

**BOARD OF ESTIMATE & TAXATION MEETING ACTIONS**

**JUNE 7, 2004  
NORWALK, CONNECTICUT REGULAR MEETING**

PRESENT: Mayor Alex Knopp (7:57 pm) Randall Avery  
David Davidson Ron Coley  
Tim Buzzee Gregory Burnett (7:41)  
James Clark

Also present were: Pam Stark, City Clerk; Thomas Hamilton, Director of Finance; Ann Twomey, Director of Management and Budgets; John Hawley, Gilbane; Ben Burdsall, Gilbane; Andrew Garfunkel, Town Clerk; Fire Chief, Sanford Anderson; Police Chief, Harry Rilling; Michael Sgobbo, Building Management.

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Mr. Hamilton indicated that until the Mayor was able to attend the meeting they would commence with non-action items.

**OTHER BUSINESS**

7. Facilities Audit and Analysis and Priority Needs Assessment – Presentation from Gilbane Building Company

John Hawley, Project Manager said their first task was in December and this was a four-month assessment phase and to analysis the report presented by the Board of Education. He stated that tonight is the final draft and introduced Ben Burdsall to present the following:

- Norwalk Public Schools – Facilities Audit and Analysis & Priority Needs Assessment
- Study Purpose
- 1.0 Background
- 1.0 Study Methodology

Mr. Burnett joined the meeting at 7:41 pm

- 2.0 Enrollment Findings
- 3.0 Working Assumptions
- 4.0 Physical Facilities Evaluation – Inventory
- 4.0 Physical Facilities Evaluation – Methodology
- 4.0 Physical Facilities Evaluation – Rating Scale
- 4.0 Physical Facilities Evaluation – Schools Needing the Most Work
- 4.0 Physical Facilities Evaluation – Schools Needing Considerable Work
- 4.0 Physical Facilities Evaluation – Schools in Relatively Good Condition

- 5.0 Priority Needs Assessment
- 5.0 Priority Needs Assessment – Other Consideration
- 5.0 Priority Needs Assessment – Develop Budgets
- 6.0 Proposed Master Plan – Anticipated State Reimbursement
- 6.0 Proposed Master Plan – Projected Budgets
- 6.0 Proposed Master Plan

Mayor Knopp joined the meeting at 7:57 pm.

- 6.0 Proposed Schedule
- 6.0 Proposed Master Plan – Recommended Initial Projects
- Next Steps

Mr. Davidson said when they were originally asked to approve this plan they were told that they would save millions of dollars by using a thematic approach. He said after listening to this presentation the report has been done using a school-by-school approach.

Mr. Hawley replied that after a lot of consultation with members of Gilbane, he sent out a global email describing his findings. He said after they had inspected each school it was concluded that this was a more comprehensive approach to undertake the project (on a school by school basis); this way there would be no missing pieces and they would have a more standard form of delivery.

Mr. Davidson asked if the thematic approach was valid.

Mr. Hawley replied that it was valid for certain aspects of the project, the individual units such as the roofing or windows.

Mr. Avery asked about the impact of the state law requiring projects such as these to pay a state set labor rate as opposed to a market set labor rate; the prevailing wage law. He referred to table 6.1 (total trade costs) and asked if the number of \$64 million was correct. He asked Mr. Hawley if he was familiar with what the premium is over the standard union contractual rates, associated with the prevailing wage law.

Mr. Hawley responded by saying that the prevailing wage law is determined by the state; those wages are generally equal to the local union scale.

Mr. Avery asked if Gilbane supervises projects for private corporations. Mr. Hawley said they did. Mr. Avery went on to ask how do these trade cost numbers compare to the numbers if these were private projects.

Mr. Hawley said the numbers are similar, however he couldn't really compare the numbers to a large construction project.

Mr. Avery confirmed that the workers would be paid prevailing wages. He asked about work rules, does the prevailing work law establish work rules.

