FINANCE/CLAIMS COMMITTEE MEETING
Thursday December 12, 2013 7:00P.M.

CITY HALL
Common Council Chambers
125 East Avenue
Norwalk, Connecticut
AGENDA

1. Public Participation

2. Narrative from Tax Collector discussing purpose and procedures for the monthly Claims section of the Committee meeting.

3. Claims Committee: receive the monthly Claims report; review and approve claims as required for Claims Report dated:
   October 10, 2013
   November 14, 2013
   December 12, 2013

4. Narrative on Tax Collections dated December 12, 2013- Receive Report and discuss.

5. Monthly Tax Collector's Reports - Receive Reports and discuss:
   September 30, 2013
   October 31, 2013
   November 30, 2013

6. Approve the Minutes of the following Finance Committee Meeting:
   September 12, 2013

7. Resolution, authorizing a Special Capital Appropriation in the amount of $27,958 for the Mill Hill Building ADA Accessibility Project (Account No. 09146310-5777-C0374).

8. Resolution, authorizing a Special Capital Appropriation in the amount of $500,000 for Improving Security and Enhance Safety in Norwalk Public School Buildings (Account No. 09145010-5777-C0260).

9. 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 Fund for 2013 Entitlement ($628,837).

10. Presentation on October 1, 2013 Revaluation.

11. Presentation: Overview of Fiscal Year 2014-15 Budget.

12. Receive Board of Estimate and Taxation Appropriations dated:
    November 4, 2013
    December 2, 2013.

To: Finance and Claims Committee Members
From: Lisa Biagiarelli, Tax Collector
Date: November 26, 2013
Re: Agenda / Meetings

The Tax Collector's Office interacts with the Finance and Claims Committee on a limited basis. I attend the monthly meeting primarily to present information concerning tax refunds. As a courtesy, I also keep the Committee informed of current and past due tax collection activity and provide monthly reports in both spreadsheet and narrative form.

The Tax Collector's Office issues refunds in accordance with Connecticut General Statute 12-129 and generally accepted accounting principles. Most refunds occur because abatements or credits are granted by the Assessor's Office after a tax bill has already been paid. For example, taxpayers sell or otherwise dispose of motor vehicles after having already paid their bills in full. Many refunds are issued to leasing companies that pay taxes on behalf of their lessees, who subsequently change cars mid cycle and are entitled to tax refunds. Sometimes third party agents, such as attorneys or escrow agents, make duplicate payments of bills, or misidentify a tax bill and pay on the wrong parcel.

The procedure for refunds is relatively strict in terms of documentation, although not burdensome to the taxpayer. We require the taxpayer to complete a form and to provide a valid signature and backup information concerning the payment, in order to verify both that this particular taxpayer has in fact made the payment in question, and that this person or entity, and no other, is entitled to the refund.

Refunds in an amount less than $10,000 are processed by the Tax Collector's Office without requiring special approval. These refunds are, however, still presented to the Committee each month, and the Committee exercises a measure of oversight regarding this process. The report of refunds presented will include the name of the taxpayer, the amount of the refund, and the reason. Due to the high volume of accounts, we process literally thousands of refunds per fiscal year, as part of our normal office activity.

Committee members are asked to review the listings of these refunds in order to fulfill the oversight function. If a councilman's own name, or if the name of a relative, close acquaintance, or entity with whom he or she is associated (for example, an employer or a client) appears on the listing, in order to avoid the appearance of impropriety, the councilman may consider recusing himself or herself from the discussion and vote.

Refunds in an amount of $10,000 or more are considered "*special requests*." Special requests require the formal approval of the Finance and Claims Committee and subsequently the Common Council. These refunds are not processed until the Committee's, and Council's approvals are received. The Tax Collector will have information on any special requests available at the meeting. Special requests are listed separately from other refunds, at the end of the report.

The Committee will also be asked periodically to approve tax abatements for various housing projects. These abatements stem from agreements approved by prior Common Councils. Partial tax abatements are granted by the City and are subsequently submitted by our office to the state for full or partial reimbursement. For example, one agreement is for a low income senior housing project to pay 10% its annual rental income toward taxes; the balance of the tax bill is then abated, according to the agreement. In this example, the amounts in question change semi-annually or annually to reflect the income of the project and the amount of the tax levied.

The Tax Collector's Office also presents the Committee with reports in order to keep members informed of ongoing collection processes and activities. We provide monthly reports on collections, and compare the current collection cycle (year to date) with the prior year, in order to track our progress toward budgeted collections of both current and past due taxes. We respond to questions from Committee members about current and delinquent collection enforcement activity. However, according to the organizational structure of the City, the Tax Collector still reports directly to the Director of Finance, rather than to the Committee, or to the Council as a whole.

The Tax Collector's Office is directly responsible for the collection of about 90% of the city's operating revenue. The staff of the Tax Collector's Office includes eight fulltime employees: me as Tax Collector; Al Palumbo, Jr. as Assistant Tax Collector; Cynthia Haith, Nancy Craw, Cindy Mazzone, Jeanette Cerrato, Levetta Brantley, and Sheila Miller. Six of the eight are state certified in municipal tax collection. We pride ourselves on efficient, diligent collection of current and back taxes. Our collection rate is the highest among Connecticut's six largest cities and we consistently achieve our budgeted collection goals.

There is extensive information on the tax collection process on our homepage on the city's website. Taxpayers can look up their taxes, and their payment history, online and can pay online. We have various flyers and information available for members of the Committee, or for their constituents, as needs arise. We are also available in person or by telephone or email to answer any questions. I usually work late and am reachable at my desk after 5 pm. I wish all the members of the Committee well, and am looking forward to working with you.

AGENDA OCTOBER 10, 2013

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
ANASTASIA GERALD		11-MV-301476	($37.34)	PRORATION
ANASTASIA LAWRENCE J		12-MV-301495	($17.05)	PRORATION
ANDERSON KURT M		12-MV-301581	($39.90)	PRORATION
AVERY CHRISTOPHER N		11-MV-302750	($88.96)	PRORATION
	($226.41)	12-MV-302774	($137.45)	PRORATION
BARTOLI RICHARD J		12-MV-303762	($76.46)	PRORATION
BENDERNAGEL COLLEEN OR THOMAS		12-MV-304394	($39.73)	PRORATION
BROWN SALLY A		12-MV-306690	($19.65)	PRORATION
BUKSHTAB MICHAEL A		12-MV-307019	($26.82)	PRORATION
BUONO ANNE A		12-MV-307067	($107.46)	PRORATION
BURLESON KRISTEN B		12-MV-307180	($34.07)	PRORATION
CASSARA ROBERT J		12-MV-309560	($16.01)	PRORATION
C & R CLEANING MAINT SERVICE LLC		12-MV-307448	($99.12)	ABATEMENT
CERAVONE JOSEPH D		12-MV-310093	($68.85)	PRORATION
COLEMAN WILLIAM R		12-MV-311930	($73.88)	PRORATION
COMMERCE PACKAGING CORP		12-MV-312103	($19.16)	ABATEMENT-TRANSPORTATION PLATES NOT TAXED
CUETO CLEDER A		12-MV-313625	($139.34)	PRORATION
CUOMO ELAINE F		10-MV-313747	($35.48)	PRORATION
		10-MV-313745	($11.81)	PRORATION
	($62.92)	12-MV-313730	($15.63)	PRORATION
CUTLER RICHARD T		12-MV-313824	($15.84)	PRORATION
CUZZONE LOUIS J		12-MV-313869	($14.94)	PRORATION
DAIMLER TRUST		12-MV-314225	($46.91)	PRORATION
DAIMLER TRUST		10-MV-314041	($343.14)	PRORATION
	($794.05)	10-MV-314188	($450.91)	PRORAITON

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
DAIMLER TRUST		12-MV-314030	($416.88)	PRORATION
	($816.14)	12-MV-314122	($399.26)	PRORATION
DAIMLER TRUST		12-MV-314046	($423.80)	PRORATION
	($989.49)	12-MV-314218	($565.69)	PRORATION
DAVILA MARIANE M		12-MV-314662	($55.03)	PRORATION
DAVILA MARIANE MARTINS		12-MV-314663	($23.01)	PRORATION
DAVIS STACEY		11-MV-314689	($49.00)	PRORATION
DEERING CONSTRUCTION INC		12-MV-315085	($19.16)	ABATEMENTS-TRANSPORTATION PLATES NOT TAXED
	($38.32)	12-MV-315086	($19.16)	ABATEMENTS-TRANSPORTATION PLATES NOT TAXED
DEGRO RAFAEL		11-MV-315055	($16.73)	PRORATION
DEMASSA RALPH L		12-MV-315535	($29.66)	PRORATION
DEMETER-SANCHEZ JULIANNA		12-MV-315560	($15.49)	PRORATION
DENNEN LORRAINE T		12-MV-315639	($101.99)	PRORATION
DEORIO JEFFREY T		12-MV-315682	($102.24)	PRORATION
DHL EXPRESS USA INC		12-MV-316083	($187.07)	PRORATION
DIMITRIADIS EFTHYMIA		12-MV-316501	($15.79)	PRORATION
DINOTO GABRIELE OR MARIA		12-MV-316561	($10.24)	PRORATION
DOLAN MICHAEL C		11-MV-316740	($141.06)	PRORATION
DOWNING CHRISTOPHER		12-MV-317215	($29.45)	PRORATION
ELIZALDE-LARA NOHELIA		11-MV-318566	($7.10)	PRORATION
	($12.36)	11-MV-318565	($5.26)	PRORATION
EMKAY INC TRUST		12-MV-318804	($153.96)	PRORATION
FINANCIAL SER VEH TRUST		12-MV-320824	($101.49)	PRORATION
		12-MV-320768	($101.49)	PRORATION
FINANCIAL SER VEH TRUST		12-MV-320628	($314.62)	PRORATION
GARCIA TARA A		12-MV-322981	($163.78)	PRORATION
GLICK DUSTIN H		12-MV-324217	($30.13)	PRORATION

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
HALPERN ARTHUR		12-MV-326279	($93.81)	PRORATION
HASCOE STACEY R		12-MV-326775	($50.55)	PRORATION
HONDA LEASE TRUST		12-MV-329156	($37.33)	PRORATION
HONDA LEASE TRUST		11-MV-406005	($108.98)	PRORATION
	($449.95)	12-MV-328490	($340.97)	PRORATION
HONDA LEASE TRUST		12-MV-328745	($299.95)	PRORATION
		12-MV-328653	($184.96)	PRORATION
		12-MV-328503	($115.62)	PRORATION
	($692.86)	12-MV-328890	($92.33)	PRORATION
HONDA LEASE TRUST	($1,163.83)	12-MV-SEVERAL SEE BACK UP		PRORATION
HONDA LEASE TRUST	($1,171.73)	12-MV-SEVERAL SEE BACK UP		PRORATION
KAKUDA EMI		12-MV-331903	($15.29)	PRORATION
KARUNAKARAN DEVI R OR KITHALANAGAMANGALA GU		11-MV-331808	($11.62)	PRORATION
KELLOGG CAROL F		12-MV-332460	($13.05)	PRORATION
LAVOIE DONALD J III AND PETRUZZIELLO CARLA		12-MV-335023	($40.42)	PRORATION
LAVOIE DONAL J 3RD		12-MV-335020	($51.25)	PRORATION
LITTMAN EDWARD		12-MV-336105	($16.34)	PRORATION
LOFARO EUGENE A		12-MV-336218	($27.20)	PRORATION
LOFARO MARILYN OR EUGENE		12-MV-336219	($35.49)	PRORATION
LOOR MARIA P		12-MV-336379	($38.86)	PRORATION
LOPEZ ROSA A		12-MV-336551	($133.60)	PRORATION
LUTH CHRISTOPHER H		12-MV-337074	($125.99)	PRORATION
MAJOR FRANCOIS RAHUL		12-MV-337676	($34.26)	PRORATION
MISHRA RANU		12-MV-341489	($50.98)	OVERPAID THRU P/P
MITTEN ELLEN K		12-MV-341567	($12.09)	PRORATION
MORGAN WILLIAM J		12-MV-342452	($18.44)	PRORATION
MURRAY ANDREW J		12-MV-343188	($39.08)	PRORATION

