

**CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
SEPTEMBER 13, 2012**

ATTENDANCE: Carvin Hilliard, Chair; Douglas Hempstead; John Igeneri;
David McCarthy; Nicholas Kydes (7:48 p.m.)

STAFF: Thomas Hamilton, Finance Director; Fred Gilden,
Comptroller; Gerald Foley, Purchasing Agent

OTHERS: Bruce Kimmel, Common Councilmember

Mr. Hilliard called the meeting to order at 7:38 p.m.

**** MR. MCCARTHY MOVED TO APPROVE THE MINUTES OF THE
FOLLOWING FINANCE COMMITTEE MEETING: JUNE 14, 2012 JUNE
18, 2012 AUGUST 9, 2012 AS PRESENTED**

**** MOTION PASSED UNANIMOUSLY**

**CLAIMS COMMITTEE: RECEIVE THE MONTHLY CLAIMS REPORT;
REVIEW AND APPROVE CLAIMS AS REQUIRED FOR CLAIMS REPORT
DATED: SEPTEMBER 13, 2012**

Mr. Hamilton reported that there were no claims this evening. All of the claims are under the Common Council threshold.

**NARRATIVE ON TAX COLLECTIONS DATED SEPTEMBER 13, 2012-
RECEIVE REPORT AND DISCUSS.**

**MONTHLY TAX COLLECTOR'S REPORT DATED AUGUST 31, 2012 -
RECEIVE REPORTS AND DISCUSS.**

Mr. Hamilton highlighted Ms. Biagiarelli's written report. He noted that Norwalk has one of the highest tax collection rates in the State of Connecticut.

Mr. Hempstead asked about how tax appeal settlements are paid. Mr. Hamilton explained that settlements are made in the form of a credit against future tax payments, rather than a cash payment.

Mr. Kydes joined the meeting at 7:48 p.m.

**** MR. KYDES MOVED TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA, TO EXECUTE AN AGREEMENT WITH RICOH PROFESSIONAL SERVICES, A DIVISION OF RICOH AMERICAS CORPORATION, FOR A PERIOD NOT TO EXCEED FIVE (5) YEARS, FOR MAILROOM SERVICES FOR CITY HALL, FOR FIVE (5) YEARS, AMOUNT NOT TO EXCEED \$283,437.06.**

INITIAL YEARS: 10/01/2012 THRU 06/30/2013, \$4,668.74 PER MONTH, \$42,018.66 PER FISCAL YEAR. 07/01/2013 THRU 06/30/2014, \$4,808.80 PER MONTH, \$57,705.60 PER FISCAL YEAR. 07/01/2014 THRU 06/30/2015, \$4,953.06 PER MONTH, \$59,436.72 PER FISCAL YEAR.

EXTENSION YEARS: 07/01/2015 THRU 06/30/2016, \$5,101.65 PER MONTH, \$61,219.80 PER FISCAL YEAR. 07/01/2016 THRU 06/30/2017, \$5,254.69 PER MONTH, \$63,056.28 PER FISCAL YEAR

Mr. Foley explained the item. He said that Ricoh is the incumbent. He noted that the proposal put forward represents a reduction in fees. Mr. Kydes asked Mr. Foley if this item was put out to bid. Mr. Foley said that it was; and he interviewed three of the four firms.

Millennium Group was the low bidder, but they withdrew their bid because they submitted an incorrect a number. Mail Centers Plus was the next lowest bidder, but there were concerns because they did not have other accounts in the area and as a result would not be able to provide staff back up.

Mr. Kydes asked why Mail Centers Plus was out of the running if they met all of the criteria. Mr. Foley reiterated that they did not have other accounts in the area and the Review Committee did not feel confident that they would be able to provide back up for the staff person. He said that there is only one person in this position and if that person is out, someone has to take their place or else the mail will not go out. Mr. Hamilton added that with Mail Centers Plus not having a presence nearby, they would not be as reliable and able to provide backup. Mr. Foley said hat Mail Centers Plus said that they did not have anyone in this area and would have to recruit a person.

Mr. Kydes asked Mr. Foley if he could negotiate the price with Ricoh. Mr. Hamilton said that they lowered their price. Mr. Kydes recommended that Mr. Foley ask Ricoh to come back with a more competitive price. Mr. Foley reviewed the pricing. Mr. Hempstead noted that they came down in price from their last contract.

**** MOTION PASSED UNANIMOUSLY**

**** MR. MCCARTHY MOVED TO APPROVE THE FOLLOWING ITEM:**

**RESOLUTION TO APPROVE COMMERCIAL PROPERTY ASSESSED
CLEAN ENERGY (C-PACE) AGREEMENT, AND AUTHORIZE THE
MAYOR, RICHARD A. MOCCIA, TO EXECUTE SUCH AGREEMENT
AND ANY RELATED DOCUMENTS.**

Mr. Hamilton explained the item. He said that this is a program that was put in place to help commercial property owners make energy efficient improvements to their buildings. He said that he understands that there is a property owner in Norwalk who expressed interest in this program. There is a provision that allows the City to be reimbursed for the cost of collection.,

Mr. Hamilton described the City's role. Mr. Kydes asked why the City would want to get into this arrangement. Mr. Hamilton explained that he believes the idea behind the program is to make Connecticut businesses more competitive. Mr. Kydes asked Mr. Hamilton if he foresees hiring a full time employee to manage this. Mr. Hamilton said that no additional staff will be required. He said that the idea is to charge \$500 – \$1,000 to each property to cover the cost. He said that this is a voluntary program. Mr. Hilliard said that as a government body, he feels it is a good idea to offer this program.

Mr. Hempstead requested that an update from the Oak Hills Authority be added to the October meeting agenda. He noted that they have made some nice improvements there. Mr. Kydes said that he heard the new restaurant is much better.

**** MR. KYDES 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