Mr. Hawley replied that the prevailing wage law provides a certain wage and a certain number of dollars allocated to health benefits; it does not establish procedures.

Mr. Avery asked about the timetables for the projects. He asked if they were attempting to work in such a fashion so they are not just working an 8:00 am to 2:30 pm construction day.

Mr. Hawley stated that they have proposed a second shift labor. The rules allow for forty hours a week, five days in a row. There is no premium associated.

Mr. Avery asked about the shift practice that is going on at the Brien McMahon High School where work is currently underway.

Mr. Hawley responded by saying this is done by a phasing approach (he explained the procedure). They would have target areas that are put on the second shift for a period of time.

Mr. Coley said regarding the health, safety and welfare; he asked if any inspections or testing on materials had been done at this time.

Mr. Hawley said the tests are done during the renovations when the appropriate personnel, equipment etc is available.

Mr. Clark asked where technology fits in.

Mr. Burdsall said the Board of Education has been undertaking an upgrade regarding technology, so this is improving over time.

Mayor Knopp indicated that the main purpose for hiring Gilbane was to evaluate the constructability of the schools and they determined to do the construction in a different manner than was originally proposed. Secondly, in response to the city establishing the Norwalk Facilities Construction Committee (NFCC) they asked Board of Education to form a permanent Ed Spec Committee. He said that he had attended the first meeting and they had discussed the roles of the NFCC and of the Ed Spec Committee, but the main point was that the only recommendation is that they will only build what is in the plan and not build what is not in the plan. Therefore they are trying to make the educational specifications as precisely tailored as possible.

Mr. Davidson said he considered it to be a very decisive decision (on the Mayor's part) to ask Gilbane to review the \$70 million program, the results are much more logical and persuasive. He cautioned the Board that the fact that this program differs so significantly from the one that was presented previously should caution them with respect to other projects from the same body.

Mayor Knopp added that the Board of Education has approved the plan as recommended.

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## CALL TO ORDER

Mayor Knopp called the meeting of the Board of Estimate and Taxation to order at 8:05 pm.

Mayor Knopp welcomed Mr. Clark as a member of the Board. Mr. Davidson also welcomed Mr. Clark saying that he looked forward to working with him.

Mr. Davidson requested that the Mayor send Mr. Farstrup a letter from the Board of Estimate and Taxation thanking him for his service as chairman of the Board, acting in a fair and equitable manner.

Mayor Knopp acknowledged Mr. Davidson's request. With regard to the future leadership of the Board of Estimate and Taxation, Mayor Knopp said he was happy to act as chairman and during the next regular meeting they would be able to approve a new chairman. There are two other Boards that members of this Board (by ordinance) are required to sit on and he asked if there were any volunteers wishing to do this. Without any objection, Mayor Knopp requested that they take the agenda out of order. There were no objections.

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## SPECIAL APPROPRIATIONS AGENDA

List of Resolutions  
Advertised Items – 5

FISCAL YEAR 2003-04

1. RESOLVED, THAT A SUM NOT TO EXCEED \$12,000 BE AND THE SAME IS HEREBY TRANSFERRED FROM INCREASED ESTIMATED REVENUES TO THE TOWN CLERK'S OFFICE TO PAY FOR SCANNING AND MICROFILMING OF MAPS AND IT EQUIPMENT. (ACCOUNT NO. 01-0500-5726; 01-0500-5742).

\*\* MR. COLEY MOVED APPROVAL OF THE ITEM.

Mr. Hamilton said this request is recognizing the appropriation grant funds; there is a grant available to the town clerk's office to be used for the purpose of making sure the city records are properly and adequately persevered.

Mr. Avery congratulated Mr. Garfunkel on the present IT work going on in the town clerk's office. With respect to having the new computer system, this is a tremendous improvement.

Mr. Burnett asked if this equipment is exclusively for the town clerk's office or can it be shared.

