



STATE OF CONNECTICUT
TOWN OF GREENWICH

A Representative Town Meeting of the Town of Greenwich will be held via Zoom Webinar on Monday, September 21, 2020 at **7:00 P. M.** for the following purposes:

1. To consider and act upon the following resolution postponed from May 2020.

RESOLVED, that the following named person nominated by the Board of Selectmen, be appointed a Regular Member (R5) of the Board of Human Services for a term expiring June 30, 2022.

WINSTON ROBINSON

Referred to Appointments Committee
Referred to Health & Human Services Committee

2. To consider and act upon the following resolution postponed from June 2020.

RESOLVED, that the following named person nominated by the Board of Selectmen, be appointed a Regular Member (R2) of the Historic District Commission for a term expiring October 31, 2023.

DARIUS TORABY

Referred to Appointments Committee
Referred to Land Use Committee

3. To consider and act upon the following resolution requested by 20 Registered Voters, from June 2020 meeting pursuant to Representative Town Meeting Rules section III.I.6 "Second Reading".

NOW THEREFORE, BE IT RESOLVED that it is the sense of the Representative Town Meeting of the Town of Greenwich, that the BET is strongly urged to act swiftly and grant interim appropriations to the BOE for the 2020-21 Fiscal school year. This will allow them to begin to put in place the best possible delivery of our school educational product whether it be in person, hybrid or online.

Referred to Budget Overview Committee
Referred to Education Committee
Referred to Finance Committee
Referred to Legislative & Rules Committee

4. To consider and act upon the following resolution requested by the Finance Committee.

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 Referred to All Committees except Labor Contracts Committee

Referred to All Committees except Appointments and Labor Contracts

5. To consider and act upon the following resolution, requested by the Budget Overview Committee.

RESOLVED, that V.G., Budget Planning Process, under the rules of the RTM submitted by the Governance Committee October 28, 2019 shall be amended as follows:

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~~ Be aware of 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 deferrals
- 3) Review detail of the proposed Operations Plans as well as the budget book to have a solid understanding of each entities' proposed services, personnel, capital infrastructure, and associated costs.
- 4) Determine if it communicates and engages 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 deferrals.
- 5) May decide to 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 **Board Estimate and Taxation (BET) Reference Book**.

~~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.~~

June - August

- 1) Immediately after the RTM’s May budget vote, the budget process once again kicks off for the new fiscal year. As described in the BET’s Reference Book, during the month of August, the First Selectman (FS) is creating and forming a Capital Improvement Program (CIP) committee which determines the capital spending for the next fiscal year as well as future years (no less than 5 years).
- 2) The Superintendent of schools and the Board of Education (BOE) also begin to discuss and prepare the school budget, including operating, capital, and food services.
- 3) The Budget Overview Committee (BOC) Chair drafts a BOC Budget Goals letter and the BOC committee votes on the letter in either August or September. The letter is then distributed to all Town budget leaders, including the FS, BOE, BET and the RTM.
- 4) The RTM is for the most part on summer break the months of July and August, but some committee members may meet to begin studying the new fiscal year spending or project related to the budget.

~~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.~~

September - November

- 1) The FS releases the Operational Plan to all town leaders and posts the plan on the Town’s website.
- 2) The Moderator Pro Tem should immediately distribute to all RTM Committee and District Chairs the Operational Plan weblink. One hard copy should be available to the BOC and Finance Committee Chairs and to RTM members who request in writing.

- 3) Committees should monitor the development of the budget requests of their assigned departments.
- 4) In September, as described in the BET Reference book, RTM Committees could hold information sessions to obtain input from the public that later can be shared in writing to the BET Budget Committee.
- 5) In October, the BET adopts and publishes the BET Budget Guidelines written for all town departments, boards, and appointing authorities for the following fiscal year. The Moderator Pro Tem should immediately distribute to all RTM Committee and District Chairs for all RTM members to begin analysis of their respective budgets.
- 6) In November, the Superintendent releases the proposed schools' budget. One hard copy should be available to the Education, BOC and Finance Committee Chairs and to RTM members who request in writing.
- 7) The RTM Education Committee should forward to the Moderator Pro Tem the schools' weblink of the proposed budget and any associated documents.
- 8) The Education Committee should be highly active in reviewing the school Superintendent's operating, food services, and capital budgets. Ideally, members of the RTM Education Committee attend various school public hearings to hear and comment on the Superintendent's budget.

