a final report. The mid-process report should be prepared, distributed and uploaded to the RTM website on or before the release of the First Selectman’s budget. The final report should be prepared, distributed and uploaded to the RTM website no later than the date of the April RTM meeting.

The Standing Committee Chair should then recommend their Committee members follow the schedule of suggested activities to aid in the development of their review and recommendations.

The Chair of each Standing Committee may, at their discretion, designate one or more members of their Standing Committee to drive and coordinate the preparation and review activities.

Additionally, each Standing Committee should periodically receive, review and discuss interim financial statements with the appropriate departments and budget leadership. Understanding the ‘current’ activities can help in the next years’ budget discussions.

**Guidance for the RTM Standing Committee Annual Budget Review**

The following guidance is offered to assist the Standing Committee Chairs:

Appropriate Committees can provide additional guidance regarding the form and content of the reports Standing Committees prepare as a result of their budget review.

The following timeline is intended to align with the “Timeline for the Budget Process” found on pages 38-39 of the 2014-2016 BET Reference Book and should be adjusted by the Legislative and Rules Committee accordingly for any future revision thereof.

**September:**

1) As soon as possible after the previous fiscal year budget vote, and no later than the September RTM meeting, Standing Committees should establish or assign its members to budget sub-committees whose purpose is to monitor and report the Town budget proceedings involving their respective functional Town departments.

2) Standing Committee Chairs should
a) share the budget area assignments to the appropriate department / budget area leadership as well as posting on the RTM website prior to the October—RTM meeting

b) post changes to budget sub-committee membership to the RTM website as may become necessary

c) provide an overview of the budget review process, insights about the departments to be reviewed as well as a model of the assessment to be conducted

d) set up meetings with the appropriate department and budget leadership to review their respective budget process for the upcoming fiscal year

e) provide periodic reports on the progress of the budget review as well as any planned upcoming meetings or discussions. Such reports should be posted on the RTM website as well as shared with the appropriate department and budget leadership

3) Standing Committees are encouraged to invite public input as early as possible in order to shape budget discussions.

September—December:
1) Public meetings may be arranged with representatives of the RTM, BET and First Selectman to discuss the BET Budget Guidelines and their approach and priorities to developing their proposed budget.

2) Assigned budget review members of the Standing Committees should meet with the appropriate department and budget leadership and report on key findings / departures.

December through February:
1) Each Standing Committee Chair, requests and distributes copies of available departmental budget requests along with supporting documentation on behalf of its budget Sub-Committees.

2) Standing Committee Chair prepares, distributes and uploads to the RTM website the mid-process report.

3) Budget sub-Committees monitor the development of the budget requests of their assigned departments and attend, to the extent possible, scheduled meeting between department heads and the Budget Committee of the BET. Budget sub-Committees should prepare and distribute a summary report on these meetings to their respective Standing Committees prior to the March RTM Committee meeting. The Standing Committee Chair should prepare overall conclusions and recommendations and post any such report on the RTM website.

4) Budget sub-committees, at their own discretion, conduct research into noteworthy line item requests and discuss these with department managers and share their findings with their respective Standing Committees.

Reports on these items reports are posted on the RTM website prior to the end of March.

February—Mid April:
1) Each Standing Committee which has identified reinstatements or reductions to the Recommended Budget should prepare a brief report with its findings and recommendations. Such report should be discussed with the appropriate department and budget leadership to clarify, to the extent possible. Consideration should be given to present such at public meetings prior to the BET voting on the budget.

April:
1) Standing Committees prepare their final reports on the budget.
2) Standing Committees submit their final budget conclusions and recommendations in a written report to the Town Clerk.

3) The Town Clerk will distribute written reports, together with the Proposed Budget, to the members of the RTM as part of the May meeting packet.