Mr. Garfunkel replied that this specific grant is for the town clerk's office. Money is collected throughout the state by all of the town clerks and put into a pool and they all get a portion to be used. The equipment for scanning the maps will be in their office for that purpose.

Mr. Burnett asked if the equipment would be accessible for other offices if they have a need for them.

Mr. Garfunkel said certainly it would be and elaborated by saying that the DPW uses their maps a lot of the time.

Mr. Davidson concurred with Mr. Avery's comments that significant progress has been made in the town clerk's office.

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

**2. RESOLVED, THAT A SUM NOT TO EXCEED \$21,675 BE AND THE SAME IS HEREBY TRANSFERRED FROM INCREASED ESTIMATED REVENUE TO THE TOWN CLERK'S OFFICE TO PAY FOR BACK-LOGGED MAILINGS OF RECORDED DOCUMENTS. (ACCOUNT NO. 01-0500-5139; 01-0500-5211; 01-0500-5311)**

**\*\* MR. BUZZEE MOVED APPROVAL OF THE ITEM.**

Mr. Hamilton indicated that this follows on from the last item. There is a very significant backlog of ten to eleven months and this has become a problem and with the new system in place it now seems an appropriate time to get that backlog cleared out. The appropriation request is for a part-time, temporary clerical labor as well as additional postage expense. They have gone through the request and they are recommending the approval of \$17,530.

**\*\* MR. DAVIDSON MOVED TO AMEND THE MOTION TO \$17,530.**

**\*\* AMENDMENT PASSED UNANIMOUSLY.**

Mr. Garfunkel thanked the Board for their help over the last two years.

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

**3. RESOLVED, THAT A SUM NOT TO EXCEED \$30,250 BE AND THE SAME IS HEREBY TRANSFERRED FROM INCREASED ESTIMATED REVENUES TO THE POLICE DEPARTMENT TO PAY FOR RECRUITMENT EXPENSES. (ACCOUNT NO. 01-3031-5258).**

**\*\* MR. COLEY MOVED APPROVAL OF THE ITEM.**

Ms. Twomey stated that the appropriation is intended to pay for expenses relating to the recruiting process; the testing, the physicals and the total cost is approximately \$32,200. They have collected \$50 per applicant and this will help to offset the costs.

Chief Rilling said they are in the process of hiring right now; they have selected the top two hundred candidates based on the written score. They are now, after the oral examination, hoping to get four candidates into the Connecticut Police Academy for July and they are also hoping that some of the candidates are already certified police officers and won't have to go to the academy.

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

Item 5: Tabled from the May 3, 2004 BET Meeting

5. RESOLVED, THAT A SUM NOT TO EXCEED \$12,000 BE AND THE SAME IS HEREBY TRANSFERRED FROM CONTINGENCY TO THE FIRE DEPARTMENT TO PAY FOR A SHORTFALL IN THE HEATING FUEL ACCOUNT (ACCOUNT NO. 01-3153-5246).

**\*\* MR. DAVIDSON MOVED TO REMOVE THE ITEM FROM THE TABLE.  
\*\* MOTION PASSED UNANIMOUSLY.**

Mr. Hamilton said this item was tabled at the last meeting because there was some question about the amount of money that was required by the department. Since that time, staff has met with the Fire Department and reviewed the heating expenses through the end of the year and has concluded the original appropriation of \$12,000 was the correct figure.

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

List of Resolutions (Continued)

4. RESOLVED, THAT A SUM NOT TO EXCEED \$7,745 BE AND THE SAME IS HEREBY TRANSFERRED FROM CONTINGENCY TO THE HISTORICAL COMMISSION TO PAY FOR AN EXPECTED SHORTFALL IN VARIOUS UTILITY AND SERVICE ACCOUNTS. (ACCOUNT NO. VARIOUS ACCOUNTS)

Mr. Hamilton stated that this item had been withdrawn.

