

**CITY OF NORWALK
BOARD OF ESTIMATE AND TAXATION
REGULAR MEETING
NOVEMBER 1, 2021
VIA TELECONFERENCE**

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The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.

ATTENDANCE: Edwin Camacho, Chair; Ed Abrams; Sherri Brown; James Frayer; Troy Jellerette; Artie Kassimis

STAFF: Henry Dachowitz, Chief Financial Officer; Deanna D'Amore, Director of Health; Lamond Daniels, Chief of Community Services; William Mooney; Donna King, City Clerk

OTHERS: Michael DePalma, Chair, Oak Hills Park Authority

Mr. Camacho called the meeting to order at 6:34 p.m. Ms. King called the Roll as indicated above.

1. APPROVAL OF MINUTES

September 13, 2021 – Regular Meeting

The following corrections were made to the minutes:

- Page 5: Oak Hills Financial Status – September - the conversation was led by Mr. Frayer and not Mr. Abrams

- ** MR. JELLERETTE MOVED TO APPROVE THE MINUTES AS AMENDED**
- ** MOTION PASSED WITH THREE (3) ABSTENTIONS (MS. BROWN; MR. CAMACHO AND MR. KASSIMIS)**

2. SPECIAL APPROPRIATIONS AGENDA (Section A)

There were no special appropriations this evening.

3. TRANSFER AGENDA (Section B)

Management and Budgets

- ** MR. JELLERETTE MOVED TO APPROVE THE FOLLOWING TRANSFER REQUEST**

From	To	Amount
01-9600-5900 Contingency	01-1350-5286 Wage & Sal P/T	\$50,000

The transfer is from Contingency to the Management and Budgets Department to cover the Part Time Salary for the new Grants Coordinator for the rest of the Fiscal Year.

- ** MOTION PASSED UNANIMOUSLY**

Health

- ** MR. ABRAMS MOVED TO APPROVE THE FOLLOWING TRANSFER REQUESTS**

From	To	Amount
01-9600-5900 Contingency	01-2011-5258 Other Prof Svc	\$1,440
01-9600-5900 Contingency	01-2020-5613 Condemnation	\$75,000

Transfer 1: This transfer is from Contingency to the Health Department to cover payment for Secretarial Services for the Health and Public Safety Committee of the Common Council.

Ms. D'Amore reviewed the first request for \$1,440 and said this will be enough for the rest of the year.

Transfer 2: This transfer is to cover relocation costs from September through November 2021 under Connecticut's Uniform Relocation Assistance Act (Conn. Gen. Stat. §8-266 et. seq).

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Ms. D'Amore reviewed the Uniform Relocation Assistance Act. She said the costs will be reimbursed to the City by the landlord. If not, a lien will be put on the properties. Mr. Daniels said the Law department has all the information and will take the lead on this.

Mr. Mooney described the condition of the buildings. In total, 15 single adults and four families needed to be relocated.

**** MOTION PASSED UNANIMOUSLY**

4. OTHER BUSINESS (Section C)

There was no other business.

5. ADDITIONAL INFORMATION (Section D)

Financial reports

- Oak Hills Financial Status – September

Mr. DePalma reported that September was a good month; revenues were down slightly, but so were expenses. Since July, Oak Hills Park Authority made payments of \$37,000 to the City. The audit is being finalized.

Mr. Camacho asked about Oak Hill's barter agreements. Mr. DePalma said they will not do any more bartering. He said the ones they did were small bartering agreements. Moving forward, they will no longer enter into any bartering agreements. However, they may continue with one person who will get free rounds for helping with the audit. Mr. Frayer said there should not be any bartering.

Mr. Frayer asked about the unlimited golf passes. Mr. DePalma said the City gets 1% of the non revenue rounds. Mr. Dachowitz explained that there should not be any bartering because it reduces the revenues. As a result, the Authority is paying less than it should because it understated its revenues. There should be no non-revenue rounds.

Mr. Frayer noted that at 3,000 rounds at \$2.00 per round, that would be close to \$7,000 owed to the City. There is no mention of non-revenue rounds in the agreement. Mr. Camacho said that it is a great idea that Oak Hills came up with the passes, but they are not non-revenue rounds. Mr. Dachowitz said the City gets \$2.00 for each revenue round and 1% of total revenues. He suggested paying 5% revenue when selling season passes. Mr. DePalma said they are going to be looking at the season pass program. He noted that they need to define it. Mr. Frayer said the City should define what the revenues are going to be.

Mr. Abrams said Oak Hills has done a great job, in part due to the season passes. The City has an interest in getting what it is entitled to. Mr. Jellerette said the course is in great shape. He asked for an update on the restaurant. Mr. DePalma said they plan to open next weekend. He said he was optimistic about the relationship with the new restaurant vendor.

Mr. Frayer asked for an update on the efficiency study. Mr. Dachowitz said they had a kickoff meeting and met with each chief. They are looking at a schedule for them to come on site where they will look at the actual facility. They were given a target date of March 15th. Mr. Dachowitz said he believed it will be tough, because they were delayed, but he would rather get a quality report than rush it.

- Year-to-date Capital Budget Report – FY 2021-22
- Year-to-date Operating Expenditure Report – FY 2020-22
- Year-to-date Operating Revenue Report – FY 2021-22
- Police Wages
- Fire Wages
- Public Works Wages
- Year-to-date BOE Operating Expenditure Report – FY 2010-22
- Tax Collector's Narrative – August 2021
- Tax Collector's Report – August 2021

Ms. Brown was wished the best in tomorrow's election. Mr. Camacho thanked Ms. King for doing a wonderful job in all the roles she assumed over the years.

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

There was no further business, and the meeting was unanimously adjourned at 7:25 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services