

**CITY OF NORWALK  
BOARD OF ESTIMATE & TAXATION  
May 1, 2017**

**ATTENDANCE:** Gregory Burnett, Chairman; Anne Yang-Dwyer (Via Phone); James Page; Edwin Camacho; James Feigenbaum

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

**CALL TO ORDER**

Mr. Burnett called the meeting to order at 6:41 p. m. A quorum was present.

**APPROVAL OF MINUTES**

**April 3, 2017**

Page 4 Change "Mr. Barron stated that the City of Norwalk adopted a \$20.9 million budget for FY 2016-17." to "Mr. Barron stated that the City of Norwalk adopted an intergovernmental budget of \$20.9 million"

Page 4 Change "In February of 2017, the stated indicated" to "the State indicated"

- \*\* MR. PAGE MOVED TO ACCEPT THE APRIL 3, 2017 MINUTES AS AMENDED.**
- \*\* THE MOTION PASSED WITH TWO ABSTENTIONS (MR. CAMACHO AND MR. FEIGENBAUM.)**

**SPECIAL APPROPRIATIONS AGENDA (SECTION A)**

**List of Resolutions  
Advertised Items -  
Report on Special Appropriations  
Justification/Back-up material**

No items were brought forward.

**TRANSFER AGENDA (SECTION B)**

**Building Management Department**

Mr. Asmani recommended approval of a transfer to cover outdoor maintenance, clean up, painting, and tree removal at Ben Franklin Center.

- \*\* MR. CAMACHO MOVED TO APPROVE THE BUILDING MANAGEMENT DEPARTMENT TRANSFER FROM WAGES & SALARIES –TEMP TO OTHER PROFESSIONAL SERVICES IN THE AMOUNT OF \$7,200.**

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

#### **Code Enforcement**

Mr. Asmani recommend approval of a transfer to move an approved \$24,000 expense for the Muni-City permit system from 5130- Wages & Salaries – Temp to 5258 – Other Professional Services.

**\*\* MR. FEIGENBAUM MOVED TO APPROVE THE CODE ENFORCEMENT TRANSFER FROM WAGES & SALARIES – TEMP TO OTHER PROFESSIONAL SERVICES IN THE AMOUNT OF \$24,000.**

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

#### **Personnel Department**

Mr. Asmani recommended approval of the transfer to cover the Part-time salary for Emmet Hibson. Mr. Asmani stated that Mr. Hibson has been doing contract negotiations which will continue through the end of the fiscal year.

**\*\* MR. PAGE MOVED TO APPROVE THE PERSONNEL DEPARTMENT TRANSFER FROM WAGES & SALARIES – REGULAR TO WAGES & SALARIES – PART TIME IN THE AMOUNT OF \$13,875.**

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

#### **Library**

Ms. Chris Bradley came forward in support of the transfer. She stated that Connecticut Educational Education Network will now be charging for Wi-Fi. She stated that Digital Back Office offers better service than CEN. This transfer would enable the Library to switch vendors.

**\*\* MR. CAMACHO MOVED TO APPROVE THE LIBRARY TRANSFER FROM MEMBERSHIP AND DUES TO TELEPHONE AND TELEGRAPH IN THE AMOUNT OF \$5,100.**

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

#### **OTHER BUSINESS (SECTION C)**

**1. RESOLUTION, MAKING APPROPRIATIONS, for Various Public Improvements aggregating \$120,718,000 for the FY 2017-18 Capital Budget and authorizing the Issuance of \$120,080,000 General Obligation Bonds of the City to meet certain appropriations in the FY 2017-18 Capital Budget.**

**\*\* MS. YANG-DWYER MOVED TO MAKE APPROPRIATIONS, FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING \$120,718,000 FOR THE FY 2017-18 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF \$120,080,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN APPROPRIATIONS IN THE FY 2017-18 CAPITAL BUDGET.**

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

**2. Approval of the FY 2017-18 Parking Authority Budget Pg. 24**

Mr. Dick Brescia, Ms. Kathryn Hebert, and Mr. Bruce Chimento came forward in favor of the item. Mr. Brescia stated that \$300,794 in Capital Outlay is included in the proposed budget, and the revenue now equals the expenses instead of the revenue being \$300,794 greater than expenses.

Ms. Hebert stated that last year, parking violations were about \$1,000,000 of the revenue in the budget or about 15% of revenue. Mr. Chimento stated that the parking violation revenue comes from meters, garages, and no parking zones. Mr. Brescia stated that the authority is concerned about the number of violations and has reduced hours of enforcement in some parking areas. Violations decreased significantly after the hours of enforcement were changed but we are not satisfied. Mr. Brescia stated that there are no plans to increase meter fees. Mr. Brescia stated that a parking study will be done to come up with ways to improve parking and positively impact many different areas of the city beyond the Parking Authority.

