

**BOARD OF ESTIMATE & TAXATION MEETING ACTIONS**

**JUNE 5, 2006**

ATTENDANCE: Mayor Richard A. Moccia; Fred Wilms, Chairman; Stuart Wells; Michael Lyons; Randall Avery; Jim Clark (7:40 p.m.)

STAFF: Thomas Hamilton, Finance Director; Donna Castracane; Mary Roman, City Clerk

OTHER: Hal Alvord; Michael Dolhancryk; Lisa Biagiarelli; Susan Gunn-Bromley

CALL TO ORDER

Mayor Moccia called the meeting to order at 7:30 p.m.

ROLL CALL

Ms. Roman read the roll call.

Mayor Moccia announced that Mr. Ron Coley, a member of the Board of Estimate and Taxation, submitted his resignation effective June 1, 2006, as he is retiring and moving to Burlington, North Carolina. Mayor Moccia said that in his letter, Mr. Coley said that it was his honor and privilege to work with such dedicated Board members, staff, and personnel in the three years he served on the Board. Mayor Moccia extended his thanks to Mr. Coley for his years of service, and he wished him well in his retirement.

APPROVAL OF MINUTES

May 1, 2006 – Regular Meeting

\*\* MR. LYONS MOVED TO APPROVE THE MINUTES OF MAY 1, 2006.

\*\* MOTION PASSED WITH ONE (1) ABSTENTION (AVERY).

SPECIAL APPROPRIATIONS AGENDA (SECTION A)

List of Resolutions  
Advertised Items – 6

Report on Special Appropriations

Justification/Back-up Material

ADVERTISED ITEMS:

FISCAL YEAR 2005-06:

1. RESOLVED, that a sum not to exceed \$17,996 be and the same is hereby transferred from Increased Estimated Revenues to the Recreation and Parks Department to pay for labor and materials to complete Devon's Place Playground. (Account No. Various).

Mr. Hamilton explained that this is a request for labor and materials to complete the Devon's Place Playground. The funds come from increased revenues collected through the Town Clerk's office and is part of the capital improvement project. Mayor Moccia thanked Mr. Garfunkel, the Town Clerk, for reminding them of this account. He said this is a very worthwhile project.

\*\* MAYOR MOCCIA MOVED TO APPROVE THAT A SUM NOT TO EXCEED \$17,996 BE AND THE SAME IS HEREBY TRANSFERRED FROM INCREASED ESTIMATED REVENUES TO THE RECREATION AND PARKS DEPARTMENT TO PAY FOR LABOR AND MATERIALS TO COMPLETE DEVON'S PLACE PLAYGROUND. (ACCOUNT NO. VARIOUS).

\*\* MOTION PASSED UNANIMOUSLY.

2. RESOLVED, that a sum not to exceed \$62,000 be and the same is hereby transferred from Contingency to the Department of Public Works to pay for a shortfall in cleaning services. (Account No. Various).

Mr. Hamilton said that this appropriation describes the janitorial services for City Hall, the Police Station, and some other properties. Increased costs under the terms of the contract have been passed on to the City. He recommended that the appropriation come from the Contingency fund. Mr. Lyons asked what would happen when the current contract expires on June 30, 2006. Mr. Hamilton said the contract is presently out to bid. Mr. Alvord explained that the current janitorial company, SMG, will be replaced by Guardian Services effective July 1, 2006.

\*\* MAYOR MOCCIA MOVED TO APPROVE THAT A SUM NOT TO EXCEED \$62,000 BE AND THE SAME IS HEREBY TRANSFERRED FROM CONTINGENCY TO THE DEPARTMENT OF PUBLIC WORKS TO PAY FOR A SHORTFALL IN CLEANING SERVICES. (ACCOUNT NO. VARIOUS).

\*\* MOTION PASSED UNANIMOUSLY.

3. RESOLVED, that a sum not to exceed \$20,000 be and the same is hereby transferred from Contingency to the Personnel Department to pay for a shortfall in legal services for contract negotiations and arbitrations. (Account No. 01-0700-5458).

Mr. Hamilton explained that there was an appropriation earlier in the year and was expected to be sufficient. There are several negotiations going on in the City at the present time.

Mr. Clark arrived at 7:40 p.m.

Mayor Moccia said that there are four contracts underway now, along with the related negotiations, and some additional hearings and grievances.

**\*\* MAYOR MOCCIA MOVED TO APPROVE THAT A SUM NOT TO EXCEED \$20,000 BE AND THE SAME IS HEREBY TRANSFERRED FROM CONTINGENCY TO THE PERSONNEL DEPARTMENT TO PAY FOR A SHORTFALL IN LEGAL SERVICES FOR CONTRACT NEGOTIATIONS AND ARBITRATIONS. (ACCOUNT NO. 01-0700-5458).**

**\*\* MOTION PASSED UNANIMOUSLY.**

4. RESOLVED, that a sum not to exceed \$17,939 be and the same is hereby transferred from Contingency to the Combined Dispatch and Emergency Preparedness Planning Department to pay for a new standby transmitter. (Account No. 01-3620-5743).

