

**CITY OF NORWALK
BOARD OF ESTIMATE & TAXATION
JULY 6, 2009**

ATTENDANCE: Fred Wilms, Chairman; Michael Lyons; Michael Kolman; James Clark; James Feigenbaum; Mayor Richard Moccia (7:35).

STAFF: Ellen Wink, City Clerk; Thomas Hamilton, Finance Director; Ossie Lewis, Manager of Budgets & Systems.

The meeting was called to order at 7:30 p.m. by the Chairman.

APPROVAL OF MINUTES

JUNE 1, 2009 REGULAR MEETING

**** MR. LYONS MOVED TO APPROVE THE MINUTES AS DISTRIBUTED.
** MOTION PASSED WITH ONE ABSTENTION (MR. CLARK).**

SPECIAL APPROPRIATIONS AGENDA

\$99,755 FROM CONTINGENCY TO THE EMPLOYEE BENEFITS SOCIAL SECURITY ACCOUNT TO COVER A PROJECTED SHORTFALL IN SOCIAL SECURITY

Mr. Lewis reviewed his memo, noting that Finance recommends approval. Mr. Hamilton pointed out that most of this was because of wage settlements. Approximately \$35,000 related to the early retirements.

**** MR. WILMS MOVED RESOLVED, THAT A SUM NOT TO EXCEED \$99,755 BE AND THE SAME IS HEREBY TRANSFERRED FROM CONTINGENCY TO THE EMPLOYEE BENEFITS SOCIAL SECURITY ACCOUNT TO COVER A PROJECTED SHORTFALL IN SOCIAL SECURITY. (ACCOUNT NO. 01-9020-5418).
** MOTION PASSED UNANIMOUSLY BY VOICE VOTE.**

At 7:35 p.m., Mayor Moccia arrived at the meeting.

\$20,000 FROM CONTINGENCY TO THE HISTORICAL COMMISSION'S GRANT & DONATIONS INSTITUTION ACCOUNT TO COVER COMMON AREA MAINTENANCE CHARGES FOR THE NORWALK MUSEUM

Mr. Lewis reviewed his memo. Finance recommends approval.

The Chairman asked for an explanation. Mr. Lewis said this is an agreement between the City and Plaza Realty for the use of the Norwalk Museum. There is a rate based on the CPI, which is calculated annually. Mr. Hamilton said the June 2008 payment was not processed until after that fiscal year was closed. It was paid out in this fiscal year, which meant there were 13 payments made.

Mr. Clark asked how long it took for the \$15,000 to accrue. Mr. Hamilton said the monthly payment varies from month to month, but this is really attributable to the fact that there were 13 payments this year.

Discussion took place on the partnership. Mayor Moccia said the Museum is run by the Historical Commission and the lawsuit against Ms. Gunn has been dropped. It is now running much better.

**** MR. WILMS MOVED: RESOLVED, THAT A SUM NOT TO EXCEED \$20,000 BE AND THE SAME IS HEREBY TRANSFERRED FROM CONTINGENCY TO THE HISTORICAL COMMISSION'S GRANT & DONATIONS INSTITUTION ACCOUNT TO COVER COMMON AREA MAINTENANCE (CAM) CHARGES FOR THE NORWALK MUSEUM (ACCOUNT NO. 01-6300-5620).**

**** MOTION PASSED UNANIMOUSLY BY VOICE VOTE.**

\$71,573 FROM CONTINGENCY TO THE DEPARTMENT OF PUBLIC WORKS TO COVER A SETTLEMENT BETWEEN THE CITY AND THE THIRD TAXING DISTRICT

Mr. Hamilton reviewed Mr. Lewis' memo, noting that Finance recommends approval.

**** MAYOR MOCCIA MOVED: RESOLVED, THAT A SUM NOT TO EXCEED \$71,573 BE AND THE SAME IS HEREBY TRANSFERRED FROM CONTINGENCY TO THE DEPARTMENT OF PUBLIC WORKS TO COVER A SETTLEMENT BETWEEN THE CITY AND THE THIRD TAXING DISTRICT (ACCOUNT NO. 01-4021-5241).**

**** MOTION PASSED UNANIMOUSLY BY VOICE VOTE.**

\$62,500 FROM CONTINGENCY TO THE HEALTH DEPARTMENT TO COVER SHORTFALL IN VARIOUS ACCOUNTS IN THE HEALTH DEPARTMENT'S BUDGET

This item was withdrawn.