FISCAL YEAR 2004-05

1. RESOLVED THAT A SUM NOT TO EXCEED \$33,908 BE AND THE SAME IS HEREBY TRANSFERRED FROM CONTINGENCY TO THE LEGAL DEPARTMENT TO PAY FOR AN EXPECTED SHORTFALL DUE TO A SEVERANCE PAYMENT. (ACCOUNT NO. 01-0300-5110).

**\*\* MR. DAVIDSON MOVED APPROVAL OF THE ITEM**

Mayor Knopp said after discussing the matter of the general policy with the Corporation Counsel they have asked for an exception so that department will be able to function at its current number of personnel.

Mr. Hamilton referred to the last sentence on page 3 in that Ms. Twomey had determined that in order to fill the position this would require \$22,942 so this would be their recommendation.

\*\* MR. DAVIDSON MOVED TO AMEND THE RESOLUTION TO \$22,942

\*\* AMENDMENT PASSED UNANIMOUSLY.

\*\* MAIN MOTION AS AMENDED PASSED UNANIMOUSLY.

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Mr. Davidson said he would like to share some information with the Board that relates to some of its actions. On May 25, 2004, Mr. Davidson said he had attended the meeting of the Common Council to voice his objections to the \$2.5 million being transferred from contingency to the Board of Education; he added that he remained for the rest of the meeting. When discussing the issue of what to include in their determination of the 2004/05 budget for the conveyance tax, Mr. Avery clearly expressed his opposition to any increase, others felt it was necessary to include an increase in the tax to minimize the property tax rate. The Board of Estimate and Taxation included a tax at .36 rate, after that the State Legislature approved to increase their rate up to 0.50. At the May 25, 2004 meeting of the Common Council there was a resolution to increase the conveyance tax rates to 0.50 – there was no statement made that the city property tax rates that they had set included the .36 rate.

Mr. Davidson stated that the opportunity to tax should not be a license to tax money from the citizens as the additional funds were not needed to meet the budget expenses and to do without discussion is unconscionable. He said he was appalled that without discussion \$1.2 million was taken from the taxpayers and the City Council approved it without discussion. In the public session there was no discussion – he wanted this Board to know that the Council had acted in this way.

Mr. Hamilton said they did look at the state statute and the way it is worded - it provides that city's are authorized to add the .25%; so there was no discretion on this. Mayor Knopp said there was discussion during the meeting.

Mr. Davidson said the only objection had come from Mr. Hempstead in that it was an unfair tax.

Mayor Knopp said part of the problem is due to the timing of the budget, sometimes they have to guess. Had they known in advance that the Legislature would allow .50 they might have had a better chance to build up the fund balance.

## APPROVAL OF THE MINUTES

April 2, 2004 – Special Meeting

**\*\* MR. BURNETT MOVED APPROVAL OF THE MINUTES AS PRESENTED.  
\*\* MOTION PASSED FIVE VOTES IN FAVOR, TWO ABSTENTIONS (MR. CLARK, MR. DAVIDSON).**

May 12, 2004 – Special Meeting

**\*\* MR. COLEY MOVED APPROVAL OF THE MINUTES AS AMENDED.**

The following corrections were made:

Page one and throughout correct the spelling of Mr. Buzzee and Mr. Clark.

Page two, first paragraph, first line, delete the end of the sentence after the word opinion and replace with the following sentence – that the action of the Board of Estimate and Taxation was legally correct and consistent with the 2001 action between the Board of Estimate and Taxation and the Board of Education. Same paragraph, next sentence, delete the word presented and replace with adopted. Same paragraph, fifth line, correct the spelling of Dr. Corda. Same paragraph, sixth line, delete the word opinion and replace with action.

Page three, first paragraph, after the word his, delete the rest of the sentence and replace with ..... his view that the funds should remain in contingency. Same paragraph, third line delete the word “and” and replace with or. Page three, second paragraph, fourth line, delete New England and replace with Norwalk. Page three, fourth paragraph, fourth line, delete the word sued and replace with used, delete the word construction and replace with constructive.

