

**CITY OF NORWALK
BOARD OF ESTIMATE & TAXATION
SEPTEMBER 8, 2009**

ATTENDANCE: Fred Wilms, Chairman; Mayor Richard Moccia; Michael Kolman;
James Feigenbaum; James Clark; Michael Lyons (6:10)
Leo Mellow

STAFF: Ellen Wink, City Clerk; Thomas Hamilton, Finance Director;
Ossie Lewis, Manager of Budgets & Systems.

OTHER: Frank Favano, Norwalk Police Department

The meeting was called to order at 6:00 p.m. by the Chairman. Ms. Wink called the roll and announced that the above members were present.

Approval of Minutes

**** MR. FEIGENBAUM MOVED TO APPROVE THE MINUTES FROM THE
AUGUST 3, 2009 MEETING AS SUBMITTED**

**** MOTION PASSED WITH 4 VOTES IN FAVOR AND 3 ABSTENTIONS
(MR. CLARK, MR. MELLOW, MR. WILMS)**

Special Appropriations Agenda

List of Resolutions Advertised Items -3

Mr. Hamilton presented the report of Special Appropriations from Mr. Lewis, stating that there were two items to clean up 2008-09 fiscal year and one for 2009-10.

Item 1: \$30,655 FROM INCREASED ESTIMATED REVENUES TO THE FIRS DEPARTMENT'S OTHER PROFESSIONAL SERVICES ACCOUNT TO COVER THE COST OF FIREFIGHTER TESTING (ACCT. NO. 01-3140-5258).

Mr. Hamilton highlighted from the report that this item was collected from firefighter applicants in fiscal year 2008-09 and is now being carried over to cover expenses occurred, and Finance recommends approval.

- ** MR. WILMS MOVED THAT A SUM NOT TO EXCEED \$30,655 BE AND THE SAME IS HEREBY TRANSFERRED FROM INCREASED ESTIMATED REVENUES TO THE FIRE DEPARTMENT'S OTHER PROFESSIONAL SERVICES ACCOUNT TO COVER THE COST OF FIREFIGHTER TESTING (ACCT. NO. 01-3140-5258).**
- ** MOTION PASSED UNANIMOUSLY.**

Item 2: \$12,250 from Increased Estimated Revenues to the Police Department's Medical/Dental/Veterinary Account to cover the cost of officer recruitment.
(Acct No. 01-3040-5251)

Mr. Hamilton stated that the amount was necessary due to a high number of new recruits. Mr. Favano added that there is a charge for physical, polygraph and psychology testing that amounts to approximately \$1,200 per recruit.

- ** MAYOR MOCCIA MOVED: RESOLVED, THAT A SUM NOT TO EXCEED \$12,250 BE AND THE SAME IS HEREBY TRANSFERRED FROM INCREASED ESTIMATED REVENUES TO THE POLICE DEPARTMENT'S MEDICAL/DENTAL/VETERINARY ACCOUNT TO COVER THE COST OF OFFICER RECRUITMENT. (ACCT NO. 01-3040-5251).**
- ** MOTION PASSED UNANIMOUSLY.**

Item 3: \$5,000 from Increased Estimated Revenues to the Police Department from North East Utilities Service Company to assist with the cost of purchasing an all-Terrain Police Vehicle. (Acct No. 01-3040-5251).

Mr. Hamilton stated that this special appropriation is a donation from North East Utilities and will be used towards the purchase of an All-Terrain Vehicle to patrol the City's beaches, and the donation is 50% of the projected cost. Remaining funds will be taken from the department's State Asset Forfeiture Account. Mayor Moccia stated that Chief Rilling had proposed this as necessary for emergency transport and rescue of any necessary injured person on the beach to be used next year, and he thanked NEUSC for the donation.

- ** MAYOR MOCCIA MOVED: RESOLVED, THAT A SUM NOT TO EXCEED \$5,000 BE AND THE SAME IS HEREBY TRANSFERRED FROM INCREASED ESTIMATED REVENUES TO THE POLICE DEPARTMENT FROM NORTH EAST UTILITIES SERVICE COMPANY TO ASSIST WITH THE COST OF PURCHASING AN ALL-TERRAIN POLICE VEHICLE.OFFICER RECRUITMENT. (ACCT NO. 01-3010-4505 AND 01-3053-5731).**
- ** MOTION PASSED UNANIMOUSLY.**

Report on Special Appropriations

Mr. Hamilton provided a narrative report with details and background information in support of the above listed special appropriations.