TRANSFER AGENDA

FISCAL YEAR 2008-09:

INFORMATION TECHNOLOGY:

<u>From</u>		<u>To</u>		<u>Amount</u>
01-0600-5120	(Overtime Wages)	01-0600-5110	(Regular Wages)	\$ 6,720

FINANCE DIRECTOR:

<u>From</u>		<u>To</u>		<u>Amount</u>
01-1350-5110	(Regular Wages)	01-1310-5110	(Regular Wages)	\$ 5,130

TAX ASSESSOR:

<u>From</u>		<u>To</u>		<u>Amount</u>
01-1320-5110	(Regular Wages)	01-1320-5140	(Part-time Wages)	\$
01-1320-5120	(Overtime Wages)	01-1320-5140	(Part-time Wages)	3,760
01-1340-5110	(Regular Wages)	01-1320-5140	(Part-time Wages)	2,434
		01-1320-5140		<u>11,652</u>
		01-1320-5140		\$17,846

HEALTH DEPT.

<u>From</u>		<u>To</u>		<u>Amount</u>
01-2070-5140	(Part-time Wages)	01-2040-5140	(Part-time Wages)	\$41,000

POLICE:

<u>From</u>		<u>To</u>		<u>Amount</u>
01-3022-5110	(Regular Wages)	01-3010-5110	(Regular Wages)	\$54,319
01-3022-5110	(Regular Wages)	01-3021-5110	(Regular Wages)	11,810
01-3023-5110	(Regular Wages)	01-3021-5110	(Regular Wages.)	21,429
01-3012-5121	(Overtime Wages)	01-3021-5110	(Regular Wages)	2,717
01-3022-5150	(Premium Wages)	01-3021-5110	(Regular Wages)	1,780
01-3026-5110	(Longevity)	01-3021-5110	(Regular Wages)	1,367
01-3026-5110	(Regular Wages)	01-3021-5110	(Overtime Wages)	1,367
01-3022-5110	(Regular Wages)	01-3021-5110	(Overtime Wages)	1,367
01-3022-5110	(Regular Wages)	01-3021-5110	(Overtime Wages)	1,367
01-3026-5110	(Regular Wages)	01-3021-5110	(Overtime Wages)	1,367

01-3024-5120	(Regular Wages)	5110	(Premium Wages)	34,190
01-3026-5110	(Regular Wages)	01-3021-	(Regular Wages)	3,492
01-3026-5110	(Overtime Wages)	5110	(Premium Wages)	228,719
01-3026-5110	Regular Wages)	01-3021-	(Overtime Wages)	37,550
01-3030-5110	(Regular Wages)	5110	(Overtime Wages)	53,672
01-3026-5110	(Regular Wages)	01-3021-	(Regular Wages)	2,869
01-302A-5120	(Regular Wages)	5120	(Overtime Wages)	6,178
01-3035-5110	(Regular Wages)	01-3022-	(Premium Wages)	8,758
01-302A-5120	(Regular Wages)	5120	(Overtime Wages)	13,770
01-302A-5121	(Overtime Wages)	01-3022-	(Overtime Wages)	10,395
01-302A-5121	(Regular Wages)	5121	(Overtime Wage)	4,505
01-302A-5121	(Overtime Wages)	01-3024-	(Premium Wages)	17,572
01-3038-5110	(Overtime Wages)	5110	(Overtime Wages)	13,750
01-3040-5110	(Premium Wages)	01-3024-	(Overtime Wages)	34,502
01-3030-5110	(Premium Wages)	5121	(Premium Wages)	5,629
01-3030-5110	(Premium Wages)	01-3025-	(Overtime Wages)	2,648
01-3030-5110	(Regular Wages)	5120	(Overtime Wages)	8,120
01-3030-5110	(Regular Wages)	01-3026-	(Overtime Wages)	1,386
01-3030-5110	(Regular Wages)	5120	(Regular Wages)	3,217
01-3037-5110	(Regular Wages)	01-3028-	(Overtime Wages)	10,559
01-3037-5120	(Regular Wages)	5110	(Premium Wages)	2,870
01-3053-5462	(Regular Wages)	01-3030-	(Regular Wages)	2,631
01-3620-5110	(Regular Wages)	5120	(Overtime Wages)	31,476
01-305A-5120	(Regular Wages)	01-3030-	(Regular Wages)	2,205
01-3061-5271	(Regular Wages)	5121	(Regular Wages)	81,441
01-3065-5110	(Regular Wages)	01-3035-	(Regular Wages)	6,387
01-3065-5130	(Overtime Wages)	5120	(Regular Wages)	4,660
	(Centralized Fleet Mtce.)	01-3035-	(Overtime Wages)	5,161
	(Regular Wages)	5120	(Part-time Wages)	2,377
	(Overtime Wages)	01-3035-	(Part-time Wages)	23,279
	(Clothing & Uniforms)	5120	(Part-time Wages)	11,480
	(Regular Wages)	01-3035-	(Part-time Wages)	1,364
	(Temporary Wages)	5121		1,332
		01-3036-		1,584
		5120		
		01-3036-		<u>1,809</u>
		5120		\$
		01-3036-		774,959
		5121		
		01-3040-		
		5120		
		01-3040-		
		5120		
		01-3040-		
		5120		
		01-3042-		

