

ALL COMMON COUNCIL ACTIONS TAKEN AT THIS MEETING TO APPROVE EXPENDITURES AND CONTRACTS OR TO ACCEPT BIDS AND OTHER PROPOSALS REQUIRING THE EXPENDITURE OF CITY FUNDS ARE SUBJECT TO THE AVAILABILITY OF FUNDS

I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting(s):

April 12, 2016

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

David Hollar, Oak Hills Park Authority

APPOINTMENTS:

Manny Langella, Fair Rent Commission
Greg Brasher, Zoning Board of Appeals
Patricia A. Williams, Oak Hills Park Authority
Jane Walters, Oak Hills Park Authority

REAPPOINTMENTS:

Elsa Peterson Obuchowski, Oak Hills Park Authority
Joseph Kendy, Jr., Oak Hills Park Authority
Carol Frank, Human Relations
Yvonne Rodriguez, Human Relations

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS:

REAPPOINTMENTS:

B. CONSENT CALENDAR

VI. REPORTS: DEPARTMENTS, BOARD AND COMMISSIONS

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling to enter into an agreement with Chozen Few Entertainment LLC for the use of Mathews Park for an S.O.S. Music Fest Finale to be held Saturday, August 27, 2016 from 4:00 PM - 10:00 PM. Set up to take place Saturday, August 27, 2016 at 9:00 AM with tear down no later than Noon on Sunday, August 28, 2016. Estimated attendance 200+.
2. Authorize the Mayor, Harry W. Rilling to enter into an agreement with Chozen Few Entertainment LLC for the use of Andrews Field Parking Lot for a L.I.F.T. (Learning Is Fun To) Carnival to be held Friday, June 24, 2016, Saturday, June 25, 2016 and Sunday, June 26, 2016 10:00 AM – 10:00 PM daily, Set up to take place Sunday, June 19, 2016 at 8:00 AM with tear down no later than Noon on Monday, June 27, 2016. Estimated attendance 500+.
3. Authorize the Mayor, Harry W. Rilling to enter into an agreement with the Norwalk High Marching Bears, Inc. for the use of Andrews Field for a Fundraiser Carnival to be held Wednesday, May 11, 2016 from 6:00 PM – 10:00 PM, Thursday, May 12, 2016 from 6:00 PM – 10:00 PM and Friday, May 13, 2016 from 3:00 PM - 10:00 PM. Set up to take place Noon on Monday, May 9, 2016 with tear down no later than Noon on Sunday, May 15, 2016. Estimated attendance 500+.
4. Authorize the Mayor, Harry W. Rilling to enter into an agreement with the Rowayton School PTA for the use of the Rowayton School Grounds for a Carnival to be held Thursday, May 12, 2016 from 5:00 PM – 9:00 PM, Friday, May 13, 2016 from 5:00 PM – 9:00 PM and Saturday, May 14, 2016 from 5:00 PM – 9:00 PM. Set up to take place Noon on Wednesday, May 11, 2016 with tear down no later than Noon on Sunday, May 15, 2016. Estimated attendance 500.

B. FINANCE COMMITTEE

1. Accept and Approve the Report of the Claims Committee Dated: April 5, 2016.
2. For informational purposes only: Narrative on Tax Collections dated April 14, 2016.

3. For informational purposes only: Monthly Tax Collector's Report Dated: March 31, 2015.
4. Authorize the Mayor to execute a four (4) year master lease agreement for Office Copiers with TGI Office Automation and authorize the Purchasing Agent to add office copiers to this master agreement for a total amount not to exceed \$268,505.21 (various City Accounts).

C. LAND USE AND BUILDING MANAGEMENT COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to execute a license agreement with Marinello's Pizzeria & Deli to operate the Newsstand Concession at City Hall for an initial term of 3 years plus two - one (1) year options. Effective dates from 5/1/16 – 4/30/2019 and two – one (1) year options from 5/1/2019 – 4/30/2021.

Annual payment to the City shall be as follows:

FY 2016 – 2017	\$3,600.00
FY 2017 – 2018	\$3,700.00
FY 2018 – 2019	\$3,800.00

Option Years:

FY 2019 – 2020	\$3,800.00
FY 2020 – 2021	\$3,800.00

- 2a. Authorize the Mayor, Harry W. Rilling, to execute a contract with Milan's Expert Renovation, LLC, for Phase I of ADA enhancements, foundation water-proofing and drainage improvements to the Norwalk Museum Building at City Hall for a total amount not to exceed \$169,202.50. Accts 09156310 5777 C0549, 09166310 5777 C0573, 09176310 5777 C0573, & 0915 7100 5777 C0235.
- 2b. Authorize the Historical Commission to issue Change Orders on Contract for a total not to exceed \$22,000.

3. RESOLUTION

WHEREAS, pursuant to PA 79-607, Sec 21(b)(6)(B), the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

WHEREAS, it is desirable and in the public interest that the City of Norwalk make an application to the State for \$500,000 in order to undertake the ADA Compliance Improvements at the Lockwood Mathews Mansion and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE NORWALK COMMON COUNCIL:

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by PA 79-607, Sec 21(b)(6)(B);

2. That the filing of an application for State financial assistance by the City of Norwalk in an amount not to exceed \$500,000 is hereby approved and that Mayor Harry W. Rilling is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the City of Norwalk.

D. ORDINANCE COMMITTEE

1. Approve proposed revisions to City Code Chapter 11A – Alarm Systems
2. Approve proposed revisions to City Code Chapter 98 Vehicle and Traffic, §98-26 Parking of Commercial Vehicles

VIII. RESOLUTIONS FROM COMMON COUNCIL

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

APPOINTMENTS

FAIR RENT COMMISSION	M/C	Nwtk. Code 39
MANNY LANGELLA (D) 42-50 South Main Street, Apt. 104 Norwalk, CT 06854		Term Expires – 07/01/2019 Alternate
ZONING BOARD OF APPEALS	M/C	Nwtk. Code 116
GREG BRASHER (U) 4 Pheasant Lane Norwalk, CT 06854		Term Expires – 11/01/2021 Alternate
OAK HILLS PARK AUTHORITY	M/C	Nwtk. Code 73-2
PATRICIA A. WILLIAMS (I) 9 Holiday Drive Norwalk, CT 06851		Term Expires – 06/24/2017
JANE WALTERS (D) 14 Bobwhite Drive Norwalk, CT 06851		Term Expires – 06/24/2017

REAPPOINTMENTS

OAK HILLS PARK AUTHORITY	M/C	Nwtk. Code 73-2
ELSA PETERSON OBUCHOWSKI (D) 41 East Avenue Norwalk, CT 06851		Term Expires – 06/24/2018
JOSEPH KENDY, JR. (R) 83 Weed Avenue Norwalk, CT 06850		Term Expires – 06/24/2018
HUMAN RELATIONS	M/C	Nwtk. Code 60-3
CAROL FRANK (R) 5 Cranbury Woods Road Norwalk, CT 06851		Term Expires – 09/01/2018
YVONNE RODRIGUEZ (D) 154 Bouton Street Norwalk, CT 06854		Term Expires – 09/01/2017

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CALL TO ORDER

Mayor Rilling called the meeting to order at 7:37 p.m. and led the assembly with the pledge of allegiance.

City Clerk King read the notice that this meeting is being video taped and audio recorded for public broadcast, and assisted listening devices are available.

I. ROLL CALL

City Clerk King called the roll. The following Council Members were present:

Council at Large:	Mr. Richard Bonenfant	Mr. Michael Corsello
	Mr. Douglas Hempstead	Mr. Nick Sacchinelli
	Mr. Bruce Kimmel, Council President	
District A:	Ms. Eloisa Melendez	Mr. Steve Serasis
District B:	Ms. Phaedrel Bowman	Mr. Travis Simms
District C:	Mr. John Kydes	Ms. Michelle Maggio
District D:	Ms. Shannon O'Toole-Giandurco	
District E:	Mr. Thomas Livingston	Mr. John Igneri

Mayor Harry Rilling; Attorney Mario Coppola, Corporation Counsel; Donna King, City Clerk; Fourteen members present. Absent: Michael DePalma

II. ACCEPTANCE OF MINUTES - Regular Meeting – March 22, 2106

Mr. Hempstead requested a correction to page 10, paragraph 4, first sentence: change 'hoes' to 'hopes.'

- ** MR. SIMMS MOVED TO APPROVE THE MINUTES FROM THE MEETING OF MARCH 22, 2016 AS AMENDED WITH CORRECTION AS NOTED.**
- ** THE MOTION PASSED WITH THIRTEEN VOTES IN FAVOR, NONE OPPOSED AND ONE ABSTENTION (KIMMEL).**

PUBLIC PARTICIPATION

Note: Public comments are not verbatim and represent summarizations of statements made unless otherwise noted.

Public Comments:

1. Mike Mushak, 50 Elmwood Avenue, Norwalk spoke in favor of the approval of the Cecil Group Memo on final design of the underpass area and GGP's public realm for the SoNo Collection. He noted that the evolution of the plans has been very positive improvement process that includes bike and pedestrian plans and the public realm is absolutely amazing. He also spoke in favor of the appointment of Christopher Torre as the Tree Warden and noted that he is highly qualified and a dedicated city worker. Mr. Mushak spoke in favor of the capital budget and noted that it is amazing how much is being done to advance the city's improvement projects. He also spoke in support of approval of the senior tax relief program. Mr. Mushak acknowledged those involved and thanked all of the Committee members and various Departments for their hard work in pushing the programs mentioned forward through the process on to the Council.

Mayor Rilling asked if there were others who wished to speak and hearing none, closed the public participation portion of the meeting at 7:45 p.m.

MAYOR:

RESIGNATIONS/APPOINTMENTS/REAPPOINTMENTS:

Appointments: Christopher Torre, Tree Warden

**** MR. BONENFANT MOVED TO APPROVE THE APPOINTMENT OF CHRISTOPHER TORRE AS TREE WARDEN.**

Mr. Igneri stated that he wanted to echo the comments made by Mr. Mushak in support of Christopher Torre and noted that he is certified as a Tree Warden. Mr. Simms and Mayor Rilling commented on Mr. Torre's background and experience and noted that he will do a great job as Norwalk's Tree Warden.

**** THE MOTION PASSED UNANIMOUSLY.**

Reappointments:

Darren Oustafine, Water Pollution Control Authority
Frederika Bikakis-Haijan, Water Pollution Control Authority

**** MR. IGNERI MOVED TO APPROVE THE REAPPOINTMENT OF DARREN OUSTAFINE TO THE WATER POLLUTION CONTROL AUTHORITY WITH A TERM TO EXPIRE APRIL 1, 2019.**

Mr. Igneri stated that Mr. Oustafine has done an outstanding job on the Authority and fully supports his reappointment. Mayor Rilling commented on Mr. Oustafine's tenure and noted that he will continue to do a great job.

**** THE MOTION PASSED UNANIMOUSLY.**

**** MR. SERASSIS MOVED TO APPROVE THE REAPPOINTMENT OF
FREDERIKA BIKAKIS-HAIJAN TO THE WATER POLLUTION CONTROL
AUTHORITY WITH A TERM TO EXPIRE APRIL 1, 2019.**

Mr. Igneri stated that Mr. Oustafine has done an outstanding job on the Authority and fully supports his reappointment. Mayor Rilling commented on to attest to the knowledge and qualifications for both Ms. Bikakis-Haijan and Mr. Oustafine and noted that he thanked both for their willingness to continue to serve the City.

**** THE MOTION PASSED UNANIMOUSLY.**

MAYOR'S REMARKS

Mayor Rilling noted the following:

The month of April is Poet Laureate month at the Norwalk Public Library with celebrations of jazz and poetry as posted on their website.

April 17 will be the unveiling of the street sign at Berkley Street for Rev. Sadie Miles Way at 2 p.m. and the public is invited to attend.

Rowayton School is having a 'Hands for Life' event on April 24 that includes CPR demonstrations. He noted that it takes only 15 minutes and it is a valuable life-saving event can help you save the life of a loved one.

The new positioning of the City of Norwalk has been announced as Sound of Connecticut and features posters and promotional programs for the arts and events that highlight synergies on rebranding the City with its heritage and strengths. He thanked the Elizabeth Stocker, Director of Economic Development, the members of the Task Force and marketing firm for all their hard work on the project, and called attention to literature on display in the lobby.

April 26 is Norwalk Day in Hartford and is also Presidential Primary Election Day and he encouraged all to get out and vote.

COUNCIL PRESIDENT

Receive report from Charter Revision Commission and schedule a public hearing for May 2, 7:00 p.m. in the Community Room of Norwalk City Hall.

Mr. Kimmel provided a background and overview on the charge given to the Charter Revision Commission and shared his perspective on past history of debates, political divisions and differences. He noted that the outcome of the efforts of this Commission has been a bipartisan effort showing how the City has come along way to move forward beyond politics.

Council President – continued

Mr. Kimmel acknowledged the members of the Committee, Chairman William Fitzgerald, Jerry Petrini, Glenn Iannaccone, Stephen Keogh, Yvonne Rodriguez, Mary Roman, Michael Witherspoon; members of the Legal Department, Barbara Tiscia, Assistant Corporation Counsel, Diane Beltz Jacobson, and Corporation Counsel Mario Coppola for all of their work on the development of this report and recommendations.

Mr. Kimmel added that the state legislators will provide a push for approval of the proposed charter revisions when it comes time for the public to vote. Mr. Kimmel outlined the following proposed amendment to the motion to add a second public hearing and workshop:

‘A second public hearing on May 9, 2016 and 7 p.m. at the Community Room, and add a Workshop on May 10, 2016 at 6 p.m. prior to the Common Council meeting. The Council is to deliberate on any recommended changes to the report and vote on May 24, 2016.

Mr. Hempstead asked about the timing for the workshop and whether it provides time for input into the process prior to the Council vote on May 24. Mr. Kimmel provided his rationale for the timing and noted that it was based on a 15 day window that expires following the date of the second public hearing. He added that the Charter Revision Commission has thirty days to respond with changes and he also wanted to have public hearings before the end of the school calendar year.

**** MR. KIMMEL MOVED TO APPROVE THE AMENDMENT TO ADD THE FOLLOWING LANGUAGE TO THE MOTION:**

Schedule public hearings on May 2, 2016 7:00 p.m. and May 9, 2016 at 7pm in the Community Room at City Hall and a Workshop on May 10, 2016 at 6 p.m. prior to the Common Council meeting. Council to deliberate on any recommended changes to the report and vote on the report on the Common Council meeting on May 24, 2016.

**** THE AMENDMENT WAS APPROVED UNANIMOUSLY.**

**** MR. KIMMEL MOVED TO RECEIVE THE REPORT FROM CHARTER REVISION COMMISSION AND SCHEDULE PUBLIC HEARINGS FOR MAY 2 AND MAY 9 7:00 P.M. IN THE COMMUNITY ROOM OF NORWALK CITY HALL WORKSHOP ON MAY 10, 2016 AT 6 P.M. PRIOR TO THE COMMON COUNCIL MEETING. COUNCIL TO DELIBERATE ON ANY RECOMMENDED CHANGES AND TO VOTE ON THE REPORT AT THE COMMON COUNCIL MEETING ON MAY 24, 2016.**

**** MOTION PASSED UNANIMOUSLY.**

APPOINTMENT:

Henry G. Floyd, Ethics Board

Mr. Kimmel explained that appointments to the Board of Ethics require eleven votes and this appointment is Democrat based on the required membership of party affiliation. He then noted that there is one more Republican appointment due that they plan to fill soon.

**** MR. SIMMS MOVED TO APPROVE THE APPOINTMENT OF REV. HENRY FLOYD TO THE ETHICS BOARD WITH A TERM TO EXPIRE MARCH 10, 2019.**

Mr. Simms said it was an honor and privilege to support the appointment of Rev. Floyd, that he is an outstanding individual and man of God. Ms. Bowman commented on Rev. Floyd's background and experience and noted that she has known him her entire life and is also honored to support his appointment.

Mayor Rilling added that he also is pleased to support this appointment and he has attended services at Rev. Floyd's church and he thanked him for his willingness to serve the City.

**** THE MOTION PASSED UNANIMOUSLY.**

Mayor Rilling asked that since both Mr. Torre and Rev. Floyd were in attendance, they could come forward to be sworn in to their new appointments.

City Clerk King administered the oath of office to Mr. Torre and Rev. Floyd and they were greeted and congratulated by the Council members.

CONSENT CALENDAR

Mr. Kimmel asked Mr. Livingston to present the consent calendar and read the items.

