

**CITY OF NORWALK  
BOARD OF ESTIMATE AND TAXATION  
REGULAR MEETING  
SEPTEMBER 6, 2016  
MAYOR'S CONFERENCE ROOM**

ATTENDANCE: Gregory Burnett, Chair; Mayor Harry Rilling; Edwin Camacho;  
James Feigenbaum; Laoise King; James Page

STAFF: Robert Barron, Director of Finance; Lunda Asmani, Director of  
Budgets; Donna King, City Clerk

OTHERS: Thomas Hamilton, Chief Financial Officer, Board of Education;  
Michele DeLuca, Deputy Director, Emergency Management

Mr. Burnett called the meeting to order at 7:11 p.m. A quorum was present.

**APPROVAL OF MINUTES**

August 1, 2016 – Regular Meeting

The following corrections were made to the minutes:

Page 1: remove Mr. Feigenbaum from attendance

Page 3: correct spelling of Mr. Camacho's name

Page 9: add Cafe Mu to Recreation and Park

**\*\* MAYOR RILLING MOVED TO ACCEPT THE MINUTES AS  
CORRECTED**

**\*\* MOTION PASSED WITH ONE (1) ABSTENTION (MR. FEIGENBAUM)**

**SPECIAL APPROPRIATIONS AGENDA**

There were none this evening.

**TRANSFER AGENDA**

**FISCAL YEAR 2015-16:**

Mr. Barron explained that most of the departments ended up with a surplus. Most of the transfers are handled interdepartmentally, but some crossed departments. He said that the biggest surplus filled the biggest deficits.

**INFORMATION TECHNOLOGY:**

<b>From</b>	<b>To</b>	<b>Amount</b>
01-0600-5245 Telephone	01-0600-5269 Other Repair & Mtce. Service	\$10,000

Ms. DeLuca explained the item. She said that this will tie in with other City buildings. The ideal would be to tie in with all 20 schools. This transfer is to cover Warnable emergency notification application.

**\*\* MR. CAMACHO MOVED TO APPROVE THE TRANSFER  
\*\* MOTION PASSED UNANIMOUSLY**

**REGISTRAR OF VOTERS:**

<b>From</b>	<b>To</b>	<b>Amount</b>
01-1210-532A Election Supplies	01-1210-5298 Other Contractual Services	\$4,585

Mr. Barron explained the item. This transfer is to cover year-end deficits for transportation of voting machine and hall rental for elections.

**\*\* MR. FEIGENBAUM MOVED TO APPROVE THE TRANSFER  
\*\* MOTION PASSED UNANIMOUSLY**

**TAX COLLECTOR:**

<b>From</b>	<b>To</b>	<b>Amount</b>
01-1330-5211 Postage, Box Rental	01-1330-5221 Printing and Duplication	\$10,512
01-1330-5258 Other Professional Services	01-1330-5221 Printing and Duplication	14,541
01-1330-5295 Seminars & Conf. Fees	01-1330-5221 Printing and Duplication	1,018
01-1330-5311 Office Supplies & Materials	01-1330-5221 Printing and Duplication	266
		\$26,337

Mr. Barron explained the item. This transfer is to cover year-end deficit in printing associated with the recent tax sale.

**\*\* MR. CAMACHO MOVED TO APPROVE THE TRANSFERS  
\*\* MOTION PASSED UNANIMOUSLY**

**HEALTH:**

<b>From</b>	<b>To</b>	<b>Amount</b>
01-2011-5272 Training & Education 0	1-2020-5617 Other Grants, Contributions	\$1,518
01-2020-5110 Wages & Salary - Regular	01-2020-5617 Other Grants, Contributions	252
01-2020-5214 Messenger/Del. Service	01-2020-5617 Other Grants, Contributions	3,440
01-2020-5233 Subscription-Newspaper	01-2020-5617 Other Grants, Contributions	213
01-2020-5258 Other Prof. Services	01-2020-5617 Other Grants, Contributions	265
01-2020-5281 Mileage Reimbursement	01-2020-5617 Other Grants, Contributions	1,521
01-2020-5311 Office Supplies	01-2020-5617 Other Grants, Contributions	113
01-2020-5322 Chem./Lab. & Med. Supp.	01-2020-5617 Other Grants, Contributions	120
01-2020-5613 Condemnation	01-2020-5617 Other Grants, Contributions	6,219
		\$13,661

Mr. Barron explained the item. This transfer is to cover year-end deficit in eviction related expenses.