May:
1) At the RTM budget meeting, if a Standing Committee plans to offer a line item amendment, the Committee Chair shall offer a Standing Committee report in accordance with Rules of the RTM, Section III G., “Making Standing Committee Reports”. (1/19/2016; Eff. Date 6/1/2016)

***

V. Standing Committees
G. BUDGET PLANNING PROCESS

Each Standing Committee, except for the Appointments Committee, is to review and help the RTM membership understand the coming fiscal year’s budget request. Each Standing Committee Chair is to:

1) Provide guidance to Committee members on what departments are to be reviewed, contacts within those departments, what the budget is, what the impact of the resolutions are, the powers of the RTM and the process they will be asked to follow in order to report to the Standing Committee, as well as the RTM

2) Engage periodically throughout the year with appropriate department and budget leaders to understand the services provided, value derived and the associated cost drivers in their budget request, focusing on departmental needs, priorities, changes and deferments

3) Liaise with other Standing and Special Committees, as appropriate, to coordinate such review activities

4) Produce reports to the RTM on progress for the budget. A final report should be prepared, distributed and uploaded to the RTM website no later than two weeks prior to the May RTM meeting.

Guidance for the RTM Standing Committee Annual Budget Review

The following timeline is intended to align with the “Timeline for the Budget Process” published as part of the BET guidelines.

June – September:
The Budget Overview Committee will organize certain sessions to help educate the RTM members on the budget review process and coordinate the review.

The Standing Committee Chair should:
1) Provide an overview of the budget review process, insights about the departments to be reviewed as well as a model of the information gathering and assessment to be conducted. This overview would include the First Selectman’s guidance, BET guidelines, BOE guidelines and BOC guidance.

2) Designate one or more Committee members to drive and coordinate the preparation and review activities for each of the departments to be reviewed (budget sub-committees). Note, where an overlap can occur with other standing committees, coordinate any interviews with departments to minimize meetings and improve consistent understanding. This coordination should include the BOC.

3) Recommend their Committee members follow the schedule of suggested activities to aid in the development of their review and recommendations.

4) Share the budget area assignments with the appropriate department / budget area leadership and post on the RTM website prior to the October RTM meeting.

Standing Committees are encouraged to invite public input as early as possible in order to shape budget discussions. Additionally, members are encouraged to review their assigned department’s Annual Operating Plan.

September – December:

1) Public meetings may be arranged with representatives of the RTM, BET and First Selectman to discuss the BET Budget Guidelines and their approach and priorities to developing their proposed budget. Assigned budget review members of the Standing Committees should attend those meetings.

2) Budget sub-committees should meet with the appropriate department and budget leadership and report on key findings / departures as appropriate at the next standing committee meeting.

3) Budget sub-committees should monitor the development of the budget requests of their assigned departments.

January – February:
Note that at the beginning of a new term, reassignments should be evaluated in the January meeting to assign new members and bring them up-to-speed. Any updates should be appropriately published.

1) Standing Committee members should attend the public presentations of the budget by the First Selectman. The Committee Chair should ensure that there is at least one member of their committee observing.

2) Budget sub-committees monitor the development of the budget requests of their assigned departments and attend, to the extent possible, the scheduled meeting between department heads and the BET Budget Committee.

3) Budget sub-committees should prepare and distribute a summary report on these meetings to their respective Standing Committees for discussion in the March RTM Committee meeting. The Standing Committee Chair should consider preparing overall conclusions and recommendations and post any such report on the RTM website.

4) Budget sub-committees, at their own discretion, should conduct research into noteworthy line item requests and discuss these with department managers and share their findings with their respective Standing Committees. Summaries of these discussions / items, as appropriate, should be posted on the RTM website prior to the end of March.

March:

1) Budget sub-committees monitor the development of the budget requests of their assigned departments

2) Budget sub-committees attend, to the extent possible, the scheduled meeting between department heads and the BET Budget Committee and the BET, including any public meeting. The Committee Chair should ensure that there is at least one member of their committee observing.

3) Budget sub-committees should prepare and distribute a summary report on these meetings to their respective Standing Committees for discussion in the April RTM Committee meeting. The Standing Committee Chair should consider preparing overall conclusions and recommendations and post any such report on the RTM website.

4) Each Standing Committee is encouraged to speak at the Public meeting held by the BET to provide input on any reinstatements or reductions to the Recommended Budget. Such report/comments should
April:

1) Standing Committees prepare their final reports on the budget and discuss potential areas of the budget to focus on in May.

May:

1) At the RTM budget meeting, standing committees present a summary of their budget review activities and highlights of the budget of interest.

2) If a Standing Committee plans to offer a line item amendment, the Committee Chair shall offer a Standing Committee report in accordance with Rules of the RTM, Section III G., “Making Standing Committee Reports”.