**** MR. KIMMEL MOVED THE CONSENT CALENDAR AS PRESENTED FOLLOWS:**

VII. D1, D2, D3, D4A, D4B; D5;

VII. F2, F3A, F3B; F4A, F4B; F5 TABLED UNTIL NEXT MEETING

**** MOTION TO APPROVE THE CONSENT CALENDAR PASSED UNANIMOUSLY.**

Items on the Consent Calendar are in bold as follows:

Consent Calendar:

VII COMMON COUNCIL COMMITTEES

D. PUBLIC WORKS COMMITTEE

- 1. Rescind the February 9, 2016 resolution to Authorize the Mayor, Harry W. Rilling, to execute an agreement with AECOM (formerly URS) for Professional Services for construction administration and inspection during Rehabilitation of Bridge No. 04154 - Perry Avenue Bridge over the Norwalk River, ConnDOT Project 102-319, for a sum not to exceed \$410,000. 80% Federal Reimbursement (Federal Local Bridge Program)**
- 2. Authorize the Mayor, Harry W. Rilling, to execute an agreement with AECOM (formerly URS) for Professional Services for construction administration and inspection during Rehabilitation of Bridge No. 04154 - Perry Avenue Bridge over the Norwalk River, ConnDOT Project 102-319, for a sum not to exceed \$460,000. 80% Federal Reimbursement (Federal Local Bridge Program) Acct No. 09 09 4021 5777 C0392;
09 10 40215777 C0392
09 11 4021 5777 C0392;
09 12 4021 5777 C0392;
09 13 40215777 C0392;
09 15 4021 5777 C0392;
09 16 4021 5777 C0392**
- 3. Authorize the Mayor, Harry W. Rilling, to execute a 2nd Amendment to the July 29, 2013 Contract with X-Pert General Services LLC for Project #TRF 2013-1 On-Call Fiber Optic and CCTV Installation for Traffic for an amount not to exceed \$30,000. Account No. 09 03 4120 5777 C0232 CT DOT Reimbursement.**
- 4a. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Laydon Industries, LLC for Project No. PM 2016-2 Bituminous Concrete Permanent Pavement Repairs, for a sum not to exceed \$332,922.30.**
- 4b. Authorize the Director of Public Works to execute Orders on Contract with Laydon Industries, LLC for Project No. PM 2016-2 Bituminous Concrete Permanent Pavement Repairs, for a sum not to exceed \$33,292.23. Acct No. 030000-2602; 091640215777 C0021.**
- 5. Authorize the Purchasing Agent to issue a Purchase Order to Muench Co. Inc., for the purchase of one (1).Bandit Industries 1390 XP Wood Chipper for a sum not to exceed \$47,822.50. Account No. 09 164031 5777 C0313**

Consent Calendar – continued

F. LAND USE AND BUILDING MANAGEMENT COMMITTEE

2. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to receive and implement State DECO Grant in the amount of \$500,000 for ADA improvements at Lockwood Mathews Mansion Museum.

3a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Better Homes Bureau LLC for masonry repairs of planter retaining walls at Police Headquarters Plaza for a total not to exceed \$34,786.00. Funds are available from Acct #09167100 5777 C0137.

3b. Authorize the Office of Building Management to issue change orders on contract for a total not to exceed \$3,478.60.

4a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Better Homes Bureau, LLC for masonry restoration at City Hall for a total not to exceed \$126,786.00. Funds are available from account #09127100 5777 C0439.

4b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$12,678.60.

**5. Authorize the Mayor, Harry W. Rilling, to execute a license agreement with Marinello's Pizzeria & Deli to operate the Newsstand Concession at City Hall for an initial term of 3years plus two - one (1) year options. Effective dates from 5/1/16 - 4/30/2019 and two - one (1) year options from 5/1/2019 - 4/30/2021. Annual payment to the City shall be as follows: FY 2016 - 2017 \$3,600.00; FY2017-2018 \$3,700.00; FY 2018 - 2019 \$3,800.00
Option Years: FY 2019-2020 \$3,800.00; FY 2020 - 2021 \$3,800.00**

ITEM TABLED UNTIL NEXT MEETING.

VII. COMMON COUNCIL COMMITTEES

A. PERSONNEL COMMITTEE

1. Approve Pay Plan Revisions.
2. Approve Merit Matrix for 2016/2017.

Mr. Sacchinelli presented the item and provided an overview of the supporting documentation.

Personnel Committee – continued

Mr. Bonenfant asked about the differences between items one and two and Mr. Ibsen came forward to field questions and comments. He explained the positions in the Ordinance category and the differences between elected officials and departmental pay schedules.

- ** MR. SACCHINELLI MOVED TO APPROVE THE PAY PLAN REVISIONS AND TO APPROVE THE MERIT MATRIX FOR 2016-2017 AS PRESENTED.**
**** THE MOTION PASSED UNANIMOUSLY.**

B. HEALTH, WELFARE AND PUBLIC SAFETY COMMITTEE

Resolution Adopting the 2016-2021 South Western Region Natural Hazard Mitigation Plan Update

Ms. Bowman read the resolution as follows:

WHEREAS, the City of Norwalk Common Council recognizes the threats that natural hazards pose to people and property within the City of Norwalk; and
WHEREAS, the City of Norwalk, in collaboration with the Western Connecticut Council of Governments (WESTCOG), has prepared a multi-hazard mitigation plan, hereby known as the 2016-2021 South Western Region Natural Hazard Mitigation Plan Update (the Mitigation Plan Update) in accordance with the Disaster Mitigation Act of 2000; and
WHEREAS, the 2016-2021 South Western Region Natural Hazard Mitigation Plan Update has identified mitigation goals and actions to reduce or eliminate long-term risk to people and property from the impacts of future hazards and disasters that affect the City of Norwalk and the region; and
WHEREAS, public and committee meetings were held between August 14, 2013 and October 8, 2015 in furtherance of the development and review of the Mitigation Plan Update; and
WHEREAS, the Federal Emergency Management Agency/Department Homeland Security has approved the 2016-2021 South Western Region Natural Hazard Mitigation Plan Update, on condition of local adoption, which enables the City of Norwalk to apply for Hazard Mitigation Grant funding; and
WHEREAS, adoption by the City of Norwalk Common Council of the Mitigation Plan Update demonstrates Norwalk's commitment to hazard mitigation and the achievement of the goals outlined in the City of Norwalk's section of the Mitigation Plan Update.
NOW THEREFORE, BE IT RESOLVED, that the City of Norwalk Common Council hereby adopts the 2016-2021 South Western Region Natural Hazard Mitigation Plan Update.

Mr. Hempstead asked for back up documentation and Michelle Deluca, Emergency Management Coordinator came forward to field questions and comments. She explained that the back up was several hundred pages and the website links were published. She highlighted that the plan was reviewed by the Conservancy Center, Public Works and public sector partners and represented a more robust plan that flushed out key points for a more comprehensive development of the mitigation plan update.

Health, Welfare and Public Safety Committee -- continued

Mr. Hempstead asked if there was any financial obligation for the City for equipment required as part of this updated resolution. Ms. Deluca replied that there is no financial obligation and this is primarily to enable FEMA funding application.

**** MS. BOWMAN MOVED TO APPROVE THE RESOLUTION ADOPTING THE 2016-2021 SOUTH WESTERN REGION NATURAL HAZARD MITIGATION PLAN UPDATE.**

**** THE MOTION PASSED UNANIMOUSLY.**

PLANNING COMMITTEE

1. Approve acceptance of the Cecil Group Memo as an approval of the final design of the underpass area for the SoNo Collection project.

Mr. Kydes presented an overview of the item and referred to the supporting documentation as contained in the agenda packet. He commented on the work done with the improvements to the plan and acknowledged those in attendance to field questions are members of the Redevelopment Agency, the design review consultant, The Cecil Group and General Growth Properties.

Mr. Kimmel echoed the comments and collaborative process that took place. Mr. Hempstead stated that this was a much improved and comprehensive plan that evolved throughout the process.

**** MR. KYDES MOVED TO APPROVE ACCEPTANCE OF THE CECIL GROUP MEMO AS AN APPROVAL OF THE FINAL DESIGN OF THE UNDERPASS AREA FOR THE SONO COLLECTION PROJECT.**

**** THE MOTION PASSED UNANIMOUSLY.**

2. Approve GGP's Public Realm Plan for the SoNo Collection Project.

Mr. Kydes presented an overview of the public realm and referred to the presentation included in the supporting documentation in the agenda packet. He commented on how this represented great ideas and outstanding improvements to the plan and acknowledged all of those involved in the process. Mr. Kimmel echoed the comments and collaborative process that took place.

Mr. Serasis asked it be noted for the record that as one of the original biggest opponents of the plan, he will now be voting in support for this.

Mr. Simms stated that he wanted to echo comments and this plan has really come along way.

Planning Committee -- continued

Mayor Rilling commended all those involved and stated his support of a truly remarkable collaborative process and public outreach that took place that was truly second to none.

- ** **MR. KYDES MOVED TO APPROVE GGP'S PUBLIC REALM PLAN FOR THE SONO COLLECTION PROJECT.**
- ** **THE MOTION PASSED UNANIMOUSLY.**

2. Approve the 2016-2017 Capital Budget of the City of Norwalk with modifications as outlined on the attached memo.

Mr. Kydes referred to the capital budget as reviewed by the Planning committee and approved to advance to the Council for approval. Mr. Kimmel commended the work done by the Committee and outlined that they are aware of the \$3 million requested for the Facilities Utilization Study design implementation. He explained that the Board of Education is comfortable with the \$500 reduction to put into necessary programs of paving, asbestos removal and important safety measures.

Ms. Bowman echoed the comments and noted that they made sure that no new school building in South Norwalk will happen in the next two to three months as there is still more work in development with site planning.

Mr. Hempstead thanked Mr. Kydes for the bipartisan efforts and compromises to make sure safety improvements were a priority for the schools.

Mr. Kimmel further explained that the level of debt that is allowed by the rating agencies is a particular threshold with strict parameters. He credited Mayor Rilling on putting forth a higher capital investment for needed infrastructure improvements and noted that it just can't all be spent in one year.

- ** **MR. KYDES MOVED TO APPROVE THE 2016-2017 CAPITAL BUDGET OF THE CITY OF NORWALK WITH MODIFICATIONS AS OUTLINED ON THE ATTACHED MEMO.**
- ** **THE MOTION PASSED UNANIMOUSLY.**

E. ORDINANCE COMMITTEE

1. Approve revisions to Norwalk City Code Chapter 103, Article III Tax Relief for the Elderly and Disabled Homeowners
2. Approve revisions to Norwalk City Code Chapter 103, Article III Tax Deferred Program for the Elderly and Disabled Homeowners

Ms. Melendez presented the items and requested they be moved together as one. She highlighted the supporting documentation and commented on the comprehensive process.

Ordinance Committee -- continued

Mr. Serasis asked about the income levels on page three, and Mr. Stewart, Tax Assessor came forward to field questions and comments. He explained that the multiplier used is 121.45% to get to the maximum income level of \$52,100.

Mr. Serasis thanked all involved in the Tax Assessor's office for adjusting this to reflect current economic conditions. Mr. Stewart commended those on the Council for challenging the Assessor's office to work on the adjustments needed for the residents of the City.

**** MS. MELENDEZ MOVED TO APPROVE REVISIONS TO NORWALK CITY CODE CHAPTER 103, ARTICLE III TAX RELIEF FOR THE ELDERLY AND DISABLED HOMEOWNERS AND APPROVE REVISIONS TO NORWALK CITY CODE CHAPTER 103, ARTICLE III TAX DEFERRED PROGRAM FOR THE ELDERLY AND DISABLED HOMEOWNERS.**

**** THE MOTION PASSED UNANIMOUSLY**

F. LAND USE AND BUILDING MANAGEMENT COMMITTEE

1a. Authorize the Mayor, Harry W. Rilling, to execute a contract with Advanced Corporate Networking, Inc, d/b/a Digital Back Office for the implementation, support and managed network services of the Municipal Area Network project #3633 for a 5 year lease term for an amount not to exceed \$2,806,054.00 with the option of 2 two-year extensions, City accounts 010600-5245 & 091206OQ-5777-C0375, Library account 0162OQ-5245, Board of Education funding through State Grant for Network Upgrades.

1b. Authorize the Mayor, Harry W. Rilling, to execute a Memorandum of Agreement with the Norwalk Transit District for integration into the City Municipal Area Network for as long as the Municipal Area Network remains in operation up to a maximum of 5 years, with the option of 2 two-year extensions.

Mr. Livingston presented the items and requested they be combined into one motion. He explained that it was complicated as vetted through Committee included a detailed supporting document that was to include an outline the E-rate reimbursement break down.

Mr. Hempstead asked how the budgeting is done to reflect where the reimbursements go.

Mr. Barron explained that the budgeting is done with the offset of E-rate reimbursement and represents amounts that are net of the reimbursement.

Mr. Bonenfant explained that it was complicated as originally a lower number was presented through Committee and a supporting document was included to outline the e-rate reimbursement.

Land Use and Building Management Committee--continued

**** MR. LIVINGSTON MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH ADVANCED CORPORATE NETWORKING, INC, D/B/A DIGITAL BACK OFFICE FOR THE IMPLEMENTATION, SUPPORT AND MANAGED NETWORK SERVICES OF THE MUNICIPAL AREA NETWORK PROJECT #3633 FOR A 5 YEAR LEASE TERM FOR AN AMOUNT NOT TO EXCEED \$2,806,054.00 WITH THE OPTION OF 2 TWO-YEAR EXTENSIONS, CITY ACCOUNTS 010600-5245 & 0912060Q-5777-C0375, LIBRARY ACCOUNT 01620Q-5245, BOARD OF EDUCATION FUNDING THROUGH STATE GRANT FOR NETWORK UPGRADES. AND, AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A MEMORANDUM OF AGREEMENT WITH THE NORWALK TRANSIT DISTRICT FOR INTEGRATION INTO THE CITY MUNICIPAL AREA NETWORK FOR AS LONG AS THE MUNICIPAL AREA NETWORK REMAINS IN OPERATION UP TO A MAXIMUM OF 5 YEARS, WITH THE OPTION OF 2 TWO-YEAR EXTENSIONS.**

**** MOTION PASSED UNANIMOUSLY.**

MOTIONS POSTPONED TO A SPECIFIC DATE – none

IX. SUSPENSION OF RULES – none

X. ADJOURNMENT

**** MS. MAGGIO MOVED TO ADJOURN.**

**** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,
M. Knox;
Telesco Secretarial Services

ATTEST _____
Donna King, City Clerk Date:

D

MANNY LANGELLA

42-50 S. Main Street • Apt 104 • South Norwalk, CT 06854
860.885.8707 • Manny1327@msn.com • <https://www.linkedin.com/in/manny-langella-66262053>

| OPERATIONS | HUMAN RESOURCES | SALES | STAFFING & RECRUITMENT |

Successful business development leader with over a decade's proven success in operations management, sales management and human resources management. Has managed stores with annual revenues ranging from \$45,000,000 to \$70,000,000 and developed and implemented business strategies to accelerate sales and increase profit margins.

OBJECTIVE

Currently seeking a challenging senior management role, which will fully utilize the accumulated experience and knowledge while providing opportunities for further personal growth and professional development. To lead, challenge, and be challenged.

AREAS OF STRENGTH

- | | | |
|----------------------------|-------------------------------|------------------------------------|
| ▪ Sales Enablement | ▪ Human Resources | ▪ Strategic Planning & Forecasting |
| ▪ Profit & Loss | ▪ Problem Resolution | ▪ Facilities Management |
| ▪ Budget Analysis | ▪ Situational Leadership | ▪ Direct / Indirect Procurement |
| ▪ Process Improvement | ▪ Talent Acquisition | ▪ Supply Chain Analysis / SCM |
| ▪ Net Promoter Score | ▪ Staff Training & Leadership | ▪ Warehousing / WMS / RSS |
| ▪ Customer Experience | ▪ Expense Management | ▪ Logistics / FLEET |
| ▪ Customer Engagement | ▪ Channel Partnerships | ▪ Transportation / LTL |
| ▪ Business Development | ▪ Cash Reconciliation | ▪ ERP - Kronos / Oracle / OMS / |
| ▪ Brand Strategies | ▪ Back Office | ▪ SAP / Staffworks |
| ▪ Strategic Marketing | ▪ Relationship Building | ▪ CRM |
| ▪ Inventory Management | ▪ Negotiation | ▪ Kenexa |
| ▪ Loss Prevention / Shrink | ▪ Multi-Channel | ▪ Sage 50 / Minitab |

PROFESSIONAL EXPERIENCE

MICHAEL PAGE, New York, NY

2014 to Present

Consultant – Engineering & Manufacturing + Procurement & Supply Chain

Stamford, CT, 2014-Present

Michael Page is one of the world's leading professional recruitment consultancies, specializing in the placement of candidates in permanent, contract, temporary and interim positions with clients around the world.

Responsible for all levels of full life cycle recruitment for Engineering & Manufacturing + Procurement & Supply Chain searches in the Tri-State Area.

- Establish and maintain contractual relationships with recruiting websites to ensure effective levels of service.
- Communicate sensitive and confidential information effectively with both hiring managers and candidates throughout the interview process to make certain all parties involved may make informed employment decisions.
- Conduct a comprehensive interview of each candidate, examining their portfolios/books if applicable, their prior work experience, and their defined skill sets.

- Partner with client hiring managers to assess recruitment needs, identify key recruitment issues, and recommend strategies to maintain competitive position in the market.
- Negotiate candidate offers including full compensation packages.
- Responsible for national and localized business development inclusive of cold calls, networking and referrals.
- Establish strong relationships with industry professionals and academic associations to keep abreast of market trends and demands.
- Conduct advance searches to source qualified candidates; use a variety of methods to contact.
- Interview and qualify candidates and for specific roles.
- Maintain a professional relationship with clients and candidates by frequently following up via meetings, emails, and phone calls.

▪ Ranked #67 out of 236 - Total revenue performance - Q1 FY '15

BEST BUY

2003 to 2014

Held every leadership role from store supervisor, sales manager, multi unit roles to district leadership roles covering and responsible for financial/customer/employee outcomes from NY to CT.

