

**BOARD OF ESTIMATE & TAXATION MEETING ACTIONS**

JULY 14, 2003

**CALL TO ORDER AND ATTENDANCE**

**PRESENT:** Adam Farstrup,  
Chairman                      David Davidson  
Ron Coley                      Tulio E. Lopez  
Mayor Alex Knopp          Tim Buzzee  
(7:50)

**ABSENT:** Randall Avery

Also present were Pam Stark, City Clerk and Ann Twomey, Director of Management & Budgets, and Fred Gilden.

Mr. Farstrup called the meeting to order at 7:35 p.m.

**APPROVAL OF MINUTES**

**\*\* MR. DAVIDSON MOVED ACCEPTANCE OF THE MINUTES AS CORRECTED.**

Corrections to minutes of **June 2, 2003**

Page 4, paragraph 2, line 6, "ranted" should be "granted."  
Page 4, Last paragraph, "incumbent" should be "encumbrances."  
Page 6, paragraph 5, line 3; "n" should be "in."  
Page 7, paragraph 2, line 1 delete "said that he perceived" and add "expressed his disappointment"  
Page 8, Motion, vote was three in favor and three opposed  
Page 8, paragraph 6, line 1, delete "of."  
Page 10, last paragraph, "not" should be deleted  
Page 12, Section D, first sentence, should read "Mr. Davidson recounted to the Mayor the previous appointment of a member to participate in the administration negotiation"

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

**SPECIAL APPROPRIATIONS AGENDA (SECTION A)**

**List of Resolutions  
Advertised Items**

## **FY 2002-03**

### **Item 1:**

**\$39,991 from Contingency to the Building Management Department to pay for utility expenses for various buildings due to the severe winter season.**

Building management had many expenses that were higher than what was originally budgeted. It looks like they have \$50,000 in their account overall but these funds will be spent on other outstanding bills.

**\*\* MR. DAVIDSON MOVED TO RESOLVE THAT A SUM NOT TO EXCEED \$31,991 BE AND THE SAME IS HEREBY TRANSFERRED FROM CONTINGENCY TO THE BUILDING MANAGEMENT DEPARTMENT TO PAY FOR UTILITY EXPENSES FOR VARIOUS BUILDINGS DUE TO THE SEVERE WINTER SEASON. (ACCOUNT NO. 01-3054-5241; 01-3054-5244; 01-4929-5244; 01-4927-5246; 01-4922-5246**

**\*\* MOTION CARRIED UNANIMOUSLY.**

### **Item 2**

A discussion took place on changing the amount of money from \$92,300 to \$72,080.

**\*\* MR. DAVIDSON MOVED TO RESOLVED, THAT A SUM NOT TO EXCEED \$72,080 BE AND THE SAME IS HEREBY TRANSFERRED FROM EXCESS FUNDS IN THE CAPITAL FUND TO PAY FOR THE NORWALK PUBLIC LIBRARY AT BELDEN AVENUE ROOF PROJECT. (ACCOUNT NO. 09036210-5777-CO274.)**

**\*\* MOTION CARRIED UNANIMOUSLY.**

Mr. Davidson asked what the balance of excess capital funds were at the present time. The Chairman said he would provide this information at the next meeting.

## **FY 2003-04**

### **Item 1**

**RESOLVED, that a sum not to exceed \$63,000 be and the same is hereby transferred from Contingency to the Health Department to pay for malpractice insurance for three City physicians. (Account No. 01-2011-5418.)**

**\*\* MR. LOPEZ MOVED TO TABLE THIS ITEM.**

**\*\* MOTION CARRIED UNANIMOUSLY.**

**Report on Special Appropriations  
Justification/Back-up Material**

The report on Special Appropriations/Transfers From Contingency for Fiscal Year 2002-03 and back-up materials were contained in the members' packets.

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

There was no discussion on this item.

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

#### **Special Capital Appropriation**

This matter was discussed under Special Appropriations Agenda (Section A).