EXPLANATORY COMMENTS

The Governance Committee recommends replacing the current budget review process with a more streamlined approach. During Governance Committee discussions, it became apparent that the current process is considered quite onerous, was not being followed, and did not result in the improvements intended. Removing a number of the reporting requirements, emphasizing the review and meetings with department heads, BET, and BOE is believed to create a higher quality review.

ITEM NO.: 6 — Postponed from September 2019 meeting
DEPARTMENT: Special Committee on RTM Governance
CONTACT: Alexis Voulgaris Email: voulgarisrtm@gmail.com
REFERRED TO: All Committees except Labor Contracts
VOTES: Special Committee on RTM Governance (7-0-1)

RESOLVED, that the Rules of the Representative Town Meeting be amended to include a new committee, as follows:

VI. Special Committees

C. Capital Review Committee

1. Function. The Capital Review Committee shall:

   a. Working with the Town, BET and BOE, develop appropriate capital project reporting, prepared by the project manager(s) / department(s) for the committee to review.
   b. Perform certain analysis to test / confirm accuracy and validity of the reporting.
   c. Examine and analyze each proposed / new capital project request, including those proposed as interim or as part of the annual budget process, to understand benefits, scope, budget request, timetable, interrelationships with other projects.
risks.
d. Examine and analyze the long-range capital plan, to understand benefits, scope, budget request, timetable, interrelationships with other projects, risks.
e. Examine and analyze each ongoing capital project appropriations to understand progress against plans, changes in scope or risks.
f. Coordinate / Liaise with BOE, BET, Town, Building Comm(s), P&Z and other RTM Committees as appropriate for the review and analysis.
g. Report to various standing committees and the RTM on Capital Project requests as well as periodic updates on progress and planning (long term).

2. Composition. The Capital Review Committee shall:

a. Consist of nine (9) delegates and nine (9) alternates, all of whom shall be members of the RTM and who shall be appointed by their standing committee from their members as follows: one each from Budget Overview, Education, Finance, Health and Human Services, Land Use, Parks and Recreation, Public Works, Town Services, and Transportation
b. Have two (2) “at large” delegates to be appointed by the Moderator.
c. Delegates and alternates shall serve for terms expiring at the end of the term of the RTM during which they are appointed, provided that the term of each delegate or alternate shall continue thereafter until a successor shall have been appointed, and further provided that said delegate or alternate continues to be a RTM member.
d. It is helpful that delegates and alternates have relevant experience in capital projects, project management, building / construction, finance, analytics or civil engineering / planning.
e. Members should not also serve as a Chair of other standing committees while serving on the Capital Review Committee.
f. Other RTM members are encouraged to participate and assist the committee in performing its function.

3. Election of Officers.

a. A chairman, vice chairman and secretary shall be elected by the delegates of the Capital Review Committee from among their number as soon as convenient following their appointment.
b. After appointment of the delegates and alternates by the Standing Committees, the Town Clerk shall notify the appointed delegates and alternates of the organizational meeting.
c. The preceding chairman, vice chairman or the senior delegate on the committee, in that order, shall act as temporary chairman of such meeting until a chairman is elected.
d. All voting for such offices shall be by written ballot, and a majority of the committee delegates shall constitute a quorum.
e. Members who are officers of other Standing Committees should not be considered for officers of this committee.
f. The newly elected chairman shall promptly notify the Town Clerk of such elections, and the Moderator shall announce the election of the committee officers at the next meeting.
4. Meetings.

   a. The chair shall convene meetings of the committee in order to fulfill the committee’s function.
   b. The chair shall notify the Town Clerk of this meeting in order that it may be properly posted on the Town Hall bulletin board and website as a public meeting.
   c. Only delegates may vote, except that an alternate may vote in the absence of their standing committee delegate.

5. Attendance.

   a. A record of attendance of the individual delegates and alternates at each committee meeting shall be kept by the secretary and filed with the Town Clerk no later than the following RTM meeting. Such records shall be public records and shall be maintained for one term after the term to which they apply.

6. Reports

   a. The chair shall report to the RTM on the committee’s activities and votes throughout the term as needed and on the annual capital budget.
   b. The reports should include an analysis of its salient features and the reasoning of the committee.
   c. The chairman shall also promptly report to the Town Clerk the committee’s vote on all actions. In turn, the Town Clerk will notify each district chairman of the vote. Such shall be public records and shall be maintained for one term after the term to which they apply.
   d. For each new capital project, including the annual capital plan, the report of the committee should include a recommendation to the RTM.
   e. Members from each of the Standing Committees are expected to report back to their Standing Committees on the activities of the Committee.