- **Ranked 90% Employee Satisfaction Index Survey (ESI)**
- **Ranked 90% Customer Satisfaction Index Survey (CSI)**

Business Category Manager - NY & CT Markets

- Positions include Home Business Manager, Connectivity Sales Manager, Customer Solutions Manager, & Operations Manager.
- Direct Management over day to day business operations of a 70 million dollar store (annually).
- Successfully Grand Opened two facilities (Waterford; New London County & North Haven; New Haven County); worked in several high volume & high demand demographics (Norwalk; Fairfield County & Yonkers; Westchester County)
- Implemented business group strategies and analyzed business results to identify wins/opportunities and create plans to address gaps.
- Performance Management, forecasting, and scheduling direct over 150 employees.
- Working with clients assisting in selecting the best products for their needs.
- Extensive client relations experience and complaint management via Net Promoter Score (NPS).
- Employee management, recognition, engagement, and training to reduce turnover; Store and District wide.
- Proficient in exceeding Company sales goals through Profit and Loss analysis & planning.
- Daily Business Tracking used to execute and plan sales strategy.
- Situational Leadership and sales negotiation.
- Oversight of daily cash reconciliation, management of controllable expenses, payroll and labor budgets.
- Oversight of HR functions in collaboration with HR; including talent sourcing, staffing, candidate selection process, policies & procedures (EPA & DOL), and new employee development & training.
- Oversight of inventory management (SCM), including warehousing (WMS).
- Logistics and transportation management (DOT), including oversight of mobile FLEET & routing (FMS).
- Oversight and implementation of expansion of multi-channel business.
- Oversight of vendors and 3PL, including management and evaluation.
- Aided in several implementations & planning of new initiatives & systems (ERP & CRM) and developed several think tanks; HARVEST Program.

- **Led Home Business Group to 80% jump in store ranking in one year In District 105 (15 stores).**
- **Led Connectivity Business Group to 39% jump In store ranking in six months In District 105 (15 stores).**
- **Operations Manager of the Year – FY2011**
- **Ranked #1 Operations Manager ten out of twelve months In District 72 (13 stores)**

EDUCATION & TRAINING

UNIVERSITY OF CONNECTICUT, STORRS, CT

Bachelor of Arts, Political Science with Minor in Criminal Justice

HARVARD MANAGER MENTOR PROGRAM, HARVARD SCHOOL OF BUSINESS, BOSTON, MA

Negotiating
Delegating
Goal Setting
Persuading Others
Time Management
Presentation Skills
New Manager Transitions
Coaching
Ethics
Change Management
Diversity
Budgeting
Business Plan Development
Hiring
Retaining Employees
Managing Upwards
Finance Essentials
Performance Appraisals
Difficult Interactions

GALLUP STRENGTHS FINDER ASSESSMENT (TOP 5 TALENT THEMES)

Self-Assurance
Individualization
Strategic
Achiever
Competition

MYERS BRIGGS PERSONALITY TEST - ENFJ

Extraversion
Intuition
Feeling
Judging

ADDITIONALLY

ELECTED MEMBER OF THE CITY OF NORWALK TOWN COMMITTEE

January 2016 - Present

U

Greg Brasher

4 Pheasant Lane Norwalk, CT 06854
917-224-8813 gregory.brasher@gmail.com

SUMMARY

Strong sales leader who has a record of growing relationships in the world's largest Institutions along with closing new business in smaller ones. Superb listener with the talent to identify prospect potential, offer solutions and nurture a customer/salesperson relationship into a client/trusted advisor partnership. Adamant face-to-face closer, road warrior and cold calling machine. Experienced in all sides of Finance, Technology, Transformation, Operations, Social and Sales which gives me unique insight on how to run a business. Achievement of 7 Winner Circles through determination and a positive attitude.

LinkedIn Corporation

Present

Global Account Manager

Focused on bringing the scale of LinkedIn's Sales Navigator platform to the largest, most complex organizations in the world. I manage a handful of LinkedIn's most strategic customers to help build a social selling platform for our Sales Navigator product. This includes managing all sales resources in my account pod in Europe, Singapore and Australia.

- Build, Communicate and Execute a global sales strategy.
 - Global collaboration.
 - Change management.
 - Social selling missionary.
 - Consult with organizations on how to build a social selling framework for thousands of sellers.
 - Translate data science into actionable ideas.
 - Manage global customer training.
-

Rackspace

*June 2012 to
2014*

Senior Field Sales Executive & North East Leadership team

One of the first hires responsible for building a new F1000 market in the tri-state area. Secure CIO relationships through strategic discussions on data center transformation, business agility, IT transformation, cloud service brokerage and OpenStack. Working with Rackspace leaders to grow the tri-state franchisee with an effective business, territory and hiring plan.

- Acquisition leader and seller responsible for closing new logos
 - Manage and growing existing customers.
 - Convince large enterprises to why Rackspace is relevant to the F1000
 - Nominated and enrolled in Rackspace's Emerging Leader program
 - Develop and close large Fortune 1000 accounts
 - Map complex project needs with our product portfolio
 - Pitching the future of IT and cloud services
 - Strategic & Operational Business Planning
 - Organizational Change Management
-

Gartner

Jan 2008 to Present

Account Director Financial Services

Financial Services sales executive in Gartner's fastest growing division, Gartner Invest, which is a 35 Million Dollar Gartner Inc business. Manage one of the largest contract bases at 2.5M. Proactive client/prospect profiling and service delivery. Strong focus on repurposing IT consulting & market place research for Investors. Growing existing and establishing new relationships with Investment Banks, Private Equity, Equity Research and Venture Capital Firms across North America. Target buyers include bulge bracket, boutique and startup firms.

- Transformed business from declining 15% YOY to growing at 30+%.
- Lead the team in closing new logo's for past 3 years
- Top 1% customer retention in all of Gartner

- Over 350 in person client/prospect meetings annually
- 3 Time Winner Circle qualifier, 7 total
- Past 4 years top 5 sales executive in Northeast

Gartner

Jan 2005 to 2008

Senior Account Manager & Sales Director

Manage set of accounts for the Enterprise Networking and Wireless market. Responsibilities include prospecting, managing pipeline, reporting and forecasting to over achieve all targets. Involved in the successful launch of two new events defining value from the ground up. Team leader responsibilities include managing forecasting process and pipeline development for the team, presenting sales metrics to sales management and acting a resource and mentor for the sales team.

- Awarded 2005 1# producing Account Manager in North America
- Awarded Account Manager of the month 5 times
- Qualified for Winner Circle every year
- 205% of 2006 Quota
- 183% of 2007 Quota
- Awarded 1# producer for full frequency sales
- Promoted to Team leader

Gartner

September 2003 to 2005

Senior Director Financial Planning

Managed finances and operations acting as controller for two Gartner divisions, including all forecasting, budgeting, and monthly reports from an expense and revenue standpoint. Offered operational and financial guidance to the General Managers on a daily basis. Regularly created financial and operational models for new business ventures. Analyzed failing business/products and provided independent recommendations on how to make profitable, shut down or sell

- Managed and created all P&L's, forecasting, budgeting and bridge analysis
- Provide business intelligence, analysis and financial guidance for senior management
- Created detailed business cases to secure funding for new products and initiatives

Gartner

September 2002 to 2003

Senior Director Business Operations

Provided strategic and tactical support for all operational, personnel, and management processes. Worked closely with the General Manager and management team to uncover and execute opportunities for process improvement. Played a critical role in creating infrastructure, operational synergies, and obtaining/measuring key success metrics.

- Created detailed financial/operational business cases for new product initiatives
- Helped design and launch a new business which is the fastest growing division at Gartner
- Designed and developed all Business Process Operations for workflow and metrics for new business
- Delivered detailed presentations/business cases to all levels of management
- Managed month end financial/operation packages including dashboards
- Liaison to other departments to create and monitor service level agreements

Gartner

October 2000 to 2002

Senior Director Technology

Managed a team of technical staff negotiating resources from other business units. Responsible for development of IT strategy and deployment of new technologies. Worked with Senior Vice President to align technical strategy with business strategy. Member of the Gartner Technology Business Council which presents IT business cases to the CIO and CTO. Evaluated business needs and applied solutions where necessary.

- Managed and deployed department CRM solution
 - Built business cases and presented project requests to Gartner leadership team CFO, CIO, and CTO.
 - Responsible for all technology initiatives for a \$150m business
 - Executed a web cast project which saved \$1.2m in expense YOY
 - Developed and implemented new product ideas to generate revenue
-

- IT Governance

Third Street Interactive
Vice President Sales & Operations

April 1999 to October 2000

Consulted with clients on a regular basis to provide updates regarding current projects. Responsible for tracking all projects to ensure all were on time and within budget. Consulted with large clients such as AT&T, GE Financial, Bestfoods, Cpulse (a Gartner company), Trade Dimensions, Brand Direct, Memberworks, Nidera, Arvida Etc.

- Member of Senior Management team, which shaped and drove the overall direction of the firm
- Worked in tandem with CEO and VP Sales as a strategic team to build client roster
- Grew company from 6 employees to 30 also doubling revenue per staff member
- Determined all project pricing and time frames
- Authored and approved detailed functionality and technical specifications for projects
- Organized and lead consulting teams on projects
- Managed staff of 20 with 6 direct reports

Third Street Interactive
Director of Technology

December 1998 April 1999

Responsible for managing and implementing solutions for clients, acted as site architect on all web development projects, and researched client requirements to identify potential technology solutions.

- Integral part of the sales process attending sales meetings and participating in proposal generation
- Lead consulting and discovery engagements with clients
- Authored detailed functionality and technical specifications for projects
- Managed production staff of 9
- Created and implemented web development process

Gartner
Product Manager

November 1998 – December 1998

Responsible for the implementation and product management of Gartner research on CD-ROM (three separate products) and for the complete lifecycle of the CD-ROM from production to client use. Initiated client communications to distribute and collect information about future features and requirements. Provided training and demos to clients, sales and customer support.

- Participated in the evaluation of new internet and other interactive media technologies
- Identified technology partners and participated in business relationship management
- Identified issues for contract negotiations and fulfillment for consulting partners

Gartner
Web Development Manager

1997 - November 1998

Managed the planning, production, design, implementation and development of several successful web initiatives. These initiatives included sections of Gartner's corporate e-commerce web site, and an intranet kiosk application, which is used by more than 18,000 people annually. Managed the development of a World Wide Events based kiosk application by an outside consulting firm.

Gartner
Interactive Specialist

1996 - 1997

Responsible for creating and implementing Gartner's interactive products technical support process for the entire company. Created and implemented testing plans for various web products/project. Gathered information on competitor web sites, which was used in building new products and improving existing ones. Worked to create several online customer support tools.

Gartner
Sales Support

1995 - 1996

Specialized in internet related products, worked closely with our sales and billing department, training them on new products. Key contact for problems involving interactive product fulfillment.

EDUCATION

Sacred Heart University, Fairfield, CT
MBA in Management Information Systems
Completed 42 of 60 credits

Eastern Connecticut State University, Willimantic, CT
B.A. Business Administration, 1995

OTHER INTERESTS & HOBBIES

Lacrosse, Tennis, Paddle Tennis, Volley Ball, Basketball

REFERENCES

Client and co-worker references available upon request

PATRICIA A. WILLIAMS
9 Hollday Drive
Norwalk, CT 06851
(203) 847-1123
Email: pats.hollday@gmail.com

I

SUMMARY OF QUALIFICATIONS

Accounting and financial management experience gained in two major financial institutions and a large manufacturer of medical equipment. Recognized for problem solving, initiative, strong technical skills and successful integration of accounting skills with systems knowledge.

PROFESSIONAL EXPERIENCE

**COVIDIEN, LTD (Formerly TYCO INTERNATIONAL - US SURGICAL DIVISION,
Norwalk, CT)**

6/90 – 2/14

Director, Financial Reporting - (1/99 – 2/14)

Acted as Project Leader for 4 acquisitions to integrate the commercial and systems applications into the Covidien environment. Developed expertise in SAP software through participation in the implementation of the fully integrated software system at US Surgical as a division of TYCO Int'l Ltd. Responsible for the development and maintenance of financial and management reporting in SAP. Installed and implemented the use of Hyperion Software (TYCO Int'l Reporting and Consolidation System) including mapping of local systems, integrating offsite locations, converting historical data, implementing reconciliation and control procedures and developing reports. Perform the monthly closing and conversion of financial data to Hyperion. Interface with external auditors. Assist in ongoing SAP implementations in additional sites. Provide support for the monthly accounting close of the Company.

Director, International Accounting - (1/95 - 12/98)

Manager, International Accounting - (6/90 - 12/94)

Direct staff of nine in the accounting, financial and governmental reporting for the International Accounting Department. Responsible for the monthly financial reporting of 25 foreign subsidiaries, including foreign translation and transaction adjustments, consolidations, budget variance analysis and compliance with GAAP. Develop and coordinate new systems applications. Coordinate information for both internal and external audits. Maintain and develop internal controls. Acting controller for domestic subsidiary - responsible for all relevant functions. Responsible for accounting functions for a non-profit organization.

CITYTRUST, Bridgeport, CT

11/84 - 3/90

Assistant Controller - (1/87 - 3/90)

Directed staff of 17 on all external financial and regulatory reporting and balancing, maintenance and development of accounting systems. Responsible for accounts payable, real estate cash flow analysis, account reconciliations, all monthly, quarterly and year-end closings and financial statements. Perform research of accounting issues for compliance with GAAP and RAP. Directed project to design and implement a system including establishing procedures to comply with new accounting rules related to FAS 91 Accounting for Loan Fees. Recruited to salvage system conversion of a new release of MSA general ledger. Simultaneously spearheaded project to design and implement uniform reconciliation procedures throughout the organization where none existed.

Successfully converted the general ledger chart of account numbers to five digits systematically; saved \$250,000 through alternative approach to implementation. Initiated and implemented more efficient processing and control procedures for accounts payable and employee reimbursable expenses; contributed to significant reduction in bank-wide expenses. Reorganized department, clarified responsibilities and instituted specific accountability.

Financial Reporting Supervisor and Accounting Officer - (11/84 - 12/86)

Prepared and analyzed monthly financial statements, monthly report to the Board of Directors, quarterly and annual reports to shareholders and regulatory agencies, monthly and yearly forecasts. Analyzed budget variances, assisted in preparation of yearly budget, preparation of budget and trend data, supervision and training of staff, special projects (e.g. preparation of S-2 filed with the SEC for issuance of stock, redesign of the quarterly report to shareholders).

**UNION TRUST COMPANY, Stamford, CT
Accounting Officer - (1/84 - 11/84)**

4/79 - 11/84

Directed staff in preparing and analyzing monthly financial statements, consolidation of corporate entities. Assisted in preparation of published quarterly and annual reports, accounting for acquisitions, analyzing budget variances, preparing and filing reports with regulatory agencies, special projects (e.g. automation of the manual consolidation for the corporation).

**Accountant/Financial Analyst (1/83 - 1/84)
Accountant (10/81 - 1/83)
Administrative Assistant (10/80 - 10/81)
Junior Accountant (4/79 - 10/80)**

Supervised staff in preparation of financial statements for subsidiaries and parent company, regulatory filings, accounting for subsidiaries and internal account reconciliations; developed and documented new methods for reconciliation of automated functions; reconciled internal general ledger accounts, researched outstanding items.

SYSTEMS KNOWLEDGE

Extensive user knowledge of systems software; coordinated installation of LAN Network for 11 users and developed accounting applications for group.

SAP	UCCEL Excel Windows
JDEdwards	Cullinet Peachtree SmartTerm
APEX	Florida Software Foxpro Database
Hyperion Planning System	Reflections
Hyperion Financial Management	Hogan Quick Books
Microsoft Office Applications	SSA Hyperion Enterprise
	SAP Hummingbird BI-Query

EDUCATION

University of Bridgeport, MBA in Accounting
University of Massachusetts, Amherst, BS; Dean's List, graduated cum laude.

PROFESSIONAL DEVELOPMENT AND AWARDS

Various Awards and Recognition for Successful Completion of Projects – Covidien/Tyco 1998 to present
Staff support person of the year - 1986
Service Excellence Award - 1986; for work on S-2 SEC filing for stock issuance.
School for Bank Administration (B.A.I.), Madison, Wisconsin - 1983

COMMUNITY INVOLVEMENT

Treasurer/Board of Directors – Oak Hills Women's Golf Association 2001 - present



D

Jane Walters - Top 2% Nationally
124 East Avenue, Norwalk, CT
06851
Cell 203-979-8493

Whenever I'm out and about, people ask me, "How's the market?" and I'm happy to respond that the market is great! Last year, I outsold 99.9% of all other Realtors in Norwalk; see my client reviews below. Have you had thoughts of selling in 2015 or are you curious about the value of your home? I was able to help 38 families last year and I'd be honored to help you.