December - January

- 1) In December, the BOE analyzes, discusses, and perhaps modifies the Superintendent's proposed budget to be either higher or lower from the proposal. More public hearings are held during this time before voting and adopting the budget. Ideally, there should be at least one RTM Education Committee member in attendance at each public hearing held by the BOE.
- 2) The BOE votes on the Superintendent's proposed budget in mid-December prior to the holiday break. One hard copy should be available to the Education, BOC and Finance Committee Chairs and to RTM members who request in writing.
- 3) The BOC summarizes metrics in 1-2 pages the BOE's proposed budget and forwards the summary and associated web links with all the BOE budget information to the Moderator Pro Tem for general RTM distribution.
- 4) The BOE approved budget is presented to the FS who then incorporates the operating budget section, as is. The FS has the responsibility and authority to modify the BOE's proposed capital budget.

- 5) In January, the FS releases the “proposed” budget to the BET. Immediately after the FS presentation, the Superintendent and BOE Chair jointly present the BOE’s recommended budget to the BET. One hard copy should be available to the BOC and Finance Committee Chairs and to RTM members who request in writing.
- 6) After both presentations, there is a public hearing where the public can comment to the FS and/or BOE meeting. Committees should do their best to have at least one member in attendance who will report back to the committee.
- 7) Note that at the beginning of a new RTM 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.

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 be discussed in advance with the appropriate department and budget leadership to clarify, to the extent possible.~~

February - March

- 1) The Town's Finance Department submits the full version of the budget to the BET Budget Committee. One hard copy of the operating and capital books should be available to the BOC and Finance Committee Chairs and to RTM members who request in writing.
- 2) The BET Budget Committee holds departmental presentations to the BET during the months of February and March. The BET emails the Moderator Pro Tem the BET's Budget Committee's Hearing Schedule for wide RTM general distribution.
- 3) Standing Committee members should monitor the development of the budget requests of their assigned departments and attend or watch remotely, to the extent possible, the scheduled meetings between department heads and the BET Budget Committee.
- 4) The Standing Committee could consider preparing a summary of the question and answer BET Budget Committee session and, if desired, commentary on overall conclusions and recommendations. The document could be emailed to all RTM Committee and District Chairs for general distribution.
- 5) Each Standing Committee is encouraged to speak at the public meeting held by the BET to provide input on the BET's "Proposed" Budget. Such report/comments should be discussed in advance with the appropriate department and budget leadership to clarify, to the extent possible.
- 6) At their own discretion, Standing Committees 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.

April:

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

April - June

1) By April, the full RTM should be actively engaged in the budget analysis and discussion.

2) The entire RTM is mailed the “RTM voting pages” for the May budget vote.

3) In addition, information on accessing both the operating and capital budget book weblinks are sent to the RTM and available on the town’s website.

4) The capital budget book includes individual project descriptions and costs and is important for all Standing Committees to read all proposed capital expenditures for their respective departments.

5) The budget book, as the Operational Plan, is only available online unless specifically requested in writing for a hard copy.

6) The BET holds a public hearing with the “proposed” budget. It would be beneficial if at least one Standing Committee member attends the BET’s public hearing.

7) Soon after the public hearing, the BET votes on each line item appropriation of the budget. After the BET’s formal vote and changes on the budget a new “Proposed Budget” is created for the RTM.

8) In April, soon after the BET’s budget vote, the BOC holds a budget workshop for all RTM members to educate and bring up to speed as soon as possible. The workshop summarizes the result of the BET hearings and votes. The BOC includes analysis and commentary on long term town budget trends and other related financial matters.

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

10) All RTM Committees should be reviewing the budget and take committee votes. The votes are for their respective assigned departments and the standing committee often votes on the overall budget and the Resolutions. At the RTM budget meeting, standing committees present a summary of their budget review activities and highlights of the specific budget of interest.

