

**CITY OF NORWALK
COMMON COUNCIL FINANCE AND CLAIMS COMMITTEE
REGULAR MEETING
JULY 11, 2013**

ATTENDANCE: Carvin Hilliard, Chair; Matthew Miklave, David McCarthy, Bruce Kimmel, John Igeneri, Warren Peña (7:41 p.m.)

STAFF: Fred Gilden, Comptroller; Thomas Hamilton, Finance Director (7:31 p.m.); Lisa Biagiarelli, Tax Collector (7:36 p.m.)

OTHERS: Karen delVecchio, IT Director; David Westmoreland, Norwalk Historical Society President

CALL TO ORDER.

Mr. Hilliard called the meeting to order at 7:30 p.m. A quorum was present

Approve the Minutes of the Following Finance Committee Meeting: June 13, 2013.

**** MR. MCCARTHY MOVED THE ITEM.
** THE MOTION TO APPROVE THE MINUTES OF THE JUNE 13, 2013 FINANCE COMMITTEE MEETING AS SUBMITTED PASSED UNANIMOUSLY.**

Mr. Hamilton joined the meeting at 7:31 p.m.

Authorize the Mayor, Richard Moccia, to execute an Amendment to the Agreement with North American Theatrix, Ltd., for the supply, warranty, and installation of the Council Chambers Audio/Visual Improvement Project Phases 2 and 3 for an amount not to exceed \$88,403.00, PURA grant account 350671-5790.

**** MR. MIKLAVE MOVED TO AUTHORIZE THE MAYOR, RICHARD MOCCIA, TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH NORTH AMERICAN THEATRIX, LTD., FOR THE SUPPLY, WARRANTY, AND INSTALLATION OF THE COUNCIL CHAMBERS AUDIO/VISUAL IMPROVEMENT PROJECT PHASES 2 AND 3 FOR AN AMOUNT NOT TO EXCEED \$88,403.00, PURA GRANT ACCOUNT 350671-5790.
** THE MOTION PASSED UNANIMOUSLY.**

Upon vacancy of such site by the Norwalk Fire Department (currently anticipated on or before October 15, 2013) and subject to a formal request by the Historical Commission, the Common Council hereby designated the Lockwood House as a historic land site under the control and direction of the Norwalk Historical Commission.

**** MR. IGNERI MOVED THE ITEM.**

Mr. Hamilton explained that a "historical land site" is defined in the City Codes and places the property under the control and direction of the Historical Commission. The intention is to have the Historical Society to enter into a lease with the Historical Commission. He reviewed the details.

Ms. Biagiarelli joined the meeting at 7:36 p.m.

Mr. Miklave asked what the criterion was for designating a piece of property as a Historic Land site. Mr. Westmoreland said that it was whatever the Council approves. Mr. Hamilton said that it would be covered in Chapter 57b of the City Code. He then read the appropriate section to the Committee.

Mr. Miklave asked if there was anything particularly historical about the Lockwood House. Mr. Westmoreland said that it was built in the 1970's.

Mr. Miklave asked how much it would cost to maintain that property. Mr. Hamilton then directed everyone's attention to the appropriate document but cautioned everyone that he would have to check the numbers. Mr. Miklave said that it was his understanding that the City was going to be picking up the tab for the maintenance and would like to know what that price tag would be.

Mr. McCarthy asked if this agreement was reversible. Mr. Hamilton said that it was reversible. The city is putting some historic imprint on the building.

Mr. Peña joined the meeting at 7:41 p.m.

Mr. Miklave asked if the City retained ownership of the building. Mr. Hamilton said that the City would retain ownership.

**** MR. MIKLAVE MOVE TO AMEND THE MOTION TO INCLUDE THE FOLLOWING ITEM:**

AUTHORIZE THE MAYOR, RICHARD A. MOCCIA, TO EXECUTE A TEN-YEAR LEASE AGREEMENT WITH THE NORWALK HISTORICAL SOCIETY FOR THE USE OF THE LOCKWOOD HOUSE BASE UPON THE TERMS AND CONDITIONS OUTLINED IN THE ATTACHED TERM SHEET.