**\*\* MS. KING MOVED TO APPROVE THE TRANSFERS**  
**\*\* MOTION PASSED UNANIMOUSLY**

**POLICE:**

<b>From</b>	<b>To</b>	<b>Amount</b>
01-0500-5255 I.T. Services	01-3010-5110 Wages & Salary -Regular	\$4,164
01-0500-5311 Office Supplies	01-3010-5110 Wages & Salary - Regular	3,177
01-1100-5140 Wages & Salary – P/T	01-3010-5110 Wages & Salary - Regular	2,202
01-1210-5221 Printing & Duplication	01-3010-5110 Wages & Salary - Regular	4,252
01-3023-5110 Wages & Salary – Regular	01-3022-5120 Wages & Salary – O/T	59,011
01-3023-5120 Wages & Salary – O/T	01-3022-5120 Wages & Salary – O/T	6,557
01-3024-5121 Wages & Salary – Premium	01-3022-5120 Wages & Salary – O/T	1,955
01-3049-5110 Wages & Salary - Regular	01-3022-5120 Wages & Salary – O/T	80,495
01-3050-5110 Wages & Salary - Regular	01-3022-5120 Wages & Salary – O/T	62,289
01-305A-5110 Wages & Salary - Regular	01-3022-5120 Wages & Salary – O/T	14,581
01-305A-5110 Wages & Salary - Regular	01-3024-5110 Wages & Salary – Regular	18,131
01-305A-5110 Wages & Salary - Regular	01-3025-5120 Wages & Salary – O/T	3,199
01-305A-5110 Wages & Salary - Regular	01-3026-5110 Wages & Salary –Regular	15,787
01-305A-5110 Wages & Salary - Regular	01-3030-5110 Wages & Salary –Regular	10,762
01-305A-5120 Wages & Salary – O/T	01-3030-5110 Wages & Salary –Regular	7,278
01-305C-5110 Wages & Salary - Regular	01-3030-5110 Wages & Salary –Regular	63,618
01-305C-5120 Wages & Salary – O/T	01-3030-5110 Wages & Salary –Regular	3,738
01-4021-5110 Wages & Salary – Regular	01-3030-5110 Wages & Salary –Regular	4,784
01-3030-5120 Wages & Salary – O/T	01-3030-5121 Wages & Salary - Premium	6,524
01-3030-5120 Wages & Salary – O/T	01-3030-5150 Longevity	2,005
01-1320-5253 Acctg. & Auditing Services	01-3035-5110 Wages & Salary –Regular	8,075
01-1210-5211 Postage, Box Rent	01-3035-5120 Wages & Salary – O/T	10,559
01-1210-5245 Telephone & Telegraph	01-3035-5120 Wages & Salary – O/T	2,388
01-1210-5311 Office Supplies	1-3035-5120 Wages & Salary – O/T	2,895
01-4021-5120 Wages & Salary – O/T	01-3035-5121 Wages & Salary - Premium	6,913
01-4024-5110 Wages & Salary – Regular	01-3036-5110 Wages & Salary –Regular	53,379
01-4023-5110 Wages & Salary – Regular	01-3036-5120 Wages & Salary – O/T	5,145
01-3030-5120 Wages & Salary – O/T	01-3036-5121 Wages & Salary – Premium	4,229
01-3038-5295 Seminar & Conf. Fees	01-3036-5121 Wages & Salary Premium	99

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01-2070-5322 Chem. Lab. Med. Supplies	01-3037-5110 Wages & Salary –Regular 4,915
01-2070-5322 Chem. Lab. Med. Supplies	01-3038-5110 Wages & Salary –Regular 8,669
01-3055-5244 Gas	01-3038-5110 Wages & Salary –Regular 17,150
01-3053-5461 Centralized Fuel	01-3038-5110 Wages & Salary –Regular 45,719
01-3053-5461 Centralized Fuel	01-3040-5110 Wages & Salary –Regular 4,339
01-3053-5461 Centralized Fuel	01-3040-5120 Wages & Salary – O/T 9,562
01-3053-5461 Centralized Fuel 0	1-3042-5120 Wages & Salary – O/T 15,031
01-3036-5150 Longevity	01-3042-5272 Training & Education 1,665
01-3042-5121 Wages & Salary - Premium	01-3042-5272 Training & Education 367
01-3053-5322 Chem. Lab. Med. Supplies	01-3053-5110 Wages & Salary –Regular 4,142
01-3053-5121 Wages & Salary - Premium	01-3053-5110 Wages & Salary –Regular 200
01-3053-5261 Repair-Maintenance Vehicles	01-3053-5269 Other Repair-Maintenance 1,978
01-305A-5329 Other Operating Supplies	01-3053-5269 Other Repair-Maintenance 845
01-3053-5462 Centralized Fleet	01-3057-5120 Wages & Salary – O/T 21,101
01-3053-5462 Centralized Fleet	01-305B-5140 Wages & Salary – P/T 24,810
01-3065-5120 Wages & Salary – O/T	01-3066-5120 Wages & Salary – O/T 2,314
	\$631,298

