

CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
REGULAR MEETING VIA ZOOM
MAY 14, 2020

ATTENDANCE: Greg Burnett, Chair; Nick Sacchinelli, Tom Keegan, Ernest Dumas, David Heuvelman, George Theodoridis

STAFF: Henry Dachowitz, Chief Financial Officer; Lisa Biagiarelli, Tax Collector; Chitsamay Lam, Comptroller; Jessica Casey, Chief of Community and Economic Development; Carl Dickens, Oak Hills Park Authority; Mark Gartner, Oak Hills Park Authority; Randy Avery, Oak Hills Park Authority; Angela Fogel, Budget Director

OTHERS: Albert Bassett, Ralph Kolb, Artie Kassimis, Anthony Carr, Troy Jellerette, Ed Camacho, James Frayer, Kathryn Hebert, Vanessa Valadares

CALL TO ORDER

Mr. Burnett called the meeting to order at 7:03 p.m. A quorum was present.

ROLL CALL

PUBLIC PARTICIPATION

There was no public comment at this time.

APPROVAL OF MINUTES

There were a couple of corrections in spelling of the attendees.

**** MR. HEUVALMAN MOVED TO APPROVE THE APRIL 9, 2020 MINUTES AS AMENDED.**

**** MR. SACCHINELLI SECONDED**

**** MOTION PASSES UNANIMIOUSLY**

CLAIMS COMMITTEE

Ms. Biagiarelli reviewed the report with the committee and explained anything over \$10,000 needed approval.

**** MR. SACCHINELLI MOVED TO APPROVE
** MOTION PASSED UNANIMIOUSLY**

**NARRATIVE ON TAX COLLECTIONS DATED MAY 14, 2020 and MONTHLY TAX
COLLECTOR'S REPORTS DATED APRIL 2020**

Mr. Barnett lumped these two items together for discussion. Ms. Bragiarelli mentioned how the City built a window to conduct City Hall business during the pandemic.

The City has collected 99% of this year's budget. Which is down 10% from last year. Tax bills will be mailed in June. The tax sale will be continued after the state of emergency is lifted.

No vote was required for these items.

**AUTHORIZE THE MAYOR, HARRY RILLING, TO SUBMIT AN APPLICATION TO
THE STATE OF CONNECTICUT DEPARTMENT OF EMERGENCY SERVICES AND
PUBLIC PROTECTION**

Division of Emergency Management & Homeland Security Grant for the Emergency Management Performance Grant which is approximately \$65,000.

Albert Bassett from the Fire Department explained this is a reimbursement the City has been getting for the past 4 years.

**** MR. KEEGAN MADE MOTION TO APPROVE AND BRING TO THE MAY 26, 2020
COMMON COUNCIL MEETING.
** MR. HEUVELMAN SECONDED.
** THE MOTION PASSED UNANIMIOUSLY.**

**AUTHORIZE THE MAYOR, HARRY W. RILLING, TO SUBMIT AN APPLICATION
TO THE STATE OF CONNECTICUT FOR GRANT FUNDS PROVIDED UNDER THE
STATE OF CONNECTICUT'S LOCAL CAPITAL IMPROVEMENT PROGRAM
(\$647,076-2020 ENTITLEMENT)**

Mr. Carr explained this is a formula based reimbursement for roads that have been paved already.

**** MR. HEUVELMAN MOVED THE MOTION AND BRING IT TO THE MAY 26, 2020 COMMON COUNCIL MEETING**

**** MR. DUMAS SECONDED THE MOTION.**

**** MOTION PASSED UNANIMIOUSLY.**

UPDATE ON OAK HILLS AUTHORITY OPERATION

Mr. Dickens and Mr. Gartner gave an overview of the finances at Oak Hills. There is less than \$3,000 in the bank. Since opening we have had some great revenue coming in. They showed a powerpoint presentation on the finances, since opening the park from having to shutdown with the pandemic. The debt of Oak Hills was covered along with the insurance and bills that need to be paid. The Line of Credit issues were also discussed. The representatives were asked to come back for the June meeting and provide an update.

APPROVAL OF BUDGET

(a) Approval of FY 2020-21 Parking Authority Budget

Mr. Bresher, Ms. Casey and Ms. Herbert present the budget to the Authority. The main topic was parking pre and post COVID-19. There is going to be contactless payment after the pandemic.

**** MR. HEUVELMAN MOVES THE MOTION AND MOVED TO BRING TO THE MAY 26, 2020 COMMON COUNCIL MEETING.**

**** MR. KEEGAN SECONDED THE MOTION.**

**** MOTION PASSED UNANIMIOUSLY.**

(b) Approval of FY 2020-21 WPCA Budget

Mr. Karp and Mr. Kolb presented the budget. There will be a \$7 increase across the board. There was no other discussion.

**** MR. HEUVALMAN MOVES THE MOTION AND MOVED TO BRING TO THE MAY 26, 2020 COMMON COUNCIL MEETING.**

**** MR. THEODORIDIS SECONDED THE MOTION.**

**** MOTION PASSED UNANIMIOUSLY.**

AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH SHIPMAN & GOODWIN LLP TO PROVIDE BOND COUNSEL SERVICES, WITH PRICING FOR SERVICES BASED UPON THE PROPOSAL SUBMITTED BY

**SHIPMAN & GOODWIN TO THE CITY ON JANUARY 28, 2020 AS AMENDED BY
THE MAY 1, 2020 EMAIL FROM BRUCE CHUDWICK. ACCOUNT #301340-5523**

Mr. Dachowitz said there was an RFP that was sent out with 4 responses. They interviewed those candidates through Zoom and chose Shipman & Goodwin. The old firm was Pullman & Comley. The contract is \$100,000/year for 5 years.

**** MR. KEEGAN MADE A MOTION TO APPROVE AND BRING FORWARD TO THE
MAY 26, 2020 COMMON COUNCIL MEETING.**

**** MR. DUMAS SECONDED THE MOTION.**

**** MOTION PASSED UNANIMIOUSLY.**

ADJOURNMENT

**** MR. KEEGAN MADE A MOTION TO ADJOURN THE MEETING AT 8:42 pm**

**** MR. SACCHINELLI SECONDED.**

**** MOTION PASSED UNANIMIOUSLY.**

Respectfully submitted,

Raeann Bromark
Telesco Secretarial Services