

**CITY OF NORWALK  
FINANCE/CLAIMS COMMITTEE  
REGULAR MEETING  
FEBRUARY 12, 2015**

**ATTENDANCE:** Bruce Kimmel, Chair; Jerry Petrini, Douglas Hempstead, Travis Simms (7:42 p.m.), David Watts (7:42 p.m.)

**STAFF:** Thomas Hamilton, Finance Director; Robert Barron, Finance Department; Fred Gilden, Comptroller

**OTHERS:** Council Member Shannon O'Toole-Giandurco; Lisa Biagiarelli, Tax Collector; Karen DelVecchio, IT Director; Denis McCarthy, Fire Chief; Hal Alvord, DPW Director; Paul Cantor, Yvonne Lopaur, Clyde Mount, Oak Hills Authority; Ernie DesRoches, Oak Hills Authority

**CALL TO ORDER.**

Mr. Kimmel called the meeting to order at 7:05 p.m. A quorum was not present. Mr. Kimmel said that Mr. McCarthy and Mr. Igeri had schedule conflicts and would not be able to attend. However, if the Committee does not obtain a quorum, he announced he would bring the items to the Council floor.

Mr. Kimmel then briefly spoke about how pleased he was with the new brochure that was going out with the tax mailings.

The Public Hearing on the Operating Budget is scheduled for the 19th and then a Special Meeting will follow. Mr. Kimmel then asked the other members of the Committee if all the department directors should be in attendance. Discussion followed.

**PUBLIC PARTICIPATION.**

Mr. Paul Cantor, of Fillow Street, came forward and asked about the fact that there was not a quorum and wished to know if his remarks regarding Oak Hills would not be worthwhile. Mr. Kimmel explained that if there were not quorum when the item came up on the agenda, he would be bringing the item before the full Council for approval.

Mr. Cantor then made the following statement:

Norwalk has received a \$1.5 million dollar grant from the taxpayers of Connecticut to make improvements to Oak Hills Park.

The question you should be addressing is, “What is the best use of that money from the point of view of all the taxpayers of Norwalk?” And in order to answer that question an architect charged with developing a plan that takes into account the interests of all the residents of the city should be hired to work with representatives of all the stakeholders of the city to come up with suggestions for how to use that money.

Instead you are about to vote to use the money to move ahead with a plan developed by Total Driving Range Solutions that prioritizes the interests of a small and dwindling minority of mostly male residents who want a taxpayer subsidized 18-hole golf course and a taxpayer subsidized large commercial driving range.

The numbers are telling. Rounds played by Norwalk residents on the 18-hole golf course in Oak Hills Park fell 44% from 38,918 rounds in 2002 to 21,618 in 2014, the golf course has been losing money steadily for years, and millions of dollars in taxpayer subsidized loans it has been granted have had to be restructured.

How therefore can you justify pouring more money into the golf course?

What is the reason, for example, to use the money to construct a new first hole tee and second hole back tee?

The purpose, according to TDRS’s Master Plan more often referred to as the OHPA’s Master plan is to accommodate the driving range the OHPA hopes to construct. In other words, there is no need to construct a new first hole tee and second hole back tee other than to accommodate that driving range.

And what is the reason to use the money for a wash/mix pad if the OHPA is serious about discontinuing its use of hazardous chemicals on the course? And how do you justify using the money to demolish the pro shop and administrative office in order to reconstruct them elsewhere?

Oh, the OHPA would have you respond, but some of the money is going to be used to construct bocce ball courts next to the tennis courts. Was any effort made to determine how many residents in the city might make use of a bocce ball court? Of course not.

Oh, the OHPA will say but we shall also use some of the money to create a Nature Learning Center area behind the restaurant. So what the OHPA referred to as a Nature Learning Center in its Master Plan has morphed into what is now being called a Nature Learning Center area. And what was referred to in the Master Plan as “a great lawn” plus fitness center has now been demoted to an open lawn area within the given spatial parameters. Here again the OHPA is

playing with words and by doing so insulting the taxpayers of the city that it and you are supposed to represent in an open and honest manner. The bocce ball courts, nature area, and fitness center are window dressing meant to divert attention from the main purpose of this plan. The main purpose of the plan is to cover the capital costs of a money-losing golf course and prepare the ground for a driving range.

