



STATE OF CONNECTICUT
TOWN OF GREENWICH

A regular Representative Town Meeting of the Town of Greenwich will be held in the Auditorium of Greenwich High School on Monday, December 14, 2015 at 8:00 P. M. for the following purposes:

1. To consider and act upon the following resolution, requested by the Director of Community Development and approved by the First Selectman and the Board of Estimate and Taxation.

**RESOLUTION BY THE BOARD OF ESTIMATE AND TAXATION IN PASSING UPON THE
REPORT AND THE RECOMMENDATIONS OF THE BUDGET COMMITTEE**

FOR THE 2016 (January 1, 2016 through December 31, 2016) BUDGET YEAR

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROPOSED BUDGET
AND EXPENDITURE HISTORY FOR YEAR 2016**

WHEREAS, the Policy of the Town of Greenwich requires that the Board of Estimate and Taxation shall annually make and file in the Office of the Town Clerk a Detailed Statement of the Appropriations, with its reasons for said Appropriations which it deems necessary to meet the expenses and to conduct the affairs of the Community Development Block Grant Program of the Town of Greenwich for the ensuing Fiscal Year, that is to say, for the Year January 1, 2016 to December 31, 2016 inclusive; and

WHEREAS, the said Board has so filed in the Office of Town Clerk a Detailed Statement of such Appropriations contained in a document designated as Town of Greenwich, CT CDBG Entitlement Program Proposed 2016 CDBG Annual One-Year Action Plan Program Year 2016 (January 1, 2016 – December 31, 2016) specifically pages 3, pages 7 through 9 and pages 101 through 102, and it will also forward a copy of this resolution to the Representative Town Meeting (RTM) indicating approval of the Community Development Block Grant Plan and Budget for the Fiscal Year January 1, 2016 – December 31, 2016 by the Board of Estimate and Taxation; and

WHEREAS, the said Policy provides that the Board of Estimate and Taxation shall submit proposed Appropriations and the RTM shall make such Appropriations as may appear advisable, except that no Appropriations shall be made exceeding an amount for the same purpose recommended by the said Board; and

WHEREAS, said Town of Greenwich, CT CDBG Entitlement Program Proposed 2016 CDBG Annual One-Year Action Plan Program Year 2016 (January 1, 2016 – December 31, 2016) shall be forwarded to the members of the Representative Town Meeting on or before November 12, 2015 for action by the Representative Town Meeting at its Meeting to be held December 14, 2015.

NOW, THEREFORE, BE IT RESOLVED, that the recommendations of the Board of Estimate and Taxation as contained in the said Community Development Block Grant Proposed Budget and History Year 2016 filed, as stated, in the Office of the Town Clerk and submitted at the meeting of the Representative Town Meeting be and the same hereby are approved as the Appropriations for the ensuing

Calendar Year 2016, except that the following items shall be increased, decreased, modified or omitted as follows:

Appropriations Recommended

<u>Department</u>	<u>Code Number</u>	<u>By Budget Committee</u>	<u>By Board</u>	<u>Increase (+) or Decrease (-)</u>	<u>Reason for Increase/Decrease</u>
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Total Increase (+)/Decrease (-).....

FURTHER RESOLVED, that the Appropriations of \$725,000 (+/-), set forth, are hereby approved, made and adopted for the Fiscal Year January 1, 2016 to December 31, 2016, inclusive and conditioned on the U. S. Department of Housing and Urban Development approval of the projected entitlement of approximately \$725,000 (+/-),

FURTHER RESOLVED, that in the event the entitlement amount should be more than anticipated or if there should be any program income due during program year 2016, the additional funds will be appropriated to a contingency line item, or if the entitlement is less than the projected \$725,000, the priority for funding after the staff salaries will be based on an equal percentage reduction within each category, starting with funding decreases in the public service activities in order to comply with the 15% CAP followed by funding decreases in the capital projects (with a minimum grant allocation of \$5,000), of the activities listed in the “First Selectman’s Final Funding Recommendations for CDBG PY2016”; and

FURTHER RESOLVED, that the First Selectman, under the provisions of Title 8 of the Connecticut General Statutes, Chapter 130, Part VI, Community Development and Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended (42 U.S.C. §5301 et seq.); the Department of Housing and Urban Development Act, as amended (42 U.S.C. §3531 et seq.), be hereby authorized to accept grants for the purpose of carrying out an approved Community Development Block Grant Program for the Town of Greenwich; and

FURTHER RESOLVED, that the Department of Community Development of the Town of Greenwich, for purposes set forth in this Budget, is authorized to accept grants or funds made available through the Community Development Block Grant Fund.

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

2. To consider and act upon the following resolution, requested by the Director of Community Development and approved by the First Selectman and the Board of Estimate and Taxation.