PROFESSIONAL ASSOCIATIONS

- National Association of Realtors
- Connecticut Association of Realtors
- Mid Fairfield County Board of Realtors
- Greater Fairfield County Consolidated Multiple Listing Service

residence:
14 Bobwhite Dr.
06851

CERTIFICATIONS

- 2014 Top Service Provider for Fairfield County
- Fine Homes Certified
- Relocation Specialist
- New Homes and Land Specialist
- e-certified
- Certified Distress Property Expert (CDPE)

COMMUNITY

- Oak Hills Women's Golf Association (Board member)
- Southern New England Women's Golf Association
- Southern Connecticut Women's Golf Association
- Norwalk Disaster Reserve Volunteer

CLIENT REVIEWS

We had a home for sale in Norwalk for about six months with a local broker with not much activity it was getting very frustrating knowing we had already purchased a new home and needed to sell as quickly as possible. There is nothing worse than feeling like you will never sell your home, I did some research and found Jane Walters from Berkshire Hathaway who had a great track record for home sales in Norwalk, we called her and asked to be our new broker. Well she did not let us down she went to work and with in two months we took an offer and the rest is history, thanks to her on our third open house a young couple came to look at the home, they fell in love with it and Jane worked her magic, we sold our home. She is a true professional. Thanks again Jane!!! You really turned things around for us.
John - Seller

"I had a great experience with Jane, she walked me through the entire process of a short sale. Jane took all my worries away. Where the attorney wasn't sure of what he was doing, she knew exactly what to do and say. She is very knowledgeable of the area."
Joe - Seller

"We just worked with Jane on the sale of a condo owned by an estate. She was extremely professional, very knowledgeable and thoughtful in helping us prepare the unit for sale and marketing it. As a result of her efforts we were able to sell the condo in a relatively short period of time and at full value. Thank you Jane!"
Chris - Seller

"When we met with Jane, she was very professional and thorough and had a good knowledge of the market. We had a few minor crises which she was able to navigate us through seamlessly and she was always available to answer questions and give advice. We would recommend Jane to anyone looking to sell a home in Fairfield County."

Arlene and Charles - Sellers

"We had received Jane's newsletter and she appeared to know what she was talking about. When we listed with Jane, we received a full price, all cash offer from the first people who saw the house!"
Jack and Ruth - Sellers

"Jane knows Norwalk. We asked Jane to help us sell our home, because she was so great in helping us buy it several years earlier -- and helped us with real estate questions throughout our time in Norwalk. When it came time to sell, there was no question we'd ask anyone but Jane to handle it. She was right on target as to price: houses in our neighborhood that were for sale long before ours remain for sale today, but thanks to Jane's advice and expertise, we sold our house in 2 days (before the sign even went up outside)! Jane is very professional, down-to-earth, right to the point and knows the market -- you can't ask for more than that. We highly recommend her."

Deb and Jeremy - Sellers

"We sold and purchased with Jane and she is professional, knowledgeable, responsive and PATIENT! She went through some indecisiveness on our part calmly and always remained the voice of reason! I would, and do, recommend her to anyone looking or selling. Jane knows the area well and will guide you through the entire process."
Peg - Buyer and Seller

"Jane was a pleasure to work with on the sale of our home and purchase of a new home. She provided a very professional, well laid out plan to sell our home. Jane knows the market well and helped us to get the best price possible. She told us what to expect all the way through and advised us along the way. Jane was very responsive to our questions and concerns. We had a running "group" text messaging system going. She also used email and cell phone to be in touch with us every step of the way. Her responsiveness was always quick and reassuring, even at 7am or 10pm! Jane accommodated us and our schedules when looking at homes. She always "made it happen!" This was by far the best experience I have had with buying and selling a home! I highly recommend Jane; she puts your worries at rest and expertly guides you!"
Denise - Buyer and Seller

"We contacted Jane from Europe while checking the housing market before our move to the US. With no experience in that field we were just very lucky to find Jane! She found us the right home and as newcomers to the US real estate market, we could not have found anyone better. We highly recommend her!" Petra and Joerg - Buyers

"Jane was friendly and patient. The thing we really liked about this process with Jane was that unlike other agents, she was not pushy, didn't try to make us like or dislike any property, we made that decision on our own. Thanks for helping us!" Lidiya and Kamil - Buyers

"Jane was the most aggressive in using her knowledge. She knew how to manage all aspects of my property. Simply put she was all I thought, FABULOUS!" Danny - Seller

"Jane has been a tremendous help and always very knowledgeable and responsive. Jane is to the point, factual and honest." Jeff and Sandra - Sellers

"Thank you for all of your help with finding our new home. You are phenomenal at what you do and we are so happy that we got the chance to work with you." Nicole and Micah - Buyers

"When I needed a home valuation, Jane by far, gave the best document with supporting details. She also noted what changes we should do to improve the look of the house. When we listed the home 7 months later, she thoroughly justified the price that the home would sell for given the current market. The home sold within one week with multiple offers. Other very similar homes going for 20K-30K more have been on the market for over 6 - 18 months."
Bob - Seller

"Jane is a very steady, disciplined sales professional. She provides a great deal of information about the market and the buying process. She helps you think through all of the parameters of the purchase process to make sure you are making the right decision. I found Jane always very pleasant and a most helpful partner in the purchase process."
Vince - Buyer

"Jane sold our house in three days for more than the listing price. She's a wonderful person as well as a great agent."
John & Ginger - Sellers

"Jane is a true professional. She knows the market, is a good negotiator, and is with you every step of the way—whether this is the first time you're buying/selling, or you are experienced in the process."
Chris - Seller

"Jane is very professional and always responsive to any issues that arise. She was able to coordinate many different tasks and knows the Norwalk Market very well. She is a great resource to anyone buying or selling, and

"I highly recommend her."
Michael - Seller

"Jane and I worked together as colleagues. I no longer practice Real Estate, and Jane helped us find the perfect Condo. She is very knowledgeable, responsive and hard working. She sees things through to the end."
Kathy - Buyer

"Jane is a great lady. She was very helpful in every step of the way. She is not pushy, she took into consideration everything I was looking for and never was a nag like some other realtors I have dealt with in the past. I highly recommend her. You will be very pleased."
Jim - Buyer

"I am an attorney concentrating in residential real estate transactions in Fairfield County. I have had the pleasure of working with Jane for over 10 years during which time we have worked on dozens of transactions together. In each matter, without exception, Jane has gone the extra mile for her clients. She does so with grace, hard work and professionalism. She has always shown a level of integrity which is hard to find in any profession. She always puts her clients needs first and finds a way to help them achieve their objectives. As an added bonus, she has a great sense of humor. She does not take herself too seriously yet she treats her profession with the level of seriousness and concern that is required. In the most difficult situations, Jane has shown sensitivity and compassion that clients appreciate. Anyone who chooses to work with Jane, whether a buyer or seller, will be in good hands. In fact, when I became the executor of my grandmother's estate, I chose Jane to represent me."
John - Seller

Jane "Jane was most thorough and meticulous in handling the sale of my residence. She documented a market analysis, suggested preparations for listing and best of all timed the market. She was a great partner in working with my attorney to process the sale. If I have the need for a Realtor again, I would not hesitate for a moment to ask Jane to represent me."
Norwalk Attorney

"I worked with Jane on a civic volunteer board. She was well organized, well spoken and carried through on her assignments. Jane was the person we needed when it came time to find our new home. We found a house within a week and closed 3 weeks later. Her overall service, professionalism, knowledge of the market and responsiveness are excellent."
Jerry and Nancy, Buyers

"Jane was very helpful and responds quickly when you contact her. She was very knowledgeable and helped us to contact people for a building inspection, septic inspection, etc."
Marilyn - Buyer

"Jane is an excellent Realtor and we highly recommend her. If you are looking for great and fast results. Our condo was sold within a month and we got the house we wanted! Jane is extremely patient, personable and most importantly, perseverant. She puts her clients first and makes herself always available. She has a lot of experience in the field and it definitely shows. Jane is someone you will call again and again when you need a Realtor."
Marcela and George - Seller and Buyer

"Jane helped us purchase our first home almost 5 years ago and the process couldn't have been smoother because of her help. It was a no-brainer that we would call her to list the house when we were ready to sell. We got our house staged and then hunkered down assuming it would take the typical 90 or 100 days (or more) to sell. Turns out, we had interest right away (which Jane predicted) and we had an offer in less than 48 hours. Jane is personable, professional and knows her business and the market."
Nell and Lisa - Seller and Buyer

"Jane was great for us as first time home buyers. She walked us through the whole process, was very knowledgeable and very accessible. We are definitely using her again."
Anthony and Becky - Buyer

"Jane works above and beyond her call of duty!"
Wing - Owner

"Jane is our ideal real estate agent. She helped us sell a home and purchase a new one on the same day! Her professionalism and personality made the whole experience as stress free as possible. Jane was excellent to work with. We love her!"
Vanessa and Kerri - Seller and Buyer

"Whether you are a buyer or a seller, in today's real estate market you need an experienced Realtor like Jane. Her life-long commitment to this area will make your purchase or sale a smooth one. I highly endorse Jane."
Donna - Real Estate Attorney

"Jane made my house hunting ordeal painless. I have known Jane for at least ten years and was a little apprehensive about using a friend for business purposes. Jane was wonderful and extremely professional. She guided and protected my assets and carefully explained the 'unexplainable.' I was impressed by how hard she works at her job and always makes sure the client reaps the rewards."
Cathy - Buyer

"I have enjoyed the process of selling our home and buying a new one. Jane listened well and accommodated what my family needed to make the move possible."
Jeff and Sandra - Seller and Buyer

"Jane made selling my home a stress-free experience. I will tell all of my friends to work with Jane."
Jodi - Seller

"We appreciate the fine service extended to us during the sale of our house and purchase of our condo. Jane was kind and understanding and helped us during a stressful time; she is an asset to Berkshire Hathaway HomeServices New England Properties."
Ethel and Nancy - Seller and Buyer

"Negotiations with the seller were handled very professionally by Jane while we went overseas right after our offer was accepted!"
Tom and Carol - Buyers

Designations:



D

ELSA PETERSON
FREELANCE EDITORIAL SERVICES SINCE 1984
41 EAST AVENUE, NORWALK, CT 06851
(203) 846-8331 / epltd@earthlink.net

EDUCATION

Case Western Reserve University: M.A. Music History / Early Performance Practice
University of California at Riverside: A.B. Music with Highest Honors

EMPLOYMENT HISTORY

Freelance editorial services: incorporated as ELSA PETERSON LTD., Norwalk, CT
(1994-present) and as sole proprietor, New York, NY (1984-1994)
McGraw-Hill Higher Education: Senior Developmental Editor for Psychology (2003-2006)
European American Music: Asst. to the President and Copyright Administrator (1981-1983)
C. F. Peters Music: Asst. to the Chairman of the Board (1980-1981)
Composers' Recordings Inc.: proofreader (1979-1980)

MUSICAL ACTIVITIES

Mendelssohn Choir of Connecticut, dir. Carole Ann Maxwell (2007-present; board member)
Local church choir member and soloist (various churches) under directors including Harold
Rosenbaum, Vince Edwards, Flora H. Major, Jayson Rodovsky Engquist, Brian Muller
Aston Magna Institute (1979, 1980); Aspen Festival Chorus (1977)

PUBLICATIONS AND TEACHING/LECTURING EXPERIENCE

Developing College Textbooks (Editorial Freelancers Education Program, 2013)
Copyright and Permissions: What Every Writer and Editor Should Know (NY: Editorial
Freelancers Association, 2012)
"An Academic's Introduction to Trade Book Authorship" (co-presented with Paula Caligiuri,
Rutgers School of Management and Labor Relations) Text & Academic Authors Assn.
teleconference, October 2010
"How Authors Can Navigate Successfully Through Copyright-Related Issues" (co-presented
with Jeffrey T. Belliston, Brigham Young University) TAA teleconference, October 2009
"Making the Most of the Author-Editor Relationship" (co-presented with Bruno Dyck,
University of Manitoba) TAA teleconference, October 2009
"Gravity Is Good for You" Southern Connecticut Mensa presentation, 2008
"Copyright: The Creative Person's Friend" Greenwich Continuing Education, 1992-2003
"Copyright and Permissions" Editorial Freelancers Assn. online course, October 2000
"Editing Photos for Psychology Textbooks" *The Picture Professional*, Issue 1, 1998
"Shooting the Moon" (reconciling photography and the "moon illusion") Southern Connecticut
Mensa *Chronicle*, Vol. 7 No. 6 (June 1997)

LANGUAGES AND MUSICAL SKILLS

French, Spanish, German, Italian
Read music in reduction, open score, and historical notations

MEMBERSHIPS

Association for Psychological Science
Connecticut Press Club
Text and Academic Authors Association
Editorial Freelancers Association
(“The book publishing industry's most powerful secret weapon.” –*Publishers Weekly*, 6/13)

FREELANCE EXPERIENCE (Selected Projects)

- [author confidential – 1st edition sport psychology text] (Wiley). In 2013, proposal evaluation and initial developmental edit.
- [authors confidential – 1st edition trade book on psychological “mind bugs” with emphasis on two cases] (Worth). In 2013, in-depth developmental edit.
- Schacter, Gilbert, & Wegner – *Psychology* 3/e (Worth). In 2013, special rights clearance.
- Grusky – *Social Stratification* 4/e (Westview/Perseus). In 2012-13, rights clearance.
- [author confidential – 1st edition **American foreign policy** text] (Oxford U. Press). In 2012, performed competition analysis and line edit.
- Gray & Bjorklund – *Psychology* 7e (Worth). In 2012-13, working closely with author to perform full developmental edit, helped with design memo, assembled manuscript for turnover, assisted with rights clearance.
- Passer – **Research Methods: Concepts and Connections** 1/e (Worth). In 2009-13, performed full developmental edit, attended focus groups, wrote design memo, assembled manuscript for turnover per publisher specifications, guided book through production, cleared permissions.
- [authors confidential – 1st edition western humanities text] (Oxford U. Press). In 2012, performed in-depth developmental edit for review.
- Lucas Murillo & Dawson – *¡Con Brio!* 3/e (Wiley). In 2012, cleared permissions.
- Landy & Conte – *Work in the 21st Century: An Introduction to Organizational & Industrial Psychology* 4/e (Wiley). In 2012, cleared permissions; in previous years back to 2003, served as development editor for previous editions.
- [author confidential – 1st edition **American government** text] (Pearson). In 2011-2012, performing full developmental edit including review summaries, focus groups, competition analysis, shaping chapter template and features, substantive edit of chapters.
- Okami – **Psychology: Contemporary Perspectives** 1/e (Oxford U. Press). In 2011-13, performed detailed competition analysis, developmental edit of chapters, and review synopsis. Assisted with production and page proof coordination.
- Southwick & Charney – *Resilience: The Science of Mastering Life’s Greatest Challenges* 1/e (Cambridge U. Press, 2012). In 2009-11, performed substantive edit including reading original sources and drafting portions of chapters; line edit; rights clearance.
- Caligiuri – *Cultural Agility* 1/e (Jossey Bass, 2012). In 2011-12, worked closely with author to perform substantive edit and prepare manuscript for submission.
- Kendall – *Social Problems* 6/e (Pearson). In 2010-11, performed research to update statistics and current events coverage; assembled revised manuscript for turnover.
- Engleberg & Wynn – *Working in Groups* 6e (Pearson). In 2010-11, performed full developmental edit including summarizing reviews, competition comparison, creating chapter template, substantive edit, developing line art and photo program. Prepared design memo and assembled manuscript according to publisher guidelines.
- [author confidential – two 1st edition **sociology** texts] (Sage). In 2010-2011, performed competition comparisons, substantive edits.
- Caligiuri, Lepak, & Bonache – *Managing the Global Workforce* 1/e (Wiley). In 2009, translated chapters from Spanish; performed line edit and page proof check on all chapters.
- Vernikos – *Sitting Kills, Moving Heals* 1/e (Quill Driver Books, 2011). Worked closely with author to performed substantive edit and write proposal.

IN-HOUSE EXPERIENCE (McGraw-Hill Higher Education, August 2003 – August 2006)

As Senior Developmental Editor for Psychology, I oversaw all aspects of developing revisions and first editions, as well as evaluating proposals in advance of signing. Specific tasks included:

- Initial proposal evaluation
- Assembling market data to find reviewers
- Finding and coordinating reviewers
- Summarizing reviews
- Creating competition grids
- Evaluating manuscript or existing edition in light of reviewer input, competing books, and my own editorial judgment; including considerations such as pedagogy and features, coverage, level, presentation, writing style, art program, and design
- Creating revision/development plans in collaboration with acquiring editor, Director of Development, and author
- Supervising freelance D.E.s in monitoring author progress and ensuring author implementation of review suggestions, new research, and development plan strategies
- Finding and supervising supplements editors
- Creating design memos, including modified and new designs
- Supervising freelance assistants in manuscript assembly (tearsheet and electronic)
- Inspecting copy edited manuscript and page proofs
- Supervising media integration in page proofs
- Working with marketing and sales force to maximize market impact before and upon publication
- Responding to instructor and student queries about core products and supplements with the goal of maximizing customer satisfaction

Titles included:

Hetherington, Parke, et al. *Child Psychology: A Contemporary Viewpoint* 6e © 2006

Hyde & Delamater *Understanding Human Sexuality* 9e © 2006

Lahey *Psychology* 8e © 2007

Larsen & Buss *Personality: Domains of Knowledge About Human Nature* 2e © 2005

Myers *Social Psychology* 9e © 2008

Papalia et al. *A Child's World* 10e © 2006

Papalia et al. *Human Development* 10e © 2007

Passer & Smith *Psychology: The Science of Mind and Behavior* 1/e © 2004; 3/e © 2007

Santrock *Life-Span Development* 10e © 2006

Steinberg *Adolescence* 8e © 2008*

Santrock 1st edition of a brief life-span development text © 2009*

Westheimer & Lopater 1st edition of a human sexuality text © 2010*

*These titles were still in development at the time I left McGraw-Hill.

