

**CITY OF NORWALK
BOARD OF ESTIMATE AND TAXATION
REGULAR MEETING
OCTOBER 3, 2011**

ATTENDANCE: Fred Wilms, Chair; Mayor Richard A. Moccia James Clark; James Feigenbaum, Michael Kolman

STAFF: Tom Hamilton, Director of Finance; Bob Barron, Finance Department; Erin Halsey, City Clerk

CALL TO ORDER

Mr. Wilms called the meeting to order at 7:33 p.m. A quorum was present.

APPROVAL OF MINUTES

September 6, 2011

The following corrections were noted:

Page 1, motion: please change the following motion and text from:

**** MR. LYONS MOVED TO SUSPEND THE RULES TO ADD THE FOLLOWING TWO ITEMS TO THE AGENDA:**

1.) TRANSFER AGENDA (SECTION B)

• \$542,000 FROM PUBLIC WORKS OTHER CONTRACTUAL SERVICES ACCOUNT 014042-5298 TO EMPLOYEE BENEFITS INSURANCE PROGRAM (WORKERS COMPENSATION) ACCOUNT 019030-5418.

• THE SURPLUS GENERATED IN THE ABOVE PUBLIC WORKS ACCOUNT IS DUE TO THE REVENUES FROM COMMERCIAL CARRIERS' USE OF THE NORWALK TRANSFER STATION EXCEEDING THE COST OF DISPOSING THEIR WASTE.

• THE INSURANCE FUND'S DEFICIT CURRENTLY STANDS AT APPROXIMATELY \$905.000 DUE TO AN INCREASE IN THE WORKER'S COMPENSATION ACCRUAL MADE AT YEAR-END.

AND

2.) OTHER BUSINESS (SECTION C)

- **ADDITION OF A \$542,000 RESERVE ITEM IN THE EMPLOYEE BENEFITS INSURANCE PREMIUM (WORKERS COMPENSATION) ACCOUNT 019030-5418**

**** THE MOTION TO SUSPEND THE RULES TO ADD THE ABOVE TWO ITEMS TO THE AGENDA PASSED UNANIMOUSLY.**

TRANSFER AGENDA (SECTION B)

1.) Transfer Agenda (Section B)

- **\$542,000 From Public Works Other Contractual Services Account 014042-5298 To Employee Benefits Insurance Program (Workers Compensation) Account 019030-5418.**
- **The Surplus Generated In The Above Public Works Account Is Due To The Revenues From Commercial Carriers' Use Of The Norwalk Transfer Station Exceeding The Cost Of Disposing Their Waste.**
- **The Insurance Fund's Deficit Currently Stands At Approximately \$905,000 Due To An Increase In The Worker's Compensation Accrual Made At Year-End.**

TO:

**** MR. LYONS MOVED TO SUSPEND THE RULES TO ADD THE FOLLOWING TWO ITEMS TO THE AGENDA:**

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AND

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Page 3, paragraph 1, please replace the following paragraph:

Mr. Wilms asked about the \$905,000 shortfall and whether this was the full amount of anticipated shortfall. Mr. Barron said no and explained why it takes time to change rates when the carriers increase their costs and the City has to adjust costs.

With:

Mr. Wilms asked if the \$542,000 being transferred was the full amount on the balance sheet. Mr. Barron said no and explained that approximately \$200,000 was being left in the account for an anticipated \$100,000 year-end expense and a \$100,000 contingency amount for losses that may occur when the City's operating costs increase and it is unable to pass on those increases to the commercial carriers for up to a month.

**** MR. WILMS MOVED TO APPROVE THE MINUTES OF SEPTEMBER 6, 2011 AS CORRECTED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Special Appropriations Agenda (Section A)

List of Resolutions

Advertised Item

FISCAL YEAR 2011-2012:

Resolved, that a sum not to exceed \$6,759 to and the same is hereby transferred from Contingency to the Fire Department to pay for Code Red Contract with Emergency Communication Networking (Account No.: 01-3160-5258)

Report on Special Appropriations

Justification/Back up material

Mr. Hamilton gave an overview of the program and explained that the City had used the majority of the allocated minutes during Hurricane Irene. The upgrading would allow the Fire Department to have unlimited calling for the upcoming year. Mr. Barron then reviewed the details of the contract and mentioned that FEMA was expected to reimburse the City. The FEMA reimbursement will go towards the cost of the upgrade. However, the upgrade needs to be done before the beginning of the winter since it is expected that there will be at least three Code Red calls made to the residents regarding weather conditions.