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

12) The RTM votes on the town budget at a meeting to be held on or before May 15. The BET meets two weeks after the RTM's budget vote and incorporating any further cuts or reductions made by the RTM, takes the final votes on the mill rate and bonding resolutions.

Referred to All Committees except Appointments and Labor Contracts

6. To consider and act upon the following resolution, requested by the Board of Education.

RESOLVED, that the Town of Greenwich/Board of Education accept a grant for \$64,700 from the State of Connecticut “Pegpetia Grant” which provides assistance for media services to acquire equipment/infrastructure to support the video production program at GHS.

- F 35020 RRR Fund \$64,700

Referred to Education Committee
Referred to Finance Committee

7. To consider and act upon the following resolution, requested by the Department of Human Services.

RESOLVED, that the RTM hereby approves the Board of Human Services proposal to amend Article 5, Section 62 of the Town Charter to increase the number of members on the Board of Human Services from the current seven (7) members to (9) members.

Referred to Legislative & Rules Committee
Referred to Health & Human Services Committee

8. To consider and act upon the following resolutions, requested by the Harbor Management Commission.

RESOLVED, that the RTM hereby approves the Harbor Management Commission’s proposal to amend Chapter 7, Article 1, Section 7-9 of the Town Code to establish a Slow-No-Wake zone between Great Captain Island and Cormorant Reef in the outer harbor of the Greenwich Harbors Area.

Referred to Legislative & Rules Committee
Referred to Parks & Recreation Committee

9. To consider and act upon the following resolution, requested by the Board of Nathaniel Witherell.

RESOLVED, that Nathaniel Witherell requests an approval of an additional appropriation in the amount of \$160,000 to be added to account H450-59560-21293 Pavilion Exterior Repair.

Referred to Finance Committee
Referred to Health & Human Services Committee

10. To consider and act upon the following resolution, requested by the Finance Committee.

RESOLVED, that the Finance Committee's current responsibilities under the rules of the RTM in Appendix B, Section D shall be amended as follows:

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.~~

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~~

Capital Budget Responsibilities:

- Attend BET and First Selectman capital budget meetings.
- Review proposed capital expenditures with a focus on benefits, scope, budget impact and timetable.

- Review the Town’s long-range capital plan annually and report on its impact on the tax levy, financing needs and financial position of the Town.
- Provide periodic updates to the RTM on the status of all open capital projects with a focus on progress, changes in scope and risks.
- Review proposed changes in the Town’s Debt and Fund Balance policies.

Operational Responsibilities:

- Review all matters associated with the operations of the following Town departments: Assessor, Finance and Tax Collector.
- Review all proposed leases or rental agreements with terms more than two years and annual payments more than \$40,000.
- Review and approve all interim appropriations.
- Review and approve all gifts over \$50,000.
- Approve all candidates for the Labor Contracts Committee.

Operating Budget Responsibilities:

- Review the budgets for the following Town departments: Assessor, Finance and Tax Collector.
- Review all budget items over \$50,000 with the appropriate functional committees.
- Review any budget line items the Committee elects to take up.
- Review the performance, assumed rate of return and funded status of the Town’s pension funds.
- Review the adequacy of all Town fund balances.

Referred to Legislative & Rules Committee

11. To consider and act upon the following resolution, requested by the Budget Overview Committee.

RESOLVED, that the Budget Overview Committee’s budget process under the rules of the RTM in Appendix H, Budget Procedure and Schedule, shall be added as follows:

H. BUDGET PROCEDURE AND SCHEDULE

The most important responsibility of the RTM is the approval of the Town’s budget. Greenwich’s budget process is a system of checks and balances that involves the Board of Estimate and Taxation (BET), First Selectman (FS), Board of Education (BOE), and the Representative Town Meeting (RTM). The RTM has final budget approval in the year-long process.

