

**CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
REGULAR MEETING
NOVEMBER 8, 2018**

ATTENDANCE: Greg Burnett, Chair; Douglas Hempstead John Igneri, John Kydes, Nick Sacchinelli

ABSENT: Ernest Dumas, Travis Simms

OTHERS: Lisa Biagiarelli, Tax Collector; Angela Fogel, Director of Management and Budgets

CALL TO ORDER

Mr. Burnett called the meeting to order at 7:00 p.m.

ROLL CALL

Mr. Burnett called the roll. A quorum was present.

PUBLIC PARTICIPATION

There was no one present from the public at this time.

**APPROVE THE MINUTES OF THE OCTOBER 8, 2018 FINANCE
COMMITTEE MEETING**

Mr. Burnett noted clarifications in the minutes: In the monthly tax collectors report (p.2, paragraph 3) "He" should read "The". In the Narrative on Tax Collections, Mr. Birney's name spelled correctly throughout (p. 3, paragraph 6, p. 4, paragraph 1) and the dates should read 2019 (p.3., paragraph 7, p. 4, paragraph 4) in the resolution to approve a special capital appropriation, "the proves" to read "approvals" (p. 5, paragraph 4), and remove "Mr. Hempstead" (p.5, paragraph 6).

**** MR. IGNERI MOVED TO APPROVE THE MINUTES OF OCTOBER 11, 2018, WITH EDITS
** THE MOTION TO APPROVE THE MINUTES OF OCTOBER 11, 2018, WITH EDITS PASSED UNANIMOUSLY**

**MONTHLY CLAIMS REPORT; REVIEW AND APPROVE CLAIMS AS
REQUIRED FOR CLAIMS REPORT DATED NOVEMBER 8, 2118**

Ms. Biagiarelli came forward with a special request to release \$11,500 for a blight fees refund, noting that a payment in excess of \$10,000 requires a vote from the committee and to go before the full council.

The committee determined that this was similar to an item at the past meeting but is a different property.

This property, 23 Wilton Road, was sold at the tax auction to pay blight fees accrued at \$100 per day. After the sale, the owner negotiated a reduced rate with the blight department.

Mr. Burnett asked for rationale, and Ms. Biagiarelli noted that the owner did not live in Norwalk and was not receiving blight notices, so the fees accrued. As soon as the owner's family was aware, they took steps to rectify the situation therefore sale the blight office negotiated a lower fee.

Ms. Biagiarelli recommended that a system be put into place so that all negotiations are conducted before fees are collected to limit the need for refunds.

Mr. Kydes asked what that system would entail, and she said that all due diligence should be completed before her office collects money to avoid having to return them. She said it is important not to give the public the idea that taxes and fees are negotiable.

Mr. Burnett asked what the ramifications would be of delaying approval until more information could be obtained from Zoning and Corporation Counsel? Ms. Biagiarelli said she would inform the property owner.

Mr. Burnett said it was important to send the message that this committee isn't just going to rubber stamp claims. They will invite both to the next meeting.

**** MR. BURNETT MOVED TO APPROVE THE CLAIMS REPORT MINUS THE SPECIAL REQUEST FOR 23 WILTON AVENUE PENDING FURTHER INFORMATION FROM THE BLIGH OFFICE AND THE CORPORATION COUNSEL'S OFFICE**

****MR. HEMPSTEAD SECONDED**

****THE MOTION PASSED UNANIMOUSLY**

**NARRATIVE ON TAX COLLECTIONS DATED NOVEMBER 8, 2018 -
RECEIVE REPORT AND DISCUSS.**

Ms. Biagiarelli reported that tax collections are on track. They are pulling together bills for the second installment billing, and a motor vehicle supplemental bill. She noted that if a vehicle was registered after October 1, 2017, the owner will receive a prorated bill.

The office is pushing to get these bills out before Thanksgiving.

Ms. Biagiarelli further stated that her office is doing a mailing to remind people that there is still time to pay taxes before property goes to tax sale.

Her office is also preparing wage garnishment procedures for Board of Education and City employees who owe back taxes.

Mr. Burnett asked how many people this affected and how much they owed. Ms. Biagiarelli said that while it varies, there are usually about one hundred, who owe anywhere from \$30 to several thousand dollars.

Mr. Kydes asked how much was garnished? Ms. Biagiarelli said that according to federal law they can take 25% of gross pay.

**MONTHLY TAX COLLECTOR'S REPORTS-RECEIVE REPORTS AND
DISCUSS -OCTOBER 31, 2018**

The narrative and report were accepted as information

**AUTHORIZE A SPECIAL CAPITAL APPROPRIATION IN THE
AMOUNT OF \$1,000,000 TO INCREASE THE AVAILABLE
FUNDS IN THE STORM WATER QUALITY MANAGEMENT
PROJECT, ACCOUNT 09194027-5777-C0425, AND
AUTHORIZING THE ISSUANCE OF \$350,000 GENERAL
OBLIGATION BONDS OF THE CITY TO MEET SAID
APPROPRIATION. THIS ALSO ELIMINATES \$350,000 OF
UNISSUED BOND AUTHORIZATION OF THE KEELER
BROOK CAPITAL PROJECT 09134027-5777-C0395.**

****MR. SACCINELLI MOVED THE ITEM**

Ms. Angela Fogel, Director of Management and Budget came forward to request the authorization for the funds noting that the request includes \$350,000 general obligation bonds and the remaining \$600,000 would come from the closed Keeler Brook drainage project.

Mr. Saccinelli asked what the project covers. Ms. Fogel noted that the department has done a study on severe flooding from the last three storms, and that with

infrastructure that is on hundred years old there are going to be problems. This is a general fund.

Mr. Saccinelli noted that there is a need for more information, and Mr. Hempstead said that it is a clear problem but need more information.

The committee requested a Department of Public Works representative attend the next meeting with more explanation.

****MR. SACCINELLI MOVED THE ITEM
**MR. HEMPSTEAD SECONDED
THE MOTION WAS PASSED UNANIMOUSLY.

**RECEIVE OAK HILLS AUTHORITY MONTHLY FINANCIAL
STATEMENTS FOR SEPTEMBER 30, 2018**

Mr. Burnett noted that there was an audit in progress, which should be available in a few weeks. Darin Callahan is reviewing past contracts and drafting new ones. Once that is complete public hearings will be required with Parks and Recreation and the full council.

Mr. Igneri asked when someone from Oak Hill would come before the committee to answer questions.

A representative will be invited for the December meeting.

ADJOURNMENT

**** MR. HEMPSTEAD MOVED TO ADJOURN.
**MR. KYDES SECONDED
** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:50 p.m.

Respectfully submitted,

L. Grassilli
Telesco Secretarial Services