Mr. Barron explained the item. This transfer is to cover various wage and operating deficits throughout the department.

\*\* **MR. FEIGENBAUM MOVED TO APPROVE THE TRANSFERS**  
 \*\* **MOTION PASSED UNANIMOUSLY**

**FIRE:**

<b>From</b>	<b>To</b>	<b>Amount</b>
01-3130-5110 Wages & Salary - Regular	01-3110-5110 Wages & Salary – Regular	24,568
01-3053-5462 Centralized Fleet	01-3120-5120 Wages & Salary – O/T	34,001
01-3120-5110 Wages & Salary - Regular	01-3120-5120 Wages & Salary – O/T	94,121
01-3120-5271 Clothing and Uniform	01-3120-5120 Wages & Salary – O/T	6,300
01-3130-5110 Wages & Salary - Regular	01-3120-5120 Wages & Salary – O/T	8,861
01-3140-5298 Other Contractual Services	01-3120-5120 Wages & Salary – O/T	4,100
01-3153-5246 Heating Fuels	01-3120-5120 Wages & Salary – O/T	14,103
01-3154-5244 Gas	01-3120-5120 Wages & Salary – O/T	6,867
01-3154-5298 Other Contractual Services	01-3120-5120 Wages & Salary – O/T	6,396
01-3620-5245 Telephone	01-3120-5120 Wages & Salary – O/T	23,726
01-3053-5462 Centralized Fleet	01-3130-5120 Wages & Salary – O/T	4,290
01-3053-5462 Centralized Fleet	01-3130-5271 Clothing & Uniforms	4,725
01-3120-5251 Medical, Dental, Veterinary	01-3140-5272 Training & Education	7,424
01-3120-5331 Automotive Fuel & Fluids	01-3140-5272 Training & Education	36,522
01-3140-5258 Other Professional Services	01-3140-5272 Training & Education	4,055
01-3120-5245 Telephone	01-3152-5120 Wages & Salary – O/T	2,235
01-3153-5242 Water	01-3152-5120 Wages & Salary – O/T	5,641
01-3152-5140 Part-Time Wages	01-3152-5269 Other Repair-Maintenance	847
01-3152-5332 Motor Vehicle Parts	01-3152-5269 Other Repair-Maintenance	260
01-3053-5462 Centralized Fleet	01-3152-5461 Centralized Fuel	3,943
01-3153-5329 Other Operating Supplies	01-3153-5258 Other Professional Services	905
01-3153-5341 Consumable Tools	01-3153-5258 Other Professional Services	46
01-3154-5244 Gas	01-3154-5241 Electric	13,227
01-4024-5110 Wages & Salary – Regular	01-3160-5110 Wages & Salary – Regular	1,901

01-4024-5110 Wages & Salary – Regular    01-3160-5121 Wages & Salary – Premium 1,586  
\$310,650

Mr. Barron explained the item. This transfer is to cover year-end wage and other operating deficits throughout the department.

**\*\*      MAYOR RILLING MOVED TO APPROVE THE TRANSFERS**  
**\*\*      MOTION PASSED UNANIMOUSLY**

**COMBINED DISPATCH:**

<b>From</b>	<b>To</b>	<b>Amount</b>
01-3620-5245 Telephone	01-3620-5262 Other Machinery & Eqpt.	\$3,156
01-3620-5245 Telephone	01-3620-5272 Training & Education	1,312
01-3620-5245 Telephone	01-3620-5329 Other Operating Supplies	1,037
		<b>\$5,505</b>

Mr. Barron explained the item. He said that this is an intradepartmental transfer. This transfer is to cover year-end deficits throughout the department.

