

**CITY OF NORWALK  
FINANCE/CLAIMS COMMITTEE  
REGULAR MEETING  
MARCH 14, 2019**

**ATTENDANCE:** Greg Burnett, Chair; Douglas Hempstead John Kydes, Nick Sacchinelli. Darlene Young

**ABSENT:** Ernest Dumas, John Igneri

**OTHERS:** Lisa Biagiarelli, Tax Collector; Angela Fogel; Susan Sweitzer, Senior Project Manager; Chitsamay Lam, Comptroller

**CALL TO ORDER**

Mr. Burnett called the meeting to order at 7:10 p.m.

**ROLL CALL**

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

**PUBLIC PARTICIPATION**

There was no one from the public that wished to address the Committee at this time.

**APPROVAL OF THE MINUTES FOR THE FOLLOWING  
FINANCE/CLAIMS COMMITTEE MEETINGS:**

**• February 14, 2019**

**\*\* MR. KYDES MOVED THE MINUTES OF THE FEBRUARY 14, 2019 MEETING.**

**\*\* THE MOTION TO APPROVE THE MINUTES OF FEBRUARY 14, 2019 AS SUBMITTED PASSED WITH FOUR (4) IN FAVOR (BURNETT, HEMPSTEAD, KYDES AND SACCHINELLI) AND ONE (1) ABSTENTION (YOUNG).**

**• February 21, 2019**

**\*\* MR. SACCHINELLI MOVED THE MINUTES OF THE FEBRUARY 14, 2019 MEETING.**

**\*\* THE MOTION TO APPROVE THE MINUTES OF FEBRUARY 14, 2019 AS SUBMITTED PASSED UNANIMOUSLY.**

**Claims Committee: receive the monthly Claims report; review and approve claims as required for Claims Report dated:**

**• March 14, 2019**

Ms. Biagiarelli then reviewed the following information with the Committee:

Route 7 Car Wash (\$31,547.10) – The tenant paid the bill in December. Subsequently the property owner mailed in a duplicate payment in January.

CP IV Waypointe BP LLC (\$156,667.10) – The taxpayer received adjusted bills for a huge sewer use fee oversight for 2015, 2016, & 2017. The taxpayer made the payments during that time based on the online balances, which are not in real time.

Cap East LLC (\$21,919.58) – This is the total refund amount for pro-rations and abatements on 87 vehicles. This refund is for all 87 vehicles.

Mr. Burnett asked why there was such a large adjustment with the sewer charges. Ms. Biagiarelli explained that the WPCA assesses the charges independent of the Tax Collector. She said that she would look into this and report back to the Committee before the next Common Council meeting.

**\*\* MR. KYDES MOVED TO APPROVE THE MARCH 14, 2019 SPECIAL REQUEST CLAIMS AS PRESENTED FOR THE MARCH 14, 2019 CLAIMS REPORT.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

**Narrative on Tax Collections dated March 14, 2019 - Receive Report and discuss.**

**Monthly Tax Collector's Reports - Receive Reports and discuss:  
February 28, 2019**

Ms. Biagiarelli presented her written report dated March 11, 2019 to the Committee.

Ms. Biagiarelli spoke about the fact that the Town Clerk is instituting a new system for recording liens and she will be working with Mr. McQuaid to upload the information into the system.

Ms. Biagiarelli said that they were still processing paperwork from the Tax Sale. She explained that the City only had to deed over 3% of the properties that were included in the Tax Sale. Most of the property owners have paid their outstanding taxes. In the future, the Tax Collector will be working with the Health Department regarding those businesses that require licenses. Delinquent taxpayers will not be able to renew their Health Department license until the taxes are paid. She added that the Tax Collector has

the authority to go to the bank and withdraw the money from the delinquent taxpayer's account without a warrant.

**Receive Board Of Estimate & Taxation Appropriations dated – March 4, 2019.**

**a. RESOLVED that a sum not to exceed \$8,246 be and the same is hereby transferred to the Police Department Special Services Division. The funds will be allocated to revenues (Account # 014-3010-4807) and expenditure account (Account # 013042-5327).**

**b. RESOLVED that a sum not to exceed \$68,000 be and the same is hereby transferred from Contingency (Account # 019600-5900) to the Operations And Public Works Department to cover Salt and Chemical supplies (Account # 014025-5322).**

**\*\* MR. SACCHINELLI MOVED THE ITEM.**

Ms. Fogel came forward and explained that the Police funding transfer was for the special services when the Police Department works with outside agencies such as the FBI.