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
NISSAN INFINITI LT		12-MV-344166	($489.86)	PRORATION
		12-MV-344559	($51.12)	PRORATION
	($937.99)	12-MV-344634	($397.01)	ABATEMENT
NOORDELOOS JUSTIN AND CAMILA		12-MV-345002	($26.36)	PRORATION
OLIVIERI STEPHEN J		11-MV-345479	($16.42)	PRORATION
OPTION II LLC		12-MV-346038	($70.06)	PRORATION
PAYNE MARIBETH A OR GREGORY		12-MV-347737	($11.52)	PRORATION
PETERSON D L TRUST		11-MV-368140	($354.69)	ABATEMENT
	($679.79)	12-MV-368822	($325.10)	ABATEMENT
PETERSON DONNA OR GEOFFREY		12-MV-348510	($28.62)	PRORATION
PINTO RICHARD D OR SHARON		12-MV-349098	($26.33)	PRORATION
PORSCHE LEASING LTD		11-MV-349122	($94.04)	PRORATION
PORSCHE LEASING LTD		11-MV-349114	($967.71)	PRORATION
PUTNAM LEASING CO I LLC		12-MV-350147	($485.93)	PRORATION
PUTNAM LEASING CO I LLC		12-MV-350149	($18.72)	PRORATION
RADHAKRISHNAN RETHISH		12-MV-350416	($79.82)	PRORATION
RANDALL FREDERIC B		12-MV-350747	($47.67)	PRORATION
RUSSO SUSAN D OR DANIEL L		12-MV-800195	($25.32)	PRORATION
RYAN CORNELIUS T		11-MV-353490	($28.38)	ABATEMENT
	($359.77)	12-MV-353835	($331.39)	ABATEMENT
SANCHEZ CEASAR		12-MV-354371	($49.88)	PRORATION
SANJEEVARAYA KRISHNA RAJ		11-MV-354259	($163.85)	PRORATION
SCHMIDT JESSICA ROSE		12-MV-355362	($34.70)	PRORATION
SEAMAN CONSTRUCTION INC		12-MV-355764	($19.16)	ABATEMENT TRANSPORTATION PLATES NOT TAXED
SILVA ANNMARIE B		12-MV-356811	($18.31)	PRORATION
SPENCER ELIZABETH		12-MV-358230	($16.69)	PRORATION
SQUARE THEODORE E		12-MV-358343	($114.52)	PRORATION

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
STARK RICHARD T		12-MV-358537	($18.20)	ABATEMENT
STREICH ERIC		12-MV-359102	($56.67)	PRORATION
THE OPTION II LLC		12-MV-360535	($48.71)	PRORATION
TORANI AMY L		12-MV-361250	($210.65)	PRORATION
TOYOTA MOTOR CREDIT CORP		12-MV-362015	($127.00)	PRORATION
TOYOTA MOTOR CREDIT CORP		11-MV-412800	($29.33)	PRORATION
	($350.18)	12-MV-361722	($320.85)	ABATEMENT
TOYOTA MOTOR CREDIT CORP		12-MV-361788	($270.10)	PRORATION
	($594.81)	12-MV-362115	($324.71)	PRORATION
TOYOTA MOTOR CREDIT CORP		11-MV-361737	($240.57)	PRORATION
		12-MV-361824	($28.04)	PRORATION
	($811.94)	12-MV-361851	($543.33)	PRORATION
TOYOTA MOTOR CREDIT CORP		12-MV-361979	($238.10)	PRORATION
		12-MV-361990	($324.71)	PRORATION
	($1,051.98)	12-MV-361981	($489.17)	PRORATION
UBALDO JUAN C		12-MV-362785	($113.15)	PRORATION
USB LEASING LT		12-MV-363312	($186.74)	PRORATION
USB LEASING LT		12-MV-363131	($436.04)	PRORATION
	($649.92)	12-MV-363311	($213.88)	PRORATION
USB LEASING LT		12-MV-363149	($381.42)	PRORATION
	($737.19)	12-MV-363183	($355.77)	PRORATION
VARGAS HENRY		12-MV-363860	($12.88)	PRORATION
VAULT TRUST		12-MV-364022	($124.86)	PRORATION
VAULT TRUST		12-MV-364155	($574.67)	ABATEMENT
VELASQUEZ OSMIN		12-MV-364444	($78.07)	ABATEMENT
VW CREDIT LEASING LTD		12-MV-365320	($262.32)	PRORATION
VW CREDIT LEASING LTD		12-MV-365292	($299.95)	PRORATION

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
WALKER MORGAN K OR SUZANNNE F		12-MV-365737	($13.60)	PRORATION
WARREN, JR, JOSEPH		12-MV-365986	($250.00)	INTERLOCAL TAX CREDIT MISSING
WILDER PAMELA M		12-MV-366771	($14.42)	PRORATION
WOOD ANDREA VASSILOPOULO		12-MV-367456	($36.23)	PRORATION
ZAORSKI MARIOLA		12-MV-368144	($303.15)	ABATED/BILLED TO NEW CANAAN
		12-MV-368145	($622.55)	ABATED/BILLED TO NEW CANAAN
	($1,083.73)	12-MV-368146	($158.03)	ABATED/BILLED TO NEW CANAAN
CORELOGIC		12-RE-106868	($4,804.72)	PAID IN ERROR
CITIMORTGAGE INC		12-MV-106116	($435.59)	COC/DECREASE WETLANDS
RAYMOND BROWN ASSOCIATES LP		10-RE-122078	($550.00)	ADJ SEWER USE FEE PER WPCA
	($1,120.00)	11-RE-122053	($570.00)	ADJ SEWER USE FEE PER WPCA
ROTON POINT CLUB INC		12-RE-122956	($2,074.49)	ADJ SEWER USE FEE PER WPCA
TODA CAPITAL LLC		12-RE-109275	($3,065.83)	DUPLICATE PAYMENT/PD IN ERROR

AGENDA NOVEMBER 14, 2013

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
ABANILLA MATHERESA M		12-MV-300080	($48.25)	PRORATION
ALAM SYED M		12-MV-300647	($26.29)	PRORATION
Alavaro Cadavid DBA American Limo	($2,180.54)	12-MV-SEVERAL SEE BACK UP)		PRORATION
AMEC CONSTRUCTION LLC		12-MV-301423	($4,649.06)	BOARD OF ASSMT APPEAL DECREASE
AMERENO RICHARD OR AMERENO TUIJA		12-MV-301439	($22.03)	BOARD OF ASSMT APPEAL DECREASE
ANDERSON GREGROY F		12-MV-301568	($46.33)	PRORATION
BACCO CHRISTOPHER A		12-MV-302990	($50.03)	PRORATION
BERMAN JOSEPH D		12-MV-304647	($47.89)	PRORATION
BLAIR PAUL M		12-MV-305131	($25.64)	BOARD OF ASSMT APPEAL DECREASE
BLAKE MOLLY		12-MV-305144	($51.20)	PRORATION
BMW FINANCIAL SERVICES		12-MV-305295	($442.96)	PRORATION
CALLAHAN LOUISE		11-MV-308297	($15.02)	PRORATION
	($107.93)	12-MV-308393	($92.91)	ABATEMENT
CHASE AUTO FINANCE CORP		12-MV-310627	($67.27)	PRORATION
	($99.15)	12-MV-310687	($31.88)	PRORATION
CHASE AUTO FINANCE CORP		12-MV-310460	($45.92)	PRORATION
	($291.05)	12-MV-310517	($245.13)	PRORATION
CHASE AUTO FINANCE CORP		10-MV-2101	($342.96)	ABATED/BILLED TO REDDING
		11-MV-310461	($417.93)	ABATED/BILLED TO REDDING
	($1,132.51)	12-MV-310553	($371.62)	ABATED/BILLED TO REDDING
COPPOLA VICTOR A		12-MV-312267	($12.45)	BOARD OF ASSMT APPEAL DECREASE
DAIMLER TRUST		12-MV-314104	($60.58)	PRORATION
DAIMLER TRUST		12-MV-314146	($50.00)	PRORATION
	($536.55)	12-MV-314152	($486.55)	PRORATION

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
DAIMLER TRUST		12-MV-314090	($315.52)	PRORATION
	($786.23)	12-MV-314131	($470.71)	PRORATION
DAMATO JONATHAN M		12-MV-314336	($259.56)	BOARD OF ASSMT APPEAL-DECREASE
DAS NERMAL CHANDRA		12-MV-314535	($13.98)	PRORATION
DIROMA CHERI A		12-MV-316631	($104.83)	PRORATION
DOMINICI RONALD		12-MV-316859	($30.51)	PRORATION
ELITE Serv Inc DBA Gardellas Elite Limo	($2,893.85)	12-MV-SEVERAL SEE BACK UP		BOARD OF ASSMT APPEAL DECREASE
FINANCIAL SER VEH TRUST		12-MV-320512	($51.83)	PRORATION
		12-MV-320627	($490.62)	PRORATION
	($699.77)	12-MV-320826	($157.32)	PRORATION
FINANCIAL SER VEH TRUST	($3,751.54)	12-MV-SEVERAL SEE BACK UP		PRORATIONS
FINANCIAL SER VEH TRUST	($4,699.12)	12-MV-SEVERAL SEE BACK UP		PRORATIONS
FITZGERALD EUGENE W		12-MV-321142	($465.48)	BOARD OF ASSMT APPEAL DECREASE
GARDELLA COURIER INC		12-MV-323025	($60.34)	BOARD OF ASSMT APPEAL DECREASE
GIANCOTTI MICHAEL L AND KATHELEEN		12-MV-323756	($37.35)	BOARD OF ASSMT APPEAL DECREASE
GILIAN REVA OR GILIAN CRAIG LANE		11-MV-405051	($102.41)	REGISTERED IN CA - PRORATION
GRIFFITH ROBERT E		12-MV-325498	($289.25)	PRORATION
HARRE JEFFRI A		12-MV-326537	($24.19)	PRORATION
HARTSHOME GAYWOOD		12-MV-326733	($10.54)	BOARD OF ASSMT APPEAL DECREASE
HELFAND JEFFREY		12-MV-327087	($104.40)	BOARD OF ASSMT APPEAL DECREASE
HONDA LEASE TRUST		12-MV-328727	($262.16)	PRORATION
HONDA LEASE TRUST		12-MV-328557	($76.38)	PRORATION
		12-MV-328569	($46.30)	PRORATION
		12-MV-328773	($389.81)	ABATEMENT
	($599.29)	12-MV-328940	($86.80)	PRORATION
HONDA LEASE TRUST	($972.02)	12-MV-SEVERAL SEE BACK UP		PRORATIONS
HORN CATHERINE A OR ROBERT T JR		12-MV-329284	($392.69)	BOARD OF ASSMT APPEAL DECREASE

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
JENSEN JOSEPH H		12-MV-331000	($19.08)	BOARD OF ASSMT APPEAL DECREASE
KEITT HARRY L		11-MV-332038	($70.27)	PRORATION
KENNEDY SCOTT ANDREW		12-MV-332576	($50.87)	PRORATION
LEFLOCH GRAHAM P		12-MV-335377	($101.01)	PRORATION
MENON PREMA		12-MV-340621	($22.03)	BOARD OF ASSMT APPEAL DECREASE
MUTTI GLENN W		12-MV-343265	($26.82)	ABATEMENT
NISSAN INFINITI LT		09-MV-408022	($31.03)	PRORATION-VETS EXEMPTION
	($59.63)	12-MV-344476	($28.60)	PRORATION-VETS EXEMPTION
OLSEN KEVIN OR OLSEN DARLENE		12-MV-345906	($100.57)	BOARD OF ASSMT APPEAL DECREASE
PALMER JOHN A J OR CHRISTINE B		12-MV-346815	($105.74)	PRORATION-SOLD VEHICLE
PANTELLO ALEXIS M		12-MV-346954	($26.96)	PRORATION
PAPADOPOULOS GERI		12-MV-347015	($55.55)	BOARD OF ASSMT APPEAL DECREASE
PELUSO MARY JANE		12-MV-347908	($41.04)	BOARD OF ASSMT APPEAL DECREASE
PENTA JASO C		12-MV-348052	($38.47)	PRORATION
PETRUCCI BIANCA R		12-MV-348626	($99.86)	PRORATION
PIEDRAHITA STEPHANIE		12-MV-348892	($55.00)	PRORATION
QUIROZ LLONTOP LUIS		11-MV-349915	($65.50)	PRORATION
RODRIGUEZ GEORGE		12-MV-352542	($47.34)	PRORATION
SASTYIN MAHONEY IVETT A		11-MV-354588	($34.04)	PRORATION
SHUPACK HAROLD S		12-MV-800214	($153.73)	BOARD OF ASSMT APPEAL DECREASE
SINGH AMIT		11-MV-356712	($170.63)	ABATED/SENT TO MONROE
	($312.87)	12-MV-357065	($142.24)	ABATED/SENT TO MONROE
SOUTH NORWALK ICE CREAM CO LLC		12-MV-358125	($187.44)	ABATEMENT
ST MATTHEW CHURCH		12-MV-358381	($12.73)	PRORATION
TEDDYS TRANSPORTATION SYSTEM INC	($6,070.21)	12-MV-SEVERAL SEE BACK UP		BOARD OF ASSMT APPEAL DECREASE

