

**CITY OF NORWALK
BOARD OF ESTIMATE AND TAXATION
REGULAR MEETING
VIA TELECONFERENCE
OCTOBER 3, 2022**

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ATTENDANCE: Edwin Camacho, Chair; ed Abrams; James Frayer; Troy Jellerette;
Artie Kassimis

STAFF: Lisa Biagiarelli, Tax Collector; Henry Dachowitz, Chief Financial Officer;
Lamond Daniels, Chief of Community Services; Irene Dixon, City Clerk;
Thomas Ellis, Director of Management and Budgets; Robert Stowers,
Director of Parks and Recreation; Vanessa Valadares, Principal Engineer

OTHERS: Lunda Asmani, Chief Financial Officer, Norwalk Public Schools

Mr. Camacho called the meeting to order at 6:31 p.m.

1. APPROVAL OF MINUTES

September 12, 2022 – Regular Meeting

**** MR. KASSIMIS MOVED TO APPROVE THE MINUTES AS PRESENTED**
**** MOTION PASSED UNANIMOUSLY**

2. SPECIAL APPROPRIATIONS AGENDA (Section A) None

3. TRANSFER AGENDA (Section B) None

4. OTHER BUSINESS (Section C)

FYE 2022 Balance Surplus Roll Over Requests

Mr. Ellis introduced the item. He explained that this is the time of year where they request budget roll overs so the departments can continue to move forward with their initiatives. The total amount being requested is \$4.6 million (\$1.3 million by the City of Norwalk and \$3.3 by the Board of Education).

Mr. Dachowitz explained that the debt service was overbudgeted. It was a healthy year with good management. He summarized the surplus requests. Mr. Ellis added that in a meeting with the Mayor and others, he was in full agreement with moving forward with the requests.

**** MR. FRAYER MOVED TO APPROVE THE FYE 2022 BALANCE SURPLUS ROLL OVER REQUESTS AS PRESENTED**

Mr. Dachowitz explained that they are targeting each department to come in with a 2 – 2 ½% increase. He said he proposed to the Mayor that they use ARPA funds and draw down from the Rainy Day Fund. He added that this year may be as tough as covid. Mr. Frayer said that the balance in the Rainy Day Fund tells him that the City collected a lot from the taxpayers; however, it is lucky the City has this surplus to use for difficulties that may come in the future.

Mr. Dachowitz said they are doing better on the surplus. Last year they had ARPA and covid funds, plus staff vacancies. He said they are hoping for the best, but budgeting for the worst.

**** MOTION PASSED UNANIMOUSLY**

Mr. Kassimis left the meeting at 6:59 p.m.

5. ADDITIONAL INFORMATION (Section D)

Financial reports

Mr. Dachowitz reported that now that they have a full Finance Department, they plan to circulate actual vs. budget reports on a quarterly basis. Chiefs and department Heads will need to provide explanations for any variances. In addition, they also hope to circulate the pro forma budget later this month.

- Tax Collector's Narrative – August 2022
- Tax Collector's Report – August 2022

Ms. Biagiarelli highlighted her report that was included in the meeting packet. She reported that the collection period went well, despite being shorthanded in her division. Mr. Frayer expressed his thanks to Ms. Biagiarelli for doing a great job.

Ms. Biagiarelli reported that there have been issues with fraudsters stealing checks out of the mailboxes of individual's homes and cashing those checks. The same thing has been happening in Darien. Mr. Dachowitz reminded everyone that people do not have to pay their taxes by mail. They can go to the office or to specific bank branches. They can also pay their taxes online.

Ms. Biagiarelli expressed her gratitude for the support of the department.

The remainder of the agenda was for informational purposes.

- Oak Hills Park Budget – August. 2022
- Year-to-date Capital Budget Report – FY 2022-23
- 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

**** MR. FRAYER MOVED TO ADJOURN**

**** MOTION PASSED UNANIMOUSLY**

There was no further business, and the meeting was unanimously adjourned at 7:17 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services