The Town Charter and Connecticut State Statutes describe each entities scope of responsibilities and authority with the budget. The Town Charter in Article 2, Sec. 21 describes three areas with the Annual Budget and Operations Plan. The three areas outlined are: 1) definition of the departments, divisions, and officers, 2) the review and revision by the FS, and 3) the submission to the BET. The Town Charter also describes in Article 2, Sec. 23 the budget

submission to the RTM. In addition to the Town Charter, the BOE has responsibilities and authority described in CT Statute, Chapter 170, Sec. 10-222, under Appropriations and Budget.

The RTM is authorized with two options when voting on the Town's budget: 1) to keep the appropriation as is, or 2) to reduce or cut altogether an appropriation. The RTM cannot add, nor reallocate appropriations. Any BOE operating budget reduction proposed can only be implemented in aggregate, and not by line item; however, the capital budget, which is included in the FS's budget, can be reduced, or cut altogether by appropriation. The RTM also votes and authorizes various Resolutions that define grants, borrowing levels, and other budget matters.

Information for the RTM's Budget Analysis

The Town Charter describes two documents town leaders are to prepare to assist the RTM's analysis and review of the proposed town budget.

The Town Charter states the FS is to first produce an "Operational Plan" each year for all departments, boards, or appointing authorities. The Operational Plan is to describe the services, activities, work that has been accomplished in the current year, and work to be accomplished in the ensuing year, as well as provide a table of organization for the department (or board or appointing authority) and description, and rationale for any personnel changes.

The second required document is for the Finance Department, working in conjunction with the FS, BOE, and BET, to produce the financial "budget book" with the detail breakdown of the operating and capital appropriations to implement the town services.

In addition to the Town Charter, CT State Statutes also describe specific deliverables and process steps for the BOE to follow. The BOE's budget schedule, documents, and operating and capital budgets are located on a separate website apart from the Town website.

There are other important documents available to RTM members that are helpful to understanding the budget. For example, there is the FS's Town Financial Trends Report, Annual Reports, and Comprehensive Annual Financial Reports (CAFR). All these documents are located on the Town's website.

Budget Process

The budget fiscal year begins July 1 and ends the following year June 30. The BET Reference Book describes the budget process chronologically by month. The RTM Rules have traditionally aligned with the BET Reference book as described in the section "Timeline for the Budget Process."

In addition to reviewing the budgets of all town departments, the RTM also reviews revolving funds. Revolving funds include sewer improvement fund, school lunch fund, sewer maintenance fund, parking fund, Nathaniel Witherell, Griffith Golf Course fund and Other Post Employee Benefits (OPEB) fund. Each of these funds are assigned to RTM committees related to their mission.

The BUDGET PLANNING PROCESS is located under V. Standing Committees on pages xxxx of the main body of the RTM Rules. This section describes in detail by month each of the budget activities.

Below is a summary table that highlights the documents generated, release dates, and the recipients who receive a hard copy.

DOCUMENTS DISTRIBUTED DURING BUDGET PROCESS			
ITEM #	DOCUMENT NAME	RELEASED	HARD COPY RECEIPTS * <u>RTM Committee and District Chairs Mentioned</u> <u>Automatically Receive Hard Copy</u> Other RTM Members MUST Complete Form to Opt In
1	BET Budget Guidelines	October	ONLINE only
2	First Selectman's Operational Plan	October	RTM Committee Chairs: BOC, Finance Other RTM members: Upon Written Request
3	School Superintendent's Recommended Budget	November	RTM Committee Chairs- Education, BOC, Finance Other RTM members: Upon Written Request
4	First Selectman's Financial Trends Report	November	ONLINE only
5	BOE Proposed Budget	December	RTM Committee & District Chairs- Education, BOC, Finance, All 12 Districts Other RTM members: Upon Written Request
6	First Selectman's Recommended Operating and Capital Budgets	December	RTM Committee & District Chairs: BOC, Finance, All 12 Districts Other RTM members: Upon Written Request
7	BET Department Hearing Schedule	January	ONLINE only
8	RTM Standing Committee report on BET Hearing Result (optional)	March	ONLINE only
9	Final BET Proposed Operating Budget Pages Updated	April	RTM Committee & District Chairs- BOC, Finance, All 12 Districts Other RTM members: Upon Written Request
10	Final BET Proposed Capital Budget Pages Updated	April	RTM Committee & District Chairs: BOC, Finance, All 12 Districts Other RTM members: Upon Written Request
11	BOC Budget Workshop	April	ONLINE only
12	RTM "Voting" Pages Distributed	April	BOE: All Members BET: All Members RTM: All Members