**\*\* MOTION PASSED SIX VOTES IN FAVOR, ONE ABSTENTION (MR. CLARK).**

May 3, 2004 – Regular Meeting

**\*\* MR. DAVIDSON MOVED APPROVAL OF THE MINUTES AS AMENDED.**

The following corrections were made:

Page two, first paragraph, second line, after the word need, insert “an additional”. Same paragraph, fourth line delete the words lowered the account and replace with the following ..... spent \$70,000 and now need to raise an additional \$150,000. Discussion indicated that the cost of the phase one appeal was approaching \$200,000.

Page three, last paragraph, first line, delete the word state and replace with city.

Page eight, after the resolution under Other Business, the following sentence should be added: Mr. Davidson requested that some of the capital budget needs to be taken from excess capital funds which is approaching \$5 million. Page eight, the final two motions

were made just to approve the budget, the figures, should, therefore be deleted.  
Page nine, under Parks and Receptions, fourth line, delete tie and replace with time.

**\*\* MOTION PASSED FIVE VOTES IN FAVOR, TWO ABSTENTIONS (MR. BUZZEE, MR. CLARK).**

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## TRANSFER AGENDA

There were none this evening.

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## OTHER BUSINESS (Continued)

1. Appoint member of the Board of Estimate and Taxation to observe Teacher Negotiations.

Mayor Knopp stated that under Section 10-153D of the General Statute, thirty days prior to the date of which the Board of Education commence negotiations, the Board shall meet with the Board of Finance and a member of the Board of Finance shall be present during negotiations pursuant to the section. During the weekend, Mayor Knopp stated that he became aware that the Board of Education had reached an agreement regarding the extension of the current contract with the NFT. Although this information was not given to him by a member of the Board of Education. In response to this information, he asked Mr. Hamilton to contact the Superintendent's office to ask in a general manner for information that he might share during an executive session regarding the status of negotiations of the contract.

Mr. Hamilton agreed that he did contact Dr. Corda's office who essentially declined to reveal the terms of the settlement at this point, as he didn't feel it was appropriate to do so. Some discussion ensued including the question being asked about a cost analysis to which Dr. Corda had replied that it was in the process of being developed but would share no further details.

Mayor Knopp said this evening he saw Dr. Corda, and being an ex-officio member of the Board of Education, asked him for information on the contract extension. He declined to respond. Therefore, at this point, Mayor Knopp said he considered it to be futile to appoint a member to observe negotiations, when they have been essentially completed and details have not been shared with the city. He continued to say that the Board of Education could benefit from a member of the city's finance department sitting in on negotiations. He said this is a not a discretionary action, it is a mandatory action to share information with the city.

Mr. Avery said he was disappointed by this and said it validated Mr. Davidson's remarks of the meeting relative to the \$2.5 million. This is not a responsible response and it is deeply troubling that the elected members of the Board of Education have also not asserted themselves to step forward and take their legal responsibilities seriously so as to comply with the statute and to provide this information in executive session. Mr. Avery agreed with the comments made that the Statute is thwarted by engaging in serial extensions of a contract and the city's fiscal board is not present or even advised as to the strategies. Apart from the fact that the Finance Department went to the great lengths that it did in preparation for the last meeting for the likely contractual terms of the new contract. The elected members of the Board of Education are not to be run by the Superintendent's office, by the finance office, the negotiating team, by the parents or teachers; they are by themselves responsible officials and the action that was described shows that they have acted irresponsibly.

Mayor Knopp noted that he had no details of the contents of the re-negotiated agreement and hoped that it is favorable to students and the taxpayers of the city and how it will affect any long-range efforts of efficiency. He said he was not presuming that it is bad but said he would feel better if the information was shared so they could have a better understanding of what is being discussed by the Board of Education and the NFT.

Mr. Davidson said he was taken aback by the announcement and said unfortunately, they as the Board of Estimate and Taxation and the city council share some responsibility for this outrageous situation. By their action of returning the \$2.5 million to the Board of Education from contingency, they permitted them to take this kind of action.