WHAT PEOPLE SAY ABOUT ELSA PETERSON'S WORK

"Elsa: You're a damn good editor: I can't believe you checked this! Cool...and thanks." – author of social research text, 2013

"I want to thank you ... for your constant support in the team, your profuse patience, your understanding and your willingness to always walk the extra mile no matter what, adapting to any changing circumstances with a very optimistic attitude." – editor, John Wiley & Sons, 2013

"... if it weren't for your care and diligence, I doubt we would have such a beautifully developed volume ..." – executive editor, Worth Publishers, 2013

"Frankly not sure what we would do without you, Elsa!" – development manager, Oxford University Press, 2013

"Your contributions on this book have been spectacularly helpful." – development manager, Oxford University Press, 2012

"You are amazing – and, as I said before, a brilliant 'godsend'!" – author of trade book, 2012

"I am thrilled to have you on this project." – senior editor, Oxford University Press, 2011

"Beautiful. Thank you, Elsa. It's great to be working with you." – senior acquisitions editor, Pearson, 2011

"With Elsa as our secret weapon, I think we can make these chapters even more sparkly." – supervising editor, Flatworld Knowledge, 2011

"Really lovely, subtle editing here, Elsa – thank you!!!" – Dir. of Dev., Pearson, 2010

"With every email you send I am once again so thrilled that you're working on this book!" – Dir. of Dev., Pearson, 2010

"You are wonderful. Your sharp eye for detail, consistent dedication to the text, and quick turnarounds on requests were invaluable on this project. . . . I've worked on four books and you are the best DE I've worked with hands-down." – author of business communication text, 2009

"Thanks for always being on the ball. You make my job so much easier!" – senior development editor, Cengage, 2009

"Thanks a lot for your comments. They are brilliant." – Spanish-language author, 2009

"Elsa is a spectacular editor . . . who enhances everything she touches." – lead author of Industrial & Organizational Psychology text, 2008

– *References are available upon request.* –

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Joe Kendy, Jr.

General Counsel | Domestic and International | Legal Affairs and Risk Management

Greater New York City Area Law Practice

Current Kendy Law, LLC, Professional Beauty Association - Government Affairs Committee, Adjunct Professor-Business Law, John F. Welch College of Business, Sacred Heart University

Previous Shiseido Americas Corporation, Zotos International, Inc.

Education Suffolk University Law School

Send a message

500+ connections

https://www.linkedin.com/in/joekendyr

Contact info

Relationship

Note Reminder Tag

Connected 9/27/2012

3 years ago

Background

Summary

Joe Kendy, Jr. is a legal, risk management, and business advisor to CEOs and international management teams. As General Counsel for a global consumer products company, he has broad, hands-on experience in litigation, dispute resolution, employment law, intellectual property, mergers, acquisitions, bankruptcy, contracts / transactions, legislative & regulatory, corporate governance, and social responsibility. He is a strong communicator with skill at developing and sustaining long term multicultural business and client relationships in the US, Europe, Canada, Latin America, and Japan.

Highlights of Joe's career include:

- Advising the CEO and senior executive management teams on local and international business and transaction strategy, structure, and negotiations, including intellectual property license agreements.
- Providing In-house legal advice and management of acquisitions and sales: including sale of Zotos International, Inc. to Conair Corporation; sale of Zotos to Shiseido; purchase from Unilever of Helene Curtis professional products division; and served on the Board of the acquisition company for the \$1.4B acquisition of Bare Escentuals.
- Negotiating a four-party multi-national transaction that established successful online US retail stores.
- Chairing the industry trade committee that drafted the House bill representing a major shift on industry-wide legislative and regulatory strategy concerning cosmetic products

Joe served as a Captain in the US Army.

In Common with Joe



People Similar to Joe





Experience

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Owner Attorney at Law

Kandy Law, LLC

2013 – Present (3 years) | Norwalk, CT

Kandy Law, LLC provides experienced management of corporate legal affairs to domestic and international businesses.

Advice and counsel on risk management, litigation management and liaison with insurance carriers, dispute resolution, employment law, intellectual property, structure and negotiation of commercial transactions and licenses, trade association relations, legislative & regulatory, and corporate governance.

5 organizations



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See if you qualify to join an elite network of women apply now to the WAFF.



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Expense Management Made For Even Management. Learn More!



Bachelor of Business Admn
Complete your Bachelor's degree online & gain career-ready business skills.

Speaker and Instructor

Kandy Law, LLC

1990 – Present (26 years) | Greater New York City Area

Speaker and instructor for business, higher education and legal professionals. Experienced as a guest lecturer, panelist, webinar presenter, and seminar leader. A partial list of speaking engagements includes:

Global Outsourcing and Association of Lawyers:

- * Panelist "Risk Management that Enables Long Term Competitive Growth" at Washington DC annual conference
- * Webinar Panelist "Are You Prepared for The New SEC Cyber Security Examination?"
- * Webinar Panelist "Security of Information (Internal Classification of Documents, Trade Secrets)
- * Webinar Panelist "Employment and Commercial Law Challenges Facing Senior Multi-National Executives on Assignment in the U.S. and The Visa Options and Opportunities for Placement of Foreign Professionals in the U.S."

Guest Lecturer "Business Ethics" Providence College

Panelist "Employment Law Challenges Facing Multinationals in Asia" at Global Employer Institute

Seminar Presenter on employment discrimination, cartels and the Foreign Corrupt Practices Act

Panelist "Working Relationships with Multinationals" at North Asia Pacific American Bar Association Northeast Regional Conference

Frequent panelist at Personal Care Products Council Annual Conference on legislative and regulatory matters affecting the cosmetics industry.

Webinar: SEC CYBERSECURITY GUIDELIN...

Member

Professional Beauty Association - Government Affairs Committee

2012 – Present (4 years)

Adjunct Professor

Adjunct Professor-Business Law, John F. Welch College of Business, Sacred Heart University

2014 – Present (2 years) | Fairfield CT

Adjunct Professor, Commercial Law

Ancell School of Business, Western Connecticut State University

1998 – Present (18 years) | Danbury, CT

Senior Vice President, General Counsel & Secretary

Shiseido Americas Corporation

2005 – 2012 (7 years)



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Business Services

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Member Board of Directors.

Organization Leadership

- Advised CEO and senior executive management teams on local and international business and transaction strategy, structure, and negotiations, including intellectual property license agreements.
- Drafted Shiseido Code of Ethics for North America while maintaining important cultural distinctiveness.
- Provided legal advice to three Human Resources departments on employment, discrimination, ethics, workers compensation, family/medical/disability leave issues, and discrimination claims concerning multicultural union/non-union employees.
- Conducted seminars on harassment and discrimination, cartels, and Foreign Corrupt Practices Act.

Transactions, Contract Structuring & Negotiations

- Provided in-house legal advice and management of acquisitions and sales: including sale of Zotos International, Inc. to Conair Corporation; sale of Zotos to Shiseido; purchase from Unilever of Helene Curtis professional products division; and served on the board of the acquiring company in the \$1.4B acquisition of Bare Escentuals.
- Led domestic and international trademark practice for three major brands and 1,500 trademarks.
- Removed a significant barrier to the global launch of two brands by settling a trademark dispute with a multi-billion dollar competitor, enabling significant sales into the China market.
- Negotiated a four-party multi-national transaction that established successful online US retail stores.
- Managed Chapter 11/Chapter 7 bankruptcy that recovered \$2M.

Industry Advisory

- Corporate representative to industry trade associations on international, state, and federal regulatory and legislative matters.
- Chaired industry trade committee that drafted House bill to enable industry-wide strategy to effectively counter unsubstantiated allegations concerning safety and efficacy of cosmetic products (first amendment to U.S. Food Drug and Cosmetic Act since 1938).

2 organizations

1 recommendation

Myra Irizarry Reddy at Professional Beauty Association

Joe Kendy is a talented and highly intelligent professional, his expertise in law and the beauty industry has proven to be an invaluable asset to the Professional Beauty Association. As a member of the Government Affairs Committee for the... View

Regional Counsel Americas, Shiseido Co., Ltd.

Shiseido Americas Corporation

2005 – 2012 (7 years)

VP & General Counsel

Shiseido Americas Corporation

2001 – 2005 (4 years)

VP General Counsel & Secretary

Zotos International, Inc.

1984 – 2001 (17 years)



Organizations

Global Outsourcing Association of Lawyers

Member and Speaker

American Bar Association; Connecticut Bar Association; New York Bar Association

Admitted to practice: Connecticut, New York, US District Court District of Connecticut, US Court of Appeals Second Circuit, U.S. Supreme Court

Professional Beauty Association

Member of Government Affairs Committee

Personal Care Products Council

Past Chair of the Legal Executive Committee; Member of the Government and Legislative Affairs Committee

American Association of University Professors
Member



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Business Services

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American Corporate Counsel Association, Westchester/Southern CT Chapter
Past Member

Norwalk Chamber of Commerce
Member

Norwalk Business Networking Group (BNI)
Member



Skills

- Outside General Counsel
- Contracts
- Licensing
- Negotiation
- Employment Law
- Trademark / Trade...
- Trademark Infringement
- Intellectual Property
- Legislative &...
- Corporate Governance
- Dispute Resolution
- Litigation Management
- Mergers & Acquisitions
- Social Responsibility
- Legal Advice
- See 13+



Volunteer Experience & Causes

Member
City of Norwalk Oak Hills Park Authority

Former Site Supervisor, Corporate Legal Department Externship Program
Quinnipiac University School of Law
Education

Honorary Director
Visiting Nurse and Hospice of Fairfield County Inc.
Health

Past Director
Visiting Nursa and Homa Care Inc.
Health

Past President and Chairman
Mid Fairfield Hospice Inc.
Health

Past Board Member
Norwalk YMCA



Honors & Awards

Hospice Volunteer of Year
Mid Fairfield Hospice Inc.



Education

Suffolk University Law School

Juris Doctor

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Business Services Try Premium for free

Providence College
Bachelor of Arts (B.A.), Political Science / International Relations

Additional Info

Advice for Contacting Joe

Joe Kendy, Jr. can best be reached via email at: jskendyjr@kendylaw.com

Recommendations

Received (1)



Donna, would you like to recommend Joe?
Recommend Joe

Senior Vice President, General Counsel & Secretary
Shiseido Americas Corporation



Myra Irizarry Reddy
at Professional Beauty Association

Joe Kendy is a talented and highly intelligent professional, his expertise in law and the beauty industry has proven to be an invaluable asset to the Professional Beauty Association. As a member of the Government Affairs Committee for the Professional Beauty Association Joe has extended his trusted and appreciated suggestions that have helped to shape the direction of our... more

November 20, 2012. Myra worked directly with Joe at Shiseido Americas Corporation

Connections

All (500+) Shared (17) New (3)



Tucker Goodrich 2nd
Chief Technology Officer
Connect 2



Dirk Schwarz 2nd
CRO-US at Linkdex
Connect 1



David Jarcho 2nd
Crest Consulting Helps Companies Gro...
Connect 2



Peter Longo 2nd
Senior Managing Director at Connecticu...
Connect 2



Nathan Klatt 2nd
Principal, Rockport Investment Partners...
Connect 1



Harry Falber 2nd
Ad agency search & M&A | Rapid respo...
Connect 1



Kathleen Reed 2nd
Director of Investor Relations at Vitacost...
Connect 1



Matthew Brush 2nd
Classically Trained HR Executive | Hum...
Connect 1



Ron Drew, PMP 2nd
Sr. Cyber Security Consultant at Diageo
Connect 2



Matthew Smith 2nd
Fractional CTO / Salesforce Transforme...
Connect 1

Next

Groups

**CAROL L. FRANK
5 CRANBURY WOODS ROAD
NORWALK, CT. 06851
203-847-4829**

- 1995-2003 REDEVELOPMENT AGENCY for CITY OF NORWALK
1999 – 2003 VICE COMMISSIONER
2002 MEMBER OF SELECTION COMMITTEE FOR NEW DIRECTOR OF
THE AGENCY.
- 1997-2003 MEMBER OF NORWALK HOUSING PARTNERSHIP
CHAIRMAN REGIONAL AFFORDABLE HOUSING OUTREACH COMMITTEE
- 1984-2001 MEMBER GREATER NORWALK CHAMBER OF COMMERCE
1997-2001 BOARD OF DIRECTORS
1985-2002 MEMBERSHIP COMMITTEE
2002 CHAMBER/CITY OF NORWALK JOINT COMMITTEE ON AFFORDABLE
HOUSING.
2000 CHAIRMAN HOLIDAY RECEPTION
1999 NOMINEE FOR 1999 CORPORATE CITIZENS AWARD
1998 ANNUAL SUMMER CRUISE CHAIRMAN
MEMBER: CORPORATE CITIZENS SOCIETY
CHAMBER DEVELOPMENT COUNCIL FOR WOMEN
LAW AND ORDER COMMITTEE
ANNUAL DINNER COMMITTEE
- 2000-PRESENT MEMBER KIWANIS CLUB OF NORWALK
ELECTED TO BOARD OF DIRECTORS FOR TERM 2003 THROUGH 2006
2005-2006 PRESIDENT ELECT
- 1999-PRESENT VOLUNTEER FOR THE YOUNG SURVIVAL COALITION
COORDINATED RETREAT FOR MOTHERS WITH ADULT DAUGHTERS W/ BREAST
CANCER
- BUSINESS 2001-PRESENT JUSTICE OF THE PEACE
1975-1999 LICENSED REAL ESTATE BROKER
1984-PRESENT OWNER/PRESIDENT OF TRAVEL TRENDS OF CONNECTICUT INC
1997-PRESENT MEMBER CRUISE LINE INTERNATIONAL ASSOCIATION
1997-PRESENT MEMBER OUTSIDE SALES SUPPORT NETWORK
- 1997-1999 DIRECTOR FINE ARTS OF NORWALK
- 1991-1993 NORWALK/WILTON AMERICAN RED CROSS
BOARD OF DIRECTORS
MEMBER: DECORATING AND LANDSCAPE COMMITTEE
SEARCH COMMITTEE FOR FUND RAISING DIRECTOR
SEARCH COMMITTEE FOR NEW DIRECTOR

YVONNE RODRIGUEZ

145 Bouton Street
Norwalk, CT 06854
(203)803-9003
rodriguezy360@live.com

OBJECTIVE:

To secure a position as a valued member of the Human Relations Commission that can utilize my skills to serve my community.

EDUCATION:

- 2008 MA of Arts in Human Resources Management
DeVry University- Naperville, IL
- 1987 BA of Arts in Business Administration
Columbia University- Caguas, PR
- 1984 AS Graduate in Management
Columbia University- Caguas, PR
- 1978 High School Diploma-Commerce Program
Jose Campeche High School- San Lorenzo, PR

EXPERIENCE:

- 1992-Present Outreach Worker for Human Relations Department
Board of Education- Norwalk, CT
- Intermediary between parents, students and personnel in nineteen Norwalk Public Schools
 - Facilitator to the Hispanic community during Superintendent's hearings, Pupils Placement Team (PPT), Parent Leader Training Institute (PLTI) and People Empowering People (PEP) programs.
 - Coordinates, plans, teaches and interprets PPT, PLTI and PEP programs and seminars.
 - Meets parents at home, provides parents with appropriate resources and tools for student's success, guides parents to the right department in the school system in order to resolve their children's conflicts.
 - Attends substantial number of evening and weekend meetings
- 1988-1992 Data Programming Supervisor
Cablevision- Caguas, PR
- Supervised cablevision personnel
 - Organized and planned the day log and computer-based

information

- Provided both clerical and administrative support.

1987-1988

Sales Department Secretary

Audio Visual Language- Santurce, PR

- Provided both clerical and administrative support to professionals
- Assisted Sales Manager in leading, directing and motivating the sales team in order to achieve overall corporate sales objectives
- Assisted Sales Manager in revising and implementing sales strategy plans.

1986-1987

Planning Department Secretary

Lazare Kaplan Industries- Caguas, PR

- Involved in professional-level duties, judgment, and routine administrative tasks
- Worked on several projects or issues simultaneously
- Worked independently or in a team environment as needed
- Organized and stored paperwork, documents and computer-based information

1981-1983

Secretary Administrator

Raul Buxeda, Engineer- San Juan, PR

- Clerical duties and responsibilities
- Organized and stored paperwork, documents and computer-based information
- Arranged both in-house and external events

1976-1981

Secretary Administrator

Sacred Heart University- Santurce, PR

- Provided both clerical and administrative support
- Coordinated and implemented office procedures and responsible for specific projects and finance and payroll tasks
- Supervised the work of junior staff
- Provided both clerical and administrative support to professionals

COMPUTER SKILLS:

- Basic troubleshooting in Windows 95, 98, 2000, ME and XP
- Microsoft Office and WordPerfect
- Create web pages

SPECIAL SKILLS:

- Fluent in Spanish
- Counseling, tutoring and teaching
- Treasurer of the Ward B Democratic Committee of Norwalk, CT
- Justice of Peace

- Notary Public
- Sales Person Real Estate

ADDITIONAL COURSES:

- Facilitator Training Program (PEP) - University of Connecticut
- ACTFL- American Council on the Teaching of Foreign Languages
- Computer Build Technician - Norwalk Public Schools
- Principles and Practice in Real Estate - Norwalk Community College
- 2002 Small Business Development Academy - Greater Norwalk Chamber of Commerce
- Basic Computer, Excel and Access, Window 95/98 and Microsoft Office 97- NEON Inc. - Adult Learning Center

REFERENCES:

Available upon request

NORWALK RECREATION & PARKS DEPARTMENT
FACILITY APPLICATION FORM

VII A
1-4

PLEASE PRINT

PERSONAL/FAMILY
ASSOCIATION/CLUB
COMPANY/BUSINESS

ORGANIZATION NAME: Chosen Few Ent. LLC

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT: Mellorje Regin TITLE: Business Manager

YOUR NAME: Mellorje Regin TITLE: Business Manager

ADDRESS: 56 North Main Street E-MAIL ADDRESS: info@sonotainment.com

CITY: Norwalk STATE: CT ZIP CODE: 06854

HOME PHONE: 203-667-4218 BUSINESS PHONE: 203-956-6007 CELL PHONE: 203-667-4218

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: MATHEWS PARK NUMBER OF PARTICIPANTS: 1-200?

