

**CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
AUGUST 9, 2012**

ATTENDANCE: Carvin Hilliard, Chair; Matthew Miklave; Warren Pena

STAFF: Thomas Hamilton, Finance Director; Lisa Biagiarelli, Tax Collector; Karen DelVecchio, IT Director; Fred Gildea, Comptroller

Mr. Hilliard opened the meeting at 7:32 p.m. and noted that they did not have a quorum, therefore no action or votes could be taken.

1. Approve the Minutes of the following Finance Committee Meeting: June 14, 2012 June 18, 2012
2. Claims Committee: receive the monthly Claims report; review and approve claims as required for Claims Report dated: July 12, 2012
3. Narrative on Tax Collections dated August 1, 2012- Receive Report and discuss.
4. Monthly Tax Collector's Report Dated June 30, 2012 7 and July 31, 2012 - Receive Reports and discuss.
5. Authorize the Purchasing Agent to issue purchase orders in accordance with City Procurement Guidelines for personal computers workstations, laptops, printers, mobile data terminals, and obsolete asset disposal according to City IT Department technical specifications, for an amount not to exceed \$130,240.00, account 09130600-5777-C0375 (approved IT Capital item; no special appropriation required).

Ms. DelVecchio explained that this is their annual desk top refresh program. She described the program. In response to Mr. Miklave's question, she said that these items have already been approved in the capital budget and pursuant to the procurement guidelines.

6. Technical Correction:

a. As approved by Common Council on May 22, 2012

Authorize the Purchasing Agent to issue purchase orders to En-Pointe Technologies for the supply of a Storage Area Network per response to Bid Project #3179 for an amount not to exceed \$67,049.66. Account No. 35309A (\$38,219.00) and Account No. 09120600-5777-C0375 (\$28,830.66)

b. Technical correction for approval:

Authorize the Purchasing Agent to issue purchase orders to En-Pointe Technologies for the supply of a Storage Area Network per response to Bid Project #3179 for an amount not to exceed \$67,049.66. Account No. 35309A (\$33,545.09) and Account No. 09120600-5777-C0375 (\$33,504.57)

Ms. DeVecchio explained the item. She said that the Common Council had approved the capital expenditure. This correction changes the dollar amount

7. Authorize the Purchasing Agent to issue purchase orders to Connecticut Business Systems of Norwalk for the supply and installation of a Smart Board system, components, software, and training per response to City RFP# 3177 for an amount not to exceed \$10,000.00, account 09110600-5777-C0375 (approved IT Capital expense) and forward onto the Common Council for further action.

Ms. DeVecchio explained the item. She said that it was already approved in the capital budget. They had two responders. She said that this will be a tremendous efficient element for Public Works and IT.

8. Receive Board of Estimate and Taxation Appropriations from June 4, 2012.

9. Resolution authorization the reduction in the amount of \$150,000 for various Oak Hill Projects: \$51,000 Tee Box Repair; \$34,000 Bunker Repair; \$30,000 18th Green/Parking Lot Drainage; \$10,000 Parking Lot Enhancement and \$25,000 Lightning Warning System Projects (Account # 09131340-5777-C0520).

10. Resolution authorization a Special Capital Appropriation in the amount of \$150,000 for various Oak Hill Projects: \$33,207 Lightning Warning System; \$14,298 Moisture/Irrigation/Drainage; \$52,387 Sewer/Septic System Project; \$21,158 Equipment Storage Building; and \$28,950 for Repairs at Entrance Building including Replacement of three Underground Oil Tanks Projects. (Account # 09131340-5777-C0523).

There was no further discussion and Mr. Hilliard will forward all items on the agenda to the full Common Council, with the Committee member's approval.

The meeting closed at 7:40 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services