EXPLANATORY COMMENTS

In reviewing the comments and concerns submitted, one area that was frequently mentioned related to improving the awareness of / transparency of capital projects, both those appropriated as well as those proposed. Specifically: 1. There are concerns about the status of and lack of information about capital projects for which the RTM has appropriated funds; 2. Recent events raise concerns that the Town and BOE are not monitoring capital projects effectively; 3. There is a probable significant increase in the number, size and scope of capital projects coming in the next 15+ years for the Town and BOE.

ITEM NO.: 7 — Postponed from September 2019 meeting
DEPARTMENT: Special Committee on RTM Governance
CONTACT: Alexis Voulgaris  Email: vougarisrtm@gmail.com
REFERRED TO: Budget Overview, Finance and Legislative & Rules Committees
VOTES: Special Committee on RTM Governance  (12-1-1)
RESOLVED, that it is the sense of the Representative Town Meeting, that the Board of Estimate and Taxation amend the Town Charter, Section 30, to increase the appropriation amount requiring RTM review be raised from $5,000 to $25,000.

Sec. 30. - Expenditures in excess of appropriations.

(b) If any occasion arises whereby more money will be actually needed for any department of the Town than has been appropriated, as provided for herein, the Selectmen or the head of such department shall notify the Board of Estimate and Taxation of such fact, and the chairman of the Board shall forthwith call a meeting of the Board to consider the matter of an appropriation for such object. The Board may make such appropriation in an amount not exceeding Twenty-Five Thousand Dollars ($25,000) or such other greater sum as the Representative Town Meeting may hereafter authorize, for such object, after due inquiry.

EXPLANATORY COMMENTS
The Governance Committee is recommending increasing the amount of appropriations requiring RTM review and approval from $5,000 to $25,000. The $5,000 amount has been followed for more than 50 years, and the Committee believes that it is time to raise that level to reflect the increase in the cost of products and services over that time. A review of interim appropriations over the last few years shows very few fall below $25,000 and those that do are generally tied to the acceptance of a gift.

ITEM NO.: 8 – Postponed from September 2019 meeting
DEPARTMENT: Special Committee on RTM Governance
CONTACT: Alexis Voulgaris Email: voulgarisrtm@gmail.com
REFERRED TO: All Committees
VOTES: Special Committee on RTM Governance (14-0-0)

RESOLVED, that it is the sense of the Representative Town Meeting, that the Board of Selectmen amend the Town Charter, Section 173, to increase the number of registered voters to cause the RTM to act be raised from 20 to 350.

Sec. 173. - Meetings; procedure.

(a) The Moderator may call a meeting of the members at any time. The Moderator, and, in his absence or inability, the Town Clerk, shall call such meeting upon the request of the first Selectman or the Chairman of the Board of Estimate and Taxation or upon the application of three hundred and fifty (350) twenty-(20) registered voters of the Town to be held within sixty (60) days after receiving such application. The Town Clerk shall notify all Representative Town Meeting members of the time and place at which Representative Town Meetings are to be held. The notices shall be sent by mail at least five (5) days before the meeting and a copy of such notice shall be published in the newspapers published in the Town. Such notice shall specify
EXPLANATORY COMMENTS
The Governance Committee is recommending that the Charter be amended to increase the number of registered voters required to cause the RTM to act on a matter from 20 to 350. Requiring 350 signatures encourages the proponents of an idea to reach out to a larger number of residents to gather support for an initiative.

Input received from the public by the Governance Committee suggested that the current number of voters required is too low. Under the current signature requirement (twenty registered voters), a group may easily and successfully petition to bring an initiative, that has the potential to have a broad impact on the community (for example, a single use plastic bag ban), with little or no public awareness or input. In Committee discussion, it was broadly felt that matters impacting the Town should have more widely demonstrated support before coming before the RTM.

In looking at the current number of registered voters, 1% was deemed reasonable representation of the registered voters (approximately 35,000 today). It is recognized that a District can act on a request from the public the public which does not require any signatures from registered voters.

