

**ENVIRONMENTAL PROTECTION BOARD
CITY OF STAMFORD
MINUTES OF THE JANUARY 11, 2013
SPECIAL MEETING**

Members Present:

Gary Stone, Chairman
Louis Levine, Member
Peter Conetta, Member

Members Not Present:

Leigh Shemitz, Member
Stephen Wayne, Alternate Member

Staff Present:

Richard H. Talamelli, Environmental Planner
Pam Fausty, Environmental Analyst

The Special Meeting, which was called to order by Chairman Stone at 12:09 PM, was held in the Planning Board Conference Room, 7C, 7th Floor, Stamford, Government Center, 888 Washington Boulevard, Stamford, Connecticut, 06904-2152. The meeting was tape recorded.

MINUTES

APPLICATIONS AND PERMITS

SITE PLAN REVIEWS:

SUBDIVISION REVIEWS:

ENFORCEMENT – STATUS REPORTS AND SHOW CAUSE HEARINGS:

OTHER BUSINESS:

Budget Considerations:

Staff Member Talamelli addressed the Board on matters pertaining to the EPB's proposed Operating Budget for 2013-14. Mr. Talamelli summarized the overall budget process for the Members, noting that the agency typically receives budget instructions/directives from the administration in early December, coordinates the development of a budget proposal in late December, and presents a package for the Board consideration by mid-January. The EPB, under the provisions of the Ordinance, is expected to prepare and endorse a separate budget. This year, final departmental budget proposals must be transmitted to the Mayor's Office by January 15, 2013. Mr. Talamelli went on to note that after Mayoral review, the Mayor's version of the budget is transmitted to both the Board of Finance and Board of Representatives in advance of a mid-March deadline. Hearings are held throughout the months of March and April, and upon the approval of a budget by both elected Boards, the process, including the establishment of the mill rate, is finalized by the end of May.

Mr. Talamelli noted that the documents currently before the Board seek to balance the Mayor's budget directive for continued fiscal responsibility with the demonstrated needs of the department. The EPB's proposed operating budget for fiscal year 2013-14 includes minor increases in three (3) line items to cover certain contractual obligations and proven "shortfalls" including postage for required legal notice/mailings, gas reimbursement for the use of private vehicles, and overtime pay to enable the Environmental Analyst to attend a number of the Board's scheduled meetings/hearings.

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Chairman Stone and Staff Member Talamelli both confirmed that the agency carefully documented the Board's work levels, record of achievement, and budgetary needs. Projections indicate that the Board will continue to experience sizeable increases in the level of office activity, the number of large, complex developments, and the number of both mandated tasks and non-mandated activities of value and interest to the community. Current staffing levels may be inadequate to service the needs of Stamford property owners in a timely, thorough and professional manner based on the still increasing trends. Accordingly, the budget proposal shall also include a request for a "program expansion" to fund the salary and overhead costs associated with an "Environmental Analyst."

Motion/Vote: Upon a Motion by Board Member Levine, the Board voted to **APPROVE** the Operating Budget for Fiscal Year 2013-2014 as outlined on a "Department Summary Expense Report," by the Office of Policy and Management, print date January 11, 2013. In addition, Staff was directed to accompany the decision notice with its request for a "program expansion" to fund the salary and related overhead costs associated with an "Environmental Analyst."

In Favor: Stone, Levine, and Conetta.
Opposed: None
Abstaining: None
Not Voting: None

ADJOURN:

Adjourn the Special Meeting of January 11, 2013.

There being no further business, the Board, upon a motion by Board Member Conetta, voted to **ADJOURN** the Special Meeting of January 11, 2013.

In Favor: Stone, Levine, and Conetta.
Opposed: None
Abstaining: None
Not Voting: None

Meeting adjourned at 12:24 PM.

Gary Stone, Chairman
Environmental Protection Board

Minutes: Prepared from meeting notes taken by Richard H. Talamelli, Environmental Planner

1/23/13
2/12/13