**** MAYOR MOCCIA MOVED TO APPROVE THE FOLLOWING RESOLUTION:**

RESOLVED, THAT A SUM NOT TO EXCEED \$6,759 TO AND THE SAME IS HEREBY TRANSFERRED FROM CONTINGENCY TO THE FIRE DEPARTMENT TO PAY FOR CODE RED CONTRACT WITH EMERGENCY COMMUNICATION NETWORKING (ACCOUNT NO.: 01-3160-5258)

**** THE MOTION PASSED UNANIMOUSLY.**

Mr. Hamilton said that the City had just settled the Police contract and said that once the details were available, a special appropriation would be presented to the Board of Estimate and Taxation.

Transfer Agenda – (Section B)

There were no items to consider at this time.

Other Business (Section C)

Letter from Oak Hills Park

Mr. Hamilton stated that the Oak Hills Authority has signed the letter of agreement with the City. A copy of the letter was included in the information packet. He added that the course had logged in 36,000 rounds of golf rather than the anticipated 41,000 rounds. The Authority is postponing the September payment until December when a presentation will be made to the Board of Estimate and Taxation. The Board has changed and there are members who are very active. They are evaluating the marketing in order to bring in more revenue to the course. Mr. Hamilton said that the City was committed to working with the Authority to make it a viable asset.

Mr. Barron said that the Authority had previously sent the City a check and had paid up to the end of the fiscal year. He then reviewed the details of the financial set up and the restructuring plan. Mr. Barron said that the Authority wanted approval to spend \$12,000 in order to take advantage of capital improvements before the seasonal staff leaves. However, the Authority Board had not yet met to approve the request to use the \$12,000. That meeting will be held in the near future. No action was being requested from the BET at this time.

Mr. Barron added that he felt that with the changes in the Board, the Authority was working very hard to present a solid five year plan in December.

The discussion then moved to the relationship between the golf course and the restaurant. Mr. Hamilton then explained that the General Bond Holders were fully covered but if the Authority did not meet their payments, the City would experience a shortfall in revenue. Mr. Wilms said that he was pleased to see that there was not only a restructuring plan but also an operational plan.

A discussion followed about the fees for the carts and the membership cards.

Mr. Wilms said that he was glad to know that the Authority would be presenting their financial and restructuring plans to the BET in December. He added that the new plans would be closely scrutinized.

Additional Information (Section D)

Summary of Special Appropriation - FY 2010-11

Status of Contingency - FY 2010-2011

Status of Contingency - FY 2011-12

Financial Reports

Year-to-date Capital Budget Report (FY 2011-12)

Year-to-date Operating Budget Report (FY 2011-12)

Board of Education Budget Report (FY 2011-12)

City of Norwalk

Board of Estimate and Taxation

Regular Meeting

October 3, 2011

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September 22, 2011 – BET/BOE Joint Service Meeting
Key Revenue Report

Mr. Hamilton said that he was not overly worried about the building permits figure on the revenue report since he had spoken with Mr. Ireland about this. He then listed a number of projects that were either currently underway or breaking ground.

The discussion then moved to a reporting error by Morgan Stanley. Mr. Hamilton then reviewed the details of the situation and indicated where this was located on the report. Mr. Barron said that the City did not lose any money and it was strictly a reporting error on the part of Morgan Stanley.

Salary Accounts
Fire Overtime
Dispatch Overtime
Police Overtime

ADJOURNMENT

**** MAYOR MOCCIA MOVED TO ADJOURN.
** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Sharon L. Soltes
Telesco Secretarial Services