

**BOARD OF ESTIMATE & TAXATION
REGULAR MEETING
JUNE 7, 2021
VIA TELECONFERENCE**

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ATTENDANCE: Edwin Camacho, Chair; Ed Abrams; Sheri Brown; James Frayer; Troy Jellerette

STAFF: Henry Dachowitz, CFO; Angela Fogel, Director of Management and Budgets; Donna King, City Clerk; Mickey Docimo, Administrative Manager, Norwalk Police Department; Joyce Liu, IT Director; Anthony Carr, Chief of Operations and Public Works; Vanessa Valdares, City Engineer; Gino Gatto, Chief, Norwalk Fire Department

OTHERS: Bruce Chudwick, Shipman & Goodwin

Mr. Camacho called the meeting to order at 6:35 p.m.

Ms. King called the Roll. A Quorum was present.

1. APPROVAL OF MINUTES

May 3, 2021 - Regular Meeting

**** MR. ABRAMS MOVED TO ACCEPT THE MINUTES AS PRESENTED
** MOTION PASSED UNANIMOUSLY**

2. **SPECIAL APPROPRIATIONS AGENDA** (Section A) None

3. **TRANSFER AGENDA** (Section B)

**** MR. JELLERETTE MOVED TO APPROVE THE FOLLOWING
TRANSFER AGENDA:**

Fire Department:

Chief Gatto reviewed the increase in the hydrant rental. He said he know the Board of Estimate and Taxation wanted a contract, but the Chief Operating Officer will be given a six month notice in the event there is another price increase.

Mr. Camacho asked what would happen if the Water District does not give a six month notice. Chief Gatto said he did not know and said they would have to go back to the Corporation Counsel. He noted that this request was not part of the budget and has to come out of contingency.

**** MOTION PASSED WITH ONE (1) VOTE IN OPPOSITION (MR.
FRAYER)**

Information Technology:

Ms. Liu reviewed the request.

**** MOTION PASSED UNANIMOUSLY**

Police Department:

Mr. Docimo reviewed the request. Mr. Camacho asked if the protective vests were in the budget. Ms. Fogel said this was a better use of the surplus; this is a special case and they talked this through with the Comptroller.

Mr. Jellerette expressed concern when reading the backup information, because it indicated that the vests had reached the end of their life in 2020. He said that he preferred that they do not go to the end of their life on something so important. Mr. Docimo said they will keep an eye on them and this will not happen again. The said Mr. Jellerette's point was well taken. Mr. Jellerette said he would rather err on getting the replacements sooner.

Mr. Docimo described how the vests are assigned to the Officers and said all of the vests are tracked. The people who hand out the vests keep meticulous records. Mr. Jellerette said this is important equipment and he would think the Officers would have the most up

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to date equipment. Mr. Docimo said the date is a guideline, but it is good to be proactive and swap the vests out based on the manufacturer's recommendation. He added that going forward, they will try to replace the protective vests a year ahead of time.

Mr. Frayer expressed concern that the controls were not very effective and that other systems may not be in working order. Mr. Camacho said this was out of the purview of the Board. Mr. Frayer said that the Board was being asked to approve an expenditure and they should know what is behind that. They do not have a system to know how many protective vests are expired. He asked Mr. Camacho to add this discussion to a future agenda. Mr. Camacho said they can set aside time at the end of the next meeting to discuss what they can and should get involved with as the Board of Estimate and Taxation.

**** MOTION PASSED UNANIMOUSLY**

SECTION B
CITY OF NORWALK TRANSFERS 2020-21
BOARD OF ESTIMATE AND TAXATION

FISCAL YEAR 2020-21

Fire Department

"FROM" ACCOUNT	"FROM" ACCOUNT NAME	"From" Account AVAILABLE Budget	"TO" ACCOUNT	"TO" ACCOUNT NAME	TRANSFER AMOUNT
01-9600-5900	Contingency	\$ 81,685	01-3120-5242	Water	\$ 71,278
01-3120-5110	Wages & Salary Regular	\$ 2,088,301	01-3120-5120	Wages & Salary Overtime	\$ 250,000
TOTAL					\$ 321,278

Transfer 1: to cover an increase in hydrant rentals of \$31.80 per hydrant for 886 hydrants.

Transfer 2: Additional overtime expenses due to quarantine rules and the disability retirement of 5 staff.

Information Technology Department

"FROM" ACCOUNT	"FROM" ACCOUNT NAME	"From" Account AVAILABLE Budget	"TO" ACCOUNT	"TO" ACCOUNT NAME	TRANSFER AMOUNT
01-1370-5110	Wage & Salary-Regular	\$ 355,437	01-1370-5140	Wage & Salary - Part-time	\$ 120,000
TOTAL					\$ 120,000

Transfer 1: Transfer regular wages surplus to part-time wages. Two retirees are working part-time (Karen Delvecchio and David Ross)

Police Department

"FROM" ACCOUNT	"FROM" ACCOUNT NAME	"From" Account AVAILABLE Budget	"TO" ACCOUNT	"TO" ACCOUNT NAME	TRANSFER AMOUNT
01-3022-5110	Wage & Salary-Regular	\$ 1,402,744	01-3025-5329	Other Operating	\$ 60,000
TOTAL					\$ 60,000

Transfer 1: To purchase 25 ballistic protection vests and the associated 50 plates (front and back).

Value of vests at \$2,335 ea. is below the City's \$5,000 threshold for capital expenditures. Use of surplus also avoids ongoing interest expense.