In short the plan you are about to vote on is a plan to use almost all of the \$1.5 million in grant money that has been provided to the city to improve Oak Hills Park to upgrade a money losing 18-hole golf course for the benefit of the dwindling minority of mostly male residents who want taxpayers to subsidized their favorite activity regardless of the cost to taxpayers of doing so.

Hence if you vote to move ahead with this plan you will be disregarding your responsibility to look after the interests of all the taxpayers of Norwalk. You will be pandering to the interests of a dwindling minority of mostly male golfers at the expense of the majority of residents of the city you claim to represent. And that would be shameful.

Ms. Yvonne Lopaur then came forward and made the following statement:

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**APPROVE THE MINUTES OF THE FOLLOWING FINANCE**

**COMMITTEE MEETING:**

**January 8, 2015 & January 28, 2015**

Mr. Kimmel said that he would like these items moved to the next regularly scheduled meeting.

**Claims Committee: receive the monthly Claims Report, review and approve claims as required for the Claims Report dated: February 12, 2015**

**Narrative on Tax Collections dated February 12, 2015. Receive Report and discuss.**

**Monthly Tax Collector's Report - Receive Reports and discuss: January 31, 2015**

Ms. Biagiarella came forward and gave a brief overview of her businesses. Out of 300 properties, only 8 were deeded over. Now the department is working on enforcement. The department will not know the final figures due to the fact that Governor Malloy extended the tax period deadline by one day due to the weather.

**Authorize the Purchasing Agent to issue purchase order to SHI International Corp for the purchase of Dell Servers and VMWare software per response to RFP #3499 for an amount not to exceed \$45,869.00, account 09120600-5777-C0375 (budgeted IT capital item; no special appropriation required).**

**Authorize the Purchasing Agent to issue purchase orders to SDF Professional Computer d/b/a SAI computers for the purchase of Microsoft software licensing [Server Data Center (12); Server Client (650); Exchange Server (2); Exchange Clients (650); SQL Server (8); Office Professional Client (350); Visual Studio (1)] for an amount not to exceed \$275,000.00. Account 09120600-5777C0375 (budgeted IT Capital Item; no special appropriation required).**

Ms. DelVecchio came forward and explained that the last time that the City had updated the computer infrastructure was in 2007. There was a plan to upgrade in 2012, but there were concerns about testing. She said that the City updates about every seven years. There are 650 employees. She then reviewed the technical details regarding the various items considered including products from Microsoft, and Google. The Cloud applications were not as inexpensive as expected. An RFP was released and Ms. DelVecchio gave an summary of the two vendors chosen.

Ms. O'Toole-Giandurco asked about the back up process. Ms. DelVecchio said that the back ups were stored at the Police and Fire Departments.

Mr. Kimmel said that he would be presenting this to the Council for approval.

**Authorize the Mayor, Harry W. Rilling, to execute grant documents on the City's behalf for a \$1,500,000 grant with the State of Connecticut for improvements at the Oak Hills Park Authority facilities.**

Mr. Hamilton said that the last time the Committee had considered this issue, there were still some items being discussed by the State, the DEP and the Corporation Counsel. He said that the original grant agreement could be construed to require the entire scope of work. The second concern was that it might be construed that the City would be responsible for completing the work if there was a budgetary shortfall. The third concern had to do with the driving range and having the other elements of the Master Plan moved up. Mr. Hamilton said that the agreement has been adjusted accordingly and was recommending that this authorization be approved. There were members of Oak Hills Park Authority present.

Mr. Kimmel said that he was struck with the extensive scope of the work in the plan. Mr. Mount, the Oak Hills Park Authority Chairman, came forward and said that the Authority was planning to do as much as the work in house as possible. Mr. DesRoches, another Authority member, said that it was his experience that working with the DEEP, they want as much detail as possible. Mr. Petrini asked about the original grant terms, which included similar wording to a matching grant. Mr. Hempstead asked if the City would be obligated to finish any incomplete work. Mr. Barron said that he had spoken with someone at DEEP had told him that the City would not be obligated to completed all the projects on Attachment A, but all the money must be spent on the projects on Attachment A.