EVENT: S.O.S Music Fest Finale DATE REQUESTED: August 27th, 2016

SET UP TIME: 9 AM STARTING TIME: 2 pm ENDTIME: 8 pm RAIN DATE: _____
said she would change time with [unclear] (RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES _____ NO (NO)

ARE YOU REQUESTING A TENT? YES NO ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPT. *BOUNCING STRUCTURES; WATER DUNKING MACHINES; etc. REQUIRE A SEPARATE CERTIFICATE OF INSURANCE

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES (YES) NO _____
ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES (YES) NO _____
ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES (YES) NO _____

PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED ON CITY PARK PROPERTY; OPEN PIT FIRES ARE PROHIBITED DEPOSIT/FEE'S ARE NON REFUNDABLE OR TRANSFERABLE; CERTIFICATE OF INSURANCE IS REQUIRED FOR ALL EVENTS

IS THE GROUP GOING TO SWIM? YES _____ NO (✓) IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES _____ NO N/A
If yes, name of person(S) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency.

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: Mellorje Regin DATE: 2/25/2016

FOR OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: YES _____ NO _____ N/A _____ DATE: _____
COMMON COUNCIL APPROVAL: YES _____ NO _____ N/A _____ DATE: _____
DIRECTOR'S SIGNATURE: _____ DATE: _____
(Signature required)

Date to Committee: 3/9/16
Entered into Calendar: _____
Deposit Received: _____
Insurance Received: _____
Entered into RecTrac: _____

**NORWALK RECREATION & PARKS DEPARTMENT
FACILITY APPLICATION FORM**

PLEASE PRINT

PERSONAL/FAMILY
ASSOCIATION/CLUB
COMPANY/BUSINESS

ORGANIZATION NAME: CHOZEN Dew Ent. LLC.

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT: Melodye Regin

TITLE: Business Manager

YOUR NAME: Melodye Regin

TITLE: Business Manager

ADDRESS: 56 North Main Street

E-MAIL ADDRESS: info@sonotainment.co

CITY: NORWALK

STATE: CT

ZIP CODE: 06854

HOME PHONE: 203-667-4218

BUSINESS PHONE: 203-956-6007

CELL PHONE: 203-667-4218

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Andrews Field

NUMBER OF PARTICIPANTS: 100 ?

EVENT: L.I.F.T. CARNIVAL

DATE REQUESTED: June 24th, 25th, 26th, 17, 18, 19

SET UP TIME: 6/12 9th

STARTING TIME: AM

ENDTIME: 10pm

RAIN DATE: _____

RAIN DATE: _____

RAIN DATE: _____

RAIN DATE: _____

RAIN DATE: _____

TEARDOWN 27th (RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES _____ NO

ARE YOU SERVING FOOD: YES _____ NO

ARE YOU REQUESTING A TENT? YES NO *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPT. *BOUNCING STRUCTURES; WATER DUNKING MACHINES; etc. REQUIRE A SEPARATE CERTIFICATE OF INSURANCE

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES NO

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES NO

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES NO

PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED ON CITY PARK PROPERTY; OPEN PIT FIRES ARE PROHIBITED
DEPOSIT/FEES ARE NON REFUNDABLE OR TRANSFERABLE; CERTIFICATE OF INSURANCE IS REQUIRED FOR ALL EVENTS

IS THE GROUP GOING TO SWIM? YES _____ NO IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES _____ NO N/A
If yes, name of person(S) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency.

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: Melodye Regin DATE: 2/25/2016

FOR OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: YES _____ NO _____ N/A _____ DATE: _____

COMMON COUNCIL APPROVAL: YES _____ NO _____ N/A _____ DATE: _____

DIRECTOR'S SIGNATURE: _____ DATE: _____

MAIL TO:
NORWALK RECREATION AND PARKS DEPARTMENT
CITY HALL
125 EAST AVENUE
NORWALK, CT 06851
PHONE: 203-854-7806 FAX: 203-854-7869 Please see reverse
Signature required

Committee 3/9/16

**NORWALK RECREATION & PARKS DEPARTMENT
FACILITY APPLICATION FORM**

PLEASE PRINT

ORGANIZATION NAME: Norwalk High Marching Band ^{MBI} PERSONAL/FAMILY ASSOCIATION/CLUB COMPANY/BUSINESS
 NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: ED Abrams TITLE: President
 YOUR NAME: Chuck Goulart TITLE: Volunteer
 ADDRESS: 11 Daphne Dr E-MAIL ADDRESS: Chuck AnyTime@gmail.com
 CITY: Norwalk STATE: CT ZIP CODE: 06851
 HOME PHONE: — BUSINESS PHONE: — CELL PHONE: 203-9430961

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Andrews Field NUMBER OF PARTICIPANTS: 500
 EVENT: Carnival DATE REQUESTED: May 9-15
 SET UP TIME: Early May 9 STARTING TIME: 11-12 6-10 PM END TIME: May 15 RAIN DATE: None
(RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES NO
 ARE YOU SERVING FOOD: YES NO

ARE YOU REQUESTING A TENT? YES NO *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPT. *BOUNCING STRUCTURES; WATER DUNKING MACHINES; etc. REQUIRE A SEPARATE CERTIFICATE OF INSURANCE

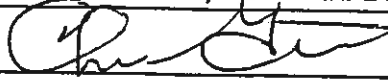
ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES NO
 ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES NO
 ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES NO

PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED ON CITY PARK PROPERTY; OPEN PIT FIRES ARE PROHIBITED
 DEPOSIT/FEE'S ARE NON REFUNDABLE OR TRANSFERABLE; CERTIFICATE OF INSURANCE IS REQUIRED FOR ALL EVENTS

IS THE GROUP GOING TO SWIM? YES NO IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR

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 If yes, name of person(S) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency.

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE:  DATE: 3-14-16

FOR OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: YES _____ NO _____ N/A _____ DATE: _____
 COMMON COUNCIL APPROVAL: YES _____ NO _____ N/A _____ DATE: _____
 DIRECTOR'S SIGNATURE: _____ DATE: _____
(Signature required)

Date to Committee: April 13, 2016
 Entered Into Calendar: _____
 Deposit Received: _____
 Insurance Received: _____
 Entered Into RecTrac: _____

**NORWALK RECREATION & PARKS DEPARTMENT
FACILITY APPLICATION FORM**

PLEASE PRINT

PERSONAL/FAMILY
ASSOCIATION/CLUB
COMPANY/BUSINESS

ORGANIZATION NAME: Bowayton School PTA

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT: Stephanie Griffith TITLE: chair

YOUR NAME: Stephanie Griffith TITLE: chair

ADDRESS: 214 Bowayton Ave E-MAIL ADDRESS: s.griffith3@ychoo

CITY: Bowayton STATE: CT ZIP CODE: 06853

HOME PHONE: _____ BUSINESS PHONE: _____ CELL PHONE: 203-434-6013

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Bowayton School Field NUMBER OF PARTICIPANTS: 500

EVENT: Bowayton School Carnival DATE REQUESTED: 5/12, 5/13, 5/14

SET UP TIME: 10:00 am STARTING TIME: 5:00 pm END TIME: 5:00 pm RAIN DATE: N/A
5/13 5/14 (RAIN DATE NOT APPLICABLE WITH PAVILION OR MANSION)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES _____ NO

ARE YOU SERVING FOOD? YES NO _____

ARE YOU REQUESTING A TENT? YES NO *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPT. *BOUNCING STRUCTURES; WATER DUNKING MACHINES; etc. REQUIRE A SEPARATE CERTIFICATE OF INSURANCE

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IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES _____ NO _____
If yes, name of person(S) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency.

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: Stephanie Griffith DATE: 5-21-16

FOR OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: YES _____ NO _____ N/A _____ DATE: _____

COMMON COUNCIL APPROVAL: YES _____ NO _____ N/A _____ DATE: _____

DIRECTOR'S SIGNATURE: _____ DATE: _____
(Signature required)

Date to Committee: 5/12/16
Entered into Calendar: _____
Deposit Received: _____
Insurance Received: _____
Entered Into RecTrac: _____

APRIL 5, 2016

AGENDA

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED
CLAIMS COMMITTEE

APPROVED BY
TAX COLLECTOR

BOND WILLIE E		14-MV-305825	(\$46.20)		PRORATION
BREISLER JOHN J BREISLER ANNALISA		14-MV-306437	(\$181.47)		ABATEMENT-ACTIVE DUTY EXMPT
BMW FINANCIAL SER NA LLC		14-MV-305534	(\$249.16)		PRORATION
BMW FINANCIAL SER NA LLC		14-MV-305535	(\$312.54)		PRORATION
CONGDON LORRAINE		01-MV-500355	(\$141.59)		BILL ADDED FROM N.C 02/15 REVISE INT. NO CF
CRAWFORD RICHARD		14-MV-313647	(\$15.88)		PRORATION
DAIMLER TRUST	(\$1,095.40)	14-MV-314502	(\$517.71)		PRORATIONS
		14-MV-314540	(\$216.50)		PRORATIONS
		14-MV-314653	(\$361.19)		PRORATIONS
DAIMLER TRUST		14-MV-314484	(\$389.01)		PRORATION
DAIMLER TRUST		14-MV-314474	(\$288.39)		PRORATION
DAIMLER TRUST		14-MV-314428	(\$216.50)		PRORATION
FINANCIAL SER VEH TRUST		14-MV-321325	(\$42.08)		PRORATION
FINANCIAL SER VEH TRUST		14-MV-320967	(\$317.40)		PRORATION
FINANCIAL SER VEH TRUST		14-MV-321225	(\$215.17)		PRORATION
FINANCIAL SER VEH TRUST		14-MV-404650	(\$525.52)		ABATEMENT-DUPLICATE BILL-
FINANCIAL SER VEH TRUST	(\$4,751.36)	14-MV-SEVERAL SEE BACK UP			PRORATIONS AND ABATEMENT
GARVEY KEITH V	(\$28.37)	14-MV-323719	(\$17.37)		PRORATIONS
		14-MV-323720	(\$11.00)		PRORATIONS
GONZALEZ RAUL A	(\$166.37)	13-MV-325186	(\$60.48)		ABATEMENTS
		14-MV-325271	(\$105.86)		ABATEMENTS
GRAMMAR ALEX WILLIAM		14-MV-325609	(\$79.09)		PRORATION
HACKNEY YADIRA MARY		14-MV-405760	(\$170.67)		DUPLICATE PAYMENT
HARVEY KIMBERLY ANN		14-MV-327402	(\$16.88)		PRORATION
HONDA LEASE TRUST	(\$574.77)	14-MV-329676	(\$304.40)		PRORATION
		14-MV-406438	(\$270.33)		PRORATION

VII B 1-4

AGENDA

APRIL 5, 2016

CLAIMS COMMITTEE MEETING

**REFUNDS PROCESSED
CLAIMS COMMITTEE**

**APPROVED BY
TAX COLLECTOR**

**REPORTED TO
CLAIMS COMMITTEE**

HONDA LEASE TRUST
HYZY THEODORE R / HAZY DANIEL
LYNN JEFREY S / LYNN LISA M
MCCARTHY LIAM S
NEELD TIMOTHY JOHN
NISSAN INFINITI LT
NISSAN INFINITI LT (\$323.55)

ROBERTO M POBLANO LLC
ROSS JOSHUA MARTIN
SHINABARGER JULIE
SINGER JANET M
STEFANIDIS LAZAROS
VELEZ FANY (\$147.86)

VW CREDIT LEASING LTD
VW CREDIT LEASING LTD
VW CREDIT LEASING LTD
VW CREDIT LEASING LTD

14-MV-329128 (\$313.05)
14-MV-330895 (\$20.63)
14-MV-338500 (\$19.70)
14-MV-340791 (\$52.51)
14-MV-409609 (\$23.01)
14-MV-346285 (\$111.22)
14-MV-345655 (\$38.83)
14-MV-346340 (\$284.74)
14-MV-411314 (\$175.94)
14-MV-410849 (\$297.39)
14-MV-358222 (\$190.92)
14-MV-358764 (\$12.27)
14-MV-360351 (\$93.38)
14-MV-366610 (\$103.88)
14-MV-413782 (\$43.98)
14-MV-367634 (\$547.07)
14-MV-367458 (\$398.49)
14-MV-367788 (\$383.36)
14-MV-367635 (\$472.40)

ABATEMENT
PRORATION
PRORATION
PRORATION
PRORATION
PRORATION
PRORATION
PRORATION
PRORATION
ABATEMENT-DUPLICATE BILL
ABATEMENT-DUPLICATE BILL
PRORATION
PRORATION
PRORATION
PRORATIONS
PRORATIONS
PRORATION
PRORATION
PRORATION
PRORATION
PRORATION

CAMPOS HUGO
RE: 14 LUFBERRY AVE

NANDE GERMAN
RE: 94 WASHINGTON ST UNIT 3A

14-RE-103933 (\$315.00)
14-RE-118783 (\$892.36)

ADJ SEWER USE FEE

DUPLICATE PAYMENT

AGENDA

APRIL 5, 2016

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED
CLAIMS COMMITTEE

APPROVED BY
TAX COLLECTOR

REPORTED TO
CLAIMS COMMITTEE

NATIONAL TAX SEARCH LLC

RE: 41 KNIGHT ST

RAMSEY ROBERT L

RE: 21 HILLTOP RD

US BANCORP

RE: 49 DAY ST

WAINHAUSE IRWIN & BARBARA

RE: 109 LEDGEBROOK DR UNIT 11/05

14-RE-126528 (\$2,702.01)

14-RE-121921 (\$6,134.26)

14-RE-108980 (\$756.54)

14-RE-128146 (\$2,607.74)

OVERPAYMENT

COC MISC CHANGE ASSESOR

PAID IN ERROR

OVERPAYMENT

FINANCIAL SER VEH TRUST

BILL	PLATE	MODEL	VIN#	AMOUNT
14-MV-321026	271XXW	2013/BMW	WBAVL1C59DVER82708	\$ 482.05
14-MV-321039	289ZFD	2013/BMW	5UXWX9C58D0A10185	\$ 156.75
14-MV-321054	3AFRN7	2014/BMW	5UXWX9C54E0D28189	\$ 467.28
14-MV-321076	345ZAE	2012/BMW	WBASP2C52CC338488	\$ 601.73
14-MV-321138	5AFSH1	2014/MINI	WMWZC5C50EWP35470	\$ 230.38
14MV-321168	554LEN	2012/BMW	WBAUU3C57CA543114	\$ 566.28
14-MV-321205	633XUA	2013/BMW	WBAVL1C52DVR86857	\$ 385.98
14-MV-321216	680YUK	2012/BMW	5UXFG8C51CLZ97443	\$ 932.07
14-MV-321285	833ZGM	2012/MINI	WMWSU3C57CT540676	\$ 107.27
14-MV-321292	84ZZGM	2012/MINI	WMWSU3C51CT7262129	\$ 107.27
14-MV-321341	979ZEA	2012/MINI	WMWSU3C56CT263812	\$ 161.05
14-MV-321408	493UJE	2012/BMW	WBAUP9C59CVL91727	\$ 400.30
14-MV-321414	676XKV	2013/BMW	5UXZV4C58DOB06596	\$ 152.95
TOTAL				\$4,751.36

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: April 14, 2016
Re: Narrative for March, 2016 Tax Collector's Report

Through the end of March 2016, nine months into our current fiscal year, we collected nearly \$294 million, or **98.21%** of our nearly \$300 million tax levy. In addition, as of the end of March 2016, we collected more than \$14.3 million of our sewer use levy, or **98.19%**. We also collected in excess of 89.9% of the year's IPP (Industrial Pretreatment Program) fee on behalf of the Water Pollution Control Authority.

Also through the month of March 2016, we collected more than \$3.3 million (net) in back taxes, interest, lien fees and other fees. That amount still appears to fall short of what we collected in back taxes during the prior fiscal year, however. This year's collections are, again, being impacted by tax credits stemming from reductions from court cases brought by taxpayers challenging their property assessments. Our tax sale will be held on Monday, July 18, 2016. Back tax collections usually spike during tax sale years. We should see the 'gap' between the current and the prior year dwindle, as we continue to bring in revenue related to the tax sale, unless back tax collections continue to be outpaced by prior years' assessment reductions and tax credits. Compared with last fiscal year, we are slightly ahead relative both to current taxes (.27%) and to current sewer use collections (.58%).

