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**CITY OF NORWALK
BOARD OF ESTIMATE AND TAXATION
REGULAR MEETING
VIA TELECONFERENCE
NOVEMBER 7, 2022**

ATTENDANCE: Edwin Camacho, Chair; Harry Rilling, Mayor; Ed Abrams; Fames Frayer; Troy Jellerette

STAFF: Deanna D'Amore, Director of Health; Irene Dixon, City Clerk; Thomas Ellis, Director of Management and Budgets; Alan Lo, Buildings and Facilities Manager

OTHER: Alan Dutton, Oak Hills Park Authority

Mr. Camacho called the meeting to order at 6:34 p.m.

Ms. Dixon called the Roll as indicated above. A Quorum was present.

1. APPROVAL OF MINUTES

October 3, 2022 – Regular Meeting

The following correction was made to the minutes:

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The sentence should read as follows: Mr. Frayer said that the balance in the Rainy Day Fund tells him that the City collected a surplus more than what was actually needed from the taxpayers.

**** MR. FRAYER MOVED TO APPROVE THE MINUTES AS CORRECTED
** MOTION PASSED WITH TWO (2) ABSTENTIONS (MR. ABRAMS AND
MAYOR RILLING)**

2. SPECIAL APPROPRIATIONS AGENDA (Section A) None

3. TRANSFER AGENDA (Section B)

**** MR. FRAYER MOVED TO APPROVE THE FOLLOWING TRANSFER**

Building Management

FROM	TO	AMOUNT
01-4071-5110 Wages & Salaries	01-4086-5266 Buildings	\$50,000

Mr. Lo reviewed the history of the building at 98 South Main Street. He explained that the YMCA had submitted a proposal to use the building for community uses; however, there were financial challenges, and they are no longer able to go through with their project. This request will allow the City to operate the building until the end of the fiscal year.

Mr. Camacho asked if there were any plans for the building since the YMCA backed out. Mayor Rilling said he is working with the Boys and Girls Club of Stamford to see if it is possible to make it a satellite space.

Mr. Lo said that it costs about \$80,000 annually to run the building, including the cost of snow removal. He added that it is essential to maintain the building by keeping the heat and hot water running.

Mr. Frayer said that when the agreement with the YMCA was approved, it was almost a done deal. Mayor Rilling said the original renovation estimates came in higher than anticipated and they were not successful with their capital campaign. He said he reached out to the Stamford Boys and Girls Club to see if they would be interested in providing programs in the building.

Mr. Lo described the original agreement between the City of Norwalk and the YMCA and said that after Covid, the project costs went up significantly. Mayor Rilling said the Boys and Girls Club also felt the estimate was high and there is a local developer who believes they can come in significantly lower. Mr. Lo said the YMCA spent a few hundred thousand dollars on this project.

**** MOTION PASSED UNANIMOUSLY**

**** MR. FRAYER MOVED TO APPROVE THE FOLLOWING TRANSFER**

Health Department

FROM	TO	AMOUNT
01-2070-5322 chem, lab, med supplies	01-2018-5418 Ins premium	\$24,090.01

Ms. D'Amore reviewed the request to cover the insurance cost for their WIC employees. Last year a change was made in their health insurance, and it was more expensive. They realized they needed additional funds to cover those overages. She said there are enough funds in other accounts to cover the overages. This request is to approve the transfer of funds to the correct account.

Ms. Rodriguez said these changes to their insurance were made during their open enrollment. This was caught midway and brought to Ms. D'Amore.

**** MOTION PASSED UNANIMOUSLY**

4. OTHER BUSINESS (Section C) None

5. ADDITIONAL INFORMATION (Section D)

Financial reports

- Oak Hills Park Budget – September 2022

Mr. Dutton reviewed their financials. The biggest expense was for water. He reported that they are making payments to the City.

Mr. Frayer pointed out that the accounts receivables were up by \$37,000. Mr. Dutton said that raises somewhat of an issue. They are owed by the licensee for the restaurant from the first quarter of the fiscal year. They are owed about \$26 - \$31,000. Mr. Dutton said they approached the licensee and they said they were not doing as well as they thought. He said they met to see what they could do to help them; however, it has been silent for a few weeks.

Mr. Jellerette said he felt the deal was extraordinary for them and is surprised and not happy about this. Mr. Camacho said it sounds like it is not going to work out.

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Mr. Jellerette recommended they work very quickly to remedy this situation and if not, they should act on it.

Mr. Jellerette asked about the openings on the Oak Hills Park Authority. Mr. Dutton said he believes they have three openings. Mr. Jellerette offered to keep sending names to the Mayor for the positions on the Oak Hills Park Authority.

Mayor Rilling left the meeting at 7:12 PM

Mr. Jellerette asked about upcoming capital projects. Mr. Dutton said they are looking at getting 2 golf simulators. There are no other major capital projects planned at this time. Mr. Jellerette asked about the status of the unlimited program this year. Mr. Dutton said the number of rounds are down from the people who purchased unlimited rounds last year. He said it is good to do because it helps the cash flow

Mr. Dutton talked about staffing and said the general managers opening is under negotiations. Mr. Jellerette said this position needs to be filled. He asked if the restaurant could publish its hours of operation. Mr. Dutton said he told them they need to be opened during the core hours but he has not heard back from them. Mr. Frayer asked how the licensee does at the Silvermine Golf Club. Mr. Dutton said he heard that their governance is not as happy as they have been in the past. Mr. Frayer said he heard the same thing. Mr. Dutton said going forward they will develop a very strong RFP. Mr. Frayer said we were told that there are very few people who were interested. Mr. Dutton said there are opportunities at Oak Hills.

- Year-to-date Capital Budget Report – FY 2022-23

Mr. Ellis reported that they are running on target on most line items in the budget. They are starting to work on the operating budget request presentations and then will begin the capital budget process in January.

The remainder of the agenda was for informational purposes only.

- Year-to-date Operating Expenditure Report – FY 2022-23
- Year-to-date Operating Revenue Report – FY 2022-23
- Police Wages FY 2022-23
- Fire Wages FY 2022-23
- Public Works Wages FY 2022-23
- Year-to-date BOE Operating Expenditure Report FY 2022-23
- Tax Collector's Narrative – September 2022
- Tax Collector's Report – September 2022

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

There was no further business, and the meeting was unanimously adjourned at 7:25 PM

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services