

**CITY OF NORWALK
BOARD OF ESTIMATE & TAXATION
SPECIAL MEETING
VIA TELECONFERENCE
JULY 11, 2022**

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ATTENDANCE: Mayor Harry Rilling, Chair; Ed Abrams; James Frayer; Troy Jellerette; Artie Kassimis

STAFF: Henry Dachowitz, Chief Financial Officer; Irene Dixon, City Clerk; Thomas Ellis, Director of Management and Budgets; Joyce Liu, Director of Information Technology; Stephen Kleppen, Director of Planning and Zoning; Mickey Docimo, Administrative Manager, Norwalk Police Department; Gino Gatto, Chief Norwalk Fire Department; Jessica Vonashek, Chief of Economic and Community Development; Ken Hughes, Superintendent, Recreation and Parks

Mayor Rilling called the meeting to order at 6:30 p.m. Ms. Dixon called the Roll as indicated above. A Quorum was present.

1. APPROVAL OF MINUTES

May 2, 2022 – Regular Meeting

The following corrections was made to the minutes:

Page 5: Mr. Frayer said that the revenue of the golf course is being understated by \$100,000, should read: Mr. Frayer said that the revenue of the golf course is being understated by as much as \$100,000.

**** MR. ABRAMS MOVED TO APPROVE THE MINUTES AS CORRECTED**
**** MOTION PASSED UNANIMOUSLY**

2. SPECIAL APPROPRIATIONS AGENDA (Section A) None

3. TRANSFER AGENDA (Section B)

FISCAL YEAR 2021-22:

INFORMATION TECHNOLOGY:

Ms. Liu reviewed the following transfer request.

**** MR. ABRAMS MOVED TO APPROVE THE FOLLOWING TRANSFER REQUEST**

From	To	Amount
01-1370-5110 Wages & Salary - Regular	01-1370-5120 Wages & Salary - Overtime	\$22,000

This transfer is to cover Night Meetings Hosting Overtime.

Finance recommends approval.

**** MOTION PASSED UNANIMOUSLY**

PLANNING & ZONING/CONSERVATION DEPTS.:

Mr. Kleppin reviewed the following transfer request.

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

From	To	Amount
01-3730-5110 Wages & Salary – Regular	01-3730-5120 Wages & Salary – O/T	\$12,000
01-3740-5110 Wages & Salary - Regular	01-3730-5110 Wages & Salary - Regular	40,000
		\$52,000

This transfer is to cover additional funds for Regular Wages and Overtime due to additional meetings and staff shortages in both departments.

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Finance recommends approval.

**** MOTION PASSED UNANIMOUSLY**

FIRE:

Chief Gatto reviewed the following transfer request.

**** MR. ABRAMS MOVED TO APPROVE THE FOLLOWING TRANSFER REQUEST:**

From	To	Amount
01-3152-5339 Tires, Tubes and Batteries	01-3052-5332 Motor Vehicle Parts	\$8,380
01-3120-5251 Medical	01-3152-5332 Motor Vehicle Parts	4,000
		\$12,380

This transfer is to over the cost of Truck 1 Transmission replacement.

Finance recommends approval.

Mr. Frayer asked if the accounts are sufficiently funded. Mr. Ellis said they looked at and agreed with the numbers.

**** MOTION PASSED UNANIMOUSLY**

HEALTH SERVICES:

Mr. Ellis explained that while no vote was necessary because the total was under \$5,000, the transfers were on the agenda for transparency.

From	To	Amount
01-2020-5140 Wages & Salary – P/T	01-2011-5130 Wages & Salary – Overtime	\$443
01-2020-5140 Wages & Salary - P/T	01-2011-5245 Telephone.	2,530
01-2020-5140 Wages & Salary – P/T	01-2030-5150 Longevity	20
01-2020-5140 Wages & Salary – P/T	01-2050-5140 Wages & Salary – P/T	1,710
01-2020-5140 Waged & Salary – P/T	01-2070-5120 Wages & Salary – Overtime	220
01-2020-5140 Wages & Salary – P/T	01-2070-5150 Longevity	15
		\$4,918

This transfer is to satisfy overages in these accounts.

Finance recommends approval.

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BUSINESS DEVELOPMENT & TOURISM:

Ms. Vonashek reviewed the following transfer request. She explained that this was a regular electric charge that was underestimated.

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

From	To	Amount
01-3750-5267 Plumbing, Heating & Elect.	01-3750-5241 Electric	\$8,004
07-3750-5336 Electrical Supplies	01-3750-5241 Electric	387
01-3750-5343 Traffic Signal Supplies	01-3750-5247 Electric	623
01-3750-5237 Advertising	01-3750-5241 Electric	1,502
		\$10,516

This transfer is cover deficits in the above accounts.

Finance recommends approval.

**** MOTION PASSED UNANIMOUSLY**

RECREATION & PARKS:

Mr. Hughes reviewed the following transfer requests.

**** MR. KASSIMIS MOVED TO APPROVE THE FOLLOWING TRANSFER REQUEST**

From	To	Amount
01-4112-5140 Wages & Salary – P/T	01-4112-5130 Wages & Salary – Temp.	\$35,000
01-4112-5140 Wages & Salary - P/T	01-4165-5130 Wages & Salary – Temp.	11,000
01-4112-5140 Wages & Salary – P/T	01-4171-5130 Wags & Salary - Temp.	13,000
		\$59,000

This transfer is cover part-time and temporary staffing for different areas when needed.

Finance recommends approval.

**** MOTION PASSED UNANIMOUSLY**

POLICE

Mr. Docimo reviewed the budget transfers and said this is their end of the year reconciliation. Once these transfers are executed the entire Police Department will be balanced. The they are operating well in the black.

\$186,165.64 to cover account deficits and \$82,457.34 to reimburse the contingency fund.

**** MR. FRAYER MOVED TO APPROVE THE TRANSFER REQUESTS**
**** MOTION PASSED UNANIMOUSLY**

Mayor Rilling expressed his thanks to the department heads and acknowledged their hard work to come within budget year after year. The City is operating financially well and comes in essentially under budget.

Mr. Dachowitz expressed his thanks to Mr. Docimo who works collaboratively with the Finance Department.

4. OTHER BUSINESS (Section C) None

5. ADDITIONAL INFORMATION (Section D)

The remainder of the agenda was for informational purposes.

Financial reports

- Oak Hills Financial Status – June, 2022
- Year-to-date Capital Budget Report – FY 2021-22
- Year-to-date Operating Expenditure Report – FY 2021-22
- Year-to-date Operating Revenue Report – FY 2021-22
- Police Wages
- Fire Wages
- Public Works Wages
- Year-to-date BOE Operating Expenditure Report – FY 2021-22
- Tax Collector's Narrative – June 2022
- Tax Collector's Report – June 2022

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

There was no further business, and the meeting was unanimously adjourned at 6:50 p.m.

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Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services