

**CITY OF NORWALK  
BOARD OF ESTIMATE & TAXATION  
SEPTEMBER 5, 2017**

**ATTENDANCE:** Gregory Burnett, Chairman; Mayor Harry Rilling; James Feigenbaum; James Page

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

**CALL TO ORDER**

Mr. Burnett called the meeting to order at 6:30 p. m. A quorum was present.

**1. APPROVAL OF MINUTES**

**August 7, 2017 – Regular Meeting**

Page 1

Change “Finance Director” to “Director of Finance”

Change “Fure” to “Fire”

Change “Mr. Barron stated reviewed” to “Mr. Barron reviewed”

Page 3

Change “Mr. Asmani stated we are a month into the new year so the Year-to-Date variances do not tell us much.” To “Mr. Asmani stated for 2016-17 on the revenue side”

Remove “Mr. Barron stated that he recommends that Oak Hills Park Authority have equal revenues and expenses for this fiscal year.”

Change “great year. Because” to “great year because”

**\*\* MR. FEIGENBAUM MOVED TO APPROVE THE AUGUST 7, 2017 MINUTES AS AMENDED.**

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

**2. Special Appropriations Agenda (Section A)**

**Approval of a \$125,128 FYE 2018 special appropriation for the Board of Education equal to its remaining FYE 2017 surplus after the approval of the below reserve for encumbrance and deposit into a non-lapsing account.**

Mr. Tom Hamilton came forward in favor of the item. He stated that with no State budget approved for the fiscal year that started two months ago, both the City and the Norwalk Public Schools are facing financial uncertainty. He stated that the State has not reauthorized the Priority School District grant program. He stated that the grant provided \$3,900,000 for essential educational services during the Fiscal Year 2016-17. Mr. Hamilton stated that the Governor’s latest executive order contains no Priority School District funding, and the Alliance District Grant which provided Norwalk Public Schools with \$1,150,000 last year, may not be funded either.

Mr. Hamilton stated that all of our Curriculum and Instructional Site Directors are paid for through the State Alliance District grant. He stated we are concerned that any reductions to ECS will mean a large cut to or the elimination of the Alliance Grant to Norwalk Public Schools. He stated he has taken steps to reduce the number of CISD's that the District will be employing for the 2017-18 school year. He stated that our ability to roll out new educational strategies and initiatives rely heavily on the CISD's for implementation.

Mr. Hamilton stated that the BET is authorized to deposit into a non-lapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation for education, provided that amount does not exceed 1% of the total budgeted appropriation for education. He requested that the BET approve depositing the full 1% into this non-lapsing account. He requested that the City approve a special appropriation from the remaining surplus funds that the Board of Education returned to the City at the end of FY 2016-17. He stated that the additional funds returned to the City at fiscal year-end totaled \$125,128 and an appropriation of this amount will allow us to retain one additional CISD.

Mayor Rilling stated that the BET has shown support of the Board of Education. He stated that you never want to punish a department for living within their budget and not give them as much money the next year. He stated that every year we have given the Board of Education the 1%. Perhaps right now is not the right time to do it. We do not have information on how the budget is going to play out. He stated there is a strong possibility that we are going to have to draw down on our rainy day fund. The citizens of Norwalk cannot afford another tax increase. We need to support the Board of Education while being fair to our taxpayers. He stated he supports the request of \$125,128, but that now may not be the right time to give it.

**\*\* MAYOR RILLING MOVED TO TABLE THE REQUEST OF A \$125,128 FYE 2018 SPECIAL APPROPRIATION FOR THE BOARD OF EDUCATION EQUAL TO ITS REMAINING FYE 2017 SURPLUS AFTER THE APPROVAL OF THE BELOW RESERVE FOR ENCUMBRANCE AND DEPOSIT INTO A NON-LAPSING ACCOUNT, AND ADD IT TO THE AGENDA OF THE OCTOBER MEETING.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

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

**1. Approval of a \$486,396 reserve for encumbrances for the Board of Education's incurred but unpaid liabilities from FYE 2017.**

**\*\* MAYOR RILLING MOVED TO APPROVE A \$486,396 RESERVE FOR ENCUMBRANCES FOR THE BOARD OF EDUCATION'S INCURRED BUT UNPAID LIABILITIES FROM FYE 2017.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

**2. Approval of an additional \$435,489 from the Board of Education's FYE 2017 surplus to be deposited into a non-lapsing account pursuant to Connecticut State Statute Title 10, Chapter 171, Section 248a to equal the maximum 1% carryforward of its appropriated budget or \$1,761,500.**