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		**APPROVED BY TAX COLLECTOR**		**REPORTED TO CLAIMS COMMITTEE**
TEMEL MEHMET		12-MV-360351	($32.56)	PRORATION
	($93.58)	12-MV-360352	($61.02)	PRORATION
TOYOTA MOTOR CREDIT CORP		12-MV-362083	($197.95)	PRORATION
TOYOTA MOTOR CREDIT CORP		11-MV-361424	($87.31)	PRORATION
	($394.58)	11-MV-361672	($307.27)	PRORATION
TOYOTA MOTOR CREDIT CORP		12-MV-361870	($34.95)	PRORATION
	($462.61)	12-MV-361992	($427.66)	ABATEMENT
TOYOTA LEASE TRUST		12-MV-361543	($342.88)	PRORATION
		12-MV-361975	($381.69)	ABATEMENT
		12-MV-362052	($105.25)	PRORATION
		12-MV-362060	($49.34)	PRORATION
	($969.52)	12-MV-362135	($90.36)	PRORATION
TOYOTA MOTOR CREDIT CORP		11-MV-361462	($126.58)	PRORATION
		12-MV-361866	($652.24)	ABATEMENT
		11-MV-361829	($391.35)	PRORATION
	($1,498.22)	12-MV-362144	($328.05)	ABATEMENT
USB LEASING LT		12-MV-363276	($366.69)	PRORATION
VAUGHN CAROL K		12-MV-363988	($31.66)	PRORATION
VERGARA NICHOLAS & MARIE		10-MV-900080	($70.51)	INTEREST MISCALCULATED
		11-MV-800354	($78.63)	INTEREST MISCALCULATED
	($154.34)	12-MV-800191	($154.34)	INTEREST MISCALCULATED
VW CREDIT LEASING LTD		12-MV-365622	($80.45)	PRORATION
VW CREDIT LEASING LTD		12-MV-365268	($162.22)	PRORATION
	($225.16)	12-MV-365615	($62.94)	PRORATION
WHEELER THOMAS P		12-MV-366487	($36.59)	PRORATION

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		**APPROVED BY TAX COLLECTOR**		**REPORTED TO CLAIMS COMMITTEE**
WHEELS INC		12-MV-366488	($166.16)	PRORATION
		12-MV-366497	($434.58)	PRORATION
		12-MV-366505	($110.36)	PRORATION
	($908.51)	12-MV-366520	($197.41)	PRORATION
WILLIAMS EXPERT TREE SER LLC		12-MV-366904	($102.23)	PRORATION
	($149.30)	12-MV-366906	($47.07)	PRORATION
ZAKHAR THEODORE		12-MV-368088	($69.92)	BOARD OF ASSMT APPEAL DECREASE
THE CHILDREN'S PLACE		12-PP-203171	($1,225.00)	POSTED IN ERROR/NOT TAX PYMNTS
KRIEGER KENNETH B & BEVERLY A		10-RE-114453	($275.00)	COC/SEWER ADJ
	($560.00)	11-RE-114428	($285.00)	COC/SEWER ADJ
SESHAN KARTIK S		12-RE-122072	($285.00)	ABATE SEWER USE FEE/ON SEPTIC

SPECIAL REQUEST

RAYMOUR & FLANIGAN		08-RE-120159	($11,254.48)	SUPERIOR COURT JUDGEMENT
		09-RE-120151	($11,673.12)	SUPERIOR COURT JUDGEMENT
		10-RE-120132	($11,796.20)	SUPERIOR COURT JUDGEMENT
		11-RE-120112	($12,126.36)	SUPERIOR COURT JUDGEMENT
	($53,143.08)	12-RE-120133	($6,292.92)	SUPERIOR COURT JUDGEMENT
SANDOLO RAFFAELE		10-RE-123457	($4,636.00)	ADJ SEWER USE FEE PER WPCA
	($10,535.00)	11-RE-123435	($5,899.00)	ADJ SEWER USE FEE PER WPCA

Bill #	Yr/Make/Model	Plate #	VIN#	Amount
12-301164	'11 Lincoln Town Car	L7853L	2LNBL8EV2BX758148	$129.30
12-301251	'07 Lincoln Town Car	L7370L	1LNHM84W37Y637265	165.67
12-301252	'08 Lincoln Town Car	L7371L	2LNHM84W68X646141	201.57
12-301253	'08 Lincoln Town Car	L7855L	2LNHM84W48X636661	201.57
12-301254	'08 Chev K15	L95L	3GNFK16308G184799	104.40
12-301255	'08 Lincoln Town Car	Z4379Z	2LNHM84W38X659560	201.60
12-301256	'08 Lincoln Town Car	L7854L	2LNHM84W48X646140	201.57
12-301257	'11 Lincoln Town Car	L7051L	2LNBL8EV2BX755878	160.41
12-301258	'08 Lincoln Town Car	L7052L	2LNHM84W78X659562	201.57
12-308184	'04 Lincoln Town Car	L277L	1LIFM81W14Y655112	23.45
12-308185	'08 Lincoln Town Car	L727L	2LNHM84W28X636660	201.57
12-308186	'07 Ford E250	L732L	1FDNS24L57DA56109	22.98
12-308187	'11 Lincoln Town Car	L7545L	2LNBL8EV0BX755877	188.68
12-308188	'04 Lincoln Town Car	L956L	1LIFM81W14Y655109	23.45
12-308189	'11 Lincoln Town Car	L958L	2LNBL8EV4BX758149	152.75
				$2180.54

Alvaro Cadavid DBA American Limousine

Bill #	Yr/Make/Model	Plate #	VIN #	Amt
12-318651	'11 Chrysler 300	Z9887Z	2C3CA5CG1BH614302	87.16
12-318652	'10 Chrysler 300	Z9596Z	2C3CK5CV4AH262701	119.72
12-318653	'02 Ford Excursion	L3552L	1FMNU40S42ED49487	32.5
12-318654	'06 Linc Town Car	L4558L	1L1FM88W66Y636998	90.1
12-318655	'07 Linc Town Car	L6413L	1L1FM88W07Y628378	79.4
12-318656	'12 Chrysler 300	L6414L	2C3CCACGXCH252734	59.8
12-318658	'09 Merz R320CDI	L6595L	4JGCB25E69A100310	178.1
12-318659	'09 Linc Town Car	L6902L	2LNHM82V99X629247	169.5
12-318660	'09 Linc Town Car	L6892L	2LNHM82V79X633636	139.8
12-318662	'12 Chrysler 300	L4420L	2C3CCACG2CH201065	123.0
12-318663	'06 Dodge Sprinter	L4547L	WD0PD744465928440	18.6
12-318664	'09 Linc Town Car	Z5821Z	2LNHM82V79X629151	167.6
12-318665	'11 Cadi DTS	Z5518Z	1G6KH5E60BU113411	160.44
12-318666	'09 Linc Town Car	Z6929Z	2LNHM82V59X632999	169.52
12-318667	'09 Linc Town Car	Z9035Z	2LNHM82V99X636606	161.86
12-318668	'08 Merz S550	L7258L	WDDNG86X98A234475	184.82
12-318669	'12 Chrysler 300	L7259L	2C3CCACG8CH252733	162.80
12-318670	'09 Linc Town Car	L7790L	2LNHM82V29X625783	169.50
12-318671	'09 Linc Town Car	L7791L	2LNHM82V09X633526	161.83
12-318672	'10 Linc Town Car	Z9581Z	2LNBL8CV6AX613969	170.48
12-318673	'08 Ford Expedition	Z8784Z	1FMFK20518LA67207	117.34
12-318674	'08 Ford Expedition	Z5460Z	1FMFK20538LA46438	64.17
12-318675	'11 Ford Expedition	Z2097Z	1FMJK2A51BEF15434	105.35
				2893.85

Elite Serv. Inc

Financial Serv. Veh

Bill #	Vehicle	plate #	Refund
12-320478	2010/BMW 328XIT	693 LDG	$ 481.90
12-320487	2011/BMW 750I	112 WBA	$ 410.80
12-320542	2011/BMW X5	282 UVF	$ 516.51
12-320545	2011/BMW X5	286 YAN	$ 295.02
12-320594	2010/BMW 3 SERIES	416 XZH	$ 168.70
12-320602	2012/BMW SERIES	456 ZFD	$ 525.10
12-320607	2011/BMW 328 XI	469 YRN	$ 101.49
12-320622	2010/BMW 328 XI	495 XSR	$ 337.95
12-320650	2011/BMW X5	550 YBT	$ 295.02
12-320658	2011/BMW 335i	558 YDU	397.56
12-320665	2011/BMW X5	579 YDU	221.49
		Total	3,751.54

Financial Serv. Veh

Bill #	Vehicle	Plate #	Refund
12-320677	2010/BMW 335CI	613XUA	$548.09
12-320742	2010/BMW 528IX	777UWV	$498.26
12-320757	2011/BMW 328XI	822UAA	$303.86
12-320762	2010/BMW 750LXI	837WKK	$965.38
12-320840	2011/BMW 328I	583WFR	$142.22
12-320841	2011/BMW 328XI	652YJU	$50.43
12-320850	2010/BMW 528XI	946SXV	$348.71
12-320867	2010/BMW 335I	538XGY	$359.33
12-320881	2009/BMW 328XI	945UPU	$358.09
12-320894	2010/BMW X6	399ZHR	$795.85
12-320897	2012/MINI Cooper	157ZBE	$328.90
		Total	4,699.12

Bill #	Yr/Make/Model	Plate #	Vin #	Refund Amount
12-328449	'10 Honda Civic	152YAN	2HGFA1E51AH527111	$115.62
12-328516	'10 Honda Civic	234JFY	2HGFG1B69AH515011	$44.88
12-328536	'10 Honda Civic	272XHX	2HGFA1F84AH303582	$202.20
12-328558	'10 Honda Odyssey	304WDX	5FNRL3H58AB110832	$71.80
12-328604	'10 Honda Insight	353WES	JHMZE2H76AS025544	$205.70
12-328651	'10 Honda Civic	396YBN	2HGFA1F3XAH542185	$21.76
12-328685	'10 Honda Accord	440XXL	1HGCP2F41AA056654	$201.57
12-328718	'10 Honda Civic	476YFR	2HGFA1F51AH556560	$23.01
12-328857	'10 Honda Civic	626XWB	2HGFA1F54AH316483	$46.30
12-329089	'10 Honda Accord	910WPF	5J6TF2H57AL011577	$39.18
				972.02

Honda Lease Trust

Bill #	Yr /Make/Model	Plate #	Vin #	Refund Amount
12-360199	'09 Lincoln Town Car	L4830L	2LNHM82V59X617807	$237.50
12-360200	'09 Lincoln Town Car	L7219L	2LNHM82V09X630593	226.50
12-360201	'09 Lincoln Town Car	L7220L	2LNHM82V09X618735	226.50
12-360202	'09 Lincoln Town Car	L7699L	2LNHM82V79X626766	201.60
12-360204	'09 Lincoln Town Car	L8L	2LNHM82V89X629031	50.27
12-360205	'13 Lincoln MKS	Z2150Z	1LNHL9DKXDG609261	106.78
12-360206	'10 Lexus RX450H	Z9452Z	JTJBC1BA2A2412340	137.92
12-360207	'13 Lincoln MKS	L3655L	1LNHL9DK8DG609260	152.75
12-360208	'09 Cadillac Escalade	88CW59	1GYFK36249R192430	149.95 (145.59 + 4.36
12-360209	'09 Cadillac Escalade	88CW60	1GYFK36289R193001	183.49 (178.15 + 5.34)
12-360210	'10 Lincoln MKT	L1965L	2LMHJ5FRXABJ11576	144.43 (130.72 + 13.71
12-360211	'10 Lincoln MKT	L2643L	2LMHJ5FR7ABJ13902	130.72
12-360213	'07 Lincoln Town Car	L3857L	1LIFM88W97Y624913	94.79
12-360214	'09 Lincoln Town Car	L3859L	2LNHM82V09X625782	233.29 (226.50 + 6.79
12-360215	'12 Lincoln MKT	L3862L	2LMHJ5FR4CBL50592	232.30 (225.54 + 6.76
12-360216	'10 Lincoln MKT	L3868L	2LMHJ5FR1ABJ12177	164.24
12-360217	'11 Lincoln Navigator	L4924L	5LMJJ3J51BEJ03908	274.21 (266.23 + 7.98
12-360218	'10 Lincoln MKT	L6131L	2LMHJ5FR6ABJ12398	246.61 (239.42 + 7.19)
12-360219	'10 Lincoln Navigator	L6695L	5LMJJ3J55AEJ10097	276.70 (268.64 + 8.06)
12-360220	'12 Lincoln MKT	L6940L	2LMHJ5FR2CBL50963	240.19 (233.20 + 6.99
12-360223	'10 Lincoln Navigator	L7693L	5LMJJ3J56AEJ05605	243.74
12-360224	'10 Lincoln Navigator	L7694L	5LMJJ3J53AEJ05609	252.36
12-360225	'07 Lincoln Town Car	L7700L	1LIFM88W77Y638938	170.64 (166.67 + 4.97
12-360226	'10 Lincoln MKT	L7748L	2LMHJ5AR6ABJ03157	130.72
12-360227	'10 Lincoln MKT	L7804L	2LMHJ5FR6ABJ13387	221.46 (215.01 + 6.45
12-360228	'10 Lincoln MKT	L7805L	2LMHJ5FRXABJ26711	231.80 (225.05 + 6.75)
12-360230	'10 Lincoln Town Car	Z9454Z	2LNBLBCV5AX615700	251.06 (243.74 + 7.32)
12-360231	'10 Lincoln MKT	Z9557Z	2LMHJ5FRXABJ10539	144.63
12-368856	'09 Lincoln Town Car	L1940L	2LNHM82V09X621327	237.52
12-368857	'10 Lincoln MKT	L4829L	2LMHJ5FR3ABJ13315	92.91
12-368858	'09 Lincoln Town Car	L3858L	2LNNHM82V39X633132	237.52
12-368859	'11 Lincoln Navigator	L7826L	5LMJJ3J52BEJ09359	145.11
				6070.21

