

**CITY OF NORWALK  
FINANCE/CLAIMS COMMITTEE  
REGULAR MEETING  
AUGUST 8, 2013**

**ATTENDANCE:** Carvin Hilliard, Chair; Matthew Miklave, David McCarthy, Douglas Hempstead; Warren Peña, Bruce Kimmel

**STAFF:** Thomas Hamilton, Finance Director; Fred Gilden, Comptroller; Lisa Biagiarelli, Tax Collector

**OTHERS:** Michael Mocciae, Recreation and Parks; Karen DelVecchio, IT Director; Lt. Paul Resnick, Norwalk Police Department.

**CALL TO ORDER.**

Mr. Hilliard called the meeting to order at 7:32 p.m. A quorum was present.

**Approve the Minutes of the following Finance Committee Meeting: July 11, 2013.**

**\*\* MR. MCCARTHY MOVED THE MINUTES OF THE JULY 11, 2013 MEETING.**

The following correction was noted:

Page 1, under **ATTENDANCE:** please change Warren Peña (6:41 p.m.) to Warren Peña (7:41 p.m.).

**\*\* THE MOTION TO APPROVE THE MINUTES OF THE JULY 11, 2013 MEETING AS CORRECTED PASSED UNANIMOUSLY.**

**Claims Committee: Receive the monthly Claims Report; Review and approve claims as required for Claims Report dated: August 8, 2013.**

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

Ms. Biagiarelli pointed out that there was one spelling error on the Claims Committee Report. "People's Unites Bank" will be corrected to "People's United Bank" before it is presented to the Common Council. She indicated that there was one Special Request for Winston Preparatory. Mr. McCarthy asked about the reasons why there was an exemption. Mr. Hamilton said that it was a school and there was some confusion regarding when the exemption started. This was taken to the Board of Assessment Appeals and the Board ruled in the school's favor. Discussion followed about the details.

**\*\* THE MOTION TO APPROVE THE CLAIMS AS REQUIRED FOR THE AUGUST 8, 2013 CLAIMS REPORT PASSED UNANIMOUSLY.**

**Narrative on Tax Collections date August 8, 2013- Receive Reports and discuss.**

Ms. Biagiarelli presented her report to the Committee. She said that the City would be issuing Demands for Payment notices in the next month to the taxpayers who are in arrears. The use of the phrase "Demands for Payment" is required by State law. The collection went well and the department is on track for where they expected to be.

**Monthly Tax Collector's Report Dated July 31, 2013 - Receive Reports and discuss.**

Ms. Biagiarelli reviewed her report with the Committee.

**Combined Dispatch Radio Console: Authorize the Purchasing Agent to issue purchase orders for the supply of 1 HP server with software and 9 HP Z420 workstations for an amount not to exceed \$15,916.00, account 09140600-5777-C0375 (budgeted IT capital expense; no special appropriation required).**

**Combined Dispatch Radio Console: Authorize the Purchasing Agent to issue purchase orders to Northeastern Communications, a sole source provider, for the supply, installation, configuration, testing and training of CentraCom Gold Software Refresh Package, per quotation dated May 21, 2013, for an amount not to exceed \$26,220.00, State Contract CA10ITZ0018, account 09140600-5777-C0375 C0375 (budgeted IT capital expense; no special appropriation required).**

**\*\* MR. MIKLAVE MOVED THE ITEMS.**

Ms. DelVecchio said that Lt. Resnick had put together a cover letter on the request for the equipment. Lt. Resnick explained that the 911 dispatchers would be able to link the phone caller to the various radio frequencies for the first responders. The current equipment is eight years old and should be replaced before it starts to fail. The consoles are basically at the end of their lifespan and Motorola will be discontinuing this brand on September 6th of year. The new software will be good for the next five years and then the City will be required to replace the system. The main server is running on Windows 2000 and the individual computers are running Windows XP.

Mr. Kimmel asked about the routing of the 911 calls from cell phones. Lt. Resnick explained that the routing was done via the towers, but the request was focused the software for the dispatch center. He added that if someone calls from a state road, you should get the State Police and if you are on local roads you should get the Norwalk Police. However, he cautioned everyone that each service provider had their towers in different locations, so in an area like Cranbury, the call could go directly to the State Police first rather than the Norwalk Police. That is not something the Norwalk Police have control over.

**\*\* THE MOTION TO APPROVE THE FOLLOWING ITEMS:**

**COMBINED DISPATCH RADIO CONSOLE: AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDERS FOR THE SUPPLY OF 1 HP SERVER WITH SOFTWARE AND 9 HP Z420 WORKSTATIONS FOR AN AMOUNT NOT TO EXCEED \$15,916.00, ACCOUNT 09140600-5777-C0375 (BUDGETED IT CAPITAL EXPENSE; NO SPECIAL APPROPRIATION REQUIRED).**

**COMBINED DISPATCH RADIO CONSOLE: AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDERS TO NORTHEASTERN COMMUNICATIONS, A SOLE SOURCE PROVIDER, FOR THE SUPPLY, INSTALLATION, CONFIGURATION, TESTING AND TRAINING OF CENTRACOM GOLD SOFTWARE REFRESH PACKAGE, PER QUOTATION DATED MAY 21, 2013, FOR AN AMOUNT NOT TO EXCEED \$26,220.00, STATE CONTRACT CA10ITZ0018, ACCOUNT 09140600-5777-C0375 C0375 (BUDGETED IT CAPITAL EXPENSE; NO SPECIAL APPROPRIATION REQUIRED).**

**PASSED UNANIMOUSLY.**

**Resolution, authorizing a Special Capital Appropriation in the amount of \$208,469 to complete the Fishing Pier Project. (Account No. 09146030-5777-C0365).**

**\*\* MR. MIKLAVE MOVED THE ITEM.**

Mr. Hamilton said that Mr. Mocciae was present to answer any questions on the pier. The Council has an approved contract. The contract was broken into two pieces. The intention is to get the project done this calendar year. FEMA provides generally about 75% reimbursement FEMA notified the City earlier in the day that they would be reimbursing the City for the seawall, excluding mitigation expenses. This exclusion will be appealed by the City. The appropriation will cover the repair of the items that FEMA excluded.

Mr. Mocciae said that the work should start in two weeks. Mr. Bloom will be marking an area for the barge to anchor in order to avoid the shellfish beds. Since there is not that much water in the area, there is a limited window that the pile work can be done. The contract is looking for a 100 day working period, barring storms or other weather issues. Once the piles are in place, the remaining work can be done from the landward side.

**\*\* THE MOTION TO APPROVE THE RESOLUTION, AUTHORIZING A SPECIAL CAPITAL APPROPRIATION IN THE AMOUNT OF \$208,469 TO COMPLETE THE FISHING PIER PROJECT (ACCOUNT NO. 09146030-5777-C0365) PASSED UNANIMOUSLY.**

**ADJOURNMENT.**

**\*\* MR. PEÑA MOVED TO ADJOURN.**

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

The meeting adjourned at 7:55 p.m.

Respectfully submitted,

Sharon L. Soltes  
Telesco Secretarial Services.