# CITY OF NORWALK
# FINANCE & CLAIMS COMMITTEE
# REGULAR MEETING
# JULY 9, 2026
# BY ZOOM VIRTUAL MEETING

To allow public access, anyone may access a meeting by telephone and/or Zoom, or a recording in the City of Norwalk YouTube channel. Specific instructions and links can be found at norwalkct.gov/meetings.

Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.

Members of the public who wish to provide "live comments" may also use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.

Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Chitsamay Lam at clam@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

## I. CALL TO ORDER

Chair Frayer called the meeting to order at 7:00 p.m. There was a quorum present.

## II. ROLL CALL

**ATTENDANCE:** James Frayer, Chair; Johan Lopez, Vice Chair; Richard Dellinger, Nicole Eaddy, Brian Bailey
**STAFF:** Jared Schmitt, Chief Financial Officer; Joyce Liu, IT Director; Sharon Conners, Purchasing Agent; Chitsamay Lam, Comptroller; Ralph Valenzisi, BOE
**OTHERS:** Majority Leader Jalin Sead

Chair Frayer acknowledged those present as noted above.

## III. ACCEPTANCE OF MINUTES

### A. REGULAR MEETING: 06-11-2026

****MR. DELLINGER MOVED TO ACCEPT THE MINUTES OF 6-11-26**
****MR. DELLINGER REQUESTED TO HAVE ALAN DUTTON AND DENISE BROWN OF OAK HILLS PARK NAMES MOVED FROM STAFF TO OTHERS.**
****MOTION PASSED UNANIMOUSLY WITH CHANGES**

## IV. PUBLIC PARTICIPATION

There was no Public Participation.

Public participation closed at 7:04p.m.

## V. REPORTS

### A. OAK HILLS PARK AUTHORITY MONTHLY FINANCIAL STATEMENTS FOR MAY 2026 AND FY27 BUDGET ANNUAL DETAIL

**CHAIR FRAYER TABLED THE REPORT TO THE NEXT MEETING

### B. NARRATIVE ON TAX COLLECTIONS

Chair Frayer gave a brief overview.

****MS. EADDY MOVED TO ACCEPT THE NARRATIVE ON TAX COLLECTIONS**
****MOTION PASSED UNANIMOUSLY**

### C. MONTHLY TAX COLLECTOR'S REPORTS DATED MAY 2026

Chair Frayer gave a brief overview.
Updates on the cannabis revenue from the Chief Financial Officer, Jared Schmitt.

****MS. EADDY MOVED TO ACCEPT THE NARRATIVE ON TAX**

**COLLECTIONS**
****MOTION PASSED UNANIMOUSLY**

D. **CLAIMS COMMITTEE REPORT DATED JULY 2026**

****MR. DELLINGER MOVED TO ACCEPT THE CLAIMS COMMITTEE REPORT DATED JULY 2026 AS SUBMITTED**
****MOTION PASSED UNANIMOUSLY**

E. **TAX ASSESSOR REPORT**

**CHAIR FRAYER TABLED THE REPORT TO THE NEXT MEETING

F. **PURCHASING REPORT**

Updates from the Purchasing Agent, Sharon Conners

****MR. DELLINGER MOVED TO ACCEPT THE PURCHASING REPORT**
****MOTION PASSED UNANIMOUSLY**

## VI. OLD BUSINESS

There was no report on Old Business.

## VII. NEW BUSINESS

**Chair Frayer read Items A1-A6 together.**

A. **1. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO BRISK TEACHING, FOR SOFTWARE, FOR AN AMOUNT NOT TO EXCEED $34,500, ACCOUNT 09275010-5777-C0112, AND FORWARD TO THE COMMON COUNCIL FOR FURTHER ACTION.**

**2. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO EXEMPLARS INC., FOR SOFTWARE, FOR AN AMOUNT NOT TO EXCEED $29,575, ACCOUNT 09275010-5777-C0112, AND FORWARD TO THE COMMON COUNCIL FOR FURTHER ACTION.**

**3. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO CDW EDUCATION, FOR SOFTWARE, FOR AN AMOUNT NOT TO EXCEED $211,200, ACCOUNT 09275010-5777-C0112, AND FORWARD TO THE COMMON COUNCIL FOR FURTHER ACTION.**

**4. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO LAZEL INC., FOR SOFTWARE, FOR AN AMOUNT NOT TO EXCEED $100,133.04,**

**ACCOUNT 09275010-5777-C0112, AND FORWARD TO THE COMMON COUNCIL FOR FURTHER ACTION.**

**5. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO MAGIC SCHOOL INC., FOR SOFTWARE, FOR AN AMOUNT NOT TO EXCEED $20,542, ACCOUNT 09275010-5777-C0112, AND FORWARD TO THE COMMON COUNCIL FOR FURTHER ACTION.**

**6. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO ROCKETLIT INC., FOR SOFTWARE, FOR AN AMOUNT NOT TO EXCEED $31,729.50, ACCOUNT 09275010-5777-C0112, AND FORWARD TO THE COMMON COUNCIL FOR FURTHER ACTION.**

Updates from Assistant Superintendent of Digital Learning & Innovation, Mr. Valenzisi

****MS. EADDY MOVED ITEMS A1-A6**
****MOTION PASSED UNANIMOUSLY**

B.

Authorize the Mayor to accept a State and Local Cybersecurity Grant Program (SLCGP) award in the amount of $24,000 and to execute all required grant documents. The grant requires a City match of $6,000, for a total project value of $30,000.

City match account: 011370-574C.

Updates from I.T. Director, Joyce Liu

****MR. BAILEY MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY**

C. **AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO TOTAL COMMUNICATIONS, INC. FOR A THREE-YEAR PURE STORAGE SUPPORT AND MAINTENANCE RENEWAL, INCLUDING A CONTROLLER UPGRADE UNDER THE EVERGREEN GOLD/FOREVER SUPPORT PROGRAM, FOR THE PERIOD OF AUGUST 2, 2026, THROUGH AUGUST 1, 2029, UTILIZING CONNECTICUT NASPO CONTRACT #23PSX0163AE-8. TOTAL COST NOT TO EXCEED $87,630.39.**
**ACCOUNT ALLOCATION: 011370-574C**

Updates from I.T. Director, Joyce Liu

****MR. BAILEY MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY**

D. **RESOLUTION: REQUESTING FOR THE DEPARTMENT OF PUBLIC WORKS' PAVING PROJECTS THE AMOUNT OF $800,000 FROM THE MUNICIPAL GRANT IN AID (MGIA) – 2026 ALLOCATION. ACCOUNT 580000-5796-AID10 PAVING DPW MUNICIPAL AID**

Updates from Chief Financial Officer, Jared Schmitt

****MR. DELLINGER MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY**

E. **RESOLUTION: REQUESTING FOR THE DEPARTMENT OF PUBLIC WORKS A TRANSFER OF CAPITAL FUNDING FROM VETERANS MEMORIAL (ACCOUNT # 09246030-5777-C0367) IN THE AMOUNT OF $700,000 TO CALF PASTURE BEACH (ACCOUNT # 09266030-5777-C0365) FOR CONSTRUCTION OF THE PAVILION.**

Updates from Chief Financial Officer, Jared Schmitt

****MR. BAILEY MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY**

## VIII. ADJOURNMENT

Ms. Eaddy moved to adjourn.
Motion passed unanimously.
The meeting was adjourned at 7:57 p.m.

Respectfully Submitted,
Monique Cipriano