Teddys Limo

AGENDA DECEMBER 12, 2013

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
BACHU BEBE		12-MV-303012	($94.62)	PRORATION
BEHR NATHAN L OR BEHR MICHELLE K		11-MV-304167	($438.28)	ABATEMENT SENT TO NEWTOWN
BLANK LYNN C		12-MV-305167	($27.47)	PRORATION
CAB EAST LLC		11-MV-307637	($114.14)	PRORATION
		11-MV-307655	($304.23)	PRORATION
	($714.19)	11-MV-307665	($295.82)	PRORATION
CAB EAST LLC	($3,887.35)	11-MV-SEVERAL SEE BACK UP		PRORATION
CHASE AUTO FINANCE CORP		12-MV-310661	($70.46)	PRORATION
	($135.31)	12-MV-310477	($64.85)	PRORATION
CHASE AUTO FINANCE CROP		12-MV-310438	($170.62)	PRORATION
CHASE AUTO FINANCE CORP		12-MV-310441	($161.07)	PRORATION
	($353.09)	12-MV-310611	($192.02)	PRORATION
CHASE AUTO FINANCE CORP		12-MV-310499	($94.90)	PRORATION
	($521.74)	12-MV-310519	($426.84)	PRORATION
DAIMLER TRUST		12-MV-314037	($238.65)	PRORATION
		12-MV-314123	($251.21)	PRORATION
		12-MV-314202	($282.55)	PRORATION
	($772.41)	12-MV-314222	($241.63)	PRORATION
F M BONNADDIO CONSTRUCTION		12-MV-319467	($19.16)	ABATEMENT TRANSPORT PLATES NOT TAXED
GELCO CORPORATION		12-MV-323387	($303.15)	PRORATION
	($599.10)	12-MV-323388	($295.95)	PRORATION
GOLDBERG BARRRY HOWARD		12-MV-324328	($145.34)	PRORATION
HONDA LEASE TRUST		12-MV-328425	($118.05)	PRORATION
		12-MV-328856	($56.95)	PRORATION
	($429.28)	12-MV-328948	($254.28)	PRORATION

C⌴AIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
HONDA LEASE TRUST		12-MV-328533	($67.15)	PRORATION
		12-MV-328690	($374.05)	PRORATION
		12-MV-328770	($42.49)	PRORATION
	($549.18)	12-MV-368758	($65.49)	PRORATION
HONDA LEASE TRUST		12-MV-328548	($84.75)	ABATEMENT
		12-MV-328908	($380.24)	ABATEMENT
		12-MV-329196	($484.28)	ABATEMENT
	($1,129.00)	12-MV-329208	($179.73)	ABATEMENT
HRENO JOSEPH D		12-MV-329459	($56.29)	PRORATION
	($106.70)	12-MV-329460	($50.41)	PRORATION
HYUNDAI LEASE TITLING TR		12-MV-329845	($115.78)	PRORATION
HYUNDAI LEASE TITLING TR		12-MV-406418	($201.87)	PRORATION
JELLINEK PETER M		11-MV-330686	($967.12)	PRORATION
JOCELIN PIERRE		11-MV-330901	($52.43)	PRORATION
LEFEBVRE JAMES C		12-MV-335368	($60.09)	PRORATION
LOQUINE JUAN G OR MIRIAM E		12-MV-336620	($60.03)	PRORATION
MACCELUS EUGENE		12-MV-337265	($367.63)	PRORATION
MATTHEWS DAWN M		11-MV-338831	($97.15)	PRORATION
MOLA JAMES		12-MV-341719	($44.52)	PRORATION
MORRISON DOUGLAS I OR PATRICIA		11-MV-342246	($25.77)	PRORATION
MOSQUERA JUAN A		11-MV-342356	($52.48)	ABATEMENT
	($134.71)	12-MV-342690	($82.23)	ABATEMENT
NEARWATER BOATS LLC		12-MV-343686	($26.82)	PRORATION
		12-MV-343687	($14.94)	PRORATION
	($55.17)	12-MV-343688	($13.41)	PRORATION
NISSAN INFINITI LT		12-MV-344557	($62.83)	PRORATION
NISSAN INFINITI LT		12-MV-344384	($160.39)	PRORATION

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE		APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
NISSAN INFINIT LT		12-MV-344499	($167.61)	PRORATION
NISSAN INFINITI LT		12-MV-344386	($252.52)	PRORATION
	($591.46)	12-MV-344525	($338.94)	PRORATION
NISSAN INFINITI LT		11-MV-343865	($641.56)	ABATAMENT
		11-MV-344089	($25.71)	PRORATION
		11-MV-344126	($31.79)	PRORATION
	($938.40)	11-MV-344387	($239.34)	PRORATION
ODDIE CAROLE C		12-MV-345638	($122.11)	OVERPAYMENT
PEGLAR ROBERT K		12-MV-347858	($35.52)	PRORATION
PRUITT CHERISE S		12-MV-349983	($23.21)	PRORATION
SINGH LAL ANANT		12-MV-357087	($37.60)	PRORATION
STILLER ROSEMARIE		11-MV-358599	($110.95)	PRORATION
STRAND PATRICIA A		12-MV-359047	($52.68)	ABATEMENT
SWIDE ALAN P		12-MV-359564	($110.10)	PRORATION
TOYOTA MOTOR CREDIT CORP		12-MV-361771	($169.03)	PRORATION
	($341.37)	12-MV-362028	($172.34)	PRORATION
TOYOTA MOTOR CREDIT CORP		11-MV-361672	($409.68)	PRORATION
	($211.32)	12-MV-361920	($108.91)	ABATEMENT
TOYOTA MOTOR CREDIT CORP		12-MV-361758	($102.41)	PRORATION
		12-MV-361834	($111.65)	PRORATION
		12-MV-364850	($108.91)	PRORATION
		12-MV-361862	($190.85)	PRORATION
	($1,119.02)	12-MV-361956	($271.98)	PRORATION
VENKATACHALAM KATHIRAVAN		12-MV-364581	($180.96)	PRORATION
J CHILDS ENTERPRISES INC		12-PP-201629	($429.16)	IPP FEE ADJ
BRAINARD CAROLINE S		10-RE-102979	($871.24)	COC/ASSESSORS
	($1,767.60)	11-RE-102982	($896.36)	COC/ASSESSORS

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE	APPROVED BY TAX COLLECTOR		REPORTED TO CLAIMS COMMITTEE
CHASE	11-RE-102284	($7,436.17)	OVERPAYMENT
RE: BEROLD JENNIFER			
REUL ANDREW & JENNIFER	10-RE-122272	($7,355.12)	DUPLICATE PYMT

TAX COLLECTOR'S REPORT
NOVEMBER 30, 2013

FISCAL YEAR 2013-2014 (2012 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 12 - NOV 13	COLLECTION %	CORRECTED LEVY*	COLLECTION %
AUTOMOBILE-REGULAR	$15,711,222.28	$13,482,219.80	85.81%	$15,463,156.10	87.19%
AUTOMOBILE-SUPPLEMENTAL	$2,359,065.70	$0.00	0.00%	$2,360,543.17	0.00%
PERSONAL PROPERTY	$15,339,628.48	$8,075,113.41	52.64%	$15,282,568.50	52.84%
REAL ESTATE	$249,768,582.86	$125,500,106.72	50.25%	$249,614,164.14	50.28%
TOTAL TAX	**$283,178,499.32**	**$147,057,439.93**	**51.93%**	**$282,720,431.91**	**52.02%**
SEWER USE	$13,257,264.00	$6,561,419.49	49.49%	$13,233,024.00	49.58%
IPP FEE	$230,750.00	$181,694.08	78.74%	$229,000.00	79.34%
FISCAL YEAR 2012-2013 (2011 GRAND LIST)		**JUN 12 - NOV 12**			
AUTOMOBILE-REGULAR	$15,053,085.96	$12,915,049.18	85.80%	$14,769,367.69	87.44%
AUTOMOBILE-SUPPLEMENTAL	$2,221,140.61	$6,169.91	0.28%	$2,221,140.61	0.28%
PERSONAL PROPERTY	$14,792,059.96	$7,740,916.43	52.33%	$14,634,583.24	52.89%
REAL ESTATE	$240,532,073.44	$120,714,406.13	50.19%	$240,212,627.97	50.25%
TOTAL TAX	**$272,598,359.97**	**$141,376,541.65**	**51.86%**	**$271,837,719.51**	**52.01%**
SEWER USE	$13,356,387.00	$6,635,149.50	49.68%	$13,295,135.00	49.91%
IPP FEE	$250,000.00	$196,495.63	78.60%	$244,000.00	80.53%
TAX DIFFERENCE 2012 G.L. vs. 2011 G.L. INCREASE/(DECREASE)	$10,580,139.35	$5,680,898.28	0.07%	$10,882,712.40	0.01%
SEWER DIFFERENCE 2012 G.L. vs. 2011 G.L. INCREASE/(DECREASE)	($99,123.00)	($73,730.01)	-0.18%	($62,111.00)	-0.32%
IPP DIFFERENCE 2012 G.L. vs. 2011 G.L. INCREASE/(DECREASE)	($19,250.00)	($14,801.55)	0.14%	($15,000.00)	-1.19%

BACK TAXES COLLECTED	FISCAL YR 2013-2014 (JUL 13 - NOV 13)	FISCAL YR 2012-2013 (JUL 12 - NOV 12)	CUR YR vs.PRIOR YR INC/(DEC)
PRIOR TAXES	$984,361.72	$1,327,088.99	($342,727.27)
PRIOR SEWER USE FEE	$76,663.51	$116,135.96	($39,472.45)
PRIOR IPP FEE	$5,262.69	$3,489.55	$1,773.14
TOTAL PRIOR TAX, SEWER & IPP	**$1,066,287.92**	**$1,446,714.50**	**($380,426.58)**
CURRENT INTEREST	$206,947.80	$221,378.41	($14,430.61)
PRIOR INTEREST	$406,574.86	$359,441.27	$47,133.59
SEWER USE FEE INTEREST	$24,253.82	$32,951.23	($8,697.41)
IPP FEE INTEREST	$2,725.41	$1,876.56	$848.85
TOTAL INTEREST COLLECTED	**$640,501.89**	**$615,647.47**	**$24,854.42**
PRIOR LIEN FEE	$7,875.69	$8,908.92	($1,033.23)
CURRENT LIEN FEE	$0.00	$0.00	$0.00
TOTAL LIEN FEE COLLECTED	**$7,875.69**	**$8,908.92**	**($1,033.23)**
MISC FEES COLLECTED**	**$30,429.99**	**$101,485.03**	**($71,055.04)**
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	**$1,745,095.49**	**$2,172,755.92**	**($427,660.43)**

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION
** PRIOR FISCAL YEAR INCLUDES TAX SALE AND TITLE SEARCH FEES PROCESSED THRU MUNIS

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

ATTENDANCE: Carvin Hilliard, Chair; Douglas Hempstead; Warren Peña, John Igneri (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. Igneri 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

NORWALK on the move!

OFFICE OF THE MAYOR RICHARD A. MOCCIA

MEMORANDUM

DATE: October 28, 2013

TO: The Members of the Board of Estimate and Taxation
The Members of the Planning Commission
The Members of the Common Council

FROM: Richard Moccia, Mayor

RE: Special Capital Appropriation

Attached is a special capital appropriation from the Historical Commission for a special capital appropriation in the amount of $27,958 to provide additional funding for the Mill Hill Buildings capital project (#C0374) to be used for ADA accessibility.

In July, the Historical Commission voted to close out the Rogers-Ritch Merritt House capital appropriation (#C0275), which had an available balance of $27,958. The Commission requested that these funds be re-appropriated to the Mill Hill Buildings capital project so it can supplement funding for the ADA Accessibility project at Mill Hill.

As indicated in the Finance Director's statement, this appropriation will be financed from the overall surplus in the City's Capital Projects Fund, which was derived from the close out of project #C0275.

Cc: David Westmoreland, Chairman, Historical Commission

125 East Avenue • Post Office Box 5125 • Norwalk, CT 06856-5125 • Telephone 203-854-7701 • Fax 203-854-7939 • rmoccia@norwalkct.org

NORWALK

DEPARTMENT OF FINANCE
OFFICE OF THE DIRECTOR

MEMORANDUM

DATE: October 28, 2013

TO: Richard A. Moccia, Mayor
The Members of the Board of Estimate and Taxation
The Members of the Planning Commission
The Members of the Common Council

FROM: Thomas Hamilton, Director of Finance

RE: Special Capital Appropriation

Attached is a special capital appropriation request in the amount of $27,958 from the Historical Commission to provide additional funding to the Mill Hill Buildings capital projects account (#C0374) to be used for the ADA Accessibility Project at this location. This request was approved by the Historical Commission at their July 24, 2013 meeting.

These funds will be used to supplement existing capital appropriations for Mill Hill buildings, and specifically will be used for ADA accessibility at Mill Hill.

This appropriation will be financed from the overall surplus in the City's Capital Projects Fund. The specific surplus ($27,958) which is being requested for appropriation was derived from the close out of the Roger-Ritch Merritt House project (#C0275). The City Finance Office regularly reviews the status of capital projects, and periodically closes out projects which have been completed or have been formally abandoned. Project #C0275 was one such project which was closed out.

Finance recommends approval.