**** THE MOTION TO AMEND THE ITEM PASSED UNANIMOUSLY.**

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

UPON VACANCY OF SUCH SITE BY THE NORWALK FIRE DEPARTMENT (CURRENTLY ANTICIPATED ON OR BEFORE OCTOBER 15, 2013) AND SUBJECT TO A FORMAL REQUEST BY THE HISTORICAL COMMISSION, THE COMMON COUNCIL HEREBY DESIGNATED THE LOCKWOOD HOUSE AS A HISTORIC LAND SITE UNDER THE CONTROL AND DIRECTION OF THE NORWALK HISTORICAL COMMISSION. AUTHORIZE THE MAYOR, RICHARD A. MOCCIA, TO EXECUTE A TEN-YEAR LEASE AGREEMENT WITH THE NORWALK HISTORICAL SOCIETY FOR THE USE OF THE LOCKWOOD HOUSE BASE UPON THE TERMS AND CONDITIONS OUTLINED IN THE ATTACHED TERM SHEET.

PASSED UNANIMOUSLY.

Authorize the Mayor, Richard A. Moccia, to submit an application to the State of Connecticut for grant funds provided under the State of Connecticut Local Capital Improvement Fund for 2013 Local Capital Improvement Program (\$628,837 – 2012 Entitlement).

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

Mr. Hamilton said that this was a routine action that the State requires for the LoCIF funding. The City uses the funding as part of the paving program. He commented that some communities leave the amounts sitting up in Hartford. Sometimes this is done because they are saving up for a major capital project. Mr. Kimmel asked whether Norwalk had ever considered leaving funding up in Hartford. Mr. Hamilton said that he believed in drawing the funds down as soon as they were available.

**** THE MOTION TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA, TO SUBMIT AN APPLICATION TO THE STATE OF CONNECTICUT FOR GRANT FUNDS PROVIDED UNDER THE STATE OF CONNECTICUT LOCAL CAPITAL IMPROVEMENT FUND FOR 2013 LOCAL CAPITAL IMPROVEMENT PROGRAM (\$628,837 – 2012 ENTITLEMENT) PASSED UNANIMOUSLY.**

Resolution with respect to the issuance and sale of not to exceed \$21,000,000 City of General Obligation Bonds.

**** MR. MCCARTHY MOVED THE ITEM.**

Mr. Hamilton said that the City would be going to the rating agencies next week with the sale starting on August 1st through 15th. It is a competitive sale and it is expected there will be six to nine bids. Interest rates for municipal bonds have increased since May.

**** THE MOTION TO APPROVE THE RESOLUTION WITH RESPECT TO THE ISSUANCE AND SALE OF NOT TO EXCEED \$21,000,000 CITY OF GENERAL OBLIGATION BONDS PASSED UNANIMOUSLY.**

Authorize the Mayor, Richard A. Moccia, to execute all grant documents on the City's behalf for the \$400,000 Grant for a HVAC Chiller for the Maritime Aquarium at Norwalk Public Act 07-7, June Special Session, Section 13 (e)(3) from the State of Connecticut Department of Economic and Community Development.

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

**** THE MOTION TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA, TO EXECUTE ALL GRANT DOCUMENTS ON THE CITY'S BEHALF FOR THE \$400,000 GRANT FOR A HVAC CHILLER FOR THE MARITIME AQUARIUM AT NORWALK PUBLIC ACT 07-7, JUNE SPECIAL SESSION, SECTION 13 (e)(3) FROM THE STATE OF CONNECTICUT DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT PASSED UNANIMOUSLY.**

Claims Committee: receive the monthly Claims report; review and approve claims as required for Claims Report dated: July 11, 2013.

Ms. Biagiarelli said that this month there were claims that the Committee needed to approve. She gave a brief overview of these claims.

**** MR. MIKLAVE MOVED TO APPROVE THE CLAIMS REPORT.**

**** THE MOTION PASSED UNANIMOUSLY.**

Narrative on Tax Collections dated July 11, 2013 - Receive Report and discuss.

Ms. Biagiarelli stated that the current tax bills were mailed out June 19th and this gives the residents six weeks to pay. Collections have been going along well. August 1st is the last day to pay without fines. Resident passes are not released unless the taxes are paid. Taxes can be paid at a variety of local banks.

Mr. Miklave asked why the City did not have a drop box for last minute payments. Ms. Biagiarelli explained that if the envelope is postmarked by August 1st, it is considered to be on time. Other towns have had issues with people claiming they made a payment into a drop box.

Monthly Tax Collector's Report Dated June 30, 2013 - Receive Report and discuss.

Ms. Biagiarelli gave a brief overview of the report.

ADJOURNMENT.

**** MR. MCCARTHY MOVED TO ADJOURN.
** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Sharon L. Soltes
Telesco Secretarial Services.