**\*\*      MR. PAIGE MOVED TO APPROVE THE TRANSFERS**  
**\*\*      MOTION PASSED UNANIMOUSLY**

**DPW:**

<b>From</b>	<b>To</b>	<b>Amount</b>
01-4021-5110 Wages & Salary – Regular	01-4010-5272 Training & Education	\$1,619
01-4021-5120 Wages & Salary – Regular	01-4010-5623 Special Events	1,879
01-4021-5110 Wages & Salary – Regular	01-4010-5650 Transfer to Other Funds	109,023
01-4030-5110 Wages & Salary – Regular	01-4021-5241 Electric	144,847
01-4024-5121 Wages & Salary – Premium	01-4024-5130 Wages & Salary Temp.	12,909
01-4024-5267 Plumbing & Heating	01-4024-5130 Wages & Salary – Temp.	150
01-4075-5244 Gas	01-4072-5241 Electric	4,844
01-4074-5244 Gas	01-4074-5241 Electric	10,527
01-4075-5241 Electric	01-4078-5241 Electric	5,354
		<b>\$291,152</b>

Mr. Barron explained the item. This transfer is to cover year-end deficits in wages and utilities.

**\*\*      MR. PAIGE MOVED TO APPROVE THE TRANSFERS**  
**\*\*      MOTION PASSED UNANIMOUSLY**

**RECREATION & PARKS:**

<b>From</b>	<b>To</b>	<b>Amount</b>
01-6010-5110 Wages & Salary - Regular	01-6010-5120 Wages & Salary – O/T	\$14,479
01-4021-5120 Wages & Salary – O/T	01-6010-5121 Wages & Salary – Premium	3,422
01-6023-5130 Wages & Salary - Temporary	01-6010-5130 Wages & Salary - Temporary	10,157
01-6023-5130 Wages & Salary - Temporary	01-6010-5140 Wages & Salary – P/T	4,772
01-6023-5140 Wages & Salary – P/T	01-6010-5140 Wages & Salary – P/T	10,831
01-6024-5130 Wages & Salary - Temporary	01-6010-5140 Wages & Salary – P/T	6,092
01-3042-5110 Wages & Salary - Regular	01-6010-5296 Security Systems	9,565
01-3053-5462 Centralized Fleet Maintenance	01-6010-5296 Security Systems	20,235
01-6021-5130 Wages & Salary - Temporary	01-6021-5140 Wages & Salary – PT	2,074
01-4021-5120 Wages & Salary – O/T	01-6031-5110 Wages & Salary - Regular	3,699
01-6031-5242 Water	01-6031-5110 Wages & Salary - Regular	6,207
01-6024-5140 Wages & Salary – P/T	01-6031-5120 Wages & Salary – O/T	8,402
01-6024-5140 Wages & Salary – P/T	01-6031-5130 Wages & Salary - Temporary	5,624
01-6024-5451 Pool Rental	01-6031-5130 Wages & Salary - Temporary	6,975
01-6025-5650 Transfers to Other Funds	01-6031-5130 Wages & Salary - Temporary	8,256
01-6031-5462 Centralized Fleet Maintenance	01-6031-5130 Wages & Salary - Temporary	26,500
01-6031-5325 Recreation Supplies	01-6031-5269 Other Repair-Maintenance	385
01-4021-5120 Wages & Salary - OT	01-6031-5371 Lumber & Wood Products	2,107
01-6031-5462 Centralized Fleet Maintenance	01-6031-5461 Centralized Fuel	17,240
01-6031-5462 Centralized Fleet Maintenance	01-6033-5130 Wages & Salary - Temporary	84,445
01-6200-5120 Wages & Salary - OT	01-6033-5130 Wages & Salary - Temporary	36,354
01-4075-5244 Gas	01-6033-5241 Electric	1,794
01-6033-5120 Wages & Salary - OT	01-6033-5242 Water	7,500
01-6036-5130 Wages & Salary - Temporary	01-6033-5242 Water	3,381
01-6036-5130 Wages & Salary - Temporary	01-6034-5130 Wages & Salary – Temporary	8,454
01-4075-5244 Gas	01-6034-5242 Water	3,383
01-4075-5244 Gas	01-6042-5241 Electric	4,646
01-6036-5130 Wages & Salary - Temporary	01-6048-5130 Wages & Salary – Temporary	6,835
01-6048-5246 Heating Fuels	01-6048-5130 Wages & Salary – Temporary	3,212
01-4075-5244 Gas	01-6048-5241 Electric	3,408
		\$330,434

Mr. Barron explained the item and said that they had a negative variance in their temporary wage account due to programs and staffing at the beach. This transfer is to cover year-end wage and operating deficits throughout the department.