Cc: Richard A. Moccia, Mayor
David Westmoreland, Chairman, Historical Commission

Subject: Fwd: Historical Commission reallocation of capital account funds

From: David Westmoreland (dgwestmoreland@yahoo.com)

To: lgrey@norwalkct.org;

Date: Tuesday, September 24, 2013 3:18 PM

Sent from my iPhone

Begin forwarded message:

From: Suzanne Betts <shbetts@gmail.com>
Date: July 25, 2013 at 11:43:15 AM EDT
To: "Hamilton, Tom" <thamilton@norwalkct.org>, David Westmoreland <dgwestmoreland@yahoo.com>
Subject: Historical Commission reallocation of capital account funds

Hi Tom,

Last night at the Historical Commission meeting, the commission voted to request re-appropriation of capital account funds from C0275 Rogers-Ritch Merritt House 09036310 5777 C0275 with an available balance of $27,957.52 to be re-allocated to C0374 Mill Hill Buildings 09136310 5777 C0374 Mill Hill ADA Project and have this request referred to the Finance Committee of Common Council.

Please let us know if there's anything else we need to do to move forward on this.

Thanks,
Suzanne

Suzanne Betts
shbetts@gmail.com

NORWALK on the move

OFFICE OF THE MAYOR

RICHARD A. MOCCIA

MEMORANDUM

DATE: October 28, 2013

TO: The Members of the Board of Estimate and Taxation
The Members of the Planning Commission
The Members of the Common Council

FROM: Richard Moccia, Mayor

RE: Special Capital Appropriation

Attached is a special capital appropriation from the Board of Education for a special capital appropriation in the amount of $500,000 to provide supplemental mid-year funding for school security enhancements.

The purpose of this special appropriation is to implement recommendations from the District Safety Committee and the Norwalk Police Department to improve security and enhance safety in Norwalk Public School buildings. At the time that the FY 2013-14 capital budget was approved, the Norwalk Public Schools had not yet developed its enhanced security plan. Therefore, the Board of Education only requested $100,000 in the FY 2014 capital budget for security enhancements. Thr $100,000 that was requested by the Board of Education was fully funded in the FY 2014 capital budget, but it was recognized at the time that this would not likely be sufficient funding to implement all of the recommendations that would be forthcoming. With the Board now prepared to implement additional security measures, it is proper and necessary for the City to support this special capital appropriation.

As indicated in the Finance Director's statement, this appropriation will be financed from the overall surplus in the City's Capital Projects Fund.

Cc: Dr. Manuel Rivera, Superintendent of Schools
Richard Rudl, CFO, Board of Education

125 East Avenue • Post Office Box 5125 • Norwalk, CT 06856-5125 • Telephone 203-854-7701 • Fax 203-854-7939 • rmoccia@norwalkct.org

NORWALK on the move!

DEPARTMENT OF FINANCE
OFFICE OF THE DIRECTOR

MEMORANDUM

DATE: October 28, 2013

TO: Richard A. Moccia, Mayor
The Members of the Board of Estimate and Taxation
The Members of the Planning Commission
The Members of the Common Council

FROM: Thomas Hamilton, Director of Finance

RE: Special Capital Appropriation

Attached is a special capital appropriation request in the amount of $500,000 from the Superintendent of Schools, Dr. Manuel Rivera. This request was approved at the October 15, 2013 Board of Education meeting.

These funds will be used to implement recommendations from the District Safety Committee and the Norwalk Police Department to improve security and enhance safety in Norwalk Public School buildings.

This appropriation will be financed from the overall surplus in the City's Capital Projects Fund. The City Finance Office regularly reviews the status of capital projects, and periodically closes out projects which have been completed or have been formally abandoned. We recently completed this review for the fiscal year ended 6/30/2013, and as a result there is presently a sufficient unencumbered balance in the Capital Projects fund to finance this $500,000 special capital appropriation request without need to seek additional bonding authorization.

Finance recommends approval.

Cc: Richard A. Moccia, Mayor
Dr. Manuel Rivera, Superintendent of Schools
Richard Rudl, CFO, Board of Education

Norwalk Public Schools
Central Office
125 East Avenue
P.O. Box 6001
Norwalk, Connecticut 06852-6001

Dr. Manuel Rivera
Superintendent

Tel: 203-854-4001
Fax: 203-838-3299

TO: Mayor Richard Moccia, Fred Wilms, and Thomas Hamilton

FROM: Manuel Rivera

SUBJECT: Special Capital Appropriation for School Security for FY 13/14

I am respectfully submitting the following request for consideration and approval by Norwalk's Board of Estimate and Taxation with regards to a special capital appropriation for school security that was approved at the October 15, 2013 Board of Education Meeting. The request is for a capital appropriation of an additional $500,000.

Throughout the year the District Safety Committee and the Norwalk Police Department outlined an assessment of each of the schools within the Norwalk Public Schools and identified areas for improved security based on the recommendations by the Norwalk Police Department. This special appropriation will follow the guidelines set forth by both the District Safety Committee and the Norwalk Police Department.

Sincerely,

Dr. Manuel Rivera
Superintendent of Norwalk Public Schools

CC: Tony Daddona, Richard Rudl

2013-2014
CITY OF NORWALK

DEPARTMENT: **BOARD OF EDUCATION**		PROJECT TITLE: **SCHOOL SAFETY**
PROJECT LIFE:	SCHEDULED START: January 1, 2014	SCHEDULED COMPLETION:
RANKING: 1	___ NEW CONSTRUCTION/EQUIPMENT	___ REPLACEMENT\REFURBISHMENT

DESCRIPTION:

Physical improvements to school buildings to enhance school safety.

JUSTIFICATION:

School Safety

EXPENDITURE SCHEDULE (000's)	PRIOR YEARS	2013-14	2014-15	2015-16	2016-17	2017-18	TOTAL
Construction							
Equipment/Materials		$500,000					
Other/Contingency							
TOTAL EXPENDITURES	0	**$500,000**					
REVENUE (Specify)							
NET COST		$500,000					

CAPITAL BUDGET

2013-2014
CITY OF NORWALK

DEPARTMENT : BOARD OF EDUCATION	PROJECT TITLE:

1. Was this project included as part of last year's five year capital plan? It was included in the 2013-2014 Capital Request.
Yes x___ No__

If yes, please indicate amount requested and approved. Request $ ____________ Approved $ 100,000
If not, why is the project now included?

2. How was your cost estimate derived? Projections on school safety needs

3. Will this project have an impact on the operating budget of this department or another department? Yes ____ No ___x_

If yes, please estimate the following:

A. Increased Revenue ____________

B. Decreased Operating Expenses ____________

C. Additional Salary Costs ____________ No. of new positions ____________

D. Additional operating expenses ____________

Net effect on Operating Budget ____________

4. Comment on the demand/need for this project.

Recommendations based on reviews by the district safety committee

5. What are the implications if the project is deferred, or not funded? School safety concerns not addressed

MEMORANDUM

To: Local Chief Executive Officials and Chief Financial Officers

From: Sandra M. Huber, LoCIP Program Coordinator
Intergovernmental Policy Division

Date: August 29, 2013

Subject: **2013 Local Capital Improvement Program (LoCIP) UPDATE**

The 2013 Legislative session has resulted in significant changes in the Local Capital Improvement Program (LoCIP). **Section 93 of PA 13-184** expands the list of approved LoCIP Projects to include "a municipal capital expenditure project for . . . the following purposes:"

- establishment of bikeways and greenways,
- land acquisition, including for open space, and costs involved in making land available for public uses,
- acquisition of technology related to implementation of the Department of Education's common core state standards,
- technology upgrades, including for improvements to expand public access to government information through electronic portals and kiosks,* and
- *for fiscal years ending June 30, 2013 and June 30, 2014 only*, acquisition of snow removal equipment, capital expenditures made to improve public safety, and capital expenditures made to facilitate regional cooperation.**

Section 94 of PA 13-184 allows towns that expended funds in FY 2013 on the expanded list of projects to apply to the secretary for reimbursement of such expenses. Section 94 allows the Secretary of OPM to authorize reimbursements for these projects prior to the project being included in the capital improvement plan (CIP) adopted by the municipality.

* *Please use* ***Updated 2013 LoCIP Authorization/Expenditure (A/E) form*** *for these new subdivisions.*
Related Guidelines
Please* ***use LoCIP A/E form 1a *for these "subsection (X)" projects*
Related Guidelines

Remember to provide expenditure documentation for items or services for which you request LoCIP reimbursement with your reimbursement request: copies of cancelled checks or a list of checks issued, the date, vendor, a description of the items or services provided and amount.

If you have questions or comments concerning the LoCIP program, please contact me at (860) 418-6293 or e-mail me at: sandra.huber@ct.gov Thank you.

Updated 2013 LoCIP GUIDELINES

INTRODUCTION

Connecticut's Local Capital Improvement Program (LoCIP) provides financial assistance to municipalities for eligible projects in the form of entitlement grants funded with State general obligation bonds. Annual entitlements are announced in March; municipalities must apply to the Office of Policy and Management for authorization of projects qualifying for LoCIP funding on the Authorization/Expenditure form included in this package. Once a municipality expends funds for an authorized LoCIP project, it may apply for reimbursement on the form. Reimbursement cannot exceed the municipality's available balance of LoCIP funds.

This manual has been prepared to assist municipalities in applying for state aid entitlement grants for the Local Capital Improvement Program (LoCIP). **OPM is issuing these Updated 2013 Guidelines on an interim basis in response to significant new provisions that were added during the 2013 Regular Legislative Session. New legislative language is shown in bold and underlined type.**

Supplemental Guidelines and a special form 1a have been developed for the new subsection (X) provisions and are available at the link in the cover memo.

If you have questions on the LOCIP program or procedures, please do not hesitate to call **Sandra Huber**, LOCIP Coordinator, at **(860) 418-6293** or via e-mail at: sandra.huber@ct.gov

QUESTIONS AND ANSWERS RELATING TO THE LoCIP GRANT PROGRAM

1. What project categories are eligible for LOCIP reimbursement?

Eligible LoCIP projects are defined in the following major categories*:

A) ROAD construction, renovation, repair, or resurfacing,
B) SIDEWALK and pavement improvements,
C) SEWER facilities/lines construction, renovation, enlargement, or repair,
D) PUBLIC BUILDINGS, other than schools, construction, renovation, code compliance, energy conservation and fire safety,
E) DAMS/BRIDGES/FLOOD CONTROL construction, renovation, enlargement, or repair,
F) WATER TREATMENT OR FILTRATION facilities/mains construction, renovation, enlargement, or repair,
G) SOLID WASTE facilities construction, renovation, or enlargement,
H) PUBLIC PARKS improvements,
I) CAPITAL IMPROVEMENT PLANS,
J) EMERGENCY COMMUNICATIONS systems improvements and BUILDING SECURITY SYSTEMS, INCLUDING FOR SCHOOLS,
K) PUBLIC HOUSING renovation and improvements,
L) VETERANS MEMORIALS,
M) THERMAL IMAGING SYSTEMS,
N) BULKY WASTE/LANDFILL PROJECTS,
O) CONSERVATION & DEVELOPMENT PLANS,
P) AUTO EXTERNAL DEFIBRILLATORS,
Q) FLOODPLAIN MANAGEMENT AND HAZARD MITIGATION ACTIVITIES,
R) ON-BOARD OIL REFINING SYSTEMS,
S) THE PLANNING OF A MUNICIPAL BROADBAND NETWORK,
T) BIKEWAY AND GREENWAY establishment,
U) LAND ACQUISITION: incl. for open space and costs to make land available for public use,
V) TECHNOLOGY relating to SDE's Common Core State Standard,
W) TECHNOLOGY UPGRADES including expansion of public access to government information via e-portals/kiosks, and
X) *for fiscal years ending June 30. 2013 and June 30, 2014,* SNOW REMOVAL EQUIPMENT, IMPROVEMENTS TO PUBLIC SAFETY, and capital expenditures to facilitate REGIONAL COOPERATION.*

A LoCIP project may include repairs incidental to reconstruction and renovation, but does not include ordinary repairs and maintenance of a routine, ongoing nature.

2. When can applications be submitted?
Currently, the Office of Policy and Management (OPM) is accepting applications for the entitlement years 1988-89 through 2012-13. Applications for the 2012-13 certified entitlement will be accepted on or after March 1, 2013. Grant requests should be addressed to:

State of Connecticut
Office of Policy and Management
Intergovernmental Policy Division
450 Capitol Ave., MS#54ORG
Hartford, Ct 06106-1379
Attention: Sandra Huber

3. How are distributions to each municipality calculated?
Distribution of these funds is apportioned to the towns by the statutory formula of 30% road miles, 25% population density, 25% AENGLC (Adjusted Equalized Net Grand List Per Capita) and 20% population, with unconsolidated cities and boroughs receiving a percentage of their associated municipality's allocation based on the total taxes levied. *These entitlements may be accumulated from year to year, since there is no deadline for application.*

NOTE that there is no additional funding provided with the new project categories.

4. What is a Capital Improvement Plan (CIP)?
A CIP is a multiyear plan prepared to show the general description, need, and estimated cost of each individual capital improvement, and the proposed funding source for each individual capital improvement in the first year of the plan. The CIP should be adopted by the applicant's legislative body having final annual budget approval (City Council, Board of Alderman or Town Meeting) and should be updated annually.