ITEM NO.: 9 — Postponed from September 2019 meeting
DEPARTMENT: Special Committee on RTM Governance
CONTACT: Alexis Voulgaris Email: voulgarisrtm@gmail.com
REFERRED TO: Legislative & Rules Committee
VOTES: Special Committee on RTM Governance (11-0-0)

RESOLVED, that it is the sense of the Representative Town Meeting, that the Board of Selectmen amend the Town Charter, Section 171, to remove the requirement for the remaining district members to notice the Town Clerk when a vacancy exists.

Sec. 171. - Resignations; vacancies.

(b) Any vacancy in the full number of Representative Town Meeting members from any district, whether arising from a failure of the registered voters thereof to elect, or from any other cause, may be filled by the remaining members of the district from among the registered voters thereof. Upon petition therefor, signed by not less than a majority of the Representative Town Meeting members from the district, notice of any vacancy shall promptly be given by the Town Clerk to the remaining members from the district in which the vacancy or vacancies exist.

(c) The Town Clerk shall call a special meeting of such districts’ members for the purpose of filling any vacancy. He shall cause to be mailed to each such member, not less than five (5) days before the time set for the meeting, a notice specifying
the object, time and place of the meeting. At such meeting, a majority of the members from such district shall constitute a quorum, and they shall elect from their number a chairman and a clerk whose right to vote at such meeting shall not be affected by their election to their respective offices. The choice to fill any vacancy shall be by ballot, and a majority of the votes cast shall be required for a choice. The chairman and clerk shall count the ballots and shall make a certificate of the choice and forthwith file the same with the Town Clerk, together with a written acceptance by the member or members so chosen.

EXPLANATORY COMMENTS
Under the Charter, currently, a district must petition the Town Clerk to move to fill a vacancy. The Governance Committee believes that this petition requirement is time-consuming and inefficient, and the effected district should be allowed to move quickly to fill such vacancies. The Town Clerk, upon hearing of a vacancy, should notify the district chair and mail out the notice to all district members calling for an interim election without delay.

ITEM NO: 10 — Postponed from September 2019 meeting
DEPARTMENT: Office of the First Selectman
CONTACT: Barbara Heins 203-622-7702 – Barbara.Heins@greenwichct.org
REFERRED TO: Appointments and Land Use Committees
VOTES: Board of Selectmen 3-0-0

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member (R3) of the Planning and Zoning Commission for a term beginning November 1, 2019 and expiring October 31, 2020.

MARGARITA T. ALBAN

EXPLANATORY COMMENTS
Margarita T. Alban of 4 Oceola Dr., Greenwich, 06830, has been nominated to be a Regular Member (R3) of the Planning and Zoning Commission for a term beginning November 1, 2019 and expiring October 31, 2020.

Ms. Alban has been a member of the Planning and Zoning Commission since 2006. Her professional career included several executive positions with Exxon Mobil from 1977 until 2000. The positions included financial results analyst and planning and budget analyst to international treasurer, fuels business manager Colombia/Ecuador and corporate brand manager. She earned a bachelor of arts degree in psychology from William Smith College, a master of arts degree in management from Simmons College and she holds an advanced professional certificate in accounting from the Stern School of Business. She continues to attend seminars in land use and planning and zoning.

A Greenwich resident for more than 15 years, Ms. Alban’s community service also includes volunteering as an English as a second language tutor and an emergency medical technician, as well as serving as a member of the Greenwich Junior League, the hospitality committee of Christ Church Greenwich and as a team leader for the Good Dog Foundation.
ITEM NO: 11 — Postponed from September 2019 meeting

DEPARTMENT: Office of the First Selectman
CONTACT: Barbara Heins 203-622-7702 – Barbara.Heins@greenwichct.org
REFERRED TO: Appointments and Land Use Committees
VOTES: Board of Selectmen 3-0-0

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Planning and Zoning Commission (R2) for a term beginning November 1, 2019 and expiring October 31, 2022.

NICHOLAS MACRI

EXPLANATORY COMMENTS
Nicholas Macri of 46 Hartford Ave. Extension, Greenwich, 06830, has been nominated to be a Regular Member (R2) of the Planning and Zoning Commission for a term beginning November 1, 2019 and expiring October 31, 2022.