* RTM MEMBER PICK UP COPY [EXCEPT FOR RTM VOTING PAGES #12]; NOT SHIPPED

Referred to Finance Committee
Referred to Legislative & Rules Committee

12. To consider and act upon the following resolution, requested by the Budget Overview Committee.

RESOLVED, that the Budget Overview Committee's current responsibilities under the rules of the RTM in Appendix B, Section B shall be amended as follows:

A. BUDGET OVERVIEW COMMITTEE

Operational Responsibility:

- * Shall act in advisory capacity to the RTM and its committees with respect to the budget.
- * **Works with members of the Board Estimate and Taxation and Town's Labor Contract Manager to understand upcoming costs and trends in town finances for the following fiscal year.**
- * **BOC Chair develops budget goals and votes with BOC committee. The goals are communicated to Town leaders First Selectman, Board of Education, Board of Estimate and Taxation and the RTM.**
- * 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.~~

Referred to Finance Committee
Referred to Legislative & Rules Committee

13. To consider and act upon the following resolution.

RESOLVED, that Section 6C-2 (h) of Chapter 6C. Nuisances of the Code of Ordinances of the Town of Greenwich is amended as follows:

- (h) Nuisance shall mean the existence of a condition involving any one (1) or more of the following items:
1. trees, shrubs, or vegetation which:
 - a. are hazardous or injurious to the public health, safety and welfare; or,
 - b. would cause substantial depreciation in the value of real property in the neighborhood; or,
 - c. have been determined to be a nuisance pursuant to any other provision of this Municipal Code; or,
 2. building and construction materials, landscape and fill materials, demolition debris, motor vehicles and motor vehicle parts, fixed- and rotary wing aircraft and parts, boats and boat parts, tires, appliances, furniture, metal, plastic, cardboard or glass containers, paper and rags which are:
 - a. inoperable, abandoned, or discarded, and
 - b. found in substantial quantities in or upon any premises, and
 - c. visible from any third-party residential premises, OR ANY PUBLIC RIGHT OF WAY OR PUBLIC PARK, and,
 - d. are:
 - i. hazardous or injurious to the public health, safety and welfare; or,
 - ii. which cause substantial depreciation in the value of real property in the neighborhood; or,
 3. ANY BUILDING, STRUCTURE, DWELLING, OR PART THEREOF, WHETHER OCCUPIED OR VACANT, WHICH:
 - A. WOULD NOT QUALIFY FOR A CERTIFICATE OF OCCUPANCY AND IS DEEMED AN UNSAFE STRUCTURE; OR,
 - B. IS DEEMED TO BE UNFIT FOR HUMAN HABITATION AS DEFINED IN THE STATE BUILDING CODE, THE STATE FIRE CODE, OR THE PUBLIC HEALTH CODE; OR,
 - C. IS NOT BEING ADEQUATELY MAINTAINED AND HAS BECOME DILAPIDATED AS EVIDENCED BY THE EXISTENCE OF ONE (1) OR MORE OF THE FOLLOWING CONDITIONS THAT REMAINS UNREPAIRED FOR A CONTINUOUS PERIOD OF SIX MONTHS OR MORE;

- I. MISSING OR BOARDED WINDOWS OR DOORS;
- II. COLLAPSING OR MISSING WALLS, ROOF OR FLOOR;
- III. SIGNIFICANTLY DAMAGED OR MISSING SIDING;
- IV. FIRE OR WATER DAMAGE; OR,
- V. A STRUCTURALLY FAULTY FOUNDATION; AND,

D. ARE:

- I. HAZARDOUS OR INJURIOUS TO THE PUBLIC HEALTH, SAFETY AND WELFARE; OR,
- II. WHICH CAUSE SUBSTANTIAL DEPRECIATION IN THE VALUE OF REAL PROPERTY IN THE NEIGHBORHOOD.