Mr. Petrini said that he had concerns about not allowing non-residents. Mr. Mount and Mr. DesRoches pointed out that because Federal funds were being used, everyone has to have access. Discussion followed about a photograph of a sign that announces "No Parking, Biking, Jogging and Walking" where the paddle tennis courts were. Mr. Mount said that he thought it was by the 7th tee. Mr. Hempstead asked about sledding on the course. Mr. DesRoches said that they don't encourage it because of liability issues.

*Mr. Simms and Mr. Watts joined the meeting at 7:42 p.m.*

Mr. Kimmel said that since a quorum was present, the Committee would complete the Oak Hills agenda item and then revisit the earlier issues.

**\*\* MR. PETRINI MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE GRANT DOCUMENTS ON THE CITY'S BEHALF FOR A \$1,500,000 GRANT WITH THE STATE OF CONNECTICUT FOR IMPROVEMENTS AT THE OAK HILLS PARK AUTHORITY FACILITIES.**

Mr. Watts asked if there were any matching funds involved. He said that the last time it was brought forward, there was language regarding the City's responsibility. Mr. Watts

said that he did support it, and was rooting for Oak Hills' success, but did not want the City to be on the hook for the finances.

**\*\* THE MOTION TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE GRANT DOCUMENTS ON THE CITY'S BEHALF FOR AN \$1,500,000 GRANT WITH THE STATE OF CONNECTICUT FOR IMPROVEMENTS AT THE OAK HILLS PARK AUTHORITY FACILITIES PASSED UNANIMOUSLY.**

Mr. Kimmel said that he would like to re-start the discussion regarding the restaurant at the March 12th meeting. Mr. Hamilton made a note of this.

The Committee then returned to the previously discussed agenda items for the purpose of voting on them.

### **MINUTES APPROVED CONT'D**

**Approve the minutes of the following Finance Committee Meeting:**

**January 8, 2015 & January 28, 2015**

**\*\* MR. KIMMEL MOVED THE MINUTES FOR JANUARY 8, 2015.**

**\*\* THE MOTION TO APPROVE THE MINUTES FOR JANUARY 8, 2015 AS SUBMITTED PASSED WITH THREE IN FAVOR (KIMMEL, PETRINI AND HEMPSTEAD) AND TWO ABSTENTIONS (SIMMS AND WATTS).**

**\*\* MR. KIMMEL MOVED THE MINUTES FOR JANUARY 28, 2015.**

**\*\* THE MOTION TO APPROVE THE MINUTES FOR JANUARY 28, 2015 AS SUBMITTED PASSED WITH FOUR IN FAVOR (KIMMEL, PETRINI, SIMMS AND HEMPSTEAD) AND ONE ABSTENTION. (WATTS).**

**Authorize the Purchasing Agent to issue purchase order to SHI International Corp for the purchase of Dell Servers and VMWare software per response to RFP #3499 for an amount not to exceed \$45,869.00, account 09120600-5777-C0375 (budgeted IT capital item; no special appropriation required). CONT'D**

**\*\* MR. HEMPSTEAD MOVED THE ITEM.**

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

**Authorize the Purchasing Agent to issue purchase orders to SDF Professional Computer d/b/a SAI computers for the purchase of Microsoft software licensing [Server Data Center (12); Server Client (650); Exchange Server (2); Exchange Clients (650); SQL Server (8); Office Professional Client (350); Visual Studio (1)]**

**for an amount not to exceed \$275,000.00. Account 09120600-5777C0375 (budgeted IT Capital Item; no special appropriation required). CONT'D**

**\*\* MR. PETRINI MOVED THE ITEM.**

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

After concluding the votes on the previous agenda items, the Committee returned to the remaining business items on the agenda.