Mr. Macri has been a member of the Planning and Zoning Commission since 2014. Prior to his appointment to the Commission, he served as a member of the Architectural Review Committee. Mr. Macri has been involved with various aspects of the construction and building design industries since 1990. Before establishing the Greenwich-based Macriture, LLC which serves the building and design trades, he worked as a project manager and senior project manager for area firms including R.S. Granoff Architects in Greenwich. He earned his bachelor of science degree in architecture from SUNY Delhi.

A Greenwich resident since 1964, Mr. Macri also has served as an advisory board member for the Children’s Day School and a member of the Home Builders & Remodelers Association of Fairfield County. He also is a professional musician.

ITEM NO: 12 — Postponed from September 2019 meeting

DEPARTMENT: Office of the First Selectman
CONTACT: Barbara Heins 203-622-7702 – Barbara.Heins@greenwichct.org
REFERRED TO: Appointments, Land Use and Parks & Recreation Committees
VOTES: Board of Selectmen 3-0-0

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed an Alternate Member (A1) to the Harbor Management Commission for a term beginning upon appointment and expiring March 31, 2022.

C. JEFFERSON PARKER JR.

EXPLANATORY COMMENTS
C. Jefferson Parker Jr., has been nominated to be an Alternate Member (A1) of the Harbor Management Commission for a term beginning upon appointment and expiring March 31, 2022.

Mr. Parker has spent most of his professional life in the financial services industry. He provides personalized wealth management for his clients as first vice president – wealth management with UBS. He previously was a vice president with Merrill Lynch and Smith Barney. He earned both his bachelor of arts in economics and his master in business administration – management of organizations from Columbia University.

A Greenwich resident since 1964, Mr. Parker has been involved in boating, primarily sailing, since childhood. Since college, he also has been involved with heavyweight rowing and continues to compete in Master’s rowing regattas. He is a member of the Riverside Yacht Club and the owner of several boats.

His community involvement includes serving as a current alternate member of the Greenwich Conservation Commission, acting chairman of the Greenwich Choral Society, treasurer of Call-A-Ride, the GCC Energy Committee and serves in the vestry, lector and choir of St. Paul’s Episcopal Church.

**ITEM NO: 13 – Postponed from September 2019 meeting**

**DEPARTMENT:** Office of the First Selectman

**CONTACT:** Barbara Heins 203-622-7702 – Barbara.Heins@greenwichct.org

**REFERRED TO:** Appointments and Health & Human Services Committees

**VOTES:** Board of Selectmen 3-0-0

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member (R5) of the Nathaniel Witherell Board for a term beginning upon appointment and expiring June 30, 2022.

**SUZANNE BROWN**

**EXPLANATORY COMMENTS**

Suzanne Brown, of 65 Riverdale Ave., Greenwich, 06831, has been nominated to be a Regular Member (R5) of the Nathaniel Witherell Board for a term beginning upon appointment and expiring June 30, 2022.

Ms. Brown has been involved in the health care industry in various capacities for 20 years. Her work has been in hospital settings, visiting nurse services, assisted living facilities and home health care. She currently is a clinical manager for Wartburg Home Care as well as a private geriatric care manager for individual clients. She is a registered nurse, licensed in New York and Connecticut and holds several certifications including a geriatric case management certificate. She earned a bachelor of science degree in nursing and a bachelor of arts degree in psychology, both from Widener University.
A Greenwich resident for 25 years, Ms. Brown’s varied community service and professional affiliations include serving the Senior Provider Network in Greenwich, the Putnam Dutchess Geriatric Committee, the National Association of Geriatric Care, the Greenwich Hoarding Task Force and the Medical Reserve Corp in Greenwich and Fairfield.

ITEM NO: 14 – Postponed from September 2019 meeting
DEPARTMENT: Office of the First Selectman
CONTACT: Barbara Heins 203-622-7702 – Barbara.Heins@greenwichct.org
REFERRED TO: Appointments and Health & Human Services Committees
VOTES: Board of Selectmen 3-0-0

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member (R9) of the Nathaniel Witherell Board for a term beginning November 1, 2019 and expiring October 31, 2020.

CHRISTOPHER CARTER

EXPLANATORY COMMENTS
Christopher Carter, of 26 Linwood Ave., Riverside, 06878, has been nominated to be a Regular Member (R9) of the Nathaniel Witherell Board for a term beginning November 1, 2019 and expiring October 31, 2020.

