

**CITY OF NORWALK
BOARD OF ESTIMATE AND TAXATION
REGULAR MEETING
VIA TELECONFERENCE
OCTOBER 7, 2024**

To allow public access, anyone may access a meeting by telephone and/or Zoom, or a recording in the City of Norwalk YouTube channel. Specific instructions and links can be found at norwalkct.gov/meetings

Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.

Members of the public who wish to provide "live comments" may also use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.

Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email (Tom Ellis) at (Tellis@norwalkct.gov) with the subject line "Public Comment" to provide written public comment prior to the meeting.

ATTENDANCE: Ed Abrams, Chair; Ed Camacho; Kendrick Constant; Troy Jellerette; Artie Kassimis; Anne Yang; Mayor Harry Rilling (6:36 p.m.)

STAFF: Thomas Ellis, Director of Management and Budgets; Tina Fogel, Director of Personnel and Labor Relations; Sherelle Harris, Library Director; Esther Murillo, Assistant City Clerk; Jared Schmitt, Chief Financial Officer; Gino Gatto, Norwalk Fire Department Chief; Al Palumbo Assistant Tax Collector; Sabrina Godeski, Director of Business

Development and Tourism, Vanessa Valadares, Chief of Operations; Mario Coppola, Corporation Counsel; Robert Stowers, Director of Recreation and Parks; Ken Hughes, Superintendent of Parks and Public Property; Neil Rennie, Building Management; Lamond Daniels, Chief of Community Services; Deana D'Amore, Health Director; Joyce Liu, Director of IT; Jim Travers, Director of Transportation, Parking and Mobility; Steve Kleppin, Director of Planning and Zoning; Mikey Docimo, Administrative Manager, Norwalk Police Department

OTHERS: Lunda Asmani, Board of Education Chief Financial Officer; Alan Dutton, Oak Hills Park Authority

Mr. Abrams called the meeting to order at 6:32 p.m.

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

1. APPROVAL OF MINUTES

September 9, 2024 – Regular Meeting

The following corrections were made to the minutes:

Me Ellis should be Mr. Ellis. Page 4 – South Norwalk School, should be \$10 million and not \$19 million.

**** MR. JELLERETTE MOVED TO APPROVE THE MINUTES AS CORRECTED
** MOTION PASSED WITH ONE (1) ABSTENTION (MR. KASSIMIS)**

Mayor Rilling joined the meeting at 6:36 p.m.

2. SPECIAL APPROPRIATIONS AGENDA (Section A) None

3. TRANSFER AGENDA (Section B) None

4. OTHER BUSINESS (Section C)

Mr. Ellis reviewed the Contingency and said \$21,000 was used for the Redistricting consultant and \$30,000 for audio video updates.

Mr. Jellerette asked for an update on the Union negotiations. Mayor Rilling said there is some progress with the negotiations. Ms. Fogel added that they hope this will be completed by year end.