Transfer Agenda (Section B)

FISCAL YEAR 2008-09:

FIRE DEPT.:

<u>From</u>	<u>To</u>	<u>Amount</u>
01-3620-5110 (Regular Wages)	01-3120-5251 (Part-time Wages)	\$9,713

This transfer is to cover a year end deficit for Firefighter physicals
Finance recommends approval.

CENTRALIZED FLEET:

<u>From</u>	<u>To</u>	<u>Amount</u>
01-3053-5462 (Central Fleet Maintenance)	01-4045-5462 (Central Fleet Maintenance)	\$ 138,967

This transfer is to cover a year end deficit on Central Fleet. Fleet amounts are allocated based on a two-year history.

Mr. Hamilton provided justification/back-up materials with accounting statements in support of the above listed transfers and stated that these were to clean up 2008-09 and needs approval as the amounts exceed \$5,000.

- ** **MR. WILMS MOVED TO APPROVE THE ABOVE-LISTED TRANSFERS
FY 2008-09.**
- ** **MOTION PASSED UNANIMOUSLY.**

OTHER BUSINESS

RESOLUTION, authorizing a \$48,860 reduction to the Capital Appropriation for city Hall Repairs and Improvements. (Acct. No. 0909-7100-5777-C0439)

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Mr. Wilms stated that the above resolutions would be considered as one. Mr. Hamilton referred to the backup material that this work was done on an emergency basis, and is recommending a reduction to the funding in that account so the City's overall debt will not be affected by this appropriation.

**** MR. WILMS MOVED THAT A SUM NOT TO EXCEED \$48,860 BE AND THE SAME IS HEREBY AUTHORIZED AS A REDUCTION TO THE CAPITAL APPROPRIATION FOR CITY HALL REPAIRS AND IMPROVEMENTS. (ACCT. NO. 0909-7100-5777-C0439) AND BE AND THE SAME AUTHORIZED AS A SPECIAL CAPITAL APPROPRIATION IN THE AMOUNT OF \$48,860 TO REPAIR THE FOR CITY HALL ELEVATOR (ACCT. NO. 0910-7100-5777-C0474)**

**** MOTION PASSED UNANIMOUSLY.**

Approval of FY 2008-09 Reserve for Encumbrances

Mr. Hamilton presented a report on the Restricted Fund Balance totaling \$462,987.75 FY2008-09, and compared to prior years Restricted F/B of \$218,265.25. The 2009-10 Restricted Fund Balance for 2009-10 for Encumbrance is \$111,720 bringing the total for all years to 792,973.00 which compares to last year's figure of \$1,157.112

**** MR. WILMS MOVED TO APPROVE THE ABOVE-LISTED AMOUNTS AS RESERVE FOR ENCUMBRANCES TOTALLING \$292,973.00.**

**** MOTION PASSED UNANIMOUSLY.**

Review of FY 2008-09 Unaudited Results of Operation.

Mr. Hamilton presented a report on the FY 2008-09 Revenues comparing the original budget 2008-09 to the current budget and projected year-end for 2008-09. He highlighted that the variance of \$5,270,701 was consistent with the economy and is the first time since 2002 that there was an operating deficit. He reviewed the variance in Tax Revenues of \$2,004,840 due to the decrease in back tax collections, and stated the outlook for 2009-10 remains equally bleak and could represent another draw down from the fund balance.

Update Board of Estimate & Taxation/Board Of Education's Joint Services Study

Mr. Wilms provided a summary on the Board of Estimate & Taxation/Board of Education's Joint Services Study Committee and said were areas of consolidation such as mail room and copier services, but the most significant savings for the city would be a change in the payroll collection system.

Mr. Wilms asked Mr. Mellow to discuss the proposed changes to the payroll system, who outlined that the current method is an outdated manual recording process. He stated that two schools are piloting an automated system that could pave the way for a fully automated system that collects payroll information from ID entry scanners. The new automated system is anticipated to be changed over following the evaluation of the pilot system.

Update On The /Board Of Education's Labor Contract Negotiations

**** MAYOR MOCCIA MOVED TO ENTER INTO AN EXECUTIVE SESSION TO DISCUSS AN UPDATE ON THE BOARD OF EDUCATION'S LABOR CONTRACT NEGOTIATIONS**
**** MOTION PASSED UNANIMOUSLY.**

The Committee entered into Executive Session at 7:30 p.m. without reconvening into public session.

Respectfully submitted,

Marilyn Knox
Telesco Secretarial Services

