City of Norwalk

Board of Estimate and Taxation (BET)

Departmental Operating Budget Workshops

Monday, March 2, 2015

Norwalk City Hall - 125 East Avenue - Norwalk, CT

5:30 p.m. – Room 231

BET Attendance:
Mayor Rilling, James Clark, Erik Anderson, Greg Burnett, Anne Yang-Dwyer, Edwin Camacho

Staff Attendance:
Tom Hamilton, Robert Barron

Call to Order
Mr. Clark called the meeting to order at 5:30 p.m.

Business
The below list of departments and personnel appeared before the BET members to discuss their operating budget requests and Finance Director's recommendations for the upcoming fiscal year 2015-16:

Department	Speakers	Title
Mayor	Harry Rilling	Mayor
	Mary Oster	Early Childhood Development Coordinator
	Betsy Bain	Early Childhood Council Member
Legislative	Donna King	City Clerk
Corporation Council	Mario Cappola	Corporation Council
	Jeffry Spahr	Deputy Corporation Council
City Clerk	Donna King	City Clerk
Information Technology	Karen Del Vecchio	Director of Information Technology
Personnel	Emmet Hibson	Director of Personnel
Human Relations & Fair Rent	Adam Bovilsky	Director of Fair Rent / Human Relations
Finance Director	Thomas Hamilton	Director of Finance
Tax Assessor	Michael Stewart	Assessor
Tax Collector	Lisa Biagiarelli	Tax Collector
Accounting & Treasury	Frederic Gilden	Comptroller
Management & Budgets	Robert Barron	Director of Management & Budgets
Purchasing	Gerald Foley	Purchasing Agent
Health	Timothy Callahan	Director of Health
Code Enforcement	William Ireland	Chief Building Official

Adjournment
The meeting was adjourned at 7:45 p.m.

CITY OF NORWALK
BOARD OF ESTIMATE AND TAXATION
MARCH 2, 2015

ATTENDANCE: James Clark, Chair; Mayor Harry Rilling; Erik Anderson; Gregory Burnett; Edwin Camacho; Anne Yang Dwyer;

STAFF: Thomas Hamilton, Finance Director; Robert Barron, Director of Management and Budgets; Donna King, City Clerk

Mr. Clark called the meeting to order at 8:00 p.m. Ms. King called the Roll. A quorum was present.

APPROVAL OF MINUTES

Regular Meeting – February 9, 2015

The following correction was made to the minutes:

Page 3 first motion should read as follows:

** **MS. YANG DWYER MOVED TO APPROVE THE RESOLUTION REQUESTING THE CLOSEOUT OF THE WESTPORT AVENUE ADDITION/RENOVATION PROJECT IN THE AMOUNT OF $400,000 (ACCOUNT NUMBER 0915-3100-5777-C0556)**

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

SPECIAL APPROPRIATIONS AGENDA

There were none this evening.

TRANSFER AGENDA

Mr. Barron reviewed the following transfer request.

** **MAYOR RILLING MOVED TO APPROVE THE FOLLOWING:**

Personnel Department

From	**To**	**Amount**
01-0700-5110 Regular Wages	01-0700-5130 Temporary Wages	$4,500

He said that the transfer is to cover the cost of an intern in the Personnel Department to year end. He noted that the transfer is within the $5,000 limit that can be processed by the Management and Budget Office, a total of $4,500 has already been moved into the account so the additional funds will put it well over the transfer limit.

Mr. Clark expressed his thanks to the Finance team for bringing this item to the attention of the Board. He said that he appreciates how they honor the spirit of the process

** **MOTION PASSED UNANIMOUSLY**

OTHER BUSINESS

Mr. Hamilton said that they will most likely be looking at a special appropriation for Public Works for snow removal and the Police Department because of the contract settlement. He reported that revenue is coming in ahead of budget.

ADDITIONAL INFORMATION

Mr. Barron will e-mail copies of the key revenue report to everyone.

Oak Hills Financial Status – January 2015

Mr. Barron reported that year to date, Oak Hills earned $44,164.24 more in revenue, but had $26,695.12 more in expenses than during the same period of time last year. He said that the January 2015 balance sheet shows that cash is down at $11,532.42, but they have not utilized their line of credit. Mr. Barron said that they are in line with their plan.

Ms. Yang Dwyer asked about sending the reports electronically to the Board members. Mr. Barron said that he will be happy to send a link.

ADJOURNMENT

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

There was no further business and the meeting was unanimously adjourned at 8:15 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services