

**CITY OF NORWALK  
FINANCE/CLAIMS COMMITTEE  
MAY 9, 2013**

ATTENDANCE: Carvin Hilliard, Chair; Douglas Hempstead; John Igeneri;  
Matthew Miklave

STAFF: Thomas Hamilton, Finance Director; Fred Gilden, Comptroller;  
Lisa Biagiarelli, Tax Collector; Karen DelVecchio, IT Director;  
William Ireland, Chief Building Official; Gerald Foley, Purchasing  
Agent; Hal Alvord, Director, DPW; Kathryn Hebert, Administrative  
Services Manager; Tom Shadlick, Norwalk Public Library Chief of  
Technology Services

Mr. Hilliard called the meeting to order at 7:36 p.m. and announced a quorum was present.

**\*\* MR. HEMPSTEAD MOVED TO APPROVE THE MINUTES OF THE FOLLOWING  
FINANCE COMMITTEE MEETING:  
MARCH 14, 2013  
\*\* MOTION PASSED UNANIMOUSLY**

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

**APRIL 11, 2013  
MAY 9, 2013**

Due to a potential conflict of interest, Mr. Miklave rescused himself from voting on the following item.

Ms. Biagiarelli said that she was requesting a vote for one claim for \$13,408.98 which is two years of real estate tax for the United Congregational Church.

**\*\* MR. HEMPSTEAD MOVED TO APPROVE THE CLAIM  
\*\* MOTION PASSED UNANIMOUSLY**

**NARRATIVE ON TAX COLLECTIONS DATED MAY 9, 2013- RECEIVE REPORT AND  
DISCUSS**

**MONTHLY TAX COLLECTOR'S REPORT DATED APRIL 30, 2013 - RECEIVE REPORTS AND DISCUSS.**

Ms. Biagiarelli distributed and reviewed the narrative. She reported that they have collected 98.35% of the current tax levy. They are slightly behind last year because this is not a tax sale year. She said that one of the ways the mill rate is kept low is due to the high collection rate.

**\*\* MR. HEMPSTEAD MOVED TO APPROVE FY 2013-14 PARKING AUTHORITY BUDGET**

Mr. Hamilton explained that the budget is a continuation of their existing services. Mr. Miklave asked about the concessionaire at the East Norwalk train station. Ms. Hebert explained that it is part of their service. Mr. Miklave asked about the decline in fines. Ms. Hebert said that people are more compliant; in addition, they are using a more balanced approach. She said that they raised some rates where demand warranted it; the increase is less than 1% on a monthly permit.

Mr. Miklave asked Ms. Hebert if they give out warnings to people who park in handicap parking spaces. Ms. Hebert said that they do not give out warnings; they give tickets. Warnings are more for overtime parking.

**\*\* MOTION PASSED UNANIMOUSLY**

**\*\* MR. HEMPSTEAD MOVED TO APPROVE FY2013-14 WPCA BUDGET**

Mr. Hamilton explained that the budget has been adopted by the WPCA and the Board of Estimate and Taxation. This year they elected not to increase the sewer rates. He said that the budget is a significant reduction compared to the approved budget for this year because the WPCA had been building in rate stabilization reserves for the impact of the increase in debt service. The debt service for FY2013-2014 is a double hit on the debt service due to the way the State structures the loan payments. He said that the WPCA is in excellent financial condition.

**\*\* MOTION PASSED UNANIMOUSLY**

**\*\* MR. MIKLAVE MOVED TO AUTHORIZE THE MAYOR, RICHARD MOCCIA, TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH VISION GOVERNMENT SOLUTIONS, INC., FOR THE SUPPLY, INSTALLATION, DATA CONVERSION, TRAINING, AND 24 MONTHS TECHNICAL SUPPORT FOR THE BUILDING OFFICIAL SOFTWARE SYSTEM FOR AN AMOUNT NOT TO EXCEED \$50,000, ACCOUNT 09130600-5777-C0375**

Mr. Miklave asked if this item was already in the budget. Ms. DelVecchio said that it was. Mr. Hamilton said that this is a request to purchase a new system for one where the company no longer is in business.

Ms. DelVecchio explained that in October they received notification that the vendor will cease to do business in 15 days and will continue to support the City until July. She said that no one was comfortable using a company that would no longer support them. Mr. Ireland described how his department uses the system. He said that they reviewed other vendors and Vision Government Solutions was the most cost effective and would have a tight integration with the Tax Assessor's office. In addition, they have a module for Planning and Zoning. Training is included in the cost.