**RESOLUTION, requesting the reduction of the appropriation for the New Fire Headquarters Project for \$13,600,000 to \$13,030,908. (0912-3110-5777-C0466)**

**RESOLUTION, requesting the closeout of the Westport Avenue Addition/Renovation Project in the amount of \$400,000 (Account No. 0914-3110-5777-C0525)**

**RESOLUTION, authorizing a Special Capital Appropriation in the amount of \$35,000 to fund a study of fire protection and emergency services in the Westport Avenue/Cranbury neighborhood. (Account No. 0914-3110-5777-C0525)**

**RESOLUTION, authorizing a Special Capital Appropriation in the amount of \$934,092 to fund renovations and to upgrade fire facilities at the New Canaan Avenue station, and to upgrade facilities at the remaining stations and at the repair facility at 100 Fairfield Avenue. (Account No. 0915-3110-5777-C0557).**

Mr. Kimmel commented that the four agenda items had already gone to the Board of Estimate & Taxation. Mr. Hamilton said that due to the scheduling this was the orders that the Committees meetings had fallen. Mr. Petrini asked for further clarification. Mr. Hamilton said that the Committee was approving the amount and the additional details would be handled in Committee.

Chief McCarthy came forward and said that at the request of the Mayor had determined not to proceed with the Westport Avenue station at this time. He said that this was the process to close out the project except for a small amount of funding for landscaping and some funds for design fee from the State of Connecticut. The remaining funds will be returned to the Capital Project Fund. There is significant work that needs to be done on all the stations, but the New Canaan Avenue station is most in need of renovation. The building was constructed in 1964 and when systems in the building failed, they were abandoned.

The Meadow Street station is also in need of work and once New Canaan has been completed, the Meadow Street station will be upgraded as much as the funding allows. If there are still funds left, then 100 Fairfield Avenue would need exterior work done.

Any remaining funds would be used for a Westport Avenue station study. The station covers Cranbury and the Westport Avenue area. The RFP for this study has been prepared. Chief McCarthy then outlined the various recommendations for the station.

Mr. Petrini asked if there would be any discussions with sharing the costs with surrounding towns for the Westport Avenue. Chief McCarthy said that when the original proposals had come up, having shared resources with neighboring communities would be more economical. He said that this would be included in the study. Discussion followed about the details.

Mr. Hempstead asked if it would make more sense to have an ambulance station at the Westport station. Chief McCarthy said that Norwalk Hospital retains the EMS licenses for ambulances. During recent snowstorms, an ambulance was stationed at Westport Avenue. Mr. Hempstead said that he wanted to make sure the study encompassed both fire and emergency services. Chief McCarthy said that the analysis will include all the calls and determining the best location for being the first responders and the EMS responses. Discussion followed.

Mr. Simms asked about the repairs to the Meadow Street Station repairs. Chief McCarthy said that the HVAC system on the roof needs attention. He said the Meadow Street station also needs to have redesigned entryway to be more open and welcoming. Mr. Simms asked when the last time was that the station was renovated. Chief McCarthy said that none of the five stations had been renovated since they had been constructed. The previous method was to wait until something broke and could not be repaired before replacing. Since the department is a service organization, the idea that the community would want to come to the station is a new approach.

Mr. Watts pointed out that the department had just gotten a new fire station and said that the funding should be minimal for repairs at the other stations. He said that it would be difficult for him to support this and the Chief should come back another time. Chief McCarthy said that he would arrange for Mr. Watts to come and tour the New Canaan Avenue station. He added that the Mayor and Council had requested the department to repair all the stations.

Council Member O'Toole-Giandurco asked about Fairfield Avenue property. Chief McCarthy said that 100 Fairfield Avenue was a very important piece of real estate because the department stores the specialized equipment there such as the HAZMAT truck and it was also used as a central location during Superstorm Sandy.

Mr. Hamilton explained that these were Special Capital Appropriations and the Committee needed to vote on them.

**\*\* MR. KIMMEL MOVED THE FOLLOWING ITEMS:**

**RESOLUTION, REQUESTING THE REDUCTION OF THE APPROPRIATION FOR THE NEW FIRE HEADQUARTERS PROJECT FOR \$13,600,000 TO \$13,030,908. (0912-3110-5777-C0466)**

**RESOLUTION, REQUESTING THE CLOSEOUT OF THE WESTPORT AVENUE ADDITION/RENOVATION PROJECT IN THE AMOUNT OF \$400,000 (ACCOUNT NO. 0914-3110-5777-C0525)**

**RESOLUTION, AUTHORIZING A SPECIAL CAPITAL APPROPRIATION IN THE AMOUNT OF \$35,000 TO FUND A STUDY OF FIRE PROTECTION AND EMERGENCY SERVICES IN THE WESTPORT AVENUE/CRANBURY NEIGHBORHOOD. (ACCOUNT NO. 0914-3110-5777-C0525)**