**\*\* MS. KING MOVED TO APPROVE THE TRANSFERS  
 \*\* MOTION PASSED UNANIMOUSLY**

**LIBRARY:**

<b>From</b>	<b>To</b>	<b>Amount</b>
01-6200-5110 Wages & Salary – Regular	01-6200-5221 Postage, Box Rent	\$2,400
01-6200-5110 Wages & Salary – Regular	01-6200-5241 Electric	2,357
01-6200-5110 Wages & Salary – Regular	01-6200-5258 Other Professional Services	1,507
01-6200-5110 Wages & Salary – Regular	01-6200-5294 Machinery, Equipment Rent	5,367
01-6200-5110 Wages & Salary – Regular	01-6200-5392 Books	1,764
01-6210-5246 Heating Fuels	01-6210-5267 Plumbing, Heating, Electrical	1,357

\$14,752

Mr. Barron explained the item. This transfer is to cover year end deficits in the Library. This includes deficits in the copier/printer rental account as well as a transfer to postage to be reserved.

\*\* MR. CAMACHO MOVED TO APPROVE THE TRANSFERS  
\*\* MOTION PASSED UNANIMOUSLY

**REDEVELOPMENT:**

<b>From</b>	<b>To</b>	<b>Amount</b>
01-4029-5110 Wages & Salary – Regular	01-7025-5B0258 Other Professional Services	\$75,000

Mr. Barron explained the item. This transfer is to cover the Manresa Study at every level of use. Mayor Rilling noted that this is a significant piece of property.

\*\* MR. PAIGE MOVED TO APPROVE THE TRANSFER  
\*\* MOTION PASSED UNANIMOUSLY

**PENSIONS:**

<b>From</b>	<b>To</b>	<b>Amount</b>
01-9530-5258 Other Professional Services	01-9530-5465 401A Pension Match	\$22,272

Mr. Barron explained the item. This transfer is to cover a year end deficit in the 401A pension match account for employees hired after July 1, 2012.

\*\* MR. CAMACHO MOVED TO APPROVE THE TRANSFER  
\*\* MOTION PASSED UNANIMOUSLY

**OTHER BUSINESS**

**Approval of FY 2015-16 Reserve for Encumbrances**

Mr. Barron distributed the FY 2015-2016 Reserve for Encumbrances requests. He reviewed the larger requests and explained his justification for approving or rejecting a request.

Under Personnel & Labor Relations, Mayor Rilling suggested approving the request for \$9,170 for training.

Mr. Hamilton reviewed the restricted reserve request by the Board of Education. He spoke about health insurance claims and said that the cost is driven by claim cost. Last year there were 26 – 28 claims that exceeded \$250,000 each; however, they had three years where the claim costs were flat.

Mr. Barron said that he recommended approving the Board of Education’s request.

- \*\* MAYOR RILLING MOVED TO APPROVE THE FY 2015-2016 RESERVE FOR ENCUMBRANCES WITH THE ADDITION OF \$9,170 FOR TRAINING FOR A TOTAL OF \$1,721,275**  
**\*\* MOTION PASSED UNANIMOUSLY**

**ADDITIONAL INFORMATION**

Oak Hills Financial Status – July 2016

Mr. Barron explained that Oak Hills had large expenses, otherwise they would have been positive \$60,000.

Tax Collector's Report – July 2016

Mr. Barron explained that Norwalk has one of the highest tax collection rates in the State of Connecticut. Roughly half of the tax collection takes place in July. Due to the problems with the Department of Motor Vehicle and to assist the taxpayers, Ms. Biagiarelli is sending motor vehicle tax bills out a week early.

Key Revenue Report - 2016

Mr. Barron reviewed the key revenue report and said that they expect to exceed budget this year.

- \*\* MR. FEIGENBAUM MOVED TO ADJOURN**  
**\*\* MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 8:28 p.m.

Respectfully submitted,

Rosemarie Lombardi  
Telesco Secretarial Services