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

Mr. Farstrup received a letter from the superintendent wherein the superintendent said \$70 million would be the cap. Mr. Davidson requested a copy of the letter.

#### **Oak Hills Park Financial Status**

Mr. Davidson indicated that there had been an adjustment of something between \$120,000 and \$150,000 in interest cost and that he had asked for an explanation. Mr. Gilden said it had been bonded for an irrigation system and they had begun paying it back the following year. Mr. Davidson said he was confused as to why there was a change in accounting after two and a half years. Mr. Gilden said there was no reason for them to pay back the money. He said that took into account any interest they made on the money. He said Oak Hills would not have to pay until January 2005.

A status report was contained in the packets distributed to board members.

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

#### **Status of Contingency**

#### **Action of Personnel Committee**

#### **Financial Reports**

#### **Year-to-date Capital Budget Report (FY 2003)**

#### **Year-to-date Operating Budget Report (FY 2003)**

#### **Salary Accounts**

#### **Board of Education Year-to-Date Summary Report**

Reports on these items were distributed to the members.

## **Police Overtime Fire Overtime**

Mr. Gilden said there was a balance of about \$13.2 million in the fund balance and that most of the departments had stayed within their budget. He said the fire and police departments had done really well with their overtime and that everything looked pretty good. Mr. Davidson complimented Chiefs Verda and Rilling for their efforts. The Mayor said 97.7% had been the previous projected tax collection rate but that the projected rate for 2003-04 was 98.2. He said this would be the first time the City had reached more than 98%. The Mayor felt that overtime had been out of control. He said he began reviewing the causes for and structure of overtime. He said the tax collection rate and reduced overtime had improved the City's financial position. He said the prior administration took money out of fund balance in order to send a tax rebate to voters. He is trying to build up the fund balances.

## **Board of Education Year-To-Date Summary Report**

Mr. Davidson said he understood that teachers contracts had been extended a year. He asked if any member of the Board of Estimate and Taxation been present at any of the negotiations. Mr. Farstrup said no. Mr. Davidson said the board had appointed him to be the representative of the Board of Estimate and Taxation. He then withdrew his name as the representative of the board in light of the fact that no member was present during negotiations between the Board of Education and the union. Mr. Farstrup said he would contact the superintendent to get clarification on the questions raised that night.

Mr. Davidson distributed the request for audit proposals from the Sixth Taxing District, and said he wanted everyone to be aware that there were some entities willing to go out for proposals for audit services. He believes the board should be aware of it so that when the subject next comes up, everyone will know that it is a common as well as a wise practice.

With regard to the Ad-Hoc Audit Committee Mr. Davidson noted that at the prior meeting, Mr. Miller had said a solution to the issue would be forthcoming the following week. He inquired about the status of the ad hoc audit committee. The Mayor said the appointment was imminent.

Regarding the item tabled at the February meeting concerning the registrar's office, Mr. Davidson believes everything must be operating appropriately before the appropriation of funds is approved. He would like to know what is happening with the audit so the board can act appropriately.

Mr. Gilden said he went from 12/02 to the middle of June and looked at the timesheets. He did not find differences between timesheets and what was on the payroll. There have been no further discrepancies. He said he had instituted a policy to make sure every payroll is signed by one of the department heads so that nothing will go through unless someone has signed off on it.



**\*\* THE MAYOR MOVED THAT THE ITEM CONCERNING TIMESHEETS BE PLACED ON THE AGENDA FOR THE AUGUST MEETING UNDER "OTHER BUSINESS."**

**\*\* MOTION CARRIED UNANIMOUSLY.**

The Mayor announced that Jack Miller had submitted his resignation and that the position of finance director had been offered to Tom Hamilton, who is the finance director for Stamford. There will be a going away party for Mr. Miller on August 15th, 5:30 p.m. at Continental Manor. The new director will start on September 3rd.

**\*\* MR. DAVIDSON MOVED TO ADJOURN AT 8:50 P.M.**

**\*\* MOTION CARRIED UNANIMOUSLY.**

ATTEST: \_\_\_\_\_

Pam Stark, City Clerk