Mr. Carter has been involved in sales and marketing in the health care, financial and corporate industries for both traditional and digital media companies. Since 2011, he has been the managing partner of Campo Carter Partners which provides sales, relationship development, operational and financial services to start-up and legacy companies. He earned a bachelor of arts degree from Tufts University.

A Greenwich resident for 25 years, Mr. Carter also has served as an usher and lector at St. Paul’s Church in Riverside.

ITEM NO: 15
DEPARTMENT: Board of Education
CONTACT: Jennifer Dayton, BOE 203-637-5823 Jennifer_Dayton@greenwich.k12.ct.us
REFERRED TO: Education, Finance and Labor Contracts Committees
VOTES: Board of Education vote 7-0-1 absent
RESOLVED, that the Representative Town Meeting of the Town of Greenwich hereby approves the agreement between the Board of Education and the Greenwich Education Association, representing teachers, for the period July 1, 2020, to June 30, 2023

EXPLANATORY COMMENTS:

The Greenwich Public Schools Board of Education (BOE) has successfully negotiated a collective bargaining agreement with the Greenwich Education Association (GEA) for a three year period, July 1, 2020, to June 30, 2023. The agreement supports our objectives of:

- Controlling wage and benefits costs;
- Assuring competitive compensation to attract and retain the best available teachers; and
- Aligning the BOE with the overall labor strategies and practices of the Town of Greenwich.

The GEA ratified the contract on September 19, 2019. The BOE approved the contract at our regularly scheduled meeting on September 19, 2019. The BOE is now seeking the approval by the Representative Town Meeting (RTM).

Before the negotiations began, the BOE evaluated and determined its needs in a new contract, as well as consulting extensively with the Board of Estimate and Taxation (BET), the RTM Labor Contracts Committee and other Town stakeholders. Common objectives were established and these became priorities for the BOE negotiations committee. The BOE negotiations committee included three members of the BOE, the District Chief Human Resources Officer, and the Town of Greenwich Director of Labor Relations, as well as observers from the BET.

The total cost of contract is detailed in the attached spreadsheet. Each teacher not on the maximum step shall advance one step, and the top steps in each salary track will be increased by 1.60% in each of the three (3) years of the new contract. Wage settlements for teachers in similar districts across Connecticut last year and this year have been comparable, with step movement for teachers not yet at the top steps and increases to the top steps ranging from 1.5% to 2%.

GEA shifted to the Connecticut State Employee Insurance Plan in 2017-2018 resulting in significant savings in healthcare costs. It was agreed in these negotiations to increase premium share 1 ½% each of the three (3) years, moving to 13 ½%; 15%; and 16 ½%.

The parties agreed to language to standardize the grievance procedure, clarify existing Memorandum of Agreement, implement new provisions as a result of JANUS, clarify teacher protections for actions during work, provide clarity to the 30 hour additional time requirement, and agree to language related to classroom and teacher safety. The BOE agreed as a concession to increase the Appendix B Athletic Coach and Appendix C Extracurricular Stipends by 1% each of 3 years.

Finally, we negotiated some administrative changes for efficiency and alignment with payroll administration.
ITEM NO: 16
DEPARTMENT: Office of the First Selectman
CONTACT: Barbara Heins 203-622-7702 – Barbara.Heins@greenwichct.org
REFERRED TO: Appointments and Town Services Committees
VOTES: Board of Selectmen 3-0-0

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Alarm Appeals Board (R5) for a term expiring June 30, 2021.

PHILIP DODSON

EXPLANATORY COMMENTS
Philip Dodson, of 18 Field Road, Cos Cob, CT 06807, has been nominated to be a regular member (R5) of the Alarm Appeals Board for a term beginning upon approval by the Representative Town Meeting and expiring June 30, 2021.

Mr. Dodson is a retired Police Lieutenant, having served the Greenwich Police Department from 1974 until 2001. During his career, Mr. Dodson had extensive experience with police and fire alarm issues in Town both before and after the 1980 enactment of the Town’s alarm ordinance. He has familiarity with the problems of alarms, their regulation and the enforcement of ordinances. Also, he has served as an alternate member of the Alarm Appeals Board since September 2018.

Mr. Dodson’s additional Greenwich community service includes three terms as a member of the Representative Town Meeting, representing District 8 from 2012 to 2017. He earned a Bachelor of Science degree in Business Administration and Criminal Justice from the University of New Haven. Mr. Dodson has lived in Greenwich since 1955.