**\*\* MAYOR RILLING MOVED TO APPROVE AN ADDITIONAL \$435,489 FROM THE BOARD OF EDUCATION'S FYE 2017 SURPLUS TO BE DEPOSITED INTO A NON-LAPSING ACCOUNT**

**PURSUANT TO CONNECTICUT STATE STATUTE TITLE 10, CHAPTER 171, SECTION 248A TO EQUAL THE MAXIMUM 1% CARRYFORWARD OF ITS APPROPRIATED BUDGET OR \$1,761,500.**

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

### **SPECIAL EDUCATION DEVELOPMENT FUND YEAR 1**

Mr. Hamilton provided an overview of expenses in the first year of the program. He reviewed the Norwalk High School High Road ED Program & Wolfpit ES Autism Program. He reviewed the Full Continuum Demonstration Site Expenses. He reviewed the School Compliance and Quality Case Manager expenses. He reviewed the expenses for the Teach-to-One Math Grade 6-8 Program at Nathan Hale.

### **3. TRANSFER AGENDA (SECTION B)**

#### **Recreation & Parks      \$5,025**

Mr. Asmani stated the transfer is to cover pool rental expenses from the Board of Education. He stated \$20,925 has been transferred out of this account as part of the year end close out process. He stated the Department received some late invoices for services rendered prior to June 30 after the transfer had occurred. To fund this transfer and eliminate the negative balance, funds from another account with a positive year-end balance will be used.

**\*\* MR. PAGE MOVED TO APPROVE A RECREATION AND PARKS TRANSFER FROM THE TELEPHONE & TELEGRAPH ACCOUNT TO THE POOL RENTAL ACCOUNT IN THE AMOUNT OF \$5,025.**

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

#### **Recreation & Parks      \$3,035**

Mr. Asmani stated the transfer is to cover security expenses at various City parks. He stated the Police Department provides day security during the summer as well as nights and weekends. \$20,420 has been transferred into this account as part of the year end process. To fund this transfer and eliminate the negative balance caused by the receipt of some late invoices for services rendered prior to June 30, funds from another account with a positive year-end balance will be used.

**\*\* MR. PAGE MOVED TO APPROVE THE TRANSFER FROM THE TELEPHONE & TELEGRAPH ACCOUNT TO THE SECURITY SYSTEMS ACCOUNT IN THE AMOUNT OF \$3,025.**

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

#### **Recreation & Parks      \$1,533**

Mr. Asmani stated this transfer is to cover the annual cost of water to the First Taxing District Water Department.

**\*\* MR. PAGE MOVED TO APPROVE THE TRANSFER FROM THE TELEPHONE & TELEGRAPH ACCOUNT TO THE WATER ACCOUNT IN THE AMOUNT OF \$1,533.**

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

**Historical Commission \$45,000**

Mr. Asmani stated that the Historical Commission's long-term part-time handyman retired during the fall of 2016. Since that time the Department has been using a contracted handyman service on an as-needed basis. He stated this request is to transfer the entire FY 2017-18 funding from the Part-Time Wages account to the Other Professional Services account.

**\*\* MR. FEIGENBAUM MOVED TO APPROVE THE TRANSFER FROM THE WAGES & SALARY –PART TIME ACCOUNT TO THE OTHER PROFESSIONAL SERVICES ACCOUNT IN THE AMOUNT OF \$45,000.**

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

**5. ADDITIONAL INFORMATION (SECTION D)**

**Status of Contingency**

**Financial reports**

**Oak Hills Financial Status – July 2017**

**Year-to-date Capital Budget Report – FY 2017-18**

**Year-to-date Operating Revenues Report – FY 2017-18**

**Year-to-date Operating Expenditure Report – FY 2017-18**

**Year-to-date BOE Operating Expenditure Report – FY 2017-18**

**Tax Collector's Report – July 2017**

**Tax Collector's Narrative – July 2017**

**Salary accounts**

**Police**

**Fire**

**Public Works**

Mr. Asmani stated that we are two months into the new year. There is not much information as far as trend is concerned. We have not made any transfers out of contingency yet. Salary accounts are consistent with where we should be. He stated Oak Hills has made \$93,000 net operating income for the month of July. It is slightly less than what they made this time last year, which was \$96,000. Operating revenues have exceeded operating expenditures so far.

Salary accounts

**ADJOURNMENT**

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

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

The meeting was adjourned at 7:27 p. m.

Respectfully submitted,

Tom Blaney  
Telesco Secretarial Services