RESOLVED, that the Representative Town Meeting does hereby approve and adopt the Town of Greenwich, CT CDBG Entitlement Program Proposed 2016 CDBG Annual One-Year Action Plan Program Year 2016 (January 1, 2016 – December 31, 2016) as on file in the Office of the Town Clerk, and as it may be modified by adoption of the Resolution of the Board of Estimate and Taxation; and that the Representative Town Meeting does hereby authorize the First Selectman to prepare the Town of

Greenwich, CT CDBG Entitlement Program Proposed 2016 CDBG Annual One-Year Action Plan Program Year 2016 (January 1, 2016 – December 31, 2016) and to apply for and accept funds for the purpose of carrying out housing and community development programs, as approved for fiscal year 2016 (January 1, 2016 – December 31, 2016); and

RESOLVED, that in approving and adopting said Town of Greenwich, CT CDBG Entitlement Program Proposed 2016 CDBG Annual One-Year Action Plan Program Year 2016 (January 1, 2016 – December 31, 2016), to become the Final Plan, the Representative Town Meeting finds and determines that by following the plan, the Community Development Block Grant program will be conducted and administered in compliance with Title 8 of the Connecticut General Statutes, Chapter 130, Part VI, Community Development and Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended (42 U.S.C 5301 et seq.); of the Department of Housing and Urban Development Act, as amended (42 U.S.C 3531 et seq.); and

FURTHER RESOLVED, that the First Selectman, under the provisions of Title 8 of the Connecticut General Statutes, Chapter 130 Part VI, Community Development and Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended (42 U.S.C. §5301, et seq.); of the Department of Housing and Urban Development Act, as amended (42 U.S.C. §3531, et seq.), be hereby authorized to accept grants for the purpose of carrying out an approved Community Development Block Grant program for the Town of Greenwich.

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

3. To consider and act upon the following resolution, requested by the Director of Parks and Recreation and approved by the First Selectman and the Board of Estimate and Taxation.

RESOLVED, that the sum of \$48,000.00 be and the same is hereby appropriated from RESERVE for CAPITAL & NON-RECURRING FUND to the Department of Parks and Recreation account Z833-59300-XXXXX to replace the Island Beach Generator.

Referred to Finance Committee
Referred to Parks & Recreation Committee
Referred to Public Works Committee

4. To consider and act upon the following resolution, requested by the Director of Parks and Recreation and approved by the First Selectman and the Board of Estimate and Taxation.

RESOLVED, that the sum of \$15,000.00 be and the same is hereby appropriated from RESERVE for CAPITAL & NON-RECURRING FUND to the Department of Parks and Recreation account Z834-59260-XXXXX to replace the Steel Work Boat.

Referred to Parks & Recreation Committee
Referred to Public Works Committee

5. 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 of Directors for a term expiring 3/31/18.

LAWRENCE POSNER

Referred to Appointments Committee
Referred to Health & Human Services Committee

6. 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 Planning and Zoning Commission for a term expiring 3/31/19.

NANCY RAMER

Referred to Appointments Committee
Referred to Land Use Committee

7. To consider and act upon the following resolution, requested by the Director of Parks & Recreation and approved by the First Selectman.

WHEREAS, in January 2015, the RTM accepted a gift of \$520,000.00 for the Byram Park Improvement and Beautification Project;

WHEREAS, since the acceptance of the gift, the scope of the project has changed resulting in increased costs and therefore an increase in the amount of the money to be gifted to the Town for the Byram Park Improvement and Beautification Project.

WHEREAS, the revised amount to be gifted to the Town is a total amount of \$935,000, inclusive of the \$520,000 accepted by the RTM in January 2015.

WHEREFORE, RESOLVED, that the Town of Greenwich accept a gift at the amended value of \$935,000.00 for the Byram Park Improvement & Beautification Project.

FURTHER RESOLVED, that the Town of Greenwich wishes to acknowledge The Dalio Foundation, Inc. for its gift and continued support for community enhancements.

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

8. To consider and act upon the following resolution, requested by District 8 members.

Resolved that **Chapter V, Section G** of the RTM Rules (dated 9/1/2014) be and is hereby amended, effective June 1, 2016 , to read as follows:

G. BUDGET PLANNING PROCESS

Each Standing Committee, except for the Appointments and Budget Overview Committees, is charged to adhere to the best of their ability in accordance with the following timeline provided. Such timeline is intended to align -

with the “Timeline for the Budget Process” found on pages 38- 39 of the current BET Reference Book and should be adjusted accordingly for any future revision thereof.

The Chair of each Standing Committee may, at his or her discretion, designate a member of such Standing Committee to perform the process set forth below.

G. BUDGET PLANNING PROCESS

Each Standing Committee, except for the Appointments and Budget Overview Committees, is charged to adhere to the best of their ability in accordance with the following timeline provided.

Such timeline is intended to align with the “Timeline for the Budget Process” found on pages 38- 39 of the current BET Reference Book and should be adjusted accordingly for any future revision thereof.

The Chair of each Standing Committee may, at his or her discretion, designate a member of such Standing Committee to perform the process set forth below.

September:

- 1) As soon as possible after the previous fiscal year budget vote, and no later than the September RTM meeting, Standing Committees establish budget sub-committees (along with subcommittee BET Liaisons) whose purpose is to monitor and report the Town budget proceedings involving their respective functional Town departments.
- 2) Standing Committee Chairs share the names of the budget sub-committee members by posting on the RTM website prior to the October Call.

