

**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:**

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

---

**FINANCE DIRECTOR:**

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

---

**TAX ASSESSOR:**

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

---

**HEALTH DEPT.**

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

---

**POLICE:**

<b><u>From</u></b>		<b><u>To</u></b>		<b><u>Amount</u></b>
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
01-3023-5120	(Overtime Wages)	01-3021-5110	(Regular Wages.)	2,717
01-3012-5121	(Premium Wages)	01-3021-5110	(Regular Wages)	1,780
01-3022-5150	(Longevity)	01-3021-5110	(Regular Wages)	1,367
01-3026-5110	(Regular Wages)	01-3021-5110	(Regular Wages)	34,190
01-3026-5110	(Regular Wages)	01-3021-5120	(Overtime Wages)	3,492
01-3022-5110	(Regular Wages)	01-3022-5120	(Overtime Wages)	228,719
01-3022-5110	(Regular Wages)	01-3022-5121	(Premium Wages)	37,550
01-3026-5110	(Regular Wages)	01-3024-5110	(Regular Wages)	53,672
01-3024-5120	(Overtime Wages)	01-3024-5121	(Premium Wages)	2,869
01-3026-5110	Regular Wages)	01-3025-5120	(Overtime Wages)	6,178
01-3026-5110	(Regular Wages)	01-3026-5120	(Overtime Wages)	8,758
01-3026-5110	(Regular Wages)	01-3028-5110	(Regular Wages)	13,770
01-3030-5110	(Regular Wages)	01-3030-5120	(Overtime Wages)	10,395
01-3030-5110	(Regular Wages)	01-3030-5121	(Premium Wages)	4,505
01-3026-5110	(Regular Wages)	01-3035-5120	(Overtime Wages)	17,572
01-302A-5120	(Overtime Wages)	01-3035-5120	(Overtime Wages)	13,750
01-3035-5110	(Regular Wages)	01-3035-5120	(Overtime Wage)	34,502
01-302A-5120	(Overtime Wages)	01-3035-5121	(Premium Wages)	5,629
01-302A-5120	(Overtime Wages)	01-3036-5120	(Overtime Wages)	2,648
01-302A-5121	(Premium Wages)	01-3036-5120	(Overtime Wages)	8,120
01-302A-5121	(Premium Wages)	01-3036-5121	(Premium Wages)	1,386
01-302A-5121	(Premium Wages)	01-3040-5120	(Overtime Wages)	3,217
01-3038-5110	(Regular Wages)	01-3040-5120	(Overtime Wages)	10,559
01-3040-5110	(Regular Wages)	01-3040-5120	(Overtime Wages)	2,870
01-3030-5110	(Regular Wages)	01-3042-5110	(Regular Wages)	2,631
01-3030-5110	(Regular Wages)	01-3042-5120	(Overtime Wages)	31,476
01-3030-5110	(Regular Wages)	01-3042-5121	(Premium Wages)	2,205
01-3030-5110	(Regular Wages)	01-3049-5110	(Regular Wages)	81,441
01-3030-5110	(Regular Wages)	01-3049-5120	(Overtime Wages)	6,387
01-3030-5110	(Regular Wages)	01-3053-5110	(Regular Wages)	4,660
01-3037-5110	(Regular Wages)	01-3053-5110	(Regular Wages)	5,161
01-3037-5120	(Overtime Wages)	01-3053-5110	(Regular Wages)	2,377
01-3053-5462	(Centralized Fleet Mtce.)	01-3053-5110	(Regular Wages)	23,279
01-3620-5110	(Regular Wages)	01-3057-5120	(Overtime Wages)	11,480
01-305A-5120	(Overtime Wages)	01-3053-5140	(Part-time Wages)	1,364
01-3061-5271	(Clothing & Uniforms)	01-3053-5140	(Part-time Wages)	1,332
01-3065-5110	(Regular Wages)	01-3053-5140	(Part-time Wages)	1,584
01-3065-5130	(Temporary Wages)	01-3053-5140	(Part-time Wages)	1,809
				<u>\$ 774,959</u>

