

**CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
DECEMBER 14, 2017**

ATTENDANCE: Gregory Burnett, Chair; Faye Bowman; John Igneri;
Travis Simms; Douglas Hempstead (7:14 p.m.);
John Kydes (7:16 p.m.)

STAFF: Robert Barron, Director of Finance; Fred Gilden, Comptroller;
Karen DelVecchio, Director of IT;
Dave Ross, Senior Systems Engineer

OTHERS: Tom Eyes, Norwalk Housing Authority; Evan Erlich, Trinity
Financial

1. ROLL CALL

Mr. Burnett called the meeting to order at 7:12 p.m. and called the Roll. A quorum was present.

2. PUBLIC PARTICIPATION

No members of the public wished to speak this evening.

**3. APPROVE THE MINUTES OF THE FOLLOWING FINANCE COMMITTEE
MEETINGS:**

OCTOBER 12, 2017

**** MR. IGNERI MOVED TO ACCEPT THE MINUTES AS PRESENTED
** MOTION PASSED WITH TWO (2) ABSTENTIONS (MS. BOWMAN AND
MR. BURNETT)**

Mr. Hempstead joined the meeting at 7:14 p.m.

**4. CLAIMS COMMITTEE: RECEIVE THE MONTHLY CLAIMS REPORT;
REVIEW AND APPROVE CLAIMS AS REQUIRED FOR CLAIMS REPORT
DATED:**

NOVEMBER 9, 2017

DECEMBER 14, 2017

Mr. Barron presented the claims and said that Ms. Biagiarelli is required to get approval from this Committee on refunds in excess of \$10,000.

Mr. Kydes joined the meeting at 7:16 p.m.

Mr. Barron said there were no special requests this evening

**5. NARRATIVE ON TAX COLLECTIONS DATED DECEMBER 14, 2017-
RECEIVE REPORT AND DISCUSS.**

**6. MONTHLY TAX COLLECTOR'S REPORTS - RECEIVE REPORTS AND
DISCUSS: OCTOBER 31, 2017. NOVEMBER 30, 2017**

Mr. Barron reviewed the Tax Collector's report included in the meeting packet. For the current year, the Tax Department collected in excess of \$164.7 million of the tax levy, which represents 52.89% of the \$311+ million adjusted tax levy. In addition, they collected \$8 million of the sewer levy.

Another tax sale is scheduled for July 2018.

Ms. Bowman asked if the current collection of 52.89% is normal. Mr. Barron said it was. The January bills recently went out to collect the second half of 2018/2018 fiscal year. Mr. Hempstead asked if they anticipate collecting more revenue if the new tax bill is passed in Washington. Mr. Barron explained that their ability to collect taxes is only after a rate bill is established.

**7. AUTHORIZE THE PURCHASING AGENT TO ISSUES PURCHASE ORDERS
TO CONNECTION, THE LOWEST AUTHORIZED BIDDER, FOR THE
PURCHASE OF AN UPGRADE TO THE CITY DATA BACK-UP, ARCHIVE,
AND RESTORE SYSTEM, INCLUDING 36 MONTHS OF PLATINUM
SUPPORT, FOR AN AMOUNT NOT TO EXCEED \$40,243.41, ACCOUNTS
0916/0918-0600-5777-C0375 (BUDGETED IT CAPITAL PROJECT; NO SPECIAL
APPROPRIATION REQUIRED).**

Ms. DelVecchio and Mr. Ross explained that when the existing system was put into placed, it was state of the art, but it has reached its capacity to perform back ups and retain on line records. The bid process was reviewed Ms. DelVecchio said this item was planned for during the capital budget process.

**** MR. IGNERI MOVED TO APPROVE THE ITEM
** MOTION PASSED UNANIMOUSLY**

8. RECEIVE BOARD OF ESTIMATE AND TAXATION APPROPRIATIONS
DATED:

November 6, 2017

Mr. Barron explained the following item.

- ** MR.IGNERI MOVED TO APPROVE THE FOLLOWING:
RESOLVED, THAT A SUM NOT OT EXCEED \$8,030 BE AND THE
SAME IS HEREBY TRANSFERRED FROM INCREASED REVENUES
FROM THE STATE OF CONNECTICUT TO THE POLICE
DEPARTMENT SPECIAL SERVICES DIVISION. THE FUNDS WILL BE
ALLOCATED TO REVENUE ACCOUNT NO. 01-3010-4181 AND
EXPENDITURE ACCOUNT NO. 01-3010-5120**
- ** MOTION PASSED UNANIMOUSLY**

November 30, 2017

- ** MR.IGNERI MOVED TO APPROVE A SPECIAL APPROPRIATION OF
\$435,489 FROM CONTINGENCY TO THE BOARD OF EDUCATION TO
OFFSET REDUCTIONS IN STATE AID**

Mr. Kydes asked if this special appropriation would go through even if the vote fails. Mr. Barron explained that the Common Council sets the cap and the Board of Estimate and Taxation says what bucket it goes to. If the amount goes beyond the cap, it has to come back to the Common Council for approval.