5110
 01-3042-
 5120
 01-3042-
 5121
 01-3049-
 5110
 01-3049-
 5120
 01-3053-
 5110
 01-3053-
 5110
 01-3053-
 5110
 01-3053-
 5110
 01-3057-
 5120
 01-3053-
 5140
 01-3053-
 5140
 01-3053-
 5140
 01-3053-
 5140

COMBINED DISPATCH:

<u>From</u>		<u>To</u>		<u>Amount</u>
01-3620-5110	(Regular Wages)	01-3620-	(Overtime Wages)	
01-3620-5110	(Regular Wages)	5120	(Premium Wages)	\$88,861
		01-3620-		<u>16,273</u>
		5121		\$105,134

<u>From</u>		<u>To</u>		<u>Amount</u>
01-3620-5262	(Other Mach. & Eqpt.)	01-3620-	(Telephone)	
01-3620-5269	(Other Repair & Mtce.)	5245	(Telephone)	\$10,989
		01-3620-		<u>2,902</u>
		5245		\$13,891

PUBLIC WORKS DEPT.

<u>From</u>		<u>To</u>		<u>Amount</u>
--------------------	--	------------------	--	----------------------

01-4021-5110	(Regular Wages)	01-4021-	(Overtime Wages)	
01-4021-5110	(Regular Wages)	5120	(Temporary Wages)	\$37,413
01-4021-5110	(Regular Wages)	01-4021-	(Regular Wages)	6,380
01-4010-5110	(Regular Wages)	5130	(Regular Wages)	51,433
01-4022-5110	(Regular Wages)	01-4027-	(Regular Wages)	19,104
01-4030-5110	(Regular Wages)	5110	(Regular Wages)	36,659
01-4030-5130	(Regular Wages)	01-4027-	(Regular Wages)	18,342
01-4033-5110	(Temporary Wages)	5110	(Regular Wages)	5,336
01-4033-5110	(Regular Wages)	01-4027-	(Regular Wages)	40,461
01-3620-5110	(Regular Wages)	5110	(Regular Wages)	6,648
01-4042-5299	(Regular Wages)	01-4027-	(Overtime Wages)	18,129
01-4030-5130	(Regular wages)	5110	(Overtime Wages)	5,813
01-3620-5110	(Disposal Services)	01-4027-	(Overtime Wages)	15,771
	(Temporary Wages)	5110		<u>12,981</u>
	(Regular Wages)	01-4027-		\$274,47
		5110		0
		01-4028-		
		5110		
		01-4028-		
		5110		
		01-4028-		
		5120		
		01-4030-		
		5120		
		01-4042-		
		5120		

RECREATION AND PARKS:

<u>From</u>		<u>To</u>		<u>Amount</u>
01-6010-5110	(Regular Wages)	01-6010-	(Overtime Wages)	\$
01-6010-5245	(Telephone)	5120	(Overtime Wages)	1,848
01-6021-5130	(Temporary wages)	01-6010-	(Temporary Wages)	3,671
01-6021-5140	(Part-time Wages)	5120	(Temporary Wages)	4,833
01-6021-5298	(Other Contractual Svcs.)	01-6010-	(Temporary Wages)	2,282
01-6027-5130	(Temporary Wages)	5130	(Temporary Wages)	8,757
01-6024-5130	(Printing & Duplication)	01-6010-	(Temporary Wages)	1,597
01-6024-5140	(Temporary wages)	5130	(Temporary Wages)	143
01-6031-5110	(Part-time Wages)	01-6010-	(Temporary Wages)	19,737
01-6031-5110	(part-time Wages)	5130	(Overtime Wages)	2,757
01-6036-5140	(Regular Wages)	01-6010-	(Overtime Wages)	14,287
01-6031-5341	(Regular Wages)	5130	(Temporary Wages)	2,756
01-6033-5325	(Part-time Wages)	01-6010-	(Temporary Wages)	18,202
01-1100-5140	(Consumable	5130	(Temporary Wages)	3,833
01-1210-5140	tools/Hdware)	01-6022-	(Temporary Wages)	5,642