**\*\* MR. CAMACHO MOVED TO APPROVE THE FY 2017-18 PARKING AUTHORITY BUDGET AS PRESENTED.**

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

### **3. Approval of the FY 2017-18 WPCA Budget Pg. 33**

Mr. Chimento and Mr. Ralph Kolb came forward in favor of the budget. Mr. Kolb stated that this budget includes a \$5 rate increase for a single family residence and an overall blended rate increase of approximately 1.5% over the previous fiscal year. He stated that Norwalk WPCA is to receive \$90,959 in Nitrogen Credits from the State.

**\*\* MR. CAMACHO MOVED TO APPROVE THE FY 2017-18 WPCA BUDGET AS PRESENTED.**

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

### **4. Approval of FY 2016-17 Suspense Tax List**

Ms. Lisa Biagiarelli came forward to present the FY 2016-17 Suspense Tax List. She stated that she believes that these taxes are uncollectible and requested that the Board transfer these items to the Suspense Tax Book. The total dollar amount included in this request for transfer to suspense is \$911,302.34. This amount includes \$468,861.73 in business personal property taxes; \$349,119.26 in motor vehicle taxes; and \$93,321.35 in real estate taxes.

Ms. Biagiarelli stated that this year's requested transfer of \$911,302.34 is significantly more than what was transferred last year, but comparable to what was transferred to suspense in 2015. She stated that this year, we are requesting a significantly higher business personal property transfer, due to bills that are uncollectible as a result of bankruptcy, including 2007 – 2015 grand list bills in the name of The Original Grasso Construction Company . She stated that there are several accounts proposed for transfer as a result of court stipulated settlements, such as Sono Wharf.

Ms. Biagiarelli stated that accounts that are transferred to suspense are still collectible in certain cases and remain on our tax software system for fifteen years from the due date. The transfer to suspense is an efficiency measure and serves to relieve the City from having to continue to attempt to bill accounts

for which we have no valid address. She stated that we do collect in cases where our outside collection agency is able to locate the taxpayer through skip tracing, or in cases when the taxpayer ultimately moves back to Connecticut and attempts to register a vehicle at the Department of Motor Vehicles. She stated that the transfer to suspense does not mean the City gives up on collecting. It only means we are able to use our resources more efficiently.

**\*\* MS. YANG-DWYER MOVED TO APPROVE THE FY 2016-17 SUSPENSE TAX LIST AS SUBMITTED.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

#### **APPROVAL OF FY 2017-18 OPERATING BUDGET & TAX RATES**

Mr. Barron came forward to present the item. He stated that the Connecticut Office of Policy & Management reported that there will be additional budget shortfalls in this upcoming fiscal year and in the Bi-Annual budget. He stated that it is not known what impact that will have on Norwalk. Mr. Barron reviewed the FY 2016-17 approved mill rates and the FY 2017-18 approved mill rates in each taxing district.

Mr. Barron detailed expenditures by each department and stated that this year, there is a 4.5% increase to the Education budget. He reviewed departmental revenue for the upcoming FY and stated that the Real Estate Conveyance Tax would increase by \$695,780 and Building Permits would increase by \$650,000. Total Departmental Revenue would increase by \$1,622,522.

Mr. Barron gave an overview of the intergovernmental revenue Norwalk has received from the state in past years and what the state has said they will give us in this upcoming year. He stated that due to the uncertainty in the state budget, the expected intergovernmental revenue could change. Mr. Barron stated that if intergovernmental revenue falls short, Norwalk could dip into the fund balance to make up the difference. He stated that he would not recommend an increase to the mill rate when it is not clear that it would be necessary and the amount of an increase that would be necessary.

Mr. Barron reviewed the estimated costs that will be incurred by each of the City Departments.

**\*\* MR. CAMACHO MOVED TO APPROVE THE FY 2017-18 OPERATING BUDGET TOTAL  
EXPENDITURES AT \$343,164,976.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

#### **ADDITIONAL INFORMATION (SECTION D)**

##### **Summary of Special Appropriations**

##### **Status of Contingency**

##### **Financial reports**

**Oak Hills Financial Status – March 2017**

**Year-to-date Capital Budget Report – FY 2016-17**

**Year-to-date City Operating Revenues Report - FY 2016-17**

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**Year-to-date Operating Expenditure Report – FY 2016-17**  
**Year-to-date BOE Operating Expenditure Report - FY 2016-17**  
**Tax Collector’s Narrative – March 2017**  
**Tax Collector’s Report – March 2017**

**Salary accounts**

**Police**

**Fire**

**Public Work**

Mr. Barron stated that Oak Hills had a cold March this year in comparison to a warm March last year. He stated that course improvements and renovations have been made. These improvements should lead to an increase in revenues in April and in the coming spring season.

**ADJOURNMENT**

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

The meeting was adjourned at 8:58 p. m.

Respectfully submitted,

Tom Blaney  
Telesco Secretarial Services