

**CITY OF NORWALK  
FINANCE/CLAIMS COMMITTEE  
October 14, 2021  
VIA TELECONFERENCE**

**ATTENDANCE:** Greg Burnett, Chair; David Heuvelman, Tom Keegan, Nick Sacchinelli;  
John Kydes, Diana Revolus; Nick Tsirindis

**STAFF:** Lisa Biagarelli, Tax Collector; Henry Dachowitz, Finance Director

**OTHERS:** Carl Dickens, Oak Hill Authority; Paul Sotnik, Senior Civil Engineer

**CALL TO ORDER**

Mr. Burnett called the meeting to order at 7:02 p.m.

**ROLL CALL**

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

**PUBLIC PARTICIPATION**

Mr. Burnett said no emails were received and thus there was no public participation.

**APPROVE THE MINUTES OF THE FINANCE COMMITTEE MEETING  
SEPTEMBER 9, 2021**

**\*\* MR. KEEGAN MADE A MOTION TO MOVE THE MINUTES.**

Mr. Burnett noted one correction on Page 2, under the motion to approve the minutes of August 12 change four in favor to five.

**\*\* MOTION TO APPROVE THE CLAIMS AS AMENDED PASSED WITH SIX (6) VIN FAVOR (BURNETT, KEEGAN, HEUVELMAN, SACHINELLI, REVOLUS AND KYDES) AND ONE (1) ABSTENTION (TSIRINDIS).**

**CLAIMS COMMITTEE RECEIVE THE MONTH CLAIMS REPORT DATED  
OCTOBER 14, 2021**

**\*\* MR. HEUVELMAN MADE A MOTION TO APPROVE THE CLAIMS REPORT  
\*\* MOTION PASSED UNANIMOUSLY**

**NARRATIVE ON TAX COLLECTION OCTOBER 8, 2021**

Ms. Biagarelli said we are where we need to be. She said last year there was an extended grace period and that is why we are ahead of last year. Ms. Biagarelli said we are at 53-54% of our current levy. She added the tax sale will be held on Monday and have 20 properties on the sale with possibly a few more coming in.

She said the point of the sale is to compel payment on back taxes.

Ms. Biagarelli said in November she will work on the second installment of billing. She said those bills get run around Thanksgiving and will be in the mail on December 10.

Mr. Heuvelman asked how hiring new staff was progressing. Ms. Biagarelli said interviews have been completed and an offer was to be tendered.

Mr. Dachowitz said since March of 2020 he and Ms. Biagarelli have been monitoring cash collections on a weekly basis. He said collections are up 5.2% and added the amount of taxes accessed have been small but the owners will eventually pay their taxes.

**RECEIVE OAK HILLS MONTHLY FINANCIAL STATEMENT FOR AUGUST  
2021**

Mr. Dickens said August was a great month and rounds continue to go up. He added the Authority made repayments to the city and ended the month of September with \$644,000 in the bank. He said \$4,524 which was 7% under budget due to the rain. The net operating income is \$239 which is \$24,000 or 11% over budget due to the cart budget being classified as a capital lease.

Mr. Dickens said there was a supply chain breakdown getting goods and workers. He said the place is beautiful and the only concern is after the bar was built a zoning issue cropped up as certain type bars can only be 19 feet long and the bar was 5 to 6 feet over. He said Zoning is

allowing us to make an amendment to the law and the bar will be able to remain. Mr. Dickens said the goal is to open the restaurant in the middle of November.

Mr. Dickens added the goal is not to touch the line of credit for the remainder of the year.

Mr. Kydes said previously the authority ran down the line of credit every year and asked what had changed. Mr. Dickens said since COVID the rounds are up and Country Club are allowing less players and are more expensive. He said the course is open year round and if weather stays good the course can enjoy a number of rounds through November.

**Authorize the Mayor, Harry W. Rilling, execute a contract amendment between City of Norwalk and Advanced Corporate Network, INC., d/b/a/ Digital Back Office (“ACN”) to authorize the addition of a new location at 1 Park Street, Norwalk, CT. The parties agree to the addition of 1 10 GIGE Managed Optimal Ethernet Services at the following service location circuit 1 1) City Hall, 125 East Avenue 2) 1 Park Street with a monthly recurring fee of \$1,536.00 paid for by the Board of Education from expense account #2ES28400-430-58**

**MR. KYDES MOVED THE ITEM.**

Mr. Heuvelman said we do not have the proper information at this time and should table the item to the November meeting.

**\*\* MR. HEUVELMAN MADE A MOTION TO TABLE THE ITEM TO THE NOVEMBER MEETING**

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

Resolution: Approve a special appropriation not to exceed \$650,000 to repair damage to the Rowayton Avenue Bridge over Keeler Brook and authorize the issuance of general obligation bonds or notes of the City in an amount not to exceed \$650,000 to Finance and Capital Appropriations. Capital Project #0921-4021-5777-C0315.

**MR. HEUVELMAN MADE A MOTION TO MOVE THE ITEM**

Mr. Sotnik said on July 9 as the result of Tropical Storm Elsa there was a crack in the centerline of the road. He said he looked at the stone arch of the northwest culvert and it had been washed out. He said the road was closed immediately in that area of Rowayton Avenue. Mr. Sotnik said the recommendation was to install a new box culvert.

He said it will not let any more water go through. Mr. Sotnik said approval has been received from the Conservation Commission and is working with Connecticut DEEP. A meeting is slated for November 1st to get approval. Mr. Sotnik hope is to get this installed by the end of January or early February.

Mr. Keegan said he is fully supportive of the project and asked if this is the best way to pay for this. Mr. Dachowitz said this is an emergency and is needed and we are going with a vendor who can do this quickly and reputedly.

Mr. Heuvelman asked about the life of the fix.

Mr. Sotnik said it is about 75 years. He said it will be made to look the way it is now. Mr. Sotnick said this will have a bottom on it and will be low flow and will prevent deeper footings on either side which would be more expensive and cause more disruption to the brook.

Mr. Burnett asked about other structural work in the area that was related or could effect the bridge. Mr. Sotnik said he is not aware of any other projects that would effect the box culvert.

**\*\* MOTION PASSED UNANIMOUSLY**

### **ADJOURNMENT**

**\*\* MR. KEEGAN MADE A MOTION TO ADJOURN**

**\*\* MOTION PASSED UNANIMOUSLY**

Meeting adjourned at 7:50 p.m.

Respectfully submitted,

G. Venuto

Telesco Secretarial Services