

RTM

DECEMBER 2015

ITEMS

3-4-8-9



TRI STATE GENERATOR COMPANY LLC

356 Old Maple Avenue
North Haven, CT 06473

TEL: 1-800-581-2715 FAX: 203-691-1954
WWW.TRISTATEGENCO.COM

Item 3

1512PR01

Proposal

Date	Estimate #
8/31/2015	TOG35KWNEW

Customer Contact
Town of Greenwich DPW Accounting Town Hall - 101 Feld Point Rd Greenwich, CT 06830

Project Location
Island Beach Greenwich CT

FOR ADDITIONAL SAVINGS ASK ABOUT PURCHASING A MAINTENANCE AGREEMENT

Item	Scope of Installation	Qty	Total
Labor	Deliver to boat ramp, 35kw pad mounted generator. with subbase fuel tank. Setting of Generator and pad supplied by others. Generator location to be in same area as previous generator. Wire generator into existing disconnect located outside for operation as provided perviously.	30	2,850.00
Material	Generator as detailed in attached specifications.	1	34,923.20
Material	Pipe, wire, fasteners, mounting material. etc...		592.80

Total Installation Cost

\$38,366.00

I accept and fully understand this Proposal, its terms and conditions, including Tri State Generator Company LLC's Terms of Sale, and expressly wish to proceed with the purchase, installation or repair of the generator system described herein.

Accepted By: _____

Thank you for choosing Tri State Generator for all your generator needs!

Item 3



TRI STATE GENERATOR COMPANY LLC

356 Old Maple Avenue
North Haven, CT 06473

TEL: 1-800-581-2715 FAX: 203-691-1954
WWW.TRISTATEGENCO.COM

Proposal

Date	Estimate #
8/6/2015	TOG35KWIB

Customer Contact
Town of Greenwich DPW Accounting Town Hall - 101 Feld Point Rd Greenwich, CT 06830

Project Location
Island Beach Greenwich CT

FOR ADDITIONAL SAVINGS ASK ABOUT PURCHASING A MAINTENANCE AGREEMENT

Item	Scope of Installation	Qty	Total
Material	Provide a 6 week rental of a 35kw diesel generator, including 100lf of #2 banded wire with required tails. This includes delivery and pick up to and from the boat dock. Transporting the generator from the dock to the island and setting it in place shall be by the Town of Greenwich.	1	5,980.00
Labor	Disconnect existing generator and connect temporary generator into existing disconnect switch. Start and test generator. Generator comes with diesel fuel, additional fuel shall be supplied by others.	16	1,596.00
Material	Misc Material required for Install.	1	45.50

Total Installation Cost

\$7,621.50

I accept and fully understand this Proposal, its terms and conditions, including Tri State Generator Company LLC's Terms of Sale, and expressly wish to proceed with the purchase, installation or repair of the generator system described herein.

Accepted By: _____

Thank you for choosing Tri State Generator for all your generator needs!

Funds were provided via Capital Project number 14193 to replace an aging steel work boat. The repairs necessary to keep the vessel seaworthy were no longer viable. This vessel was used by the M&FO division to service the islands and the marinas in seasonal set up, break down, and year round M&R.

The used market was the first option, but there were no suitable vessels to fit the department's needs. Investigation into the new market then took place, in both the steel and aluminum options. We concentrated on local builders in order to be able to work with the builder to the department's specific needs and were able to find a vessel, and builder that fit our criteria. The vessel proposed is a Bull Shark 19, built by Sound Marine in Holbrook NY. Sound Marine has manufactured aluminum vessels and aluminum gear for many State and local municipalities in the region. The Bull Shark 19 is currently in operation at another similar local municipality, which gave us the opportunity for direct feedback, and the ability to test the vessel.

The baseline vessel can be purchased for \$40,000.00, so the request of \$25,000.00 will bridge the financial disconnect approved in project number 14193.

Bull Shark 19

CAD cut, MIG welded, Modified vee Aluminum Hull

- 42" console with pilot house
- 21' LOA including engine guard
- Beam 8' 6"
- Draft 15"
- 8" push knees
- Normal operating displacement 3000 lbs.



Explanatory Comments for District 8 Proposed Amendments to The RTM Rules

December 2015

Additional information on this item,
including online discussion and Q&A, can be found at www.explanos.com

Background

In June 2014, District 8 established an informal working committee to study the RTM budget process. The subcommittee studied the historical role of the RTM in the Town budget process and, later in the year, District 8 formally established a subcommittee¹ to amend the timetable in the RTM rules and assess the operation of the current rules. This subcommittee met with several BET members, the First Selectman, the RTM Moderator, Moderator Pro Tempore, district and committee chairs, dozens of RTM members and Greenwich residents. After numerous revisions based on valued feedback from the RTM membership, District 8 voted 19-0-0 to present a resolution to have the RTM adopt these proposed amendments the current RTM Rules.