(Note: new language is shown in all CAPS for presentation purposes only.)

Referred to Land Use Committee
 Referred to Legislative & Rules Committee
 Referred to Health & Human Services Committee
 Referred to Town Services Committee

14. To consider and act upon the following resolution, requested by the Director of Environmental Affairs.

RESOLVED, that the Representative Town Meeting of the Town of Greenwich hereby approves the acquisition by the Town of a conservation easement over 72.271 acres of land located at 836 Lake Avenue, Greenwich, Connecticut, for the sum of One Million Dollars.

BE IT FURTHER RESOLVED, that the First Selectman of the Town of Greenwich be hereby authorized to enter into and execute agreements on behalf of the Town with Aquarion Water Co. and Greenwich Land Trust to acquire said same conservation easement.

Referred to Finance Committee
 Referred to Land Use Committee
 Referred to Legislative & Rules Committee

15. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Commission on Aging (R6) for a term expiring June 30, 2023.

ANNE MARIE HYNES

Referred to Appointments Committee
Referred to Health & Human Services Committee

16. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Commission on Aging (R5) for a term expiring June 30, 2023.

ELLEN WOLFSON

Referred to Appointments Committee
Referred to Health & Human Services Committee

17. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Commission on Aging (R7) for a term expiring June 30, 2023.

FRANCIS 'KIP' BURGWEGER

Referred to Appointments Committee
Referred to Health & Human Services Committee

18. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Harbor Management Commission (R6) for a term expiring March 31, 2023.

BERNARD ARMSTRONG

Referred to Appointments Committee
Referred to Land Use Committee
Referred to Parks & Recreation Committee

19. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Harbor Management Commission (R7) for a term expiring March 31, 2023.

CORNELIA ELISABETH ‘BETH’ FORBES

Referred to Appointments Committee
Referred to Land Use Committee
Referred to Parks & Recreation Committee

20. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed an Alternate Member of the Harbor Management Commission (A2) for a term expiring March 31, 2023.

CASEY McKEE

Referred to Appointments Committee
Referred to Land Use Committee
Referred to Parks & Recreation Committee

21. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Board of Health (R4) for a term expiring June 30, 2023.

ANNE FOUNTAIN

Referred to Appointments Committee
Referred to Health & Human Services Committee

22. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Board of Health (R7) for a term expiring June 30, 2023.

LAUREN O’KEEFE

Referred to Appointments Committee
Referred to Health & Human Services Committee

23. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Board of Health (R5) for a term beginning upon appointment and expiring June 30, 2023.

SARAH GAMBLE

Referred to Appointments Committee
Referred to Health & Human Services Committee

24. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Board of Health (R6) for a term expiring June 30, 2023.

VICKRAMAJIT “VICK” SANDHU

Referred to Appointments Committee
Referred to Health & Human Services Committee

25. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Board of Parks & Recreation (R6) for a term expiring June 30, 2023.

SUE BODSON

Referred to Appointments Committee
Referred to Parks & Recreation Committee

26. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Board of Parks & Recreation (R8) for a term expiring June 30, 2023.

GARY DELL’ABATE

Referred to Appointments Committee
Referred to Parks & Recreation Committee

27. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of Board of Parks & Recreation (R7) for a term expiring June 30, 2023.

SCOTT JOHNSON

Referred to Appointments Committee
Referred to Parks & Recreation Committee

28. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Board of Ethics (R5) for a term expiring June 30, 2022.

ROBERT SISCA

Referred to Appointments Committee
Referred to Town Services Committee

29. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed an Alternate Member of the Historic District Commission (A2) for a term expiring October 31, 2024.

MARY SHAW MARKS

Referred to Appointments Committee
Referred to Land Use Committee

30. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed an Alternate Member of the Alarm Appeals Board (A1) for a term expiring June 30, 2021.

DONNA GIOFFRE

Referred to Appointments Committee
Referred to Town Services Committee

31. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Alarm Appeals Board (R4) for a term expiring June 30, 2024.