5. Must projects be included in a CIP in order to be approved?
Yes, with the exception delineated below, the municipality must certify that it has adopted a capital improvement plan and that the project is consistent with such plan. If, however, a particular project is not included in the local CIP because of a substantial change of

circumstances, a note explaining such circumstances must be included in the project description section of the Authorization/Expenditure form.

(NEW) The exception to this requirement is that municipalities can request authorization for funding and reimbursement for projects listed in new subdivisions (T) through (X) of section 7-536 (a) (4), for the fiscal year ending June 30, 2013, prior to its inclusion in the municipality's CIP; and must then amend their CIP to include the project.

6. Can LoCIP funds be used for projects which receive other State funds?
The grant can be used toward the balance on projects receiving other assistance, but cannot be used to satisfy a local matching requirement for any state assistance program except for the Local Bridge Program established under Sections 13a-175p to 13a-175u, Connecticut General Statutes.

7. Do projects require separate applications?
Yes, separate forms, and support materials are required for each project.

Please use the updated A/E form to request authorization and reimbursement, especially for projects provided in new subsections (T) through (W). There is a separate and unique A/E form 1a to request authorization and reimbursement for subsection (X) projects available at the link on the cover memo.

8. How long will it take to receive approval?
The Secretary of OPM will approve or disapprove each fully completed project authorization and expenditure (A/E) form within forty five (45) days of its receipt and will notify each applicant accordingly. The Secretary will approve projects only up to the amount of each municipality's available balance (current entitlement plus any balance from previous years), provided separately.

9. How does the municipality receive funding?
A municipality must expend local funds for eligible and approved LoCIP projects before reimbursement can be issued. The municipality initiates this reimbursement process by submitting a reimbursement request and entering the amount of reimbursement requested in the "Amount of Current Request" column on the LOCIP A/E form that is provided with this manual. *Note: Documentation of the expenditure in the form of a list of checks, their dates, amounts and the vendor from whom items or services were obtained and a description of those items/services must accompany the request. Copies of detailed invoices itemizing products or services provided may be requested in order to verify eligibility for reimbursement.*

10. Can a municipality request a project authorization and reimbursement of expenses at the same time?
Yes, each municipality may apply to the Secretary for expense reimbursement at the time it submits a Local Capital Improvement project authorization request. Documentation of the expenditure as described under item 9 above, must accompany the request.

11. May municipalities sell grant anticipation notes to provide interim financing?
Yes, the law permits municipalities to sell such notes. Such notes must be authorized in the same way as other bonds and notes of the municipality but payments of principal are not required while the project is under construction. The term of these notes shall not exceed six months from the date of completion of an eligible local capital improvement project.

The expense of preparing, issuing and marketing of such notes may not be included as part of the cost of an eligible local capital improvement project. Also, a LoCIP grant may not be used to make debt service payments on long-term bonds or financing leases.

12. May a municipality transfer LoCIP funds from one project to another if there is an unexpended balance in one project account and deficit elsewhere?
No, if there is a balance and a project is completed, the municipality should close out the finished project and the funding will be released into the municipality's available balance where it can be drawn from for another project.

For a cost overrun, the municipality should submit a new request for authorization referring to the original project number in the description of the project, the application should provide an explanation for the cost overrun; a new project number will be issued.

Updated 2013 LoCIP GUIDELINES

INSTRUCTIONS

PART 1 - PROJECT APPROVAL

Only a COMPLETE LoCIP application package will be acted upon by the Office of Policy and Management (OPM); a separate package is required for each project.

A current LoCIP **Authorization/Expenditure** (A/E) form provided by OPM must be signed by the Chief Executive Officer at the bottom of the form. The A/E form must provide a detailed description of the proposed project. For project authorization only, complete the first column of the Project Component Section. (The balance of the Project Component Section will be completed when reimbursement is requested.

This A/E form is also used to certify that the project is a local capital improvement project and that the funds are not being used to match another state grant except for the Local Bridge Program.

In the event an emergency authorization is requested which was not contained in the municipality's capital plan, the Chief Executive Officer should note on item 4 in the certification section of the form that the project is not in the capital plan and provide the reason in the "Project Description" section on this form.

(NEW) Public Act 13-184 provides an exception to this practice: municipalities can request authorization for funding and reimbursement for projects listed in new subdivisions (T) through (X) of section 7-536, for the fiscal year ending June 30, 2013, prior to its inclusion in the municipality's CIP; and the municipality must amend their CIP to include the project.

The Secretary of OPM will determine the eligibility of each fully completed A/E form within forty five (45) days of its receipt and will notify each applicant accordingly.

PART 2 - REIMBURSEMENT

After expenses have been incurred and local funds have been expended for an approved project, the municipality may request reimbursement by completing the request for reimbursement part (columns 2, 3 and 4 of the Project Component Section) of the A/E form. Column 2 of this section should list the amount of previous reimbursement (if any) made by OPM for this project. Column 3 should show the amount currently being requested, while column 4 is a total of the previous reimbursement and the current request.

Each reimbursement request should be accompanied by a brief expense summary sheet that shows the vendor's name, check number, date and amount of each payment and a description of the item/service provided, making up that particular submission. *Copies of detailed invoices that provide a description of the items or services provided by the vendor may be required in order to determine eligibility for reimbursement.*

When the project is complete and the final expense reimbursement is requested, check the "Final Reimbursement" box on the form. If the final reimbursement total is less than the amount originally approved, the unexpended balance will be returned to the municipality's available balance.

If a municipality experiences a project cost overrun, a new Authorization form for the amount of this overrun is required. The project description of this new request should mention the earlier related LoCIP project number and the reason for the overrun. *The increase will be approved under a new project number subject to OPM review and approval, provided the municipality has entitlement funds availabl*

2013 Subsection (X) LoCIP GUIDELINES

For FY 2013 and 2014 Only

INTRODUCTION

These Guidelines have been specifically prepared to assist municipalities in applying for state aid entitlement grants for the Local Capital Improvement Program (LoCIP) for capital expenditure projects defined in new subsection (X) of Connecticut General Statutes § 7-536 (a) (4) which provides for LoCIP funding "for the fiscal years ending June 30, 2013, and June 30, 2014, acquisition of snow removal equipment, capital expenditures made to improve public safety, and capital expenditures made to facilitate regional cooperation."

Only exceptions to the regular LoCIP program policies/procedures/practices are mentioned here; for information on routine administration of the LoCIP Program, please consult the Updated 2013 LoCIP Guidelines.

If you have questions on the LOCIP program or procedures, please do not hesitate to call **Sandra Huber, LOCIP Coordinator, at (860) 418-6293 or via e-mail at: sandra.huber@ct.gov**

QUESTIONS AND ANSWERS RELATING TO THE LoCIP GRANT PROGRAM

1. When can applications for LoCIP funding under subsection (X) be submitted?
Currently, the Office of Policy and Management (OPM) is accepting applications for FY 2013 and 2014. Applications for the March 2014 certified entitlement will be accepted on or after March 1, 2014. Grant requests should be addressed to:

State of Connecticut
Office of Policy and Management
Intergovernmental Policy Division
450 Capitol Ave., MS#54ORG
Hartford, Ct 06106-1379
Attention: Sandra Huber

2. What project categories are eligible for subsection (X) LOCIP reimbursement?
Eligible LoCIP projects are defined in the following major categories:

- acquisition of snow removal equipment,
- capital expenditures made to improve public safety, and
- capital expenditures to facilitate regional cooperation.

3. Is there additional funding provided for these subsection (X) acquisitions/projects?
No, annual LoCIP entitlements and any prior unexpended LoCIP funding must be utilized.

4. Must projects be included in a CIP in order to be approved?
No, there is an exception to the requirement that LoCIP projects be included in the municipality's CIP for FY 2013 expenditures for acquisitions/projects that qualify under subsection (X). The municipality shall amend its CIP to include the project.

5. What is unique about the provisions of subsection (X)?
The provisions of subsection (X) are retro-active and are effective for a limited time. Municipalities may apply for funding for the three categories of projects for qualifying expenditures made in FY 2013 as well as 2014. Note that Subsection (X) projects must be authorized by OPM prior to June 30, 2014.

6. Must the proposed expenditure be authorized by the legislative body of the town (Council or Town Meeting)?

Yes, as with other LoCIP Projects; see Questions 4 and 5 in the regular LoCIP Guidelines. There is an exception for FY 2013 expenditures. See explanation under PROJECT APPROVALS on the following page.

2013 Subsection (X) LoCIP GUIDELINES

For FY 2013 and 2014 Only

INSTRUCTIONS

PART 1 - PROJECT APPROVAL

Only a COMPLETE LoCIP application package will be acted upon by the Office of Policy and Management (OPM); a separate package is required for each project. **Use Authorization /Expenditure form 1a, which is specifically for subsection (X) projects.**

A current LoCIP **Authorization/Expenditure** (A/E) 1a form provided by OPM must be signed by the Chief Executive Officer at the bottom of the form. The A/E form must provide a detailed description of the proposed project. For project authorization only, complete the first column of the Project Component Section. (The balance of the Project Component Section will be completed when reimbursement is requested.

This A/E form is also used to certify that the project is a local capital improvement project and that the funds are not being used to match another state grant except for the Local Bridge Program.

Public Act 13-184 provides an exception to this practice: municipalities can request authorization for funding and reimbursement for projects listed in new subdivision (X) of section 7-536, for the fiscal year ending June 30, 2013, prior to its inclusion in the municipality's CIP; and the municipality shall amend their CIP to include the project.

The Secretary of OPM will determine the eligibility of each fully completed A/E form within forty five (45) days of its receipt and will notify each applicant accordingly.

PART 2 - REIMBURSEMENT

After local funds have been expended for an approved project, the municipality may request reimbursement by completing the request for reimbursement part (columns 2, 3 and 4 of the Project Component Section) of the A/E form. Column 2 of this section should list the amount of previous reimbursement (if any) made by OPM for this project. Column 3 should show the amount currently being requested, while column 4 is a total of the previous reimbursement and the current request.

Each reimbursement request should be accompanied by a brief expense summary sheet that shows the vendor's name, check number, date and amount of each payment and a description of the item/service provided, making up that particular submission. **Copies of detailed invoices that provide a description of the items or services provided by the vendor may be required in order to determine eligibility for reimbursement.**

When the project is complete and the final expense reimbursement is requested, check the "Final Reimbursement" box on the form. If the final reimbursement total is less than the amount originally approved, the unexpended balance will be returned to the municipality's available balance.

Local Capital Improvement Program (LOCIP)