**RESOLUTION, AUTHORIZING A SPECIAL CAPITAL APPROPRIATION IN THE AMOUNT OF \$934,092 TO FUND RENOVATIONS AND TO UPGRADE FIRE FACILITIES AT THE NEW CANAAN AVENUE STATION, AND TO UPGRADE FACILITIES AT THE REMAINING STATIONS AND AT THE REPAIR FACILITY AT 100 FAIRFIELD AVENUE. (ACCOUNT NO. 0915-3110-5777-C0557).**

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

Chief McCarthy requested that these items be on the March Council agenda so that he could arrange the tours of the stations.

**RESOLUTION, authorizing the closure of the Buckingham-Lockwood Drainage Project in the amount of \$867,156 (Account # 0909-4027-5777-C0421)**

**RESOLUTION, authorizing a Special Capital Appropriation in the amount of \$867,000 for the Watercourse Maintenance Project (Account No. 0914-4027-5777-C0440)**

Mr. Alvord came forward and gave an overview of the previously completed projects and the economic situations that impacted the projects. Mr. Hamilton explained that he usually budgeted for Watercourse Maintenance but had not budgeted for watercourse this year since he knew this would be happening.

Mr. Hempstead asked for a copy of the Malone and McBroom study. Mr. Alvord said that he would send it to Mr. Hempstead electronically.

Mr. Hempstead asked for clarification the drainage work in the Oak Hills area. Mr. Alvord reviewed the details with the Committee.

Mr. Simms asked for details on the department's request of the Watercourse Maintenance. Mr. Hamilton said that the City had bonded for the Buckingham-Lockwood Drainage Project and there was \$867,000 remaining funds. He said that he felt that the funding should be used for drainage issues. Mr. Petrini agreed and said that he felt this was an appropriate use of the funds.

**\*\* MR. KIMMEL MOVED THE ITEMS.**

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

**DISCUSSION OF THE 2015-16 OPERATING BUDGET AND OPERATING CAPITAL BUDGET.**

Mr. Hamilton said that the Council Members should have received copies of the full budget. It has been posted on the City website and was available to everyone. There is a public hearing scheduled for February 19th.

Mr. Hamilton then narrated a PowerPoint presentation on the budget.

The Council is scheduled to set the expenditure cap on February 24th. The Board of Estimate and Taxation (BET) will hold the public hearings on the proposed budget on March 18th. The BET will then set the tentative budget on April 6th and the final BET vote will take place on May 4th.

He then reviewed the key economic indicators including the GDP growth for 2015, which is projected at 2.6-3.0%; the drop in Norwalk unemployment from 9.1% in January 2011 to 5.2% in December 2014, and the modest recovery of the real estate values. Mr. Hamilton went on to review the various details of the Revenue Budget Drivers and Expenditures.

*Mr. Watts left the meeting at 8:52 p.m.*

Mr. Hamilton then reported that there were a number of factors that reduced the expenses of the City, such as the settlement of the Police contract, collective bargaining contribution adjustments, and a reduction in health care costs.

*Mr. Simms left the meeting at 8:57 p.m. There was no quorum present.*

There will be an overall 2.9% overall expenditure increase, including the 2.7% for BOE spending; 2.5% Increase in City spending, and 5.7% in debt service for both the BOE & the City.

Regarding the Major Funding initiatives, Mr. Hamilton said that the City would be fully funding the BOE, restore the bulky waste pick up program; increase the OPEB trust fund,

funding 9 new patrol vehicles, and two detective cars; and supporting the Head Start program among other items.

*Mr. Watts and Mr. Simms rejoined the meeting at 9:110 p.m. A quorum was present.*

Mr. Hamilton then reviewed the Budget Summary with the Committee. Mr. Kimmel had several questions regarding the decrease in Public Works Workers Compensation. Mr. Hamilton said that it was an expected decrease due to subcontracting the garbage collection out.

*Mr. Hempstead left the meeting at 9:15 p.m. He returned at 9:16 p.m.*

Mr. Barron pointed out that of the 9 million dollar increase, the two major amounts were between the BOE and Public Safety accounts, which accounts for approximately 6 million of the increase.