Amendments to §V.G. Budget Planning Process

These proposed revisions to the RTM Rules align the budget schedule located in §V.G of the RTM Rules with the 2014 Revision Of Board of Estimate and Taxation's Budget process calendar. Additionally, the proposed changes facilitate the timely sharing of budget process information with the RTM.

The benefits of these changes include:

- *Accurate description of the budget process.*
- *Opportunity for timely examination of budget issues well in advance of the May RTM budget meeting*
- *A more informed and prepared membership at the May RTM budget meeting²*
- *Streamlined Standing Committees budget reporting responsibilities.*
- *Enhanced RTM participation in the budget process in a way that is consistent with the Town Charter's division of responsibilities between the Board of Estimate and Taxation, the First Selectman, and the Representative Town Meeting*
- *Strengthened collaboration between the RTM and the Board of Estimate and Taxation and the RTM and the First Selectman.*
- *Standing committees will be empowered to comment on the BET guidelines.³*

¹ Subcommittee members are Jason Auerbach, John Eddy and Barry Rickert,

² The proposal eliminates the need for reporting Standing Committee reporting to multiple districts or RTM members. By utilizing the RTM website as a repository for all information.

³ In our conversation with members of the BET members, the most consistently expressed message was that the BET welcomed earlier participation and input from RTM

Notes on Budget Process Reporting

The proposed amendments call for committees to publish reports to the RTM website several times during the year.

- *The Term "BET Liaisons" indicates the contact person(s) within a subcommittee*
- *The format and type of report are at the discretion of the subcommittee members and Chair of each Standing Committee.*
- *The proposed changes will result in a central repository for budget (and other) information available to residents, town officers and RTM members at any time via the internet.⁴*

Standing Committees and members.

⁴ The limitations of the current RTM website may need to be addressed at a future date in order to accommodate its use as a public resource.

VERSION: November 19, 2015 10:03 AM

Chapter V section G of the RTM RULES

Additional information on this item, including online discussion and Q&A can be found at: www.explanos.com

Color Key:

- Revisions added to Current RTM Rules underlined in red
- Revisions deleted from Current RTM Rules ~~[strike through and bracketed]~~

Rules of the Representative Town Meeting of The Town of Greenwich

For the Representative Town Meeting To consider and act upon the following resolution at the December, 2015 meeting.
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::

Current Rules 9/2014	Proposed Changes And Deletions	Proposed Changes
G. BUDGET PLANNING PROCESS Each standing committee, except for the Appointments and Budget Overview Committees, is charged to adhere in accordance with the following timetable provided:	G. BUDGET PLANNING PROCESS Each standing committee, except for the Appointments and Budget Overview Committees, is charged to adhere in accordance with the following [timetable] <u>timeline</u> provided:	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.-

Current Rules 9/2014

Proposed Changes And Deletions

Proposed Changes

Such timeline is intended to align with the "Timeline for the Budget Process" found on pages 38-39 of the current BET Reference Book¹ 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.

Such timeline is intended to align with the "Timeline for the Budget Process" found on pages 38-39 of the current BET Reference Book¹ 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) Standing committees establish budget sub-committees whose purpose is to monitor the Town budget proceedings involving their respective functional Town departments.

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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.

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¹ <http://www.greenwichct.org/upload/mediabinary/61e/2014 - 2016 BET REFERENCE BOOK.pdf>

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Current Rules 9/2014

Proposed Changes And Deletions

Proposed Changes

- 2) Chairman of each standing committee provides reporting guidelines to its budget sub-committee.

- 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

{Chairman of each standing committee provides reporting guidelines to its budget sub-committee.}
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.

- 2) Standing Committee Chairs share the names of the budget sub-committee members by posting on the RTM website prior to the October Call.

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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.
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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.

Current Rules 9/2014

Proposed Changes And Deletions

Proposed Changes

[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.]

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3) Standing committee chairmen meet collectively with the Town Budget Director to review the budget process for the fiscal year.

Standing committee chairmen meet collectively with the Town Budget Director to review the budget process for the fiscal year.}

4) Standing committee chairmen distribute the names of RTM members serving on their respective budget sub-committees to the Town department(s) and/or agency(s) with which the committee is functionally involved as well as advising the Budget Overview Committee of their budget sub-committees' personnel. Each standing committee chairman should formally request of the Town department(s) monitored by that committee a schedule of all budget meetings its delegate may attend.

Standing committee chairmen distribute the names of RTM members serving on their respective budget sub-committees to the Town department(s) and/or agency(s) with which the committee is functionally involved as well as advising the Budget Overview Committee of their budget sub-committees' personnel. Each standing committee chairman should formally request of the Town department(s) monitored by that committee a schedule of all budget meetings its delegate may attend.

Current Rules 9/2014

Proposed Changes And Deletions

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.