Contingency Account Balance After the Above Approved Transfers \$ **10,407**

CONTINGENCY PRIOR APPROVALS and BALANCE

Department	Explanation	TRANSFER
Health Department	Fund PT Epidemiologist	\$ 44,000
Building Department	Maintenance of 98 S. Main Bldg	\$ 40,000
IT Department	25% Match Harbor FEMA grant	\$ 71,509
Recreation & Parks	Increase exp LAZ Parking	\$ 31,509
Economic & Community Development - Code Enforcement	Fund neighborhood cleanup - Blight	\$ 23,000
Registrar	Laptop purchases for election day	\$ 7,800
Health Department	Food bank event expenditures	\$ 700
Town Clerk	Laptop purchases for election day	\$ 5,200
Library	Security Contract shortfall	\$ 38,044
Operations & Public Works	Recycling account shortfall	\$ 48,859
Economic & Community Development - Business Development	Small business program matching grants	\$ 75,000
Registrar	Building & Office Rental - election	\$ 600
Registrar	Equipment moving exp related to election	\$ 4,590
Registrar	Ballots, memory card programming & shipping for election	\$ 15,809
Library	New security guard	\$ 38,440
Mayor's Office	Translation Services	\$ 5,000
Fire Department	Entrance Exam Consulting	\$ 75,000
Community Services	Equity and Justice for All Commission	\$ 150,000
Recreation & Parks	Purchase Calf Pasture Sailing School	\$ 25,000
Health Department	Furniture for staff expansion	\$ 14,000
Corporation Counsel	Legal services associated with POKO case.	\$ 282,000
Corporation Counsel	Other professional services for tax appeal assessments	\$ 82,000
TOTAL		\$ 1,078,060

Contingency Account Balance \$ **81,685**

4. OTHER BUSINESS (Section C)

Ms. King read the following resolution:

**** MR. FRAYER MOVED TO APPROVE THE RESOLUTION TO INCREASE THE APPROPRIATIONS AND BOND AUTHORIZATIONS FOR VARIOUS PUBLIC IMPROVEMENTS BY \$550,000 FOR CAPITAL PROJECTS FOR THE SIXTH TAXING DISTRICT**

Mr. Chudwick gave an overview of the request. Mr. Dachowitz explained that historically, the City borrowed on behalf of the Sixth Taxing District. He noted there have been no credit problems. This is an accommodation for them where they can benefit from the excellent credit rates anticipated by the City.

Ms. King read the following resolution:

**** MR. ABRAMS MOVED TO APPROVE THE RESOLUTION TO APPROVE A SPECIAL CAPITAL APPROPRIATION IN AN AMOUNT NOT TO EXCEED \$180,000 FOR CAPITAL PROJECT ACCOUNT #0920-6030-5777-C0658 FOR THE WEST ROCKS SOCCER COMPLEX TO BE USED FOR ADDITIONAL DRAINAGE IMPROVEMENTS AND TREE PLANTING.**

Mr. Carr gave an overview of the request. He explained that the residents of the Sunrise Condominiums requested additional plantings and for DPW to re-route a drainage pipe to connect to a catch basin on Aiken Street. He added that they encountered an unanticipated City storm sewer on the new soccer field so as a result, they had to add a few extra segments of pipe and some manholes.

Ms. King read the following related resolution:

**** MR. ABRAMS MOVED TO APPROVE THE RESOLUTION TO: AUTHORIZE THE ISSUANCE OF \$180,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET THE APPROPRIATION FOR PROJECT 09-20-6030-5777-C0631, WEST ROCKS SOCCER COMPLEX.**

**** MOTION PASSED UNANIMOUSLY**

5. ADDITIONAL INFORMATION (Section D)

The remainder of the agenda is for informational purposes unless otherwise indicated.

Financial reports

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Oak Hills Financial Status – April 2021

Mr. Jellerette asked if going forward, someone from Oak Hills could attend this meeting to answer general questions. Mr. Camacho suggested that they provide a summary report. Mr. Frayer suggested asking a representative from Oak Hills to attend a meeting every other month.

Mr. Camacho said he would like to know that Oak Hills is paying down their debt to the City and about any projections as to when they will pay of the debt. Mr. Fogel said that currently, they are paying between \$11,000 - \$13,000 per month. She noted that amount will decline when the season dwindles.

Mr. Jellerette said he would like to know when the restaurant will open. Ms. Fogel said the restaurant revenues will not impact the loan to the City.

Mr. Camacho requested that the Oak Hills Authority provide a monthly summary to the Board of Estimate and Taxation and attend these meetings.

Year-to-date Capital Budget Report – FY 2020-21
Year-to-date Operating Expenditure Report – FY 2020-21
Year-to-date Operating Revenue Report – FY 2020-21
Police Wages
Fire Wages
Public Works Wages
Year-to-date BOE Operating Expenditure Report – FY 2020-21

Tax Collector's Narrative – April 2021

Mr. Dachowitz summarized the Tax Collector's report and said that overall it was a positive report. He noted that he has been monitoring the tax collections since March 2020. A Tax Sale is scheduled for September. Tax bills for the coming year were sent to the printer this week.

Tax Collector's Report – April 2021

**** MR. ABRAMS MOVED TO ADJOURN**
**** MOTION PASSED UNANIMOUSLY**

There was no further business, and the meeting was unanimously adjourned at 7:31 p.m.

Respectfully submitted,

Rosemarie Lombardi, Telesco Secretarial Services

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