Mr. Hempstead asked if the \$435,489 counts toward what is allocated to the Board of Education, where the City cannot give less that they gave last year. Mr. Barron said it did. Mr. Hempstead said he was not sure the public would be happy with a tax increase this year. He asked if there was another way to present this do it does not contribute to the capital budget.

Mr. Barron said that he feels the \$435,489 is covered and does not think there will be an issue. Mr. Burnett explained that historically, the City has given 1% against the surplus to the Board of Education, so this is nothing new. These dollars are in the fund balance. Mr. Hempstead asked if it could be turned into a grant. Mr. Barron said he did not believe the \$435,489 would have an impact on the budget.

Ms. Bowman asked about the status of the audit. Mr. Barron said that it is complete; it is all but printed. Mr. Kydes said that he understood that Special Education was not included in the Board of Education budget. Mr. Barron said the City did a \$1.1 million special appropriation to fund that the first year.

Mr. Barron said the \$435,489 maxes out at the equivalent of 1% last year's budget. Mr. Burnett said the goal is not to penalize the departments that spend less than their budgets.

**** MOTION PASSED WITH ONE (1) ABSTENTION (MR. HEMPSTEAD)**

9. RECEIVE OAK HILLS AUTHORITY MONTHLY FINANCIAL STATEMENTS FOR OCTOBER 2017.

Mr. Barron said that a big concern is that Oak Hills did not make a full payment to the City in September. They paid \$52,000 and owe \$79,000. They said the loss of revenue was due to construction. They have a plan and the Oak Hills Park Authority representatives will attend the January meeting of the Finance/Claims Committee to give an update on when they will pay the \$79,000. Mr. Barron said they want to pay the majority of that in May.

Mr. Barron said that year to date, July through October, they were \$27,500 better than they were for the same period of time last year. Mr. Kydes asked why they did not pay their full amount. Mr. Barron said their bank account was short due to the construction that took place in the previous year.

Mr. Burnett said he will request that the Oak Hills Park Authority give an update to the Committee at their January meeting.

10. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EXECUTE TAX AGREEMENT FOR PROPERTY TAXES BETWEEN THE CITY OF NORWALK, THE HOUSING AUTHORITY OF THE CITY OF NORWALK AND TRINITY WASHINGTON VILLAGE PHASE TWO LIMITED PARTNERSHIP.

Mr. Barron explained that this proposal is identical to Phase I. He described the project and said that each phase of the program will require a tax abatement because the developer has to go out to market to find investors. He said that the driving force is the transformational nature of the development. All of the apartments will be equally equipped.

Mr. Barron reviewed the terms of Phase II. Mr. Kydes asked how involved the City was in negotiating this. Mr. Barron said the original proposal was less than 7%. The last 11 years were bumped up to 8.25%. In looking at what other mixed income developments get, he said Norwalk got a better deal.

Ms. Erlich said the first phase is scheduled to open in late April and the goal is to move into Phase II at the end of the summer, early fall. They are in the process of applying for funding for Phase II. Mr. Eyes said the units are mixed income.

Ms. Bowman asked if the City currently collects taxes from Washington Village. He said the City does not collect taxes. Mr. Kydes asked how much tax would be generated if all of the units were at market value. Mr. Barron said he asked Mr. O'Brien to do a pro forma on what taxes would have been collected based on mixed income for Phase I and it turned out that the taxes would be close to his estimate. He said he will provide that information.

**** MS. BOWMAN MOVED TO APPROVE THE ITEM
** MOTION PASSED UNANIMOUSLY**

11. APPROVE 2018 MEETING CALENDAR.

Mr. Simms recommended keeping the meeting time at 7:00 p.m. because it would be difficult to get a quorum at 6:30 p.m. as suggested. Mr. Kydes agreed.

**** MR. SIMMS MOVED TO APPROVE THE 2018 MEETING CALENDAR
AS PRESENTED WITH A START TIME OF 7:00 P.M.
** MOTION PASSED UNANIMOUSLY**

12. ADJOURNMENT

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

There was no further business and the meeting was unanimously adjourned at 8:35 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services