With regard to delinquent collection enforcement, we are working with our state marshals on delinquent business personal property accounts. We have issued some new alias tax warrants, and are following up on some that were issued in the fall of 2015. Since the inception of the alias tax warrant program, we have collected nearly \$2.4 million through the direct personal effort of the marshals and / or our delinquent tax collector. Our delinquent tax collector has also been working on UCC (Uniform Commercial Code) liens for delinquent businesses, and since September 2015, has filed more than 900 of these liens with the office of the Secretary of the State of Connecticut. Also, last month, we published a delinquent business personal property tax levy notice in the Norwalk Hour to attempt to enforce collection on more than 100 accounts that were either three or more years in arrears, or that owed in excess of \$2,000. Many of those accounts are problem accounts that are difficult to collect for various reasons and have already been turned over to the state marshal.

Work on our tax sale is well underway. In November 2015, we sent about 130 preliminary letters to owners of properties that already met the criteria for inclusion. That mailing was a courtesy mailing that is not required by state law. Its purpose was to alert those involved that they met the criteria, and to give them extra time to arrange for financing or otherwise attempt to address the delinquency. We sent two other 'preliminary' mailings since then, and to date have already collected more than \$1.2 million on properties scheduled to be included in the July tax sale.

The 'official' sale process begins next Monday, when the formal 'demand for payment' will be mailed. We have 106 properties remaining in the sale. The criteria for inclusion was either: three or more years in arrears, or \$20,000 or more past due. Between now and the first week of May, we will assign remaining properties for title search, begin photographing properties, and prepare for the filing of the Notices of Sale in the land records, all of which will occur the first week of May. At that time, we also will have the properties listed on the website, the boards posted in the city hall lobby, and the first of several notices published in the newspaper. Previous tax sales have generated \$4 – \$5 million or more in revenue. This sale will generate less – roughly \$3.8 million – but it is comparable in terms of size (number of properties) and the criteria was the same as we used in our last several sales. I will explain the tax sale process in detail, and why it is so important to our collection efforts, as time permits. We will appreciate the necessary and continued support of the Administration and political decisionmakers as we go forward in the process.

In addition to working on the sale and other collection enforcement, during the last three months of the fiscal year, we also will be working to prepare for the new fiscal year and the tax billing that will take place in early to mid June 2016.

TAX COLLECTOR'S REPORT
MARCH 31, 2016

FISCAL YEAR 2015-2016
(2014 GRAND LIST)

ORIGINAL LEVY	JUN 15 - MAR 16	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$17,433,300.64	91.77%	\$17,162,755.74	(\$270,544.90)	93.22%
AUTOMOBILE-SUPPLEMENTAL	\$2,846,741.63	82.77%	\$2,825,173.93	(\$21,567.70)	83.40%
PERSONAL PROPERTY	\$18,492,367.14	97.90%	\$18,504,044.22	\$11,677.08	97.84%
REAL ESTATE	\$261,229,545.62	98.54%	\$260,752,325.21	(\$477,220.41)	98.72%
TOTAL TAX	\$300,001,955.03	97.96%	\$299,244,299.10	(\$757,655.93)	98.21%
SEWER USE	\$14,660,068.00	98.03%	\$14,636,041.00	(\$24,027.00)	98.19%
IPP FEE	\$189,750.00	102.58%	\$216,500.00	\$26,750.00	89.90%

ADJ. TAX COLLECTIONS

JUN 14 - MAR 15	JUN 14 - MAR 15
\$15,998,973.78	\$16,403,666.69
\$2,356,179.87	\$2,714,668.03
\$18,104,307.08	\$17,683,846.20
\$257,418,970.93	\$257,451,158.90
\$293,878,431.66	\$294,253,339.82
\$14,371,096.84	\$13,797,703.00
\$194,641.53	\$225,250.00
	\$4,990,959.28
	\$838,338.00
	(\$8,750.00)
	(\$7,250.00)

FISCAL YEAR 2014-2015
(2013 GRAND LIST)

ORIGINAL LEVY	JUN 14 - MAR 15	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$16,706,950.43	91.06%	\$16,403,666.69	(\$303,283.74)	92.74%
AUTOMOBILE-SUPPLEMENTAL	\$2,704,431.83	80.46%	\$2,714,668.03	\$10,236.20	80.15%
PERSONAL PROPERTY	\$17,794,935.82	95.27%	\$17,683,846.20	(\$111,089.62)	95.87%
REAL ESTATE	\$257,672,948.38	98.51%	\$257,451,158.90	(\$221,789.48)	98.59%
TOTAL TAX	\$294,879,266.46	97.72%	\$294,253,339.82	(\$625,926.64)	97.93%
SEWER USE	\$13,851,424.00	97.23%	\$13,797,703.00	(\$53,721.00)	97.61%
IPP FEE	\$191,250.00	98.92%	\$225,250.00	\$34,000.00	83.99%

TAX DIFFERENCE 2014 G.L. vs. 2013 G.L.
INCREASE/(DECREASE)

\$5,122,688.57	\$5,709,146.77	0.23%	\$4,990,959.28	(\$131,729.29)	0.27%
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SEWER DIFFERENCE 2014 G.L. vs. 2013 G.L.
INCREASE/(DECREASE)

\$808,644.00	\$902,931.05	0.80%	\$838,338.00	\$29,694.00	0.58%
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IPP DIFFERENCE 2014 G.L. vs. 2013 G.L.
INCREASE/(DECREASE)

(\$1,500.00)	\$5,454.21	3.66%	(\$8,750.00)	(\$7,250.00)	5.91%
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BACK TAXES COLLECTED

FISCAL YR 2015-2016 (JUL 15 - MAR 16)	FISCAL YR 2014-2015 (JUL 14 - MAR 15)	CUR YR vs. PRIOR YR INC/(DEC)
PRIOR TAXES	\$1,841,018.38	(\$882,345.76)
PRIOR SEWER USE FEE	\$111,418.73	(\$28,702.21)
PRIOR IPP FEE	\$15,671.53	\$4,516.72
TOTAL PRIOR TAX, SEWER & IPP	\$1,968,108.64	(\$906,531.25)
CURRENT INTEREST	\$556,555.55	\$1,203.40
PRIOR INTEREST	\$652,480.04	(\$84,896.68)
SEWER USE FEE INTEREST	\$65,308.27	\$6,000.14
IPP FEE INTEREST	\$7,512.02	\$1,882.79
TOTAL INTEREST COLLECTED	\$1,281,853.88	(\$75,810.35)
PRIOR LIEN FEE	\$10,514.95	(\$2,205.05)
CURRENT LIEN FEE	\$2,947.29	\$1,771.29
TOTAL LIEN FEE COLLECTED	\$13,462.24	(\$433.76)
MISC FEES COLLECTED**	\$59,556.70	(\$99,650.23)
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$3,322,981.46	(\$1,082,425.59)

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

** PRIOR FISCAL YEAR INCLUDES TAX SALE AND TITLE SEARCH FEES PROCESSED THRU MUNIS

MEMORANDUM

April 1, 2016

To: Chairperson
Finance Committee

From: Gerald J. Foley
Purchasing Agent

Subject: Office Copiers
Re: Award recommendation

Recently the City solicited proposals for Office Copiers.

The City received proposals submissions from six (6) companies interested in providing Office Copier Equipment to the City. Proposal submissions were received from: A&A Office Systems, Aztec Office Technology, Cannon Solutions America, Connecticut Business Systems, Ricoh USA and TGI Office Automation.

A Review Committee was established to review the proposal submissions that were received for this solicitation. The committee consisted of the following individuals: Donna Castracane, Management & Budgets Office; Patricia DiPietro, Health Department; Maritza Alvarado, Office of the City Clerk; Paula Kyriakides, Tax Assessor; Rick McQuaid, Town Clerk; Stephen Peloso, Comptrollers' Office; Jeanne Rilling, Police Department; David Ross, Information Technology; Barbara Tiscia, Law Department; Denese Thompson; and myself.

Each member of this Review Committee was requested to rate the submission of each proposal submission, based on criteria that was outlined in the City's RFP. The objective of the rating was to create a short-list of submissions to examine more fully.

The Review Committee selected three (3) proposal submissions for the short-list. These companies were Connecticut Business Systems, Ricoh USA and TGI Office Automation.

Each of these companies was sent a series of supplemental questions based on input from the review committee members. Based on the information provided in the supplemental information, as well as the original proposal submission and an interview presentation process the three (3) short listed Companies were rated. The Review Committee rated the TGI Office Automation as the most qualified firm to provide Office Copiers to the City.

I concur with this Committee's recommendation that the contract should be awarded to the most qualified company, TGI Office Automation.

The copier committee's recommendation was also submitted to the Mayor's ITT Committee for review and approval. The ITT Committee approved the copier committee's recommendation at their 4/4/16 meeting.

The term of the contract award will be for Four (4) years with one (4) year extension.

For your review, I have attached a copy of their complete fee schedule.

Thank you for your assistance in this matter.

Please contact me at extension 47892 if you have any questions.

Cc: Copier Committee Members

Agenda Language:

Authorize the Mayor to execute a four (4) year master lease agreement for Office Copiers with TGI Office Automation and authorize the Purchasing Agent to add office copiers to this master agreement for a total amount not to exceed \$268,505.21 .

Acct various.



City of Norwalk
Information Technology Department
 125 East Ave., Rm203
 Norwalk, CT 06850
 Phone: 203-854-7714 Fax:203-854-7803
ITT Request Form



Office Copiers Award 2016 - 2020

Request Number: Copiers Modification Number : 0 Date of Request: 4-Apr-16

FUNDED IN CURRENT CAPITAL OR EXPENSE BUDGET: YES CONSISTENT WITH CITY TECHNOLOGY PLAN: Yes
BUDGET ACCOUNT: Various

VENDOR DATA

TGI Office Automation

PRICING INFORMATION

QTY.	DESCRIPTION	MAKE	MODEL	PRICE/UNIT	EXT PRICE
4 years	Master Lease Agreement	Lanier Copiers	various	various	\$268,505.21
Shipping					
Total Price					\$268,505.21

Date Presented: 4-Apr-16 Date Approved: 4-Apr-16
 PROJECT Copiers ITT Signature: K. Del Vecchio (signature on file)

MEMORANDUM

To: Members of the City of Norwalk Common Council

From: Donna Castracane, Assistant Director of Management & Budgets

Re: Copier Contract Award

Date: April 19, 2016

Per Gerald Foley's memo dated April 1, 2016, the City solicited proposals for Office Copiers.

After careful review, the selection committee decided to award the four (4) year contract to TGI Office Automation based on them being the lowest responsible qualified bidder for these services. At the Finance Committee meeting on April 14, 2016 the committee members asked for additional information be provided to the full Council.

First, they asked for a definition of lowest responsible qualified bidder per the City's purchasing guidelines. According to the City's procurement guidelines the lowest responsible qualified bidder is defined as the bidder whose bid is the lowest of these bidders possessing the skill, ability and integrity necessary to faithful performance of the work based on the objective criteria considering past performance and financial responsibility. Further, a responsible bidder is the person/company who has the capability in all respects to perform fully the contract requirements and the integrity and reliability which will assure good faith performance.

Second, they asked for a more detailed explanation for the committee's decision to switch vendors. The committee reviewed the initial RFPs for the companies and interviewed the three lowest bidders. After the interview process the committee members rated each company and TGI was determined most qualified based on the following. They were the least expensive bidder at \$268,505 for the four year term of the contract (as seen in the attached pricing summary). Their overall presentation was better, both in terms of their initial submission and the in person interview. Their project plan was the most detailed and complete as far as implementation, support and service. Furthermore, the City's overall experience with the other two short-listed vendors was not satisfactory enough to continue, or go back to service contracts with either. When this is taken in context of lowest qualified bidder, the committee considered the pricing and past performance of both CBS and RICOH and decided not to go with either, but instead choose TGI Office Automation to provide copier service to the City for the next four years.

It should also be noted that the original pricing summary provided to the Finance Committee had an error. The RICOH submission provided on 2/29 was lower because it used the same pricing for different types of machines. Once the error was caught, we asked RICOH to update their pricing with the correct amounts and their final submission is included in the enclosed detail.

February 29, 2016

**NORWALK PURCHASING DEPARTMENT
RESPONSE SUMMARY – Project #3601
COPIER MANAGEMENT SERVICES
SHORT-LIST PRICING
UPDATED 02/29/2016**

Thank you for your response to our Request for Proposals. The following pages are a summary of the proposal submissions received for this project.

48 MONTH LEASE PERIOD						
Companies	Proposed Monthly Cost (39 Copiers)	Proposed Total 48 Mo.cost (39 copiers)	Proposed Monthly Cost (Alternates)	Proposed Total 48 Mo.cost (39 copiers + Alternates)	Proposed Monthly Cost (Substitutions)	
1. Cannon Solutions America**	\$6,689.50	\$321,096.19	\$1,050.51	\$371,520.43	\$3,518.63	
2. Connecticut Business Systems	\$4,724.86	\$226,793.47	\$ 885.98	\$269,320.27	\$2,169.15	
3. RICOH USA	\$5,420.86	\$260,201.47	\$ 862.73	\$301,612.27	\$2,813.97	
4. TGI Office Automation	\$4,918.86	\$236,105.21	\$ 675.00	\$268,505.21	\$2,219.54	

VII C
1-3

TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE
FROM: MICHAEL SGOBBO, PROPERTY MANAGER
DATE: APRIL 19, 2016
RE: CITY HALL – NEWSSTAND CONCESSION

The current City Hall Newsstand Concession vendor, Debo Food Services, agreement expires on June 30, 2018. They have informed the City that they no longer desire to continue operating the City Hall Newsstand Concession as outlined in their contract. They have the option to terminate, under Article VI of the agreement between the City and the Vendor “either party may, at any time, and for no reason, terminate this Agreement and all rights and permission hereby granted”. In response to the need to secure a new vendor, the Purchasing Department issued a Request for Proposals. On February 19, 2016 the City received three proposals.

Firm

Marinellos Pizzeria & Deli
Dominick Pisano, Jr./ Dominick’s Deli
Varsha Trivedi

The Purchasing Department and the Office of Building Management have interviewed all three respondents and recommends marinello’s Pizzeria & Deli as the most responsible proposer to operate the Newsstand Concession at City Hall.

ACTION REQUESTED:

a. Authorize the Mayor, Harry W. Rilling, to execute a license agreement with Marinello’s Pizzeria & Deli to operate the Newsstand Concession at City Hall for a initial term of 3 years plus two - one (1) year options. Effective dates from 5/1/16 – 4/30/2019 and two – one (1) year options from 5/1/2019 – 4/30/2021.

Annual payment to the City shall be as follows:

FY 2016 – 2017	\$3,600.00
FY 2017 – 2018	\$3,700.00
FY 2018 – 2019	\$3,800.00

Option Years:

FY 2019 – 2020	\$3,800.00
FY 2020 – 2021	\$3,800.00

Historical Commission
City of Norwalk
125 East Avenue
Norwalk, CT 06851

March 30, 2016

Land Use & Building Management
Common Council, City of Norwalk
125 East Avenue
Norwalk, CT 06850

Dear Committee Members:

The Historical Commission has worked with architects to develop plans to improve the ADA compliance of the new museum building located at City Hall. This will be accomplished in three or four phases depending upon funding availability.

The first phase of the project will focus on exterior improvements to provide ADA compliant access from the parking lot to the building. This includes new sidewalks, curb cuts and an ADA ramp and terrace into the building, replacing the current, non-compliant ramp.

Additionally, the rear foundation wall of the building will be excavated, repaired, and waterproofed, along with installing new drainage to resolve leaks that occur through the wall.

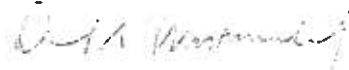
Purchasing issued an RFP to solicit bids for the project based upon specifications developed by our architect. We are recommending awarding the bid to the low bidder, Milan's Expert Renovation, LLC. See attached for the bid summary.

The proposed action is:

AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT WITH MILAN'S EXPERT RENOVATION, LLC, FOR CONSTRUCTION OF PHASE I ADA ENHANCEMENTS, FOUNDATION WATER-PROOFING AND DRAINAGE TO THE MUSEUM BUILDING AT CITY HALL IN THE AMOUNT NOT TO EXCEED \$169,202.50. ACCOUNTS 09156310 5777 C0549, 09166310 5777 C0573, 091766310 5777, C0573, & 0915 7100 5777 C0235

AUTHORIZE THE HISTORICAL COMMISSION TO EXECUTE CHANGE ORDERS ON THE CONTRACT NOT TO EXCEED \$22,000.

Sincerely yours,



David G. Westmoreland
Chairman

Attachment

February 18, 2016

NORWALK PURCHASING DEPARTMENT RESPONSE SUMMARY – PROJECT #3640

ADA Accessibility Improvements –Phase One

Norwalk Historical Society (NHS) Museum, 141 East Avenue, Norwalk, CT

Thank you for your response to our Request for Bid submissions. The following is a summary of the submitted bids for this project.

	Firms	LUMP SUM TOTAL	ALTERNATES		
			ALT-1	ALT-2	ALT-3
1.	Carjen Fence Co., Inc.	\$228,823.00	(\$ 6,597.00)	(\$1,750.00)	\$15,500.00
2.	Diversified Contractors, LLC	\$169,750.00	(\$ 5,000.00)	(\$1,750.00)	\$ 8,900.00
3.	Domus Constructors, LLC	\$210,668.00	(\$12,000.00)	(\$2,000.00)	\$14,000.00
4.	G. Pic & Sons Construction Co.	\$266,750.00	(\$ 9,000.00)	(\$1,750.00)	\$16,000.00
5.	Milan's Expert Renovation, LLC	\$156,302.50	(\$ 4,000.00)	(\$2,000.00)	\$12,900.00
6.	NAC Industries, Inc.	\$548,750.00	(\$10,000.00)	(\$1,750.00)	\$21,700.00
7.	Specialty Construction System, Inc.	\$248,750.00	(\$ 8,000.00)	(\$1,750.00)	\$21,500.00
8.	WBCT, Inc.	\$215,570.00	(\$ 7,500.00)	(\$1,750.00)	\$ 6,500.00



DEPARTMENT OF PUBLIC WORKS

TO : MEMBERS OF COMMON COUNCIL
FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER
RE : LOCKWOOD MATHEWS MANSION MUSEUM
DECD GRANT APPROVAL
DATE : APRIL 19, 2016

At the April 12, 2016 Common Council meeting, the Council approved the following:

“Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to receive and implement State DECD Grant in the amount of \$500,000 for ADA improvements at Lockwood Mathews Mansion Museum.”