JOHN SLUSARZ

Referred to Appointments Committee
Referred to Town Services Committee

32. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of The Nathaniel Witherell Board (R9) for a term expiring June 30, 2023.

CHRISTOPHER CARTER

Referred to Appointments Committee
Referred to Health & Human Services Committee

33. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of The Nathaniel Witherell Board (R7) for a term expiring June 30, 2023.

MELISSA GIBBONS

Referred to Appointments Committee
Referred to Health & Human Services Committee

34. To consider and act upon the following resolution.

RESOLVED, that the following named person, nominated by the Board of Selectmen, be appointed a Regular Member of the Board of Human Services (R6) for a term expiring June 30, 2023.

DAWN TURNER

Referred to Appointments Committee
Referred to Health & Human Services Committee

35. To consider and act upon the following resolution.

RESOLVED, that the Representative Town Meeting, in exercising its authority pursuant to Connecticut General Statutes, Section 7-474(b), hereby approves the funds necessary to implement the terms of the Town-Greenwich Municipal Employees Association collective bargaining agreement covering FY 19/20 and FY 20/21; said funds having previously been appropriated in the adopted FY 19/20 and FY 20/21 budgets. In addition, thereto, the Representative Town Meeting approves the funds necessary to implement the terms of the Town-Greenwich Municipal Employees Association collective bargaining agreement covering the period FY 21/22 and FY 22/23, subject to the budgetary process as prescribed in the Town Charter.

BE IT FURTHER RESOLVED that the Representative Town Meeting approves any terms of such agreement which may be in conflict with the Town Charter, special act, ordinance, rule or regulation adopted by the municipal employer or its agents of the Town.

Referred to Education Committee
Referred to Finance Committee
Referred to Labor Contracts Committee
Referred to Town Services Committee

36. To consider and act upon the following resolution.

RESOLVED, that the Representative Town Meeting, in exercising its authority pursuant to Connecticut General Statutes, Section 7-474(b), hereby approves the funds necessary to implement the terms of the Town-LIUNA Local 136 collective bargaining agreement covering FY 16/17 and FY 17/18 said funds having previously been appropriated in the respective adopted FY 16/17 and FY 17/18 budgets. In addition, thereto, the Representative Town Meeting approves the funds necessary to implement the terms of the Town-LIUNA Local 136 collective bargaining agreement covering the period FY 18/19 subject to the budgetary process as prescribed in the Town Charter.

BE IT FURTHER RESOLVED that the Representative Town Meeting approves any terms of such agreement which may be in conflict with the Town Charter, special act, ordinance, rule or regulation adopted by the municipal employer or its agents of the Town.

Referred to Education Committee
Referred to Finance Committee
Referred to Labor Contracts Committee
Referred to Town Services Committee

37. To consider and act upon the following resolution.

RESOLVED, that the Representative Town Meeting, in exercising its authority pursuant to Connecticut General Statutes, Section 7-474(b) hereby approves the funds necessary to implement the terms of the Town-UPSEU collective bargaining agreement covering the periods FY 19/20 and FY 20/21; said funds having previously been appropriated in the adopted FY 19/20 and FY 20/21 budget. In addition, the Representative Town Meeting approves the funds necessary to implement the terms of the Town-UPSEU collective bargaining agreement covering the period FY 21/22 and FY 22/23 subject to the budgetary process as prescribed in the Town Charter.

BE IT FURTHER RESOLVED that the Representative Town Meeting approves any terms of such agreement which may be in conflict with the Town Charter, special act, ordinance, rule or regulation adopted by the municipal employer or its agents of the Town.

Referred to Education Committee
Referred to Finance Committee
Referred to Labor Contracts Committee

38. To consider and act upon the following resolution.

RESOLVED, that the Representative Town Meeting does hereby approve the acceptance of a gift of \$26,497 from the Greenwich Preservation Trust for the purposes of underwriting the costs to make various repairs to the historic Thomas Lyon House.

Referred to Land Use Committee
Referred to Legislative & Rules Committee

Dated at Greenwich, CT
September 1, 2020

THOMAS J. BYRNE
MODERATOR
CARMELLA C. BUDKINS
TOWN CLERK