Mr. Dolhancryk said that the Fire Department had two 18-year old transmitters, one of which broke down in May. Northeast Communications attempted to repair it, but found that replacement parts were not manufactured any longer. It was decided to purchase a new one to be used as the primary transmitter and move the other transmitter back to standby.

**\*\* MAYOR MOCCIA MOVED TO APPROVE THAT A SUM NOT TO EXCEED \$17,939 BE AND THE SAME IS HEREBY TRANSFERRED FROM CONTINGENCY TO THE COMBINED DISPATCH AND EMERGENCY PREPAREDNESS PLANNING DEPARTMENT TO PAY FOR A NEW STANDBY TRANSMITTER. (ACCOUNT NO. 01-3620-5743).**

**\*\* MOTION PASSED UNANIMOUSLY.**

5. RESOLVED, that a sum not to exceed \$13,100 be and the same is hereby transferred from Contingency to the Historical Commission to pay for Common Area Maintenance (CAM) charges for the Norwalk Museum and the balance of the lease payment for the buildings at Mill Hill Park. (Account No. 01-6300-5620).

Mr. Hamilton explained that this appropriation covers two items, one being the condominium charges associated with the Norwalk Museum. He said this is an account that is difficult to estimate as they don't have up to date information on next year's CAM charges when the budget is being prepared. The shortfall projected in this account is \$9,100. In addition, there is a new lease that was recently executed with the Historical Society related to maintenance of buildings at Mill Hill Park, which is an increase in payments from the City to the Historical Society from \$3,000 to \$7,000.

Mr. Avery asked when the lease on the Norwalk Museum expires. Ms. Gunn-Bromley said that it is an on-going lease. He mentioned that this particular lease comes up every

year as a transfer item, and he felt the City shouldn't be engaged in a contract with any building owner where they can't project CAM charges. He suggested that it be put on a list to be reviewed and changed.

Mr. Hamilton said he will review the lease and discuss it at the next meeting.

**\*\* MAYOR MOCCIA MOVED TO APPROVE THAT A SUM NOT TO EXCEED \$13,100 BE AND THE SAME IS HEREBY TRANSFERRED FROM CONTINGENCY TO THE HISTORICAL COMMISSION TO PAY FOR COMMON AREA MAINTENANCE CHARGES FOR THE NORWALK MUSEUM AND THE BALANCE OF THE LEASE PAYMENT FOR THE BUILDINGS AT MILL HILL PARK. (ACCOUNT NO. 01-6300-5620).**

**\*\* MOTION PASSED UNANIMOUSLY.**

6. RESOLVED, that a sum not to exceed \$37,000 be and the same is hereby transferred from Contingency to the Parking Authority to pay for a shortfall in revenue to cover operating expenses. (Account No. 01-4095-5650).

Mr. Hamilton explained that the Parking Authority has had some financial challenges for the entire fiscal year. They had a projected shortfall of \$650,000, and the Public Works Director made some recommendations to the Parking Authority in January. The Parking Authority then acted on the recommendations, which was to bring the budget for the fiscal year into balance, and for the current fiscal year reduce the deficit from \$650,000 to approximately \$350,000. The Public Works Department is now projecting a total shortfall of \$322,000 for the current fiscal year. There was a special revenue fund created in 1998 that provided additional resources for security services in parking facilities of the city, and that generated \$84,000 from issuing parking permits. That brings the remaining shortfall down to \$237,000, and Mr. Hamilton recommended that they close that gap by way of two appropriations. The first would be from a fund established in 1988, the Fee-In-Lieu of Parking Fund. It was an ordinance of the City at that time, and it permitted them to waive the off-street parking requirements for developers who are proposing building in downtown areas. The developer would instead contribute to the Fee-In-Lieu of Parking Fund. Corporation Counsel's opinion is that it is appropriate to use the balance of the fund to pay down the total debt of \$199,000 on the Maritime Garage. The shortfall now is \$37,000 for the Parking Authority.

Mayor Moccia thanked Mr. Alvord for the effort he has made to cut the deficit of the Parking Authority.

**\*\* MAYOR MOCCIA MOVED TO APPROVE THAT A SUM NOT TO EXCEED \$37,000 BE AND THE SAME IS HEREBY TRANSFERRED FROM CONTINGENCY TO THE PARKING AUTHORITY TO PAY FOR A SHORTFALL IN REVENUE TO COVER OPERATING EXPENSES. (ACCOUNT NO. 01-4095-5650).**

**\*\* MOTION PASSED UNANIMOUSLY.**

TRANSFER AGENDA (SECTION B)

FISCAL YEAR 2005-06:

HUMAN RELATIONS AND FAIR RENT

From To Amount

01-1010-5110 (Regular Wages) 01-1010-5252 (Training & Education) \$3,000  
01-1010-5120 (Wages-Overtime) 01-1010-5272 (Training & Education) 1,475  
01-1010-5263 (Fur, Off Mach Mtce) 01-1010-5272 (Training & Education) 400  
01-1010-5294 (Mach Eqpt Rental) 01-1010-5272 (Training & Education) 300  
01-1010-5295 (Seminar Conf Fees) 01-1010-5272 (Training & Education) 300  
01-1010-5281 (Emp Auto Allow) 01-1010-5272 (Training & Education) 500

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\$5,975

This transfer is to cover the cost of hiring a consultant for a Community-wide Diversity Training Program as approved by the Human Relations Commission. This money was not originally budgeted for in the current year due to the fact that there was no departmental Director when the budget was approved.