**\*\* MOTION PASSED UNANIMOUSLY**

**\*\* MR. IGNERI MOVED TO AUTHORIZE THE MAYOR, RICHARD MOCCIA, TO EXECUTE AN AMENDMENT TO THE EXISTING AGREEMENT WITH INNOVATIVE INTERFACES, INC., FOR THE RENEWAL OF THE AUTOMATED LIBRARY MANAGEMENT SYSTEM HARDWARE AND SOFTWARE MAINTENANCE AGREEMENT. THE AMENDMENT COVERAGE PERIODS AND COSTS SHALL BE AS FOLLOWS: JULY 1, 2013 – JUNE 30, 2014: \$38,484; JULY 1, 2014 – JUNE 30, 2015: \$39,639; JULY 1, 2015 – JUNE 30, 2016: \$40,828 (ACCOUNT 010600-5269)**

Mr. Shadlick described the Library management system and said that it is the Library version of MUNIS. He said that Innovative Interfaces, Inc. is the lowest bidder and the current vendor.

**\*\* MOTION PASSED UNANIMOUSLY**

Due to a potential conflict of interest, Mr. Miklave rescused himself from voting on the following item.

**\*\* MR. HEMPSTEAD MOVED TO AUTHORIZE THE PURCHASING AGENT, GERALD J. FOLEY, TO ISSUE ANNUAL PURCHASE ORDERS TO CELLCO PARTNERSHIP D/B/A VERIZON WIRELESS FOR CELLULAR, BLACKBERRY, AND WIRELESS BROADBAND ACCESS SERVICES FOR VARIOUS CITY DEPARTMENTS FOR AN ANNUAL AMOUNT NOT TO EXCEED \$50,000.00, PER FISCAL YEAR, FOR A PERIOD NOT TO EXCEED TWO (2) YEARS, [WITH ONE (1) ONE (1) YEAR OPTIONAL EXTENSIONS. ACCOUNTS VARIOUS**

Mr. Foley explained the item. He said that the City is currently with Sprint, but when Hurricane Sandy came through, many areas of the City did not have cellular service. He said that he met with the Sprint team and asked them what changes they would make to improve coverage. Their answer was not acceptable. He said that he was not happy with the service provide by AT&T and Sprint.

Mr. Foley said that Verizon provided the best service and is asking for a bid waiver because of their niche in the market.

Mr. Hamilton said that the pricing Verizon is proposing is based on a WSCA (Western States Contracting Alliance) contract. He said there is no negotiating with the vendor for a specific municipality because they have established nationwide rates. All of the major departments felt that the service provided by Sprint was not acceptable and that they need to switch providers. Mr. Foley said that he did an evaluation based on people who used their own personal cell phones during Hurricane Sandy. The group with personal cell phone service from Verizon had coverage.

Mr. Hamilton said there are potential costs related to overage fees. The plan they would go with would buy the correct number of minutes. The overage fees could potentially be another \$5,500 a year. They expect the total cost to be \$12,000 more per year, but expect better service rather than paying for no service when they need it. Mr. Alvord said that he was very concerned about losing service. He said there are numerous places in the City without Sprint service. In addition, Sprint loses data connections constantly.

Mr. Igneri asked about data. Mr. Foley said that the plans they have with Sprint uses about 50% of the allotment. He said that he does not feel it will be an issue. They are switching Smart phones to Blackberries. Mr. Igneri asked why they were switching to Blackberries. Ms. DelVecchio said that they will eventually be moving away from Blackberries. Mr. Hamilton said that any acquisition of new devices has to go through him.

**\*\* MOTION PASSED UNANIMOUSLY**

**\*\* MR. MIKLAVE MOVED TO RECEIVE BOARD OF ESTIMATE AND TAXATION  
APPROPRIATIONS DATED MAY 6, 2013**

Mr. Hamilton explained that there is one special appropriation for \$240,000 to cover the remaining operating expenses related to Storm Sandy.

**\*\* MOTION PASSED UNANIMOUSLY**

**\*\* MR. MIKLAVE MOVED TO TABLE THE RESOLUTION MAKING APPROPRIATIONS  
FOR VARIOUS PUBLIC IMPROVEMENTS AGGREGATING \$19,684,000 FOR THE  
2013-2014 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF \$15,653,000  
GENERAL OBLIGATION BONDS OF THE CITY TO MEET CERTAIN  
APPROPRIATIONS IN THE 2013-2014 CAPITAL BUDGET**

**\*\* MOTION PASSED UNANIMOUSLY**

**\*\* MR. MIKLAVE MOVED TO ADJOURN**

**\*\* MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 8:40 p.m.

Respectfully submitted,

Rosemarie Lombardi  
Telesco Secretarial Services