**** MR. KASSIMIS MOVED TO APPROVE THE ROLL OVER REQUESTS AS
FOLLOWS**

	Division	Department	FYE 2024 Budget vs Actual (unaudited)	Rollover Request	Mayor / Fin Recommend	Reason
1	General Government	City Clerk	\$ 74,911	\$ 16,706	\$ 16,700	CivicPlus software to streamline agendas and minutes
2	General Government	Legislative	\$ 20,739	\$ 20,500	\$ 20,500	ArcBridge consultant fees for redistricting
3	General Government	Corporation Counsel	\$ 164,023	\$ 164,023	\$ 164,000	Fund increased outside counsel (tax appeals)
4	General Government	Human Resources	\$ 117,655	\$ 65,500	\$ 65,500	NeoGov new module, expenses related to labor contract neg.
5	Sub-total		\$ 377,328	\$ 266,729	\$ 266,700	
6						
7	Community Services	Early Childhood	\$ 3,473	\$ 3,473	\$ 3,400	Delay in student intern process
8	Community Services	Fair Rent	\$ 17,232	\$ 8,498	\$ 8,400	Delayed invoices and increased court reporters and consultants
9	Community Services	Human Services	\$ 22,581	\$ 2,231	\$ 2,200	Delayed SmartBoard purchase and invoice
10	Community Services	Comm Services Chief	\$ 501,728	\$ 394,011	\$ 393,520	Grants carried over, Summer youth employment, furniture
11	Community Services	Health Department	\$ 182,773	\$ 95,273	\$ 77,250	Delayed invoices and processing, health inspectors
12	Community Services	Library	\$ 819,106	\$ 71,699	\$ 71,655	Books, delayed invoices, grounds maint, Belden clean-up
13	Sub-total		\$ 1,546,893	\$ 575,185	\$ 556,425	
14						
15	Econ & Comm Develop	Code Enforcement	\$ 238,217	\$ -	\$ -	
16	Econ & Comm Develop	Arts Commission	\$ 9,540	\$ 5,100	\$ 5,100	
17	Econ & Comm Develop	TMP	\$ 95,753	\$ 13,856	\$ 13,856	late invoices, delay in grant funded project
18	Econ & Comm Develop	Planning & Zoning	\$ 137,782	\$ 92,800	\$ 92,800	Ongoing litigation from P&Z applications, Zoning Assistant hire
19	Sub-total		\$ 481,292	\$ 111,756	\$ 111,756	
20						
21	CFO	Tax Assessor	\$ 364,461	\$ 81,000	\$ 81,000	Retainage from 2023 Revaluation
22	CFO	Tax Collector	\$ 100,366	\$ 70,300	\$ 70,300	QDS issues, tax sale date moved to Sept 2024 (from July 2024)
23	CFO	Accounting & Treasury	\$ 76,055	\$ -	\$ -	
24	CFO	MGT & Budgets	\$ 8,024	\$ 7,250	\$ 7,200	
25	CFO	Purchasing	\$ 13,599	\$ -	\$ -	
26	CFO	IT	\$ 228,004	\$ 89,000	\$ 89,000	Compliance mandates, CISCO licenses, part-time wages
27	Sub-total		\$ 790,509	\$ 247,550	\$ 247,500	
28						
29	Police Department	All Orgs (32 depts)	\$ 802,179	\$ 465,000	\$ 465,000	SRO Overtime -- school security
30				\$ 20,000	\$ 20,000	ID Bureau OT for delayed initiatives
31				\$ 20,000	\$ 20,000	Special Services OT for delayed initiatives
32				\$ 40,000	\$ 40,000	Training for all ORGs
33				\$ 160,000	\$ 160,000	Uniform Patrol OT for initiatives
34				\$ 40,500	\$ 40,500	Retirement payouts based on DROP estimates
35	Sub-total		\$ 802,179	\$ 745,500	\$ 745,500	
36						
37	Fire Department	All Orgs (7 depts)	\$ 2,052,598	\$ 350,000	\$ 200,000	To cover Vacancies and additional Overtime
38				\$ 130,200	\$ 130,200	Projection for 3 Firefighters Retirement @ \$45K each
39				\$ 21,800	\$ 21,800	Invoiced in June '24, received in July '24
40				\$ 21,885	\$ 21,885	FY 24 order, Paid with FY 25 Funds
41				\$ 10,000	\$ 10,000	Anticipated cost increases on parts
42				\$ 5,000	\$ 5,000	Transition Telestaff to the cloud platform
43	Sub-total		\$ 2,052,598	\$ 538,885	\$ 388,885	
44						
45	Operations	Public Works	\$ 1,479,487	\$ 938,442	\$ 590,176	Engineering interns, salt cost increases, waste/recycle increases
46	Operations	Building MGT	\$ 293,300	\$ 36,746	\$ 36,700	New building (3 Belden), Emergency preparedness plan
47	Operations	Recs and Parks	\$ 465,430	\$ 451,400	\$ 451,400	Unbilled police OT, add'l PT and Temp hires, fund Sys Analyst
48	Sub-total		\$ 2,238,217	\$ 1,426,588	\$ 1,078,276	
51						
52	Employee Benefits	Social Sec / Contingency	\$ 716,838	\$ 585,000	\$ 135,000	Fund Soc-Sec to FYE 2024 actuals, retro wages on labor contracts
53						
54	Total City		\$ 9,005,855	\$ 4,497,193	\$ 3,395,043	
55						
56	Board of Education	NPS	\$ 229,400	\$ 229,400	\$ 229,400	PO's, deferred retirement pay, non-lapsing account (248A)
57						
58	Grand Total		\$ 9,235,255	\$ 4,726,593	\$ 3,624,443	

Mayor Rilling reviewed the item and said they reconcile the budget each year. This year they had a surplus. The department heads ran a good year and kept to their budgets and in some cases under budget. He said he tries to give a little back. They had an unaudited budget of \$9.2 million and is recommending giving back \$3.6 million in different areas.

Mayor Rilling said they did not have to use the \$6 million from the rainy day fund. He said the Roll Over was already in the department budgets.

Department staff as indicated above reviewed their roll over requests and were available to answer questions.

**** MOTION PASSED UNANIMOUSLY**

5. ADDITIONAL INFORMATION (Section D)

Financial reports

- Tax Collector's Narrative – August, 2024
- Tax Collector's Report – August, 2024

The Tax Collector's reports were included in the meeting packet.

- Oak Hills Park Financials – August, 2024

The Oak Hills Park Financials were included in the meeting packet. Mr. Dutton reported they are putting together a Long Range Committee to look at how they can increase revenues.

- Year-to-date Capital Budget Report – FY 2024-25
- Year-to-date Operating Expenditure Report – FY 2024-25
- Year-to-date Operating Revenue Report – FY 2024-25
- Police Wages FY 2024-25
- Fire Wages FY 2024-25
- Public Works Wages – FY 2024-25
- Year-to-date BOE Operating Expenditure Report FY 2024-25
- Year-to-date Budget Expenditure Report by Division -2024-25

**** MAYOR RILLING MOVED TO ADJOURN**
**** MOTION PASSED UNANIMOUSLY**

There was no further business, and the meeting was unanimously adjourned at 8:08 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services