**\*\* MAYOR MOCCIA MOVED TO APPROVE A SERIES OF TRANSFERS TOTALLING \$5,975 FOR HUMAN RELATIONS AND FAIR RENT TO HIRE A CONSULTANT FOR THE COMMUNITY WIDE DIVERSITY TRAINING PROGRAM.**

**\*\* MOTION PASSED UNANIMOUSLY.**

RECREATION AND PARKS

From To Amount

01-6022-5130 (Wages-Temp) 01-6031-5585 (Park Improvements) \$10,000  
01-6023-5269 (Other-Rep & Mtce) 01-6031-5585 (Park Improvements) 3,000  
01-6024-5140 (Wages-P/Time) 01-6031-5585 (Park Improvements) 4,800  
01-6025-5130 (Wages-Temp) 01-6031-5585 (Park Improvements) 3,000  
01-6031-5321 (Agric Supplies) 01-6031-5585 (Park Improvements) 3,900  
01-6031-5715 (Picnic Tables) 01-6031-5585 (Park Improvements) 3,500

\$28,200

This transfer is to cover the cost of various park repairs and improvements, including emergency work on the launch ramp at Veteran's Park and replacement benches at Calf Pasture Beach.

\*\* MAYOR MOCCIA MOVED TO APPROVE THE TRANSFERS TOTALLING \$28,200 FOR RECREATION AND PARKS FROM WAGE ACCOUNTS INTO CAPITAL PARK IMPROVEMENT ACCOUNTS.

\*\* MOTION PASSED UNANIMOUSLY.

## RECREATION AND PARKS

From To Amount

01-6031-5121 (Wages-Premium) 01-6010-5496 (Security Systems) \$3,500  
01-6031-5375 (Clay & Blfld Prods) 01-6010-5296 (Security Systems) 2,000  
01-6031-5775 (Grounds Maintnce) 01-6010-5296 (Security Systems) 2,000

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\$7,500

This transfer intends to cover the deficit in Security Systems due to higher than anticipated costs for Police Officers to patrol the parks.

\*\* MAYOR MOCCIA MOVED TO APPROVE THE TRANSFERS TOTALLING \$7,500 FOR RECREATION AND PARKS FOR SECURITY SERVICES IN THE PARKS FOR POLICE OVERTIME ON AN EXTRA-DUTY BASIS.

\*\* MOTION PASSED UNANIMOUSLY.

## OTHER BUSINESS (SECTION C)

Suspense Tax List

Ms. Biagiarelli said that when they transfer an account to the suspense list, they continue to report to the Motor Vehicles as delinquent, where they hope to catch them in a future cycle. They are also sent to a 3rd party collection agency.

\*\* MAYOR MOCCIA MOVED TO APPROVE THE SUSPENSE TAX LIST.

\*\* MOTION PASSED UNANIMOUSLY.

Fee-in-lieu of Parking Fund Appropriation

Mayor Moccia said this request is for \$199,823. Mr. Hamilton confirmed that this will go to Common Council for approval, as well as the Planning Commission for a recommendation. The appropriation will be within the parking fund to make the funds available to support the debt payment for the Parking Authority.

\*\* CHAIRMAN WILMS MOVED TO APPROVE THE FEE-IN-LIEU OF PARKING FUND APPROPRIATION.

\*\* MOTION PASSED UNANIMOUSLY.

Presentation on other Post Employment Benefits

Mr. Hamilton presented the Post Employment Benefit information. He explained that this is first being presented to the Board of Estimate and Taxation, as well as representatives of the Collective Bargaining Groups. It will then be presented to the Finance Committee. He added that it will be also presented to the citizens and taxpayers of Norwalk.

Mayor Moccia thanked Mr. Hamilton for his clear presentation on a very important topic.

ADDITIONAL INFORMATION (SECTION D)

Oak Hills Park Financial Status – April, 2006

Summary of Special Appropriation – FY 2005-06

Status of Contingency – FY 2005-06

Financial Reports

Year-to-date Capital Budget Report (FY 2005-06)

Year-to-date Operating Budget Report (FY 2005-06)

Board of Education Budget Report (FY 2005-06)

Salary Accounts

Dispatch Overtime

Police Overtime

ADJOURNMENT

\*\* MR. LYONS MOVED TO ADJOURN.

\*\* MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Carolyn Marr  
Telesco Secretarial Services