**COMBINED DISPATCH:**

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

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

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

**PUBLIC WORKS DEPT.**

<u>From</u>		<u>To</u>		<u>Amount</u>
01-4021-5110	(Regular Wages)	01-4021-5120	(Overtime Wages)	\$37,413
01-4021-5110	(Regular Wages)	01-4021-5130	(Temporary Wages)	6,380
01-4021-5110	(Regular Wages)	01-4027-5110	(Regular Wages)	51,433
01-4010-5110	(Regular Wages)	01-4027-5110	(Regular Wages)	19,104
01-4022-5110	(Regular Wages)	01-4027-5110	(Regular Wages)	36,659
01-4030-5110	(Regular Wages)	01-4027-5110	(Regular Wages)	18,342
01-4030-5130	(Temporary Wages)	01-4027-5110	(Regular Wages)	5,336
01-4033-5110	(Regular Wages)	01-4027-5110	(Regular Wages)	40,461
01-4033-5110	(Regular Wages)	01-4028-5110	(Regular Wages)	6,648
01-3620-5110	(Regular wages)	01-4028-5110	(Regular Wages)	18,129
01-4042-5299	(Disposal Services)	01-4028-5120	(Overtime Wages)	5,813
01-4030-5130	(Temporary Wages)	01-4030-5120	(Overtime Wages)	15,771
01-3620-5110	(Regular Wages)	01-4042-5120	(Overtime Wages)	<u>12,981</u>
				\$274,470

**RECREATION AND PARKS:**

<b><u>From</u></b>		<b><u>To</u></b>		<b><u>Amount</u></b>
01-6010-5110	(Regular Wages)	01-6010-5120	(Overtime Wages)	\$ 1,848
01-6010-5245	(Telephone)	01-6010-5120	(Overtime Wages)	3,671
01-6021-5130	(Temporary wages)	01-6010-5130	(Temporary Wages)	4,833
01-6021-5140	(Part-time Wages)	01-6010-5130	(Temporary Wages)	2,282
01-6021-5298	(Other Contractual Svcs.)	01-6010-5130	(Temporary Wages)	8,757
01-6027-5130	(Temporary Wages)	01-6010-5130	(Temporary Wages)	1,597
01-6027-5221	(Printing & Duplication)	01-6010-5130	(Temporary Wages)	143
01-6024-5130	(Temporary wages)	01-6022-5130	(Temporary Wages)	19,737
01-6024-5140	(Part-time Wages)	01-6022-5130	(Temporary Wages)	2,757
01-6024-5140	(part-time Wages)	01-6031-5120	(Overtime Wages)	14,287
01-6031-5110	(Regular Wages)	01-6031-5120	(Overtime Wages)	2,756
01-6031-5110	(Regular Wages)	01-6031-5130	(Temporary Wages)	18,202
01-6036-5140	(Part-time Wages)	01-6033-5130	(Temporary Wages)	3,833
01-6031-5341	(Consumable tools/Hdware)	01-6033-5130	(Temporary Wages)	5,642
01-6033-5325	(Recreation Supplies)	01-6033-5130	(Temporary Wages)	2,000
01-1100-5140	(Part-time Wages)	01-6033-5130	(Temporary Wages)	9,609
01-1210-5140	(Part-time Wages)	01-6033-5130	(Temporary Wages)	4,066
01-1340-5110	(Regular Wages)	01-6033-5130	(Temporary Wages)	11,751
01-3410-5110	(Regular Wages)	01-6033-5130	(Temporary Wages)	2,305
01-1350-5110	(Regular Wages)	01-6033-5130	(Temporary Wages)	10,208
01-6036-5140	(Part-time Wages)	01-6036-5130	(Temporary Wages)	<u>8,303</u>
				\$138,587
<b><u>From</u></b>		<b><u>To</u></b>		<b><u>Amount</u></b>
01-6010-5311	(Office Supplies)	01-6010-5296	(Security System)	\$ 2,234
01-6023-5235	(Membership & Dues)	01-6010-5296	(Security System)	2,325
01-6025-5298	(Other Contractual Services)	01-6010-5296	(Security System)	2,507
01-6034-5335	(Plumbing Supplies)	01-6010-5296	(Security System)	2,500
01-6034-5336	(Electrical Supplies)	01-6010-5296	(Security System)	<u>2,000</u>
				\$ 11,566
<b><u>From</u></b>		<b><u>To</u></b>		<b><u>Amount</u></b>
01-3053-5462	(Centralized Fleet Mtce.)	01-6031-5461	(Centralized Fuel)	\$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