

**CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
REGULAR MEETING
JUNE 13, 2019**

ATTENDANCE: John Kydes, Acting Chair; Ernest Dumas, Douglas Hempstead, Nick Sacchinelli, Darlene Young (7:05 p.m.)

ABSENT: Greg Burnett, John Igneri

OTHERS: Lisa Biagiarelli, Tax Collector; Chitsamay Lam, Comptroller; Karen DelVecchio, IT Director; Jeff Oduro, IT Department

CALL TO ORDER

Mr. Kydes, the Acting Chair, called the meeting to order at 7:01 p.m.

ROLL CALL

Mr. Kydes called the roll. A quorum was present.

PUBLIC PARTICIPATION

There was no one from the public that wished to address the Committee at this time.

**APPROVAL OF THE MINUTES FOR THE FOLLOWING
FINANCE/CLAIMS COMMITTEE MEETINGS:**

• **May 9, 2019**

**** MR. SACCHINELLI MOVED THE MINUTES OF THE MAY 9, 2019 MEETING.**

**** THE MOTION TO APPROVE THE MINUTES OF MAY 9, 2019 AS SUBMITTED PASSED UNANIMOUSLY.**

Claims Committee: receive the monthly Claims report; review and approve claims as required for Claims Report dated:

June 13, 2019

Ms. Biagiarelli stated that there were no claims requiring the Committee's approval this month.

Narrative on Tax Collections dated June 13, 2019 - Receive Report and discuss.

**Monthly Tax Collector's Reports - Receive Reports and discuss:
May 31, 2019**

Ms. Biagiarelli gave a brief overview of her report for the Committee.

8. Authorize the Purchasing Agent to issue purchase orders in accordance with City Procurement Guidelines for the supply of personal computer workstations, laptops, ruggedized data terminals, tablets, and obsolete asset disposal, according to City IT Department specifications for an amount not to exceed \$195,000.00, account number 09201370-5777-C0375 (budgeted IT capital item; no special appropriation required) and forward on to the Common Counsel for further action.

**** MR. SACCHINELLI MOVED THE ITEM.**

Ms. DelVecchio came forward and said that she was present to speak about Items 8-11.

Ms. Young joined the meeting at 7:05 p.m.

Ms. DelVecchio said that they inventory the equipment and informed the Committee that this request was slightly higher this year because the IT Department is now handling the Health Department.

Mr. Kydes asked if this was part of the re-organization. Ms. DelVecchio said that when the new Health Director arrived, everyone realized it was time to bring the Health Department server over to the City Computer Center.

Mr. Sacchinelli asked about the refresh path, the buy back policy and other technical questions, which Ms. DelVecchio reviewed with him.

**** THE MOTION PASSED WITH THREE (3) IN FAVOR (DUMAS, HEMPSTEAD AND SACCHINELLI) AND ONE (1) ABSTENTION (YOUNG).**

9. Authorize the Purchasing Agent to issue purchases orders to Total Communications, State of Connecticut contract 18PSX0202, for the supply and installation of Cisco routers at each fire station for an amount not to exceed \$26,448.76, account 09201370-5777C0375 (budgeted 2019/2020 IT capital item; no special appropriation required) and forward on to the Common Counsel for further action.

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

Ms. DelVecchio said that back in 2017 the phone system was upgraded. She said that some of the remote sites, like the Police Department and City Hall were completed. This request is for the Fire Department stations.

**** THE MOTION PASSED UNANIMOUSLY.**

10. a) Authorize the Purchasing Agent to issue purchase orders to Connecticut Public Sector Solution for the supply and installation of a storage area network for Norwalk Police per quotation 24814178.03-W1, National Cooperative Purchasing Alliance contract number NCPA 01-44, for an amount not to exceed \$5 three, 173. 47, account 09201370-5777-C0375 (budgeted IT space 2019/2020 capital item; no special appropriation required).

b) Authorize the Purchasing Agent to issue purchase orders to total communications, state of CT contract 18PSX0202, for the supply of two Nexis 10 gig switches for Norwalk Police for the amount not to exceed \$1 three, 206. 00, account 09201370-5777-C0375 (budgeted IT 2019/2020 capital item; no special appropriation required).

**** MR. SACCHINELLI MOVED THE ITEMS.**

Mr. Oduro gave an overview of the replacement STAN (Storage Area Network) unit which is 12 years old. The data speed is slower and the police need storage for videos.

Mr. Sacchinelli asked why they were not storing this in the cloud. Ms. DelVecchio said that with all the doorbell cameras and other surveillance cameras, the police gather up video when it is needed as evidence. This requires more storage. Unless the cloud service can provide secure storage, the video can not be stored on their servers.

Mr. Young asked about the fact that the data center was moved to the Fire Department. Ms. DelVecchio said that when the new station was built, they moved the data center over there because the flooring, temperature controls and generators were done to spec.

**** THE MOTION PASSED UNANIMOUSLY.**

11. Authorize the Purchasing Agent to issue purchase orders to the lowest authorized reseller for the supply of Windows and database server software license upgrades for an amount not to exceed \$142,000.00, account 092013 70-5777C0375 (budgeted IT 2019/2020 capital item; no special appropriation required) and forward to and to the Common Counsel for further action.

Mr. Oduro said that the department needs to upgrade their servers, which are over 10 years old. This is the time to do it. Ms. DelVecchio said that the first quote was rounded up, but the Purchasing Agent will be issuing a bid with a specific dollar amount.

12. Receive Oak Hills Authority monthly Financial Statement for April 30, 2019.

Mr. Hempstead said that he would like have an update from the Authority. Mr. Kydes said that they had restructured the debt so that with every round, the City gets a portion of the fee. Ms. Lam said that they have the lease and payment are scheduled to start in July 2020.

ADJOURNMENT

**** MR. HEMPSTEAD MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:22 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services