Mr. Hamilton said that the City was expecting a flat amount in State aid.

The budget is balanced with a 2.2% tax levy and an average mill rate increase of 1.4%. Mr. Hamilton said that if the Committee members had any questions, they could contact him via email, so he could prepare the information.

Mr. Kimmel asked about the Fund Balance. Mr. Barron reviewed the details of the fund balance, which is at 10%. The City has maintained the range, maintained the target of the AAA municipalities and used some of the funds for projects. Mr. Hamilton said that in most years, the City outperforms the budget. Discussion followed.

Mr. Petrini had a question for Mr. Alvord regarding the new permit engineer. Mr. Alvord said that there was a permit inspector that was overwhelmed because of the amount of work that Yankee Gas was doing. He also pointed out that during the winter is when there are more water main breaks, and those become a priority. Mr. Alvord pointed out that if his department was able to get the permits out quicker, it would not necessarily increase the budget from the fees, but the repaving restoration fees that have been a major revenue generator. Mr. Petrini said that he felt that this would be prudent to add this position. Mr. Hempstead said he agreed that the position should be to be filled.

*Mr. Petrini left the meeting at 9:35 p.m.*

Mr. Hempstead has a few questions about the Board of Education budget. Mr. Hamilton said that he believed that the transportation service contract was up for bidding. He said that he did not think that the fuel was included in the contract. However, he suggested that Mr. Hempstead check with the BOE Finance Department.

*Mr. Petrini rejoined the meeting at 9:40 p.m.*

Mr. Hempstead asked about the amount from the Building Department. Mr. Hamilton said that Mr. Ireland tended to be conservative when projecting the anticipated revenue.

Mr. Hempstead asked about the increase in the Registrar of Voters. Mr. Hamilton said that while they didn't usually budget for primary elections, there was no question that there would be a primary this year.

Mr. Watts asked why the City was using money from the fund balance. Mr. Hamilton said that Mr. Barron had explained earlier that the City had a policy of using some of the fund balance when the City's fund balance was in the range with the other AAA municipalities. This is done to keep the tax increases as low as possible.

Mr. Watts had questions about the increases in the Police Department. Mr. Hamilton said that the particular figure had to do with the insurance costs for the property. Mr. Watts said that he was looking for savings. He said that the way that the City was doing business was increasing the tax burden and he was not in favor of this. He then spoke about having a paid advocate in Hartford to work for the City. He said that there was a lot of pork in the Budget and had concerns with the Police contract. That was an opportunity to get more concessions, but that didn't happen. The City needs to be more frugal. Mr. Watts said that Mr. Barron had said that Norwalk was in range of the AAA municipalities. Mr. Barron said that he would send Mr. Watts the most recent report of all 169 towns and a separate 18 AAA rated towns.

Mr. Watts said that he thought that the City could reduce their costs further rather than adding to the tax burdens. Mr. Hamilton explained that one part of his presentation had reviewed the changes in City policies that have reduced expenses, such as the settlement of the Police contract. He added that if there were items that Mr. Watts thought were pork, to please let him know.

Mr. Watts said that he had been on the Council for a number of years and that he could read. He said that for some people in Norwalk, a 2% increase was important. He said that he would continue to ask questions.

Mr. Watts then asked about Public Safety. Mr. Hamilton replied that Public Safety included Police, Fire and Combined Dispatch. He then said that the Police contract had not been settled for three years. The Fire contract was renegotiated and Mr. Hamilton reviewed the figures for that department and for Combined Dispatch.

Mr. Watts asked about the replacement vehicles. Mr. Barron said that he had previously worked for Federal Express and worked with the vehicles. He said that regular refreshment of the vehicles lengthened the life of the vehicle. With the Police vehicles, there were two vehicles that were totally in the last year. These two plus the planned

replacement of 7 patrol vehicles and the addition of two detective vehicles that needed to be replaced would bring the fleet to a level that was safe and efficient.

Mr. Hamilton asked which departments he should request to attend the next meeting. The Committee agreed that they would want the Police, Fire, DPW, BOE and Parks present.

**ADJOURNMENT**

**\*\* MR. PETRINI MOVED TO ADJOURN.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 10:04 p.m.

Respectfully submitted,

S. L. Soltes  
Telesco Secretarial Services