On April 15, I was advised that DECD requires a specific Council Resolution to read as follows and I am hereby forwarding to the Common Council for approval:

RESOLUTION

WHEREAS, pursuant to PA 79-607, Sec 21(b)(6)(B), the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

WHEREAS, it is desirable and in the public interest that the City of Norwalk make an application to the State for \$500,000 in order to undertake the ADA Compliance Improvements at the Lockwood Mathews Mansion and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE NORWALK COMMON COUNCIL:

- 1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by PA 79-607, Sec 21(b)(6)(B);
2. That the filing of an application for State financial assistance by the City of Norwalk in an amount not to exceed \$500,000 is hereby approved and that Mayor Harry W. Rilling is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an assistance Agreement with the State of Connecticut for Sate financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the City of Norwalk.

VII D
1-2

Chapter 11A. Alarm Systems

Article I. Burglar and Holdup Alarm Systems

[Adopted 4-8-1986]

§ 11A-1. Title.

This article shall be known and may be cited as the "Ordinance Regulating Burglar and Holdup Alarm Systems and Users."

§ 11A-2. Purpose.

The purpose of this article is to reduce the number of false alarms and promote the responsible use of alarm devices, thereby improving the members of the Police Department who must respond to such alarms.

§ 11A-3. Definitions.

As used in this article, the following terms shall have the meanings indicated:

ALARM SYSTEM

Any device or assembly of equipment arranged to signal, audibly or visibly, the presence of a hazard requiring urgent attention and to which police and fire personnel are expected to respond. In this article, the term "alarm system" shall include the terms "automatic holdup alarm system," "burglar alarm system," "holdup alarm system" and "manual holdup alarm system." Alarm systems which monitor temperature, humidity or any other condition not directly related to the detection of an unauthorized intrusion into a premises or an attempted robbery or a fire or smoke condition at a premises are specifically excluded from the provisions of this article.

ALARM USER

Any person on whose premises an alarm system is maintained within the City of Norwalk, except alarm systems on motor vehicles or proprietary alarms. If, however, an alarm system on a motor vehicle is connected with an alarm system at a premises (other than a proprietary system), the person using such system is an alarm user. Also excluded from this definition and from the coverage of this article are persons who use alarm systems to alert or signal persons within the premises in which the alarm system is located of an attempted unauthorized intrusion or holdup attempt. If such system, however, employs an audible signal emitting sounds or a flashing light or beacon designed to signal persons outside the premises, such system shall be within the definition of "alarm system" and shall be subject to this article.

AUTOMATIC DIALING DEVICE

An alarm system which automatically sends over regular telephone lines, by direct connection or otherwise, a prerecorded voice message or a coded signal indicating the existence of the emergency situation that the alarm system is designed to detect.

AUTOMATIC HOLDUP ALARM SYSTEM

An alarm system in which the signal is initiated by the action of the robber.

BURGLARY ALARM SYSTEM

An alarm system signaling an entry or attempted entry into the area protected by the system.

CENTRAL STATION

An office to which remote alarm devices are connected where operators monitor those signals and relay information to the Police Department.

CITY

The City of Norwalk, County of Fairfield, Connecticut.

FALSE ALARM

The activation of an alarm system through mechanical failure, malfunction, improper installation or the negligence of the owner or lessee of an alarm system or of his employees or agents. Such terminology does not include, for example, alarms caused by hurricanes, tornadoes, earthquakes or other violent conditions. "False alarms" shall not mean alarms transmitted because of a watermain break or similar causes that occur outside of the protected property. "False alarms," as defined in this article, also do not include those alarms that are transmitted with a criminal, malicious or mischievous intent.

HOLDUP ALARM SYSTEM

An alarm system signaling a robbery or attempted robbery.

MANUAL HOLDUP ALARM

An alarm system in which the signal transmission is initiated by the direct action of the person attacked or by an observer of the attack.

PERSON

Any individual, firm, partnership, association, corporation, company or organization of any kind.

POLICE or POLICE DEPARTMENT

The publicly supported Police Department of the City of Norwalk.

§ 11A-4. Automatic dial alarm prohibited.

A.

No automatic dial alarms may be installed which transmit a signal directly to the Police Department.

B.

This section does not apply to automatic dial alarms which transmit to a central station.

§ 11A-5. Alarm User Notification.

Central stations are required to call the alarm user before calling the Police Department.

§ 11A-56. Exterior audible devices.

A.

Unless required by law, no alarm device which produces an exterior audible signal shall be permitted unless its operation is automatically restricted to a maximum of 30 minutes.

B.

All existing devices which produce an exterior audible signal shall be modified within 60 days of the effective date of this article to comply with Subsection **A** of this section.

§ 11A-67. Testing of alarm devices.

Permission is not required to test or demonstrate alarm devices not transmitting signals directly to the Police Department. If such signals are to be relayed to the Police Department, permission from the head of the affected department or his designee must first be obtained.

§ 11A-78. through § 11A-9. (Reserved)

[1]

Editor's Note: Former §§ 11A-7, False alarms, 11A-8, Municipal responsibility, and 11A-9, Exceptions, were repealed 1-28-2003.

Article II. Alarm Devices; False Alarms

[Adopted 1-28-2003]

§ 11A-10. Legislative determination.

A.

It is determined that the number of false alarms being made to the Norwalk Police and Fire Departments hinders the efficiency of those Departments, lowers the morale of Department personnel, constitutes a danger to the general public during responses to false alarms, and that the adoption of this article will reduce the number of false alarms and promote the responsible use of alarm devices in Norwalk.

B.

The general welfare and safety of the residents of Norwalk will be best served and protected by the establishment and implementation of an ordinance requiring the registration of alarm devices and establishing a mechanism to reduce the number of false alarms and promote the responsible use of alarm devices in Norwalk.

§ 11A-11. Definitions.

For the purpose of this article, the following definitions shall apply.

ALARM DEVICE

Any device which, when activated by a criminal act, fire or other emergency calling for Police or Fire Department response, transmits a signal to the Police or Fire Department; transmits a signal to a person who relays information to the Police or Fire Department; or produces an audible or visible signal to which the Police or Fire Department is expected to respond.

Excluded from this definition and the scope of this article are devices which are designed to alert or signal only persons within the premises in which the device is installed.

ALARM USER

The owner of any premises in which an alarm device is used, provided that an occupant who expressly accepts responsibility for an alarm device by registration pursuant to § 11A-14 shall be deemed the "alarm user."

AUTOMATIC DIAL ALARM

A telephone device or attachment that mechanically or electronically selects a telephone line to the Police or Fire Department and reproduces a prerecorded voice message to report a criminal act, fire or other emergency calling for Police or Fire Department response.

CENTRAL STATION

An office to which remote alarm devices transmit signals where operators monitor those signals and relay information to the Police and Fire Departments.

CONTRACTOR

Any person, firm or corporation in the business of supplying and installing alarm devices or servicing the same.

FALSE ALARM

Any activation of an alarm device to which the Police or Fire Department responds and which is not the result of an actual emergency.

§ 11A-12. Administrator.

The Chief of the Norwalk Police Department and the Chief of the Norwalk Fire Department shall jointly designate an Alarm Administrator for alarm devices who shall have the powers and duties granted under this article.

§ 11A-13. Alarm Appeal Board.

A.

There shall be an Alarm Appeal Board, which shall have the powers and duties granted to it under this article.

B.

The Alarm Appeal Board shall consist of five members, at least one of whom shall have experience with installing or servicing alarm devices. Each member shall be nominated by the Mayor and confirmed by the Common Council. The Mayor will designate the Chairman. Each initial member shall serve until January 1, 2005. All members shall be electors of the City of Norwalk and shall serve without compensation. Further appointments, except to fill vacancies, shall be for terms of four years. Appointed members shall serve until their successors shall have been appointed and qualified. Vacancies in the membership shall be filled for the unexpired portion of a term in the same manner as regular appointments.

C.

Three members of such Board shall constitute a quorum. All decisions of the Board shall be made by agreement of a majority of those present and voting.

§ 11A-14. Notice and registration of alarm devices required.

On or after 90 days of the effective date of this article:

A.

No person, firm or corporation shall install an alarm device without first providing the Alarm Administrator with the name, address and phone number of the owner of the premises wherein an alarm device is to be installed. An occupant of such premises, other than the owner, can accept responsibility for an alarm device used on the premises by executing a written acceptance form and filing the name with the Alarm Administrator.

B.

Each alarm user shall register his alarm device or devices with the Alarm Administrator prior to use of the alarm device.

C.

Each user of an existing alarm device or contractor acting on behalf of an alarm user shall register the alarm device with the Alarm Administrator.

§ 11A-15. Alarm device registration procedure.

A.

Alarm device registration shall be accomplished by filling out a form provided by the Alarm Administrator which shall require such information concerning the identity of the proposed alarm user, the identity of the alarm user's contractor, if any, and the nature of the proposed alarm device, as the Alarm Administrator may require. The Alarm Administrator shall issue the alarm user a written acknowledgment of proper registration.

B.

It shall be the responsibility of each alarm user who has possession of the premises to notify the Alarm Administrator of changes in registration information.

§ 11A-16. Registration of central stations required.

Each central station which plans to transmit signals to the Norwalk Police or Fire Department must register with the Alarm Administrator before doing so.

§ 11A-17. Central station registration procedure.

A.

Central station registration shall be accomplished by filling out a form provided by the Alarm Administrator which shall include such information as the Administrator may require concerning the identity of the applicant, the type of its business organization (individual proprietorship, partnership, corporation), the principal place of business of the entity, the location of the office monitoring alarms and the alarm users in Norwalk served by the station. The Administrator shall issue the central station a written acknowledgment of proper registration.

B.

It shall be the responsibility of each central station to notify the Administrator of any change in the registration information in writing within 30 days, but such notification need not be given more frequently than once a month.

§ 11A-18. Registration of contractors required.

A.

Each contractor that wishes to provide authorized alarm device inspection and repair services shall register with the Alarm Administrator.

B.

Contractor registration shall be accomplished by filling out a form provided by the Alarm Administrator which shall include such information concerning the identity of the applicant, the type of its business organization (individual proprietorship, partnership, corporation), the principal place of business of the entity, the places of business from which Norwalk alarm users will be served, the types and makes of equipment the contractor is qualified to service, as the Administrator may require. The Administrator shall issue the contractor a written acknowledgment of proper registration.

C.

It shall be the responsibility of each contractor to notify in writing the Alarm Administrator of changes in the registration information within 30 days of the change.

§ 11A-19. Registration fees.

There shall be a registration fee of \$10 for each registration under §§ 11A-16, 11A-17 and 11A-18.

~~§ 11A-20. New automatic dial alarms prohibited.~~

~~No automatic dial alarm device may be installed after the effective date of the article.~~

~~§ 11A-2120. Reporting of false alarms.~~

A.

The Norwalk Police Department and Norwalk Fire Department shall report false alarms to the Alarm Administrator, based upon the report of the investigating officer.

B.

It shall be the responsibility of the central station to notify the alarm user whenever the central station reports an alarm to the Norwalk Police Department or Fire Department.

~~§ 11A-2221. Charges for false alarms.~~

A.

When the Alarm Administrator determines that the Police Department or Fire Department has responded to a false alarm, the Alarm Administrator shall impose a charge on the responsible alarm user according to the following schedule:

(1)

For the first two false alarms within the City's fiscal year: no charge.

(2)

For the third false alarm within the City's fiscal year: \$5075.

(3)

For each subsequent false alarm within the City's fiscal year: \$75100.

B.

Failure to pay any such charge within 30 days of the imposition thereof shall constitute a separate violation of this article. Each month thereafter that a charge remains unpaid shall constitute a separate violation.

C.

Charges may be amended by a fee schedule enacted by the Common Council.

~~§ 11A-2322. Notification of charges.~~

A.

The Alarm Administrator shall notify the responsible alarm user of any false alarm charge by mail addressed to the alarm user at the address noted on the registration form on file. Within 30 days after receipt of such notice, the alarm user may file with the Administrator information to show that the alarm was not a false alarm within the meaning of this article. Notice shall be deemed to be received within seven days from date of mailing.

B.

The Administrator shall consider all such information, reaffirm or rescind the false alarm charge based on the use of reasonable judgment and notify the alarm user of its decision by mail. No later than 30 days after the mailing of such notice, the alarm user may file with the Alarm Appeal Board an appeal, in writing, to challenge the basis for the Alarm Administrator's decision.

§ 11A-2423. Violations and penalties.

Any person who performs or causes to be performed any of the following acts shall be subject to a penalty not to exceed \$75 for each such act:

A.

Failure to register an alarm device, central station or contractor or give notice of changes in registration information within the required times and as required by this article.

B.

Use of an automatic dial alarm device.

C.

Installation of an alarm device without first providing the Alarm Administrator with the name, address and phone number of the owner of and the alarm user at (if different) the premises wherein the alarm device was installed. Each thirty-day period following the imposition of a penalty that a violation remains uncorrected or that a penalty remains unpaid shall constitute a separate violation.

§ 11A-2524. Appeals procedure.

~~Appeals shall be filed in writing within 30 days. Upon receipt of a timely appeal from a false alarm charge, registration suspension, violation or penalty, the Alarm Appeal Board shall hold a hearing to consider the appeal and shall mail notice of the time and place of said hearing to the alarm user taking the appeal, to the last known address, at least 15 days before the hearing. The address listed on the registration shall be deemed to be valid and current for purposes of this article. On the basis of information provided by the alarm user and other information introduced at the hearing, the Board shall affirm the action or decision of the Alarm Administrator if it finds that such action or decision was properly imposed, or it may rescind the action or decision if it finds the action or decision was improper and without a reasonable basis.~~

Hearings and appeals shall be governed by Section 7-152c of the Connecticut General Statutes, as may be amended from time to time.

§ 11A-2625. Information to be compiled.

The Alarm Administrator, Norwalk Police Department and Norwalk Fire Department shall, with respect to each false alarm, compile information concerning the alarm devices involved, contractors and addresses of false alarms and any other information that may be evaluated to determine relative

reliability of different types of alarm devices, and particular contractors and the frequency of false alarms attributable to different categories, addresses and contractors.

§ 11A-2726. Disclaimer of liability.

Notwithstanding the provisions of this article, the City of Norwalk, its departments, officers, agents and employees shall be under no obligation whatsoever concerning the adequacy, operation or maintenance of any alarm device or of the alarm-monitoring and responding facilities of the Norwalk Police and Fire Departments. No liability whatsoever is assumed for the failure of such alarm devices or monitoring facilities or for the failure to respond to any alarms or for any other acts or omission in connection with such alarm devices. Each alarm user shall be deemed to hold and save harmless the City, of Norwalk, its departments, officers, agents and employees from any and all liabilities and responsibilities in connection any alarm device, including the use, installation and or operation of any alarm device, regardless of registration status.

§ 11A-2827. Charges and fees to be paid into general fund.

Charges for contractor registration, charges for false alarms, appeal fees and penalties for violations and late charges shall be collected by the Alarm Administrator and placed in the general fund. The failure to pay any charge, suspension, violation or penalty within 30 days from date of imposition shall cause a late charge of \$25 to be due and payable for each thirty-day period during which an outstanding balance is due.

§ 11A-2928. Enforcement.

The City of Norwalk, upon authorization of the Alarm Administrator, may institute civil proceedings to enforce the provisions of this article.

§ 11A-3029. Applicability.

The provisions of this article shall not apply to alarm devices on premises owned or controlled by the City of Norwalk, including the Norwalk Board of Education, the State of Connecticut or the government of the United States nor to alarm devices installed in a licensed motor vehicle, trailer or boat.

Definitions

COMMERCIAL VEHICLE – Any vehicle used in commerce; whether for hauling goods, equipment, or transporting passengers for a fare.

~~§98-26 Parking of commercial vehicles~~ Prohibited Vehicles

A. No person shall park, cause to be parked or permit to be parked any ~~commercial vehicle of more than 1 ¼ ton's rated capacity~~ of the following vehicles upon any public street or highway or other public place within the city in excess of the time limit prescribed:

(1) Commercial vehicles with more than 1 ¼ ton rated capacity – four hours maximum.

(2) Commercial trailer – four hours maximum.

(3) Boat trailer- twelve hours maximum.

(4) Camper trailer – twelve hours maximum.

(5) Recreational vehicles – twelve hours maximum.

B. No person shall park, cause to be parked or permit to be parked at one time in any residential district or upon any street adjacent thereto, two or more commercial vehicles or commercial trucks.

~~B. C. Any person who parks a commercial vehicle in excess of four hours in violation~~es of the provisions of this section shall be fined for each violation in an amount established in accordance with the provisions of §90-4. Approval of rates and fees.