The Moderator Pro Tempore will report the Standing Committees that have posted such reports at the October RTM meeting.

Standing Committee Chairs should post changes to budget sub-committee membership to the RTM website as may become necessary for events including, but not limited to, elections, resignations, etc.

- 3) The Chair of each Standing Committee provides reporting guidelines to its budget sub-committee.
- 4) Standing Committee Chairs set-up meetings with the Town Budget Director to review their respective budget process for the upcoming fiscal year

Reports of these meetings will focus on departmental needs, priorities, changes and deferments
—as well as any other items writers deem important.

Reports are posted to the RTM website as soon as possible before the December Call and will disclose if meeting took place and, if so, who attended.

[Above “section 4 “does not apply to the Education Committee, as the Budget Director has no responsibility for the Board of Education Budget. The Education Committee reports on its meetings with the Board of Education.]

- 5) Each Standing Committee Chair or designee will be responsible for the following:
 - a) Distribute the names of the RTM members serving on their respective budget sub-committees to the Town department(s) and/or agency(s) with which their respective committee is functionally involved and request a schedule of all budget meetings its delegates may attend

- b) Report schedule of budget meetings once dates are finalized and no later than the end of the calendar year.
- c) Posting of all scheduled budget meetings to the RTM website prior to the next scheduled RTM meeting.

These reports specify the names of the RTM members who attended each meeting, those who prepared the report, and should focus on departmental needs, priorities, changes and deferments

—as well as any other items writers deem important.

- 6) Standing Committees are encouraged to invite public input as early as possible in order to shape budget discussions. Any germane public comments should be incorporated into the reports, which are posted on the RTM website and shared with Department Heads.

September – December:

- 1) Budget sub-committees review BET spending guidelines and post reports on same to the RTM website prior to the December RTM Call.
- 2) Before departments complete their preliminary operating budgets, RTM Budget Sub-committees request that the First Selectman provide his/her priorities and plans to meet those priorities.

[The Education Committee should request this from the Board of Education]

- 3) Budget sub-committees request the Chairman of BET Budget Committee to provide spending priorities as implied by BET's guidelines, for discussion.
- 4) Budget sub-committees meet with BET Liaisons to review budget items from respective Town departments

December through February:

- 1) Each Standing Committee Chair, or designee, requests copies of available departmental budget requests along with supporting documentation on behalf of its budget Sub-Committee.
- 2) Each Standing Committee Chair, or a designee of the Chair, receives and distributes pertinent departmental budget documents to their budget sub-committees.

December through February:

- 3) Each Standing Committee Chair, or designee, requests copies of available departmental budget requests along with supporting documentation on behalf of its budget Sub-Committee.
- 4) Each Standing Committee Chair, or a designee of the Chair, receives and distributes pertinent departmental budget documents to their budget sub-committees.

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

- 5) Budget sub-committees attend, to the extent it is possible, subsequent meetings between BET Budget

Committee and Town departments with which they are functionally involved. If no person attends, the Sub-committee arranges to obtain the minutes and provides a report

- 6) Budget sub-committees report to their respective Standing Committees.

Each Standing Committee drafts its conclusions and submits its report to the Budget Committee of the BET, to be considered when preparing its recommended budget. Chairs of sub- committees are responsible for posting the reports to the RTM website.

February- Mid April:

- 1) Each Standing Committee submits its findings and recommendations to the Town Clerk for distribution with the publication of the Recommended Budget in early February.
- 2) Budget sub-committees identify, discuss, evaluate and report on any information subsequently submitted by Town departments to the BET Budget Committee for changes or reinstatements to the Recommended Budget.
- 3) By Mid-March, any standing committees having differences with the BET Budget Committee should be prepared to discuss their findings and recommendations at their respective meetings with the BET Budget Committee..
- 4) Budget sub-committees and other interested RTM members attend the public hearings held by the BET to the extent possible and, if unable, obtain the minutes or watch video and provide report.

April:

- 1) Standing Committees submit their final budget conclusions and recommendations in a written report to the Town Clerk.
- 2) 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 and Standing Committee
- 3) Chairs also post report to the RTM website

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."*

Referred to All Committees

9. To consider and act upon the following resolution, requested by members of the Representative Town Meeting.

Resolved, that at least three (3) weeks prior to the January 19, 2016 Greenwich Representative Town Meeting (RTM), that those planning to run for the Greenwich RTM Moderator or Moderator Pro Tem positions for the RTM term beginning on January 19, 2016 may publicly indicate their intent. They can do so by providing the Town Clerk with their resume which will be mailed on January 4, 2016 with the call for the January 19, 2016 RTM meeting.

Referred to Legislative & Rules Committee

10. 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 of Directors for a term expiring 3/31/16.

LAURENCE B. SIMON

Referred to Appointments Committee
Referred to Health & Human Services Committee

Dated at Greenwich,CT
November 30,2015

THOMAS J. BYRNE
MODERATOR
CARMELLA C. BUDKINS
TOWN CLERK