**\*\* MR. DAVIDSON MOVED THAT THIS BOARD REQUEST FORMALLY, THAT THE MAYOR AND FINANCE DIRECTOR APPROACH THE BOARD OF EDUCATION AND ASK THEM TO MEET WITH US AT A SPECIAL MEETING TO DISCUSS THE CONTENT OF THE CONTRACT BEFORE SUCH TIME AS A VOTE IS TAKEN IN EXECUTIVE SESSION.**

Mr. Hamilton said that he had learned that the NFT is planning to act on this on Wednesday and there will be a special meeting of the Board of Education on Thursday morning, however this could have changed since his conversation with the Superintendent this morning.

Mayor Knopp said it would be difficult to provide the correct timing notice for a special meeting; he requested that Mr. Davidson amend his motion to reflect the central office providing information about the terms of the agreement.

Mr. Davidson added that once the Board of Education vote on this it becomes a closed matter and the only control they have is in the total amount of money they give. He said he would hope this Board would remember what was said during the budget meetings in that if they (the BoE) sign the contract they should not be obligated to fund it just because they signed it.

Mr. Burnett said the key to the motion is to obtain the information before the formal vote takes place. There should be something formally on record to indicate that they have made the request to obtain the information based upon the action of the Board of Education.

**\*\* MR. DAVIDSON MOVED TO AMEND THE MOTION BY AUTHORIZING THE BOARD OF ESTIMATE AND TAXATION, THROUGH THE FINANCE DEPARTMENT, TO REQUEST THE CENTRAL OFFICE TO PROVIDE FINANCIAL INFORMATION ABOUT THE TERMS OF THE CONTRACT EXTENSION AGREEMENT PRIOR TO VOTING BY THE BOARD OF EDUCATION.**

**\*\* MOTION TO AMEND PASSED UNANIMOUSLY.**

Mr. Clark suggested that part of the process would be to keep up on-going dialogue in the future.

**\*\* MAIN MOTION AS AMENDED PASSED UNANIMOUSLY.**

2. Authorize the Special Capital Appropriation for the Rigging, Repair/Replacement of the Concert Hall – Account No. 09-04-7100-5777-C0355 – Supplemental Appropriation (\$54,700.00)

**\*\* MR. COLEY MOVED APPROVAL OF THE ITEM.**

Mr. Hamilton this an issue that has come to their attention that there is a potential safety concern over the rigging of the lighting in the concert hall. There is a situation that needs to be addressed sooner rather than later and they are recommended to fund that from the overall surplus in the capital project fund. He noted in going through this, as additional items, that they were able to close out some projects and that will help to replenish the money.

Mr. Sgobbo explained that one of the groups renting the concert hall had a lighting event with some decorations. As they brought in an outside company to do the decorations, they looked at the stage lighting and identified that one of the major defects with the system is that part of the original design is that the winches are affixed to 2"x6" wooden backing that should be made out of constructive steel. As a result of this, Mr. Sgobbo said they hired a consultant to come in and take a look at the situation and they advised them of the fault in the system. They then sent out RFP's to three companies and after noting the lowest bidder they discussed the scope of the work with Gerald Foley; at this point they were satisfied that the company could do the work.

Mr. Davidson said the request has an additional 15% over and above the normal 10% contingency and asked why that was necessary.

Mr. Sgobbo replied that one of the reasons is because of the market has had a significant increase in the prices of steel and by the time they get the agreement signed it could be up

to two months. Also there might be some unidentifiable items that might need to be repaired at the same time.

Mr. Davidson said any project has unknowns; he noted his confusion about the additional 15%.

Mr. Sgobbo said it was due to the fluctuations in the material costs and they would rather have more than come back for additional money.

Mr. Burnett asked if there was a normal schedule of inspection for the concert hall. If this event had not occurred this may not have been identified.