01-3410-5110	(Recreation Supplies)	5130	(Temporary Wages)	2,000
01-1350-5110	(Part-time Wages)	01-6022-	(Temporary Wages)	9,609
01-6036-5140	(Part-time Wages)	5130	(Temporary Wages)	4,066
	(Regular Wages)	01-6031-	(Temporary Wages)	11,751
	(Regular Wages)	5120	(Temporary Wages)	2,305
	(Regular Wages)	01-6031-	(Temporary Wages)	10,208
	(Part-time Wages)	5120		<u>8,303</u>
		01-6031-		\$138,58
		5130		7
		01-6033-		
		5130		
		01-6033-		
		5130		
		01-6033-		
		5130		
		01-6033-		
		5130		
		01-6033-		
		5130		
		01-6033-		
		5130		
		01-6033-		
		5130		
		01-6036-		
		5130		

<u>From</u>		<u>To</u>		<u>Amount</u>
01-6010-5311	(Office Supplies)	01-6010-	(Security System)	\$
01-6023-5235	(Membership & Dues)	5296	(Security System)	2,234
01-6025-5298	(Other Contractual	01-6010-	(Security System)	2,325
01-6034-5335	Services)	5296	(Security System)	2,507
01-6034-5336	(Plumbing Supplies)	01-6010-	(Security System)	2,500
	(Electrical Supplies)	5296		<u>2,000</u>
		01-6010-		\$ 11,566
		5296		
		01-6010-		
		5296		

<u>From</u>		<u>To</u>		<u>Amount</u>
01-3053-5462	(Centralized Fleet Mtce.)	01-6031-	(Centralized Fuel)	
		5461		\$10,000

This transfer is to cover the estimated deficit in Centralized Fuel.

- ** MAYOR MOCCIA MOVED TO APPROVE THE ABOVE-LISTED TRANSFERS.
- ** MOTION PASSED UNANIMOUSLY BY VOICE VOTE.

ADDITIONAL INFORMATIONS

MAY 28, 2009 – BET/BOE JOINT SERVICES STUDY GROUP MINUTES

Members reviewed the minutes and the report distributed by Mr. Hamilton on mail room, mail delivery and postage metering operations. The Chairman, who is a member of the Study Group, said that they had identified 15 areas of duplication and decided to work first on mail room operations. They can consolidate on the postage meters and approved an RFP for a mail processing firm. They also approved working on the routes for delivery. The next discussion will be on payroll. They think they can save \$56,000 on mail. Mr. Hamilton said by combining the mail, they can take advantage of bulk mail rates.

Mr. Kolman asked about confidentiality concerns with Health Department and Police Department mail going through the Board of Education. Mr. Hamilton said this issue has not been addressed; Mayor Moccia said he did not feel that would be a problem.

The Chairman said that this change will have to be voted on by the Board of Education and the Common Council.

Mayor Moccia asked the Chairman to introduce discussion with the Study Group about recycling, noting that it is almost non-existent in the high schools and the middle schools.

The Chairman said besides saving money, they are also looking into ways to work smarter.

Mr. Clark said high school students are environmentally aware. Mayor Moccia agreed, but noted that the Board of Education has not actively gotten the message out to their staff.

The Chairman will propose this item be added to the agenda of the Joint Services Study Group.

OAK HILLS REPORT – MAY 2009

The Chairman said it looks like, on a year-to-year basis, their loss is double. Mr. Kolman said they are still self-sufficient. Mayor Moccia pointed out the effects of the tremendous amount of rain that has taken place.

TAX COLLECTOR'S REPORT – MAY 2009

Mr. Hamilton said they are definitely running below where they were last year. For 2009-1010, they are planning a tax sale next summer. Hopefully, the economy will improve and the collection rate will go up. Overall, Mr. Hamilton said he was not surprised that they were a little below last year, given the state of the economy. The Chairman said this seems to be holding up.

Mr. Hamilton said that Mr. Lo let him know on Friday about the elevator problem. It will be a \$55,000 repair job. There is some money available for this, but Mr. Lo will be coming for a special appropriation to cover some of the cost, either from Capital or from Operating.

OTHER BUSINESS

UPDATE ON THE BOARD OF EDUCATION'S LABOR CONTRACT NEGOTIATIONS

- ** MAYOR MOCCIA MOVED TO GO INTO EXECUTIVE SESSION TO DISCUSS THE UPDATE ON THE BOARD OF EDUCATION'S LABOR CONTRACT NEGOTIATIONS.**
- ** MOTION PASSED UNANIMOUSLY BY VOICE VOTE.**

The Board of Estimate & Taxation went into Executive Session at 8:05 p.m.

Respectfully submitted,

Cheryl Telesco
Telesco Secretarial Services