

**CITY OF NORWALK
FINANCE/CLAIMS COMMITTEE
REGULAR MEETING
SEPTEMBER 12, 2013**

ATTENDANCE: Carvin Hilliard, Chair; Douglas Hempstead; Warren Peña, John Igeneri (7:52 p.m.)

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

CALL TO ORDER.

Mr. Hilliard called the meeting at 7:41 p.m. A quorum was not present.

Claim Committee: Receive the monthly Claims Report; review and approve claims as required for Claims Report dated September 13, 2013.

Ms. Biagiarelli reviewed the August report and the narrative. She said that the department was tracking and comparing the figures for the fiscal years of 2012 and 2013. The department has already achieved 51.20% in the tax levy at this time. She reviewed the figures with the Committee. The next tax sale is scheduled for July 2014.

Mr. Hempstead asked if additional material could be included with the tax mailings. Ms. Biagiarelli said that the department discourages including additional flyers or brochures. She explained that if the department did include an additional flyer, it would be a one time deal and it would have to be ready for inserting into the envelope by a week and a half before the mailing was scheduled to go out. She added that additional items dilutes the tax bill.

Ms. Biagiarelli then gave an overview of a major refund for \$60,259.74 on a very old tax bill appeal that started in 1999. The courts just handed down a ruling on this. Corporation Counsel and the judge have already signed off on this ruling. Mr. Hamilton said that when the budget is constructed, a contingency is calculated in so that a ruling like this would have funding. However, since this is the beginning of the tax year, the department feels it more.

Mr. Hempstead asked about the sewer rate being .3% behind. Ms. Biagiarelli said that it was just a blip. It could simply be one customer who has a large sewer bill has not paid it as of yet.

Mr. Hempstead asked what it cost to process a tax bill. Ms. Biagiarelli said that there were a number of ways that the billing was done.

Mr. Igeneri joined the meeting at 7:52 p.m. A quorum was now present.

She went on to explain that mailing was the least expensive processing method. Some people pay via the bank, others via a tax company. The most expensive method for the department is when people bring their tax payments in since it involves having a staff member process the payment right then and there.

**** MR. HEMPSTEAD MOVED TO APPROVE THE SPECIAL REQUEST TAX CLAIM OF \$60,259.74 AS A RESULT OF A COURT STIPULATION RULING.
** THE MOTION PASSED UNANIMOUSLY.**

Approval Of The Minutes Of The Following Finance Committee Meeting: August 8, 2013.

**** MR. HEMPSTEAD MOVED TO APPROVE THE FINANCE COMMITTEE MEETING MINUTES OF AUGUST 8, 2013.
** THE MOTION TO APPROVE THE FINANCE COMMITTEE MEETING MINUTES OF AUGUST 8, 2013 AS SUBMITTED PASSED WITH THREE IN FAVOR (HILLIARD, HEMPSTEAD AND PEÑA) AND ONE ABSTENTION (IGNERI).**

Resolution, authorizing a Special Capital Appropriation in the amount of \$1,276,580 for the Naramake School Improvement Project, representing the anticipated State of Connecticut share for this project. (Account No. 09145010-5799-B0321)

Mr. Hamilton said that this was part of the Naramake School project. He listed the various components including replacing the floor tiles, replacing the boiler and building an addition. The department projects that the State share would be \$1,276,580.

Mr. Hempstead asked what happens to the bond money that is not used. Mr. Hamilton reviewed the process. Mr. Gilden said that the City would not be bonding for the entire amount and would be paying out of pocket until the State reimbursement arrives. The City sends the reimbursement requests in monthly. Mr. Igneri asked what the percentage of the reimbursement rate was. Mr. Hamilton said that he believe it to be around 32%. The formula is driven by the grand list and Norwalk has the third largest grand list. Discussion followed about the details.

**** MR. HEMPSTEAD MOVED TO APPROVE THE RESOLUTION, AUTHORIZING A SPECIAL CAPITAL APPROPRIATION IN THE AMOUNT OF \$1,276,580 FOR THE NARAMAKE SCHOOL IMPROVEMENT PROJECT, REPRESENTING THE ANTICIPATED STATE OF CONNECTICUT SHARE FOR THIS PROJECT.
(ACCOUNT NO. 09145010-5799-B0321)
** THE MOTION PASSED UNANIMOUSLY.**

Receive the Board of Estimate and Taxation Appropriation dated September 3, 2013.

\$329,707 from Contingency to various Fire Department wage accounts to cover retro payments for the settled Fire Union Contract.

Mr. Hamilton stated that This was an old year appropriation for the settlement of the 2012-2013 Fire Fighters Union Contract.

**** MR. IGNERI MOVED TO APPROVE THE ITEM AS OUTLINED IN THE MEMO DATED SEPTEMBER 3, 2013 FROM ROBERT BARRON .**
**** THE MOTION PASSED UNANIMOUSLY.**

ADJOURNMENT.

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

The meeting adjourned at 8:05 p.m.

Respectfully submitted,

Sharon L. Soltes
Telesco Secretarial Services