Mr. Sgobbo said that was correct and the reason for that was they were not able to afford it after their budget had been reduced. He said there are other preventative maintenance reviews that take place, but a greater period of time might elapse in between reviews due to lack of funding.

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

3. Authorize the reduction of the Capital Budget appropriations for Exterior Repairs for Fire States – Account No. 09007100 5777 C0148 – Reduction \$16,900

4. Authorize the reduction of the Capital Budget appropriations for Roosevelt Center Retube Boilers – Account No. 090271000 5777 C0226 – Reduction \$307

5. Authorize the reduction of the Capital Budget appropriations for Various buildings – Chimney Repairs – Account No. 09027100 5777 C0230 – Reduction \$117

6. Authorize the reduction of the Capital Budget appropriations for Various buildings – Replacement of Water Heaters – Account No. 09047100 5777 C0298 – Reduction \$3,485

**\*\* MR. AVERY MOVED APPROVAL OF THE FOUR ITEMS.**

Mr. Hamilton said all of these projects are complete and these are the remaining balances.

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

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#### ADDITIONAL INFORMATION

Oak Hills Park Financial Status – April 2004

Mr. Davidson said he was still waiting for an answer regarding the emergency fund; whether it is proper or improper. He said they should have a chance to consider whether

the actions they take are appropriate or not. He said he would like the finance department to say whether the Oak Hills Park accounting is correct or incorrect.

Mr. Hamilton said they are working on that; a letter has been prepared to send to the director and he decided to do some more investigation on the lease agreements.

Mr. Clark said an identification of what comes under the emergency fund would be beneficial.

Mr. Hamilton said that is one of the issues they have been looking at.

#### Financial Reports - Board of Education Budget Report – FY 2004

Mr. Davidson drew the attention to line item 212, 230 and 240 – there remains in those accounts \$3,603,000.

Mr. Hamilton said on the fringe benefits there can be delays up to thirty days, so this could be a timing issue.

Mr. Davidson said he wished to raise this point so he could urge that the Finance Department at the end of the fiscal year, perform an audit of those transactions from the date of report (May 28, 2004) to the date of the closing to ensure there is appropriate treatment of health benefits. He said anything that is left should be returned to the city. He said they should look at what is happening. He urged again that they have on their agenda a review of these accounts, after they have been audited by the Finance Department at the conclusion of the year. He also suggested they have an executive session in August to review any entry into the reserve for encumbrance at the year-end. He said this was a request to have this added to the agenda so there is no misunderstanding based on the report dated May 28, 2004.

#### Financial Reports – Salary Accounts

Mr. Davidson referred to the DPW and asked if there were OK on the overtime.

Ms. Twomey replied that would have the numbers for that at the next meeting.

#### Financial Reports – Fire Overtime

Ms. Twomey said the fire overtime has been good for May, in fact much better than they projected.

#### Financial Reports – Dispatch Overtime

Ms. Twomey indicated that they have positive numbers and they have a number of vacancies open at the moments.

## Financial Reports – Police Overtime

Ms. Twomey said they have been speaking with Chief Rilling on this as the police overtime for May is high and he expected June to be even higher. She said an explanation is attached.

Mayor Knopp said he discussed this with the Chief today and they have four or five officers on workers' compensation and they anticipate them coming back to work soon.

Mr. Davidson said regarding the training overtime issue; he was looking at a situation where the forecast is half of the budget, and they just went through another budget process where they had lengthy discussion on all of the training requirements. Here they are spending \$300,000 more than they budgeted for despite a saving of \$200,000 (on training). Mr. Davidson said he would like the Finance Department to go back and look at the training requirements that they documented at the beginning of the year, and a comparison of that to the 2004/05 that was just approved. He suggested the numbers indicate that something is inconsistent.

\*\* MR. COLEY MOVED TO ADJOURN.

\*\* MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 9:30 pm.

Respectfully submitted,

Kate Kye

Telesco Secretarial Services