The Public Works transfer is for restocking winter road supplies.

**\*\* THE MOTION TO APPROVE THE ITEM PASSED UNANIMOUSLY.**

**Resolution: Approve a special capital appropriation in the amount of \$188,413 to the Recreation and Parks Department to fund the purchase and installation equipment at the corner of Day and Raymond Streets. (Account #0919-6030-5777-C0364).**

Ms. Fogel came forward to speak about the Playground at the corner of Day and Raymond Street. No bonding will be involved.

Ms. Sweitzer then came forward and displayed a site plan for the playground. She explained that the playground equipment was not included in the bid because the Recreation and Parks Department gets a better price. However, the level of the ground has to be raised 6 feet to street level and a raised walkway has to be built. This has proved to be more expensive than anticipated. This is not actually a special request, but a transfer of allocated funding.

Mr. Kydes asked about the status of the playground. Ms. Sweitzer said that the rough grading has been done and the parking lot has been installed. There are two age appropriate play areas, a basketball court and a splash pad.

Mr. Burnett asked about the work at Washington Village. Ms. Sweitzer said that the work has continued through the remediation, demolition, and construction. Now that the construction work has moved further back on the site, the site is much calmer. Mr. Burnett said that he was concerned about having playground equipment installed when there was so much going on in the area. Ms. Sweitzer said that the equipment now enters the site from the other side of the site. Mr. Burnett said that there was still some residents in the old Washington Village that was preventing the contractor from finishing the demolition.

Mr. Kydes asked if residents needed a beach sticker to park in the lot. Ms. Sweitzer said that it has not had monitored before and there was plenty of on street parking. Mr. Kydes asked how many spaces there were. Ms. Sweitzer said that there were at least 20 parking spaces, which is more than before. She added that there was also parking across the street by the church. Ms. Young pointed out that the school had closed off that lot now and it was not available even on weekends.

**\*\* THE MOTION TO APPROVE THE ITEM PASSED UNANIMOUSLY.**

**Resolution: Approve a special capital appropriation in the amount of \$67,500 to the Historical Commission for water line replacement at Mathews Park. (Account #0919-6310-5777-C0132).**

**\*\* MR. HEMPSTEAD MOVED THE ITEM.**

Ms. Fogel said that this was to correct a problem with a water main that used to run between the Mansion and the former Police Station. Since the Police Department building was demolished, the water was just sitting in the water main and causing high bacterial counts. This project will require bonding.

**\*\* THE MOTION TO APPROVE THE ITEM PASSED UNANIMOUSLY.**

**Resolution: Authorize the issuance of \$67,500 of General Obligation Bonds of the City Of Norwalk to fund the Historical Commission appropriation for the waterline replacement at Matthews Park.**

**\*\* MR. KYDES MOVED THE ITEM.**

Mr. Hempstead asked how this would be added to the Capital Bonding since the cap was approved last year. Ms. Fogel explained that this would be added to the Capital Budget. Mr. Hempstead had several questions about the details. Ms. Fogel said that she did not know some of the details off hand but would email the information to the Committee members. Mr. Burnett asked why they would go out to bond for such a small amount. He asked if there was a Contingency account.

Ms. Lam explained that when a project is closed, the excess funding can be used to pay off bonding or re allocated to another project that has not been bonded. Discussion followed.

**\*\* THE MOTION TO APPROVE THE ITEM PASSED UNANIMOUSLY.**

**Receive Oak Hills Authority monthly Financial Statement for January 31, 2019**

**Receive Oak Hills Authority Audited Financial Report for Fiscal Year 2018**

Mr. Burnett said that the Committee had copies of the audit from O'Connor Davies in the packet. He added that he had asked Ms. Lam to review the report and comment on it. Ms. Lam came forward and reviewed key points in the report.

Mr. Kydes asked if the audit included the re-structuring of the loan. Mr. Burnett said that the audit covered the period up to June 30, 2018. He added that the auditors were aware of the fact that there was an ongoing restructuring of the loan. However, the restructuring of the loan would be included in the next audit. Ms. Lam agreed and said that the timing of the restructuring agreement would factor in only if it was before the end of the financial year.

Mr. Hempstead said that the positive aspect was that all the funds were accounted for and that the Committee has a true financial picture of the situation. Discussion followed.

### **ADJOURNMENT**

**\*\* MR. SACCHINELLI MOVED TO ADJOURN.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:15 p.m.

Respectfully submitted

S. L. Soltes  
Telesco Secretarial Services