

BOARD OF ESTIMATE & TAXATION MEETING ACTIONS

**JUNE 6, 2005
NORWALK, CONNECTICUT REGULAR MEETING**

PRESENT: Mayor, Alex Knopp Tim Buzzee
Gregory Burnett Tanya Court
Randall Avery James Clark
Ron Coley

Also present were: Pam Stark, City Clerk, Thomas Hamilton, Director of Finance, Ann Twomey, Director of Management and Budgets; Hal Alvord, Director of DPW; Kathryn Hebert, Administrative Services Manager; Dr. Salvatore Corda, Superintendent of Schools; Les Kozerowitz, Library Director

Mayor Knopp called the meeting to order at 8:05 pm and requested they take the agenda out of order. There were no objections.

SPECIAL APPROPRIATIONS AGENDA

Section A – Advertised Items – 2

1. RESOLVED, that a sum not to exceed \$12,000 be and the same is hereby transferred from Contingency to the Department of Public Works to pay for electric usage at Nathaniel Ely Center. (Account No. 01-4072-5241).

Ms. Twomey stated that CL&P had installed a new meter that was not set correctly; it was 80 and should have read 160, therefore the usage was recorded incorrectly and they are allowed to go back and charge for one year.

Mr. Avery asked how this was discovered.

Mr. Alvord replied that they had received an invoice noting that it did not line up with what they had estimated.

Mr. Avery asked if future estimates would have to be amended.

Mr. Alvord replied that they would.

**** MR. CLARK MOVED APPROVAL OF THE ITEM.
** MOTION PASSED UNANIMOUSLY.**

2. RESOLVED, that a sum not to exceed \$68,208 be and the same is hereby transferred from contingency to the Department of Public Works to pay for an expected shortfall in automotive fuel deliveries. (Account No. 01-4054-5331).

Ms. Twomey explained the DPW account year to date including expenditures with a balance of \$10,485. They are expecting seven more deliveries that is expected to cost \$64,418 and reimbursements from non-profits of \$18,000. The expected shortfall is \$68,000.

Mr. Alvord noted that the budget was developed eighteen months ago and they could not have anticipated the increase in fuel costs.

Mayor Knopp asked which non-profit agencies Ms. Twomey was referring to.

Ms. Twomey replied that they are the grant agencies, for example Neon, Sonic etc (the full list is included in the back-up material).

Mayor Knopp asked how they kept track of usage.

Mr. Alvord explained that when someone goes to the pump, they punch in codes to a keypad that would identify the user and the agency.

Mr. Avery asked how the fuel is purchased.

Mr. Alvord said it is purchased in bulk and there is a weekly usage rate that is topped up. The fuel is purchased at contract rate and is renewed annually.

**** MR. BUZZEE MOVED APPROVAL OF THE ITEM.
** MOTION PASSED UNANIMOUSLY.**

TRANSFER AGENDA

Section B

**** MS. COURT MOVED APPROVAL OF THE TRANSFER AGENDA.**

Ms. Twomey indicated that she had been working with Ms. Hebert to find money to cover costs, which they had done in several accounts.

**** MOTION PASSED UNANIMOUSLY.**

OTHER BUSINESS

Section C

2. RESOLUTION, authorizing the reduction of \$48,000 of Capital Budget Appropriation for Library Door Replacement (Project Account No. 09046210-5777-C0305).

3. RESOLUTION, Appropriating \$48,000 for the Library Air Conditioning Project (Project Account No. 09056210-5777-C0328).

**** MR. AVERY MOVED BOTH ITEMS.**

Mr. Hamilton stated that the library has come forward indicating that two air conditioning units have malfunctioned and need to be replaced. The library has requested that a lower priority capital project for replacement of doors be closed out so there will be no increase in capital spending. He said they are anticipating the library to seek funding in the future for the doors, but for the meantime the air conditioning units are a higher priority.

Mr. Kozerowitz added that the units are HVAC, for air conditioning and heating. He said that they probably would not get them in time for the summer but would like to have them ready for the winter. He added that the new units qualify for an incentive from CL&P.

**** MOTION PASSED UNANIMOUSLY.**

4. RESOLUTION, making Appropriations aggregating \$10,077.00 for the 2005-06 Capital Budget and authorizing the issuance of \$7,628,324 General Obligation Bonds of the City to meet certain appropriations in the 2005-06 Capital Budget.

**** MR. BUZZEE MOVED APPROVAL OF THE ITEM.**

Mr. Hamilton stated that this resolution is to authorize the issuance of the bonds to finance the approved capital budget for next year.

**** MOTION PASSED UNANIMOUSLY.**

5. Suspense Tax List

Mr. Hamilton explained that this is a procedure used by the Tax Collector for removing items that have not been paid, for example most of the items are for motor vehicle taxes where the people have moved away from that address. Efforts do take place after

suspense, they are handed to a collection agency but this is really for truing up the total. He added that the number this year is considerably lower than in prior years.

Ms. Court asked why there are so many in 2000.

Mr. Hamilton said that the Tax Collector waits four years before turning them over.

Mr. Avery explained the system of four years noting that this is a good number to be approving.

Ms. Court asked if the city checks when people are about to be engaged by the city; if they owe back taxes etc.

Mr. Hamilton replied that a thorough check is done as well as a check on building and health permits.

**** MR. CLARK MOVED APPROVAL OF THE SUSPENSE LIST AS PRESENTED.
** MOTION PASSED UNANIMOUSLY.**

1. Meet and Confer with the Board of Education regarding upcoming Teacher and Administrator contracts.

**** MR. BURNETT MOVED TO GO INTO EXECUTIVE SESSION FOR THE
PURPOSE OF DISCUSSING TEACHER AND ADMINISTRATOR CONTRACTS.
** MOTION PASSED UNANIMOUSLY.**

Mayor Knopp, members of the Board of Estimate and Taxation and Dr. Corda went into executive session at 8:30 pm. They reconvened into public session at 9:15 pm.

**** MR. BURNETT MOVED TO ADJOURN.
** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 9:25 pm.

ATTEST: _____
Pam Stark, City Clerk