Proposed Changes

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.

Current Rules 9/2014

October:

Proposed Changes And Deletions

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

Proposed Changes

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

Current Rules

9/2014

- 1) Each standing committee chairman, on behalf of its budget sub-committee, requests from the Budget Overview Committee copies of the pertinent departmental budget requests and support documents when made available in early November

November:

- 1) Committee chairmen receive and distribute pertinent departmental budget documents to their budget sub-committees.

- 2) Budget sub-committees should monitor the development of the budget requests of their functional departments and attend scheduled meetings between Town department heads and the Budget Committee of the BET.

Proposed Changes And Deletions

December through February:

- 1) Each standing committee chairman, or designee, on behalf of its budget sub-committee, requests [from the Budget Overview Committee] copies of the [pertinent] available departmental budget requests [and support documents] along with supporting documentation [when made available in early November] on behalf of its budget Sub-Committee.

[November:]

- 2) [~~Committee chairmen~~] Each Standing Committee Chair, or a designee of the Chair, receives and distributes pertinent departmental budget documents to their budget sub-committees.

- 3) Budget Sub-committees [~~should~~] monitor the development of the budget requests of their functional departments, and at least one member of the sub-committee attends, to the extent possible, each scheduled meeting[s] between Town department heads and the Budget Committee of the BET. Budget sub-committee members shall report on these meetings to their respective Standing Committees prior to the March Call and the Standing Committee Chair posts the report on the RTM website.

Proposed Changes

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.

- 3) Budget sub-committees monitor the development of the budget requests of their functional departments and at least one member of the sub-committee attends, to the extent possible, each scheduled meeting between Town department heads and the Budget Committee of the BET. Budget sub-committee members shall report on these meetings to their respective Standing Committees prior to the March Call and the Standing Committee Chair posts the report on the RTM website.

Current Rules

9/2014

- 3) Sub-committees conduct research into line item requests and discuss their thoughts with department managers and their standing committees, if necessary.

December:

- 1) Budget sub-committees attend subsequent meetings between BET Budget Committee and Town departments with which they are functionally involved.

Proposed Changes And Deletions

- 4) Sub-committees, at their own discretion, conduct research into noteworthy line item requests and discuss [their thoughts] these with department managers and share their findings with their respective Standing Committees. [if necessary]

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

{December:}

- 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 [make their reports] report to their respective standing committees.

Each standing committee [may] drafts its conclusions and submits its report to the Budget Committee of the BET [which is preparing its Recommended Budget] to be considered when preparing its recommended budget. Chairs of sub-committees are responsible for posting the reports to the RTM website.

Proposed Changes

- 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.

- 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.

Current Rules 9/2014

January- March

- 1) Each standing committee determines whether to submit its finding and recommendations to the Town Clerk for distribution with the publication of the Recommended Budget in early February.
- 2) Budget sub-committees discuss and evaluate 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) RTM members are encouraged to attend the public hearings held by the BET to discuss the various departmental budgets

Proposed Changes And Deletions

~~January- March~~ February- Mid April:

- 1) Each Standing Committee ~~determines whether to submit~~ 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.

Proposed Changes

February- Mid April:²

- 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.
2. Some have suggested that the BOC should coordinate the distribution of the Standing Committee findings. We are concerned over the number of objections from RTM members to the BOC coordinating information. Perhaps this suggestion is best made via motion from the floor at the RTM meeting by someone other than the 3 members of the D8 subcommittee.

Current Rules

9/2014

April:

- 1) Standing Committees may submit their final budget conclusions and recommendations in a written report to the Town Clerk for distribution, together with the Proposed Budget, to the members of the RTM.

May:

- 1) At the RTM budget meeting, if a standing committee plans to offer a line item amendment, the committee chairman shall offer a standing committee report in accordance with *Rules of the RTM, Section III G., "Making Standing Committee Reports."*

Proposed Changes And Deletions

April:

- 1) Standing Committees may submit their final budget conclusions and recommendations in a written report to the Town Clerk ~~for distribution, together with the Proposed Budget, to the members of the RTM.~~
- 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 chairman shall offer a standing committee report in accordance with *Rules of the RTM, Section III G., "Making Standing Committee Reports."*

Proposed Changes

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- 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."*

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.

SIGNATURE	DISTRICT
Caf Torino	12
Lauren Bohay	9
Tan Zeng	9.
Karen Jasquelys	7
Valere Stouffer	7
Stephen A. Weiszoh	7
Jebon Ennis	8
Douglas Wells	2
John J. Adams	7
JUDE COLLINS	2
Peter Ben G	8
Mike W. W. W.	3
Mon Conway	2
Chapman	3
John	8
J. R. Adams	8
Judith Gass	1
John	1
Ben Chabey	8
EA	4
Lin Williams	4
John	5
Kat Wole	2
Tom BYRNE	6
J. Byrne	