

**CITY OF NORWALK
BOARD OF ESTIMATE AND TAXATION
REGULAR MEETING
NOVEMBER 5, 2012**

ATTENDANCE: Fred Wilms, Chair; John Federici, James Feigenbaum, Jim Clark

STAFF: Erin Halsey, City Clerk, Tom Hamilton, Financial Director; Robert Barron, Director of Management & Budget

OTHERS: Elio Longo, NPS Chief Operating Officer, Richard Rudl, NPS Chief Financial Officer

CALL TO ORDER

Mr. Wilms called the meeting to order at 7:30 p.m. Ms. Halsey called the roll. A quorum was present.

APPROVAL OF MINUTES

September 10, 2012 – Regular Meeting

**** MR. WILMS MOVED THE MINUTES OF SEPTEMBER 10, 2012.**

The following corrections were noted:

Page 5, under Tax Collector’s Report, paragraph 1, line 3: please change the following from:
“more than S259.4 million” to “more than \$259.4 million”.

Page 6, under **KEY REVENUE DRIVERS – HISTORICAL COMPARISON AND FY 2011-12 RESULTS**, paragraph 1, line 1: please change the following from:
“the following five year trend” to “the following four year trend”

**** THE MOTION TO APPROVE THE MINUTES OF SEPTEMBER 10, 2012 AS CORRECTED PASSED WITH THREE IN FAVOR (WILMS, FEDERICI, AND FEIGENBAUM) AND ONE ABSTENTION (CLARK).**

SPECIAL APPROPRIATION AGENDA (Section A)

There were no items to consider.

TRANSFER AGENDA (Section B)

Public Works

**FISCAL YEAR 2012-13:
PUBLIC WORKS:**

<u>From</u>		<u>To</u>		<u>Amount</u>
01-4042-5298	(Other Contractual Services)	01-4028-5258	(Other Professional Services)	\$104,250

This transfer is to move the budgeted expenses for the approved MSW Collection/Transportation & Disposal contract into the appropriate Account.

**** MR. WILMS MOVED THE ITEM.**

Mr. Barron reviewed the reasons for the budget transfers, which has to do with the newly negotiated contracts. The destination account is a newly created account. The funding is being transferred from the tipping fees and the transfer station. Mr. Clark asked for an update report in six months in order to verify savings. Mr. Barron reminded everyone that there were some savings that were avoidance of costs. Discussion followed.

**** THE MOTION TO APPROVE THE FOLLOWING PUBLIC WORKS TRANSFER:**

<u>From</u>		<u>To</u>		<u>Amount</u>
01-4042-5298	(Other Contractual Services)	01-4028-5258	(Other Professional Services)	\$104,250

PASSED UNANIMOUSLY.

OTHER BUSINESS (Section C)

Board of Education presentation

- **Year to date financial results**
- **Budget Projections to Fiscal Year End**
- **A reconciliation of the major budget assumptions made in the final weeks of the budget adoption and the final budget.**

Mr. Longo and Mr. Rudl came forward and greeted the Board members. Mr. Hamilton said that there needed to be some discussion about the BOE final reconciliation. Mr. Longo then distributed copies of financial documentation. Mr. Hamilton commented that it would be good to also know where the BOE currently is financially along with the projections for the upcoming year.

Mr. Longo said that the 2012-13 fiscal year had not been finalized until July. He then reviewed the history of the budget issues and gave a brief overview of the balanced budget. Discussion followed about the details. Mr. Wilms commented that he was pleased that the BOE had focused on saving the programs and the staffing had been reduced, which was a change in focus for the BOE.

Mr. Wilms noted that the BOE was working very hard on collecting the Medicaid billing reimbursements. Mr. Longo concurred and informed those present that this has resulted in around four hundred thousands dollars in reimbursements. There may also be a one time reimbursement of a million dollars for the District's participation in a program. Discussion followed.

The discussion moved to the health care costs. Mr. Longo pointed out that this year, the BOE had moved to a split claims program. Mr. Wilms said that all the events from May through August were very disconcerting for the public.

Mr. Wilms asked about the unemployment benefits. Mr. Longo said that there had been a significant reduction in those projected costs. He then reviewed the details with the Board members.