Certified Municipal Entitlements

ENTITLEMENTS FOR 2013

MUNICIPALITY	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	Available 3/13
Andover	28,056	28,947	28,955	28,444	27,913	28,270	$28,129	$28,465	$28,735	$28,196	90,307.00
Ansonia	180,193	178,096	177,577	183,724	177,179	176,373	$167,621	$174,849	$179,367	$178,630	293,345.34
Ashford	52,845	53,550	53,451	54,548	54,225	52,892	$51,790	$52,989	$51,315	$52,201	52,201.00
Avon	97,349	99,187	101,018	102,083	103,691	104,219	$105,218	$105,627	$106,650	$108,969	108,969.00
Barkhamsted	35,939	36,276	36,196	36,180	36,835	36,472	$35,849	$36,227	$36,903	$36,984	36,984.00
Beacon Falls	35,362	37,087	36,995	36,279	36,665	37,937	$37,538	$38,309	$38,903	$38,500	179,371.57
Berlin	122,259	124,221	124,578	127,412	129,881	132,310	$128,158	$133,059	$127,659	$124,390	299,780.88
Bethany	46,975	47,502	47,419	47,661	48,577	48,581	$47,882	$48,193	$48,050	$47,474	95,835.00
Bethel	116,381	115,168	115,270	120,169	118,327	118,520	$114,416	$117,193	$115,982	$115,858	329,070.29
Bethlehem	34,819	35,115	35,017	34,378	34,695	34,229	$34,463	$34,019	$34,259	$34,295	34,335.00
Bloomfield	131,315	128,024	130,388	131,196	137,928	134,852	$130,091	$131,427	$127,115	$125,039	125,039.00
Bolton	40,709	40,824	40,590	40,252	40,959	40,890	$40,043	$40,706	$39,588	$38,439	313,085.00
Bozrah	25,903	26,215	26,159	26,480	26,263	26,571	$26,144	$26,366	$26,909	$26,324	26,324.00
Branford	168,325	168,892	168,161	167,858	170,313	168,464	$164,305	$164,947	$157,841	$157,017	548,136.41
Bridgeport	2,350,415	2,348,030	2,344,708	2,229,742	2,123,842	2,090,303	$2,004,673	$2,069,582	$2,215,017	$2,258,098	6,543,473.88
Bridgewater	24,907	24,456	24,387	24,403	24,508	24,503	$24,363	$24,321	$23,834	$23,812	48,293.50
Bristol	490,629	493,760	494,243	520,268	508,904	504,113	$486,019	$503,379	$478,988	$478,962	1,157,823.10
Brookfield	102,014	102,150	102,802	102,353	104,397	104,469	$105,434	$106,326	$103,969	$104,694	105,454.00
Brooklyn	70,345	69,347	70,063	70,858	74,723	71,219	$69,581	$70,862	$72,513	$74,309	246,389.12
Burlington	69,950	71,054	71,693	72,387	73,695	74,013	$73,041	$73,633	$73,551	$73,757	97,268.48
Canaan	18,938	19,398	19,343	19,274	18,864	18,879	$18,827	$18,863	$18,944	$18,925	19,006.00
Canterbury	57,801	56,969	56,925	57,203	58,741	56,216	$55,618	$56,297	$57,223	$56,196	113,419.06
Canton	63,068	64,605	64,757	66,775	69,054	69,315	$68,247	$69,052	$69,430	$68,272	319,684.56
Chaplin	29,927	30,392	30,363	30,581	31,121	31,003	$29,965	$31,049	$29,216	$29,258	61,612.00
Cheshire	183,217	183,149	182,673	182,415	185,740	185,945	$183,234	$186,568	$184,598	$185,343	185,343.00
Chester	28,020	27,801	27,695	27,495	27,731	28,012	$27,525	$26,935	$26,781	$26,888	111,741.88
Clinton	92,590	90,811	90,362	89,943	90,417	92,522	$89,295	$90,328	$88,091	$85,959	85,959.09
Colchester	116,096	119,288	119,956	117,627	119,835	119,912	$118,684	$119,496	$120,273	$118,307	118,307.00
Colebrook	26,172	25,785	25,708	25,834	25,574	25,626	$25,407	$25,497	$25,846	$25,866	25,866.40
Columbia	38,989	40,523	40,904	39,731	40,418	40,418	$40,348	$40,197	$40,257	$41,093	177,120.96
Cornwall	33,409	33,365	33,283	33,268	33,343	33,327	$33,194	$33,293	$32,989	$32,753	32,753.00
Coventry	100,936	100,911	102,289	102,437	106,884	105,001	$101,855	$103,771	$103,207	$104,182	123,550.40
Cromwell	80,977	81,359	81,135	84,682	84,114	84,530	$82,653	$84,591	$83,796	$83,658	83,658.00
Danbury	507,848	506,680	510,150	550,266	533,302	529,226	$514,354	$550,428	$543,365	$545,090	657,132.06
Darien	108,758	108,606	110,955	110,746	110,761	110,374	$109,072	$109,397	$110,210	$111,022	111,022.00
Deep River	31,676	32,014	31,910	31,459	31,655	32,764	$31,405	$31,706	$30,903	$31,729	31,729.00
Derby	106,210	103,381	102,981	100,556	98,314	104,359	$97,950	$99,393	$102,316	$103,640	722,666.46
Durham	54,606	54,307	54,338	54,820	55,569	56,514	$55,451	$56,478	$55,109	$54,676	109,785.00
Eastford	23,856	23,627	24,101	24,494	24,230	24,511	$23,422	$24,289	$23,161	$23,213	23,213.00
East Granby	34,229	34,425	34,371	34,936	35,899	35,862	$35,248	$36,385	$35,555	$34,377	220,181.45
East Haddam	90,477	90,773	90,579	91,949	90,340	90,585	$89,231	$90,170	$89,721	$89,741	89,741.00
East Hampton	90,244	95,654	98,344	94,428	96,374	99,570	$94,898	$97,371	$97,392	$90,977	108,310.00
East Hartford	423,158	421,912	417,852	411,401	427,946	424,786	$430,890	$413,115	$433,071	$445,640	535,920.45
East Haven	235,710	227,384	227,207	227,259	227,296	227,409	$221,743	$223,056	$225,354	$222,964	448,602.36
East Lyme	121,416	124,303	124,270	119,769	120,297	121,797	$122,534	$123,543	$121,913	$122,342	358,011.66
Easton	66,724	66,870	66,716	66,858	66,790	66,041	$65,657	$66,534	$66,717	$66,924	506,468.79
East Windsor	73,763	74,206	74,068	76,752	77,173	78,253	$76,728	$78,322	$76,564	$76,311	130,042.56

Local Capital Improvement Program (LOCIP)

Certified Municipal Entitlements

ENTITLEMENTS FOR 2013

MUNICIPALITY	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	Available 3/13
Ellington	99,847	99,695	101,431	101,561	102,899	106,105	$99,977	$105,979	$107,979	$106,768	106,768.00
Enfield	342,101	360,393	358,805	343,442	352,286	347,068	$339,606	$340,314	$337,821	$333,435	1,440,176.00
Essex	41,245	41,859	41,718	41,938	41,636	41,903	$41,537	$41,754	$40,613	$40,711	40,711.00
Fairfield	370,449	375,781	370,459	365,550	367,511	369,303	$363,779	$366,931	$368,430	$370,856	370,856.00
Farmington	133,932	134,702	135,221	139,692	140,503	141,138	$137,955	$140,580	$138,104	$137,996	427,582.52
Franklin	17,627	17,362	17,334	17,547	17,579	17,805	$16,797	$17,645	$17,349	$17,410	17,410.00
Glastonbury	195,693	197,140	197,114	202,663	201,771	203,822	$199,534	$203,106	$203,717	$205,378	205,378.00
Goshen	42,932	43,071	43,064	43,314	43,678	43,915	$43,727	$43,897	$43,047	$43,020	43,020.00
Granby	80,654	81,456	82,442	84,566	85,444	86,038	$83,716	$84,542	$83,585	$83,286	161,532.81
Greenwich	330,256	329,229	328,958	327,609	328,055	327,835	$326,691	$327,880	$317,252	$318,876	318,876.00
Griswold	93,157	97,738	97,851	92,541	92,568	92,266	$91,936	$91,419	$94,740	$91,685	153,584.99
Groton	224,735	230,287	231,580	229,217	223,678	239,079	$236,447	$224,744	$222,876	$220,728	442,910.21
Guilford	138,992	138,787	139,083	140,853	140,475	141,388	$139,661	$140,687	$140,266	$139,313	289,528.67
Haddam	71,488	72,150	72,023	71,531	72,080	72,945	$71,280	$73,487	$75,155	$75,033	75,033.00
Hamden	431,157	420,840	418,408	414,422	414,541	433,175	$405,839	$417,201	$426,325	$419,218	1,183,834.71
Hampton	30,229	30,568	30,558	30,579	31,180	30,896	$31,025	$31,302	$29,612	$29,701	29,701.00
Hartford	1,890,989	1,888,858	1,891,674	1,924,483	1,929,863	1,941,528	$2,282,942	$1,991,022	$1,964,401	$1,947,341	4,008,718.12
Hartland	20,005	20,224	20,163	19,980	20,217	20,486	$19,394	$20,273	$19,932	$19,356	39,288.00
Harwinton	50,115	50,597	51,050	50,745	51,640	51,401	$50,595	$51,927	$51,287	$52,039	155,253.00
Hebron	68,784	70,516	70,758	70,645	71,622	72,085	$70,873	$71,794	$72,444	$72,164	72,164.00
Kent	42,031	42,088	41,984	42,089	41,796	41,821	$41,580	$41,895	$41,623	$41,588	125,106.00
Killingly	144,446	144,910	146,497	156,719	149,018	150,048	$145,514	$145,242	$147,994	$148,046	978,930.47
Killingworth	54,524	54,568	54,368	54,481	55,057	55,662	$54,949	$56,211	$55,303	$54,812	229,489.80
Lebanon	74,712	74,759	74,621	75,144	74,963	75,090	$73,555	$73,675	$72,778	$72,384	73,058.44
Ledyard	117,144	120,310	120,617	116,886	117,416	123,004	$115,828	$118,532	$116,894	$113,034	229,928.10
Lisbon	31,908	32,156	32,076	31,471	31,172	30,467	$30,957	$30,847	$30,838	$30,370	103,666.00
Litchfield	86,418	85,902	85,547	85,461	86,476	86,361	$84,725	$85,355	$84,457	$83,074	83,074.00
Lyme	26,106	26,160	26,105	25,530	25,600	25,611	$25,492	$25,551	$25,928	$25,906	31,983.20
Madison	113,693	113,594	113,307	113,883	115,381	115,863	$114,566	$115,128	$112,229	$112,377	224,606.60
Manchester	407,948	407,362	406,768	409,517	421,402	421,575	$448,022	$432,789	$427,213	$427,660	1,504,640.33
Mansfield	218,393	170,159	174,061	177,378	189,215	182,348	$174,491	$183,979	$183,703	$189,462	189,462.00
Marlborough	49,623	50,694	51,053	50,894	51,603	52,328	$50,569	$51,653	$50,812	$51,133	51,133.00
Meriden	527,033	530,044	529,441	522,742	533,407	524,164	$517,834	$517,269	$519,121	$508,578	1,025,847.00
Middlebury	53,259	53,747	54,004	53,851	54,393	55,133	$55,314	$55,761	$55,941	$55,321	55,321.00
Middlefield	32,892	33,793	33,655	32,799	33,101	32,843	$32,821	$33,197	$33,481	$32,373	113,704.06
Middletown	316,323	315,807	315,411	337,637	332,780	333,584	$322,483	$342,126	$317,435	$322,827	539,252.51
Milford	382,339	375,712	378,052	379,563	386,977	392,453	$391,494	$410,905	$384,191	$378,282	724,588.96
Monroe	135,936	135,540	135,066	135,399	137,403	137,293	$134,550	$136,956	$135,451	$135,812	542,769.00
Montville	149,533	153,102	153,215	147,390	151,117	149,661	$148,832	$150,976	$148,496	$148,401	384,621.48
Morris	22,682	22,349	22,279	22,443	22,320	22,415	$21,436	$22,190	$21,985	$21,347	127,321.74
Naugatuck	257,030	250,596	250,279	263,828	254,186	257,808	$245,480	$259,583	$254,126	$257,161	720,206.49
New Britain	970,555	954,604	953,430	964,724	937,010	924,591	$880,681	$927,650	$931,158	$959,272	1,033,138.63
New Canaan	117,373	117,435	117,502	117,176	116,987	117,187	$116,955	$117,119	$114,350	$114,922	346,391.00
New Fairfield	81,296	79,757	79,645	79,880	81,370	80,021	$78,778	$80,164	$78,386	$80,462	80,462.00
New Hartford	61,656	62,353	62,342	64,049	64,492	64,390	$62,652	$64,320	$64,369	$63,496	63,496.00
New Haven	1,776,436	1,764,464	1,760,065	1,714,333	1,692,992	1,678,216	$1,901,108	$1,803,526	$1,754,365	$1,724,309	3,821,040.14
Newington	213,269	211,149	209,355	208,733	210,268	220,248	$209,637	$214,002	$212,832	$213,927	354,260.43

Local Capital Improvement Program (LOCIP)
Certified Municipal Entitlements
ENTITLEMENTS FOR 2013