Mr. Wilms requested clarification on the Special Education accounts. Mr. Longo reported that Mr. Daddona and Ms. Smith have developed new policies regarding the Special Education aide assignments so now there is more administrative oversight and accountability.

Mr. Longo said that there had been a lengthy BOE discussion regarding the restoration of the athletic programs at the middle schools. The total figure would be between \$55,000 and \$60,000 for intramural sports.

Mr. Longo informed the Board members that at the last BOE meeting, there was a motion to transfer funds from the unemployment compensation and payroll accounts to allow teachers and teachers aides to be added based on the proposed class size report, but the motion failed to pass.

Mr. Longo then reviewed the Budget Concerns report section. He directed everyone's attention to page 2 of the report and gave an overview of the Special Education costs.

Mr. Clark had several questions about the EDO-1, which is how the cost of educating a student in each municipality is calculated. Regarding the Special Education students, when the cost of educating a student surpasses 4.5 times the cost of educating the average student in that individual municipality, the State will reimburse the municipality at a set percentage.

Mr. Longo reminded everyone that the arbitration had recently awarded the Board a hard salary freeze for next year, and this is the third and final year of the NFT contract. Due to this, the projected number for retirement has been increased to 40 retirements. Discussion followed.

Mr. Longo presented the final reconciliation for the budget, which was done on July 12, 2012. This document will be used for tracking the on going expenses.

Mr. Wilms stated that the Council has approved the request for a BOE audit by Blum Shapiro. The Law Department is currently reviewing the contract.

The final document in the packet was a year to date expenditure spread sheet. Mr. Federici commented that this report was very well done. Mr. Clark said that this brings a level of clarity to the issues.

The discussion moved to the position of the Superintendent and potential cost savings associated with the position.

Mr. Rudl said that there is work underway to extract data from MUNIS on finances. Eventually the District will be able to track individual employees and do projections based on the data. Mr. Clark thanked Mr. Longo and Mr. Rudl for sharing this information. He said that this will help tax payers understand where their money is going. Mr. Federici said that after last year, the public is very suspicious. Mr. Clark pointed out that often the public has no idea what kind of other funding is available to the BOE in terms of grant funding.

Mr. Wilms thanked Mr. Longo and Mr. Rudl for their presentation. Mr. Longo said that having Mr. Rudl as Chief Financial Officer along with Mr. Hamilton and Mr. Barron reviewing the information was extremely helpful. Mr. Barron said that one issue that Mr. Longo was working on was trying to prevent surprises, such as a vendor presenting six months worth of invoices at one time.

ADDITIONAL INFORMATION (SECTION D)

Summary of Special Appropriations Status of Contingency – FY 2011-12 Status of Contingency

Financial Reports

- **Year-to-date Capital Budget Report (FY 2012-13)**
- **Year-to-date Operating Budget Report (FY 2012-13)**
- **Board of Education Budget Report (FY 2012-13)**
- **Tax Collector's Report – September 2012**
- **Tax Collector's Narrative – September 2012**
- **Key Revenue Report – FY 2012-13**

Salary Accounts

- Fire Overtime**
- Dispatch Overtime**
- Police Overtime**

Mr. Barron briefly reviewed the Key Revenue Drivers and said that he believed that the projections were on target.

Mr. Hamilton then mentioned he had some initial hurricane damage lists from various departments.

There was significant damage at Calf Pasture. Mr. Hamilton said that the repairs on the pier

from the last storm were ready to go out to bid when the most recent storm hit. Now the underwater structure needs to be repaired.

Mr. Hamilton said that the Sammis Street pump station was totally flooded and need to be replaced. The cost of that project has yet to be determined.

The Federal Government will reimburse for EOC overtime salary but not for straight salary time. The vehicle reimbursement has to be documented in detail. Mr. Wilms said that it appears that there may need to be a special appropriation from the Fund Balance for the Emergency response and repairs with the expectation of reimbursement. Some of the reimbursements from Hurricane Irene came in this year, so reimbursements from Sandy will take some time.

Mr. Wilms asked that the discussion of the NFT contract and also a discussion about the operation expenses be included on the next agenda. Mr. Alvord made a note of this.

ADJOURNMENT

**** MR. FEIGENBAUM MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Sharon L. Soltes
Telesco Secretarial Services