MUNICIPALITY	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	Available 3/13
New London	297,284	284,765	285,386	281,508	281,979	273,444	$275,065	$293,373	$292,042	$295,699	1,379,949.14
New Milford	198,550	201,123	202,020	199,289	200,897	207,890	$198,095	$200,988	$199,186	$197,428	197,651.08
Newtown	194,547	195,864	196,864	201,046	201,689	204,146	$201,170	$191,605	$204,621	$205,697	205,697.00
Norfolk	33,554	33,521	33,436	33,453	33,690	33,708	$33,555	$32,349	$32,201	$32,138	96,372.05
North Branford	91,859	94,305	94,288	92,241	92,856	96,898	$91,977	$93,280	$91,938	$91,859	129,044.45
North Canaan	31,893	31,424	31,331	32,023	31,431	31,217	$30,437	$30,843	$30,061	$29,508	59,569.00
North Haven	154,579	153,644	153,260	155,769	157,084	168,830	$159,088	$157,592	$156,038	$155,899	252,867.21
North Stonington	50,642	49,809	49,682	49,334	49,739	50,322	$48,861	$49,283	$49,841	$48,664	172,548.77
Norwalk	633,940	641,201	639,431	628,640	646,549	632,914	$616,531	$623,199	$625,905	$628,837	628,837.00
Norwich	306,675	304,352	306,818	301,185	300,331	299,690	$288,131	$294,788	$316,793	$314,011	314,011.00
Old Lyme	50,691	49,981	49,894	49,547	49,697	49,143	$48,721	$48,927	$49,376	$49,388	49,837.00
Old Saybrook	71,576	71,607	71,170	70,768	70,943	71,313	$69,634	$65,257	$67,807	$67,295	67,295.00
Orange	98,772	98,141	98,301	100,298	100,505	101,239	$103,263	$102,483	$101,640	$101,797	375,167.34
Oxford	87,894	89,712	91,107	92,786	95,489	99,715	$98,148	$100,725	$98,972	$97,149	292,943.80
Plainfield	135,772	135,807	136,568	143,296	134,803	131,999	$125,373	$133,668	$132,668	$128,045	135,340.00
Plainville	130,606	128,247	126,867	125,889	129,836	129,019	$127,881	$126,670	$125,324	$124,197	286,423.56
Plymouth	98,940	102,225	101,904	99,800	102,467	102,256	$99,137	$99,754	$99,119	$98,459	106,042.80
Pomfret	48,306	47,932	48,325	48,216	49,536	48,713	$47,807	$48,947	$48,232	$48,372	48,372.00
Portland	65,255	68,476	68,363	67,550	68,576	69,613	$67,703	$68,957	$66,983	$66,121	130,524.11
Preston	46,697	46,450	47,006	48,546	47,301	46,669	$45,690	$46,932	$45,477	$45,029	217,627.78
Prospect	66,227	65,039	64,873	65,438	65,655	69,501	$65,740	$67,240	$67,150	$65,709	132,859.00
Putnam	78,735	78,277	78,808	77,433	79,989	78,322	$76,921	$77,968	$79,437	$79,453	185,343.00
Redding	68,926	69,054	68,951	69,139	69,016	69,108	$68,836	$68,326	$68,964	$69,161	314,574.00
Ridgefield	154,903	154,684	154,332	155,111	154,205	153,716	$152,735	$154,290	$153,002	$153,782	550,248.06
Rocky Hill	106,126	108,534	108,359	110,599	114,253	114,587	$112,064	$112,473	$113,338	$113,116	170,510.84
Roxbury	36,593	36,571	36,504	36,432	36,535	36,490	$36,336	$36,470	$36,146	$36,098	72,244.00
Salem	33,878	34,855	34,811	33,992	34,306	34,105	$34,134	$35,221	$34,519	$34,079	140,637.00
Salisbury	46,065	46,083	45,963	45,602	45,223	45,172	$44,891	$44,987	$44,190	$44,156	188,127.95
Scotland	21,342	21,650	21,614	22,066	21,961	22,313	$21,127	$22,035	$21,617	$21,036	21,944.00
Seymour	114,732	117,094	118,111	115,846	116,785	122,983	$115,917	$117,907	$118,207	$114,987	396,764.72
Sharon	50,991	50,952	50,820	50,373	50,577	50,551	$49,633	$49,718	$48,996	$49,738	109,205.98
Shelton	264,626	270,559	269,901	264,515	270,951	270,415	$271,573	$273,609	$265,176	$265,682	340,259.29
Sherman	28,166	28,330	28,434	28,185	28,115	28,211	$27,953	$28,134	$26,660	$26,783	53,443.00
Simsbury	158,054	158,184	157,371	162,038	160,957	161,445	$158,925	$161,441	$157,471	$156,004	475,020.00
Somers	87,257	88,372	88,573	89,236	94,065	91,992	$88,400	$91,975	$92,123	$91,097	303,956.00
Southbury	122,224	123,662	125,475	129,960	131,342	130,749	$130,398	$130,696	$131,817	$131,475	947,436.06
Southington	276,320	285,225	287,060	283,902	288,954	296,540	$283,703	$289,838	$285,572	$279,853	279,853.85
South Windsor	162,016	164,449	166,029	171,484	173,135	173,112	$168,035	$172,070	$166,439	$166,517	332,874.36
Sprague	27,311	26,498	26,906	26,099	27,404	26,645	$26,461	$27,005	$26,677	$24,899	24,899.00
Stafford	114,036	111,984	111,960	112,489	113,887	117,507	$109,866	$111,986	$112,724	$112,240	224,964.00
Stamford	799,707	798,432	794,023	794,055	795,039	788,604	$890,036	$806,693	$795,763	$797,072	797,072.00
Sterling	40,056	39,899	40,421	42,729	40,959	41,190	$40,160	$40,913	$42,224	$42,485	169,546.02
Stonington	114,253	113,613	114,280	115,077	112,385	113,009	$110,074	$111,540	$112,307	$110,944	110,944.00
Stratford	389,497	385,665	384,385	380,071	388,592	375,026	$367,678	$373,582	$386,453	$393,472	1,597,995.82
Suffield	85,911	87,142	87,980	89,811	94,259	94,940	$91,837	$94,057	$94,098	$90,643	184,741.00
Thomaston	53,197	53,458	53,812	54,066	56,117	54,419	$54,138	$55,133	$55,537	$55,878	112,565.00
Thompson	94,768	91,607	91,452	91,916	94,534	91,451	$88,894	$91,556	$92,234	$91,543	91,543.00

Local Capital Improvement Program (LOCIP)
Certified Municipal Entitlements
ENTITLEMENTS FOR 2013

MUNICIPALITY	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	Available 3/13
Tolland	115,834	117,541	117,413	118,313	122,485	121,619	$118,997	$120,461	$120,293	$118,273	135,069.00
Torrington	271,349	272,131	272,248	274,136	280,455	278,433	$264,543	$270,349	$276,268	$277,770	1,000,790.17
Trumbull	244,616	242,723	243,360	242,328	244,643	246,486	$241,498	$243,639	$246,364	$247,671	906,238.39
Union	14,655	14,709	14,737	14,814	14,427	14,462	$14,357	$14,408	$14,456	$14,458	14,557.00
Vernon	219,062	220,862	220,867	222,105	231,266	231,588	$252,203	$242,371	$226,662	$224,785	865,342.70
Voluntown	26,194	26,621	26,576	25,645	25,764	26,249	$24,913	$25,244	$25,304	$24,765	75,830.47
Wallingford	298,848	300,921	302,303	299,146	302,909	314,979	$296,322	$299,589	$294,525	$291,753	291,753.00
Warren	21,543	21,541	21,906	21,874	22,024	22,047	$21,933	$21,967	$21,955	$21,909	45,968.11
Washington	54,808	54,652	54,466	53,974	54,020	53,996	$53,734	$53,621	$53,067	$52,974	510,866.68
Waterbury	1,222,834	1,261,006	1,258,943	1,300,249	1,268,890	1,216,699	$1,153,976	$1,209,957	$1,226,831	$1,243,340	3,589,836.10
Waterford	115,865	122,331	121,955	121,984	121,675	120,870	$119,796	$120,090	$120,188	$119,083	721,702.00
Watertown	156,741	156,168	155,849	156,283	161,176	160,228	$155,013	$160,408	$159,863	$159,370	223,038.78
Westbrook	41,584	42,022	41,875	41,350	42,758	43,194	$42,648	$42,292	$42,835	$42,280	87,343.85
West Hartford	445,460	442,880	440,138	438,758	442,135	443,274	$463,667	$459,555	$461,222	$458,106	458,106.00
West Haven	582,912	564,900	563,728	561,797	557,315	585,531	$539,815	$570,653	$591,849	$592,499	734,888.43
Weston	66,496	66,494	66,276	65,895	66,255	66,242	$65,993	$66,051	$65,134	$65,382	65,382.00
Westport	146,131	146,377	146,716	147,218	147,028	147,006	$146,938	$147,615	$142,830	$143,761	143,761.00
Wethersfield	190,407	190,494	189,298	187,822	189,271	188,583	$184,612	$186,678	$189,799	$188,737	204,052.99
Willington	60,505	60,445	60,202	60,836	61,430	61,375	$59,376	$60,591	$59,907	$61,562	117,293.43
Wilton	112,960	113,100	112,780	113,035	112,569	111,703	$111,159	$111,998	$111,140	$111,666	111,666.00
Winchester	91,476	91,589	91,443	92,116	92,680	91,966	$87,457	$88,890	$89,318	$89,217	384,992.73
Windham	230,825	236,451	236,838	230,598	239,359	261,928	$220,269	$226,613	$247,091	$259,909	436,760.99
Windsor	186,855	186,075	185,486	186,763	192,593	192,113	$184,329	$187,739	$184,272	$183,400	202,696.38
Windsor Locks	78,795	79,372	79,282	80,859	83,435	84,094	$82,553	$82,284	$80,740	$80,590	166,718.80
Wolcott	114,711	119,828	119,668	118,739	119,397	119,031	$118,266	$118,789	$116,427	$114,468	116,236.31
Woodbridge	66,905	66,862	66,686	66,523	68,009	67,162	$66,503	$66,690	$65,813	$65,207	131,020.00
Woodbury	75,543	75,255	75,322	75,006	76,190	76,613	$75,850	$76,913	$77,067	$78,324	217,026.11
Woodstock	87,157	86,933	86,902	86,930	87,749	89,171	$87,063	$88,510	$87,112	$85,394	85,394.00
Bantam	309	286	310	310	339	317	$313	$294	$281	$280	1,795.00
Danielson	4,074	4,090	3,639	3,610	3,525	3,111	$3,135	$3,142	$2,957	$2,939	28,315.54
Fenwick	299	288	363	340	477	553	$726	$722	$711	$757	1,468.00
Groton-City	18,990	17,957	18,117	17,972	17,493	18,101	$18,765	$17,320	$16,708	$15,650	67,795.00
Groton Long Point	3,341	2,882	2,906	2,884	2,863	3,259	$3,262	$3,040	$3,291	$3,095	58,256.98
Jewett City	2,449	1,850	1,546	1,395	1,363	1,954	$2,519	$2,519	$2,327	$2,202	15,534.17
Litchfield (Bor)	742	695	784	741	704	658	$664	$585	$562	$720	11,279.00
Newtown (Bor)	420	399	557	451	433	431	$370	$359	$372	$366	10,020.00
Stonington (Bor)	1,661	1,809	1,724	1,614	1,647	1,602	$1,714	$1,627	$1,625	$1,567	6,543.00
Woodmont	245	237	218	228	221	208	$210	$256	$225	$333	558.00
	30,000,000	30,000,000	30,000,000	30,000,000	30,000,000	30,000,000	$30,000,000	$30,000,000	$30,000,000	$30,000,000	

LOCAL CAPITAL IMPROVEMENT PROGRAM (LoCIP)
Updated 2013 AUTHORIZATION/EXPENDITURE (A/E) FORM
LoCIP-1 Rev. 7/2013

LoCIP PROJECT NUMBER(if known)

________-________-________

STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT
Prescribed by the Secretary pursuant to
CGS §7-536(c)

TOWN/CITY/BOROUGH OF: (the "Municipality")	**NAME OF PROJECT:**

PROJECT DESCRIPTION:

Contact Person and Title:	**Phone Number**	**Fax Number**	**E-Mail Address:**

PROJECT TYPE(Please Check):

	Water Treatment/Mains ☐	Public Housing ☐	Floodplain Mgmt/Hazard Mitigation ☐	Technology: SDE Common Core State Standards ☐
Road ☐	Solid Waste Facility ☐	Veterans' Memorials ☐	On-board Oil Refining System ☐	Technology: Access to. Government Information ☐
Sidewalks/Pavement ☐	Parks ☐	Thermal Imaging Systems ☐	Municipal Broadband ☐	
Sewer Plans/Mains ☐	Local CIP ☐	Bulky Waste/Landfill ☐	Bikeways/Greenways ☐	
Public Building ☐	Emergency Communications and BuildingSecurity ☐	Plan of C & D ☐	Land Acquisition/Open Space/ Public Use ☐	
Dam/Bridge/Flood Control ☐		Auto External Defibrillator ☐		

➔ Request is for: *(please check)* **Project Authorization ☐** **Interim Reimbursement ☐ - Request # ____** **Final Reimbursement ☐**

PROJECT COMPONENTS

	Project Authorization	Amount of Previous Reimbursements	Amount of Current Request*	Total Reimbursements to Date
ACQUISITION COST(S): Land, building(s), equipment, easement/development rights, etc.	$			
CONSTRUCTION COST(S): Construction or rehabilitation	$			
Site improvement, including demolition	$			
Architectural, engineering, legal expenses, etc.	$			
Total:	$			

** Attach expense summary sheet and provide documentation.*

OFFICE OF POLICY AND MANAGEMENT PROJECT AUTHORIZATION:

Date: ____________________

By: ______________________________

Title: Acting Undersecretary, Intergovernmental Policy Division

The undersigned certifies that:

1. I am the Chief Executive Officer of the Municipality listed above and have the authority to execute this certification on behalf of the Municipality.
2. The above named project (the "Project") is a "local capital improvement project" within the meaning of CGS §7-536(a)(4) **as amended by PA 13-184 § 93 and 94.**
3. The Municipality has authorized the Project for which it seeks (or has received) approval.
4. The Project is consistent with the Municipality's Capital Improvement Plan (CIP). **(Requirement waived for certain 2013 projects, project shall be added to CIP.)**
5. The Municipality is entitled to reimbursement for the Project, pursuant to CGS §7-536(e).
6. The Municipality agrees to (1) maintain detailed accounting records with respect to the Project, reflecting the expenditures set forth above; and (2) make such records available to its auditors and to the state upon request.
7. The Municipality will not use funds received for the Project to satisfy a local matching requirement for a state assistance program(s) other than the Local Bridge Program, pursuant to §13a-175p to 13a-175u, inclusive.
8. The information contained on this form is true, accurate and complete.

By: ____________________________ *Title:* ____________________________

Signed at: ____________________________, *Connecticut, this* ______ *day of* ______________ *20* ______.

Upon completion, return this form to: Office of Policy and Management, 450 Capitol Ave., MS#54ORG, Hartford, CT 06106-1379, ***Attn: Sandra Huber***

LOCAL CAPITAL IMPROVEMENT PROGRAM (LoCIP)
AUTHORIZATION/EXPENDITURE FORM 1a
Rev. 7/2013

STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT
Prescribed by the Secretary pursuant to CGS §7-536(c)

LoCIP PROJECT NUMBER(if known)

_________-_________-_________

For 2013/2014 FY acquisitions only
per PA 13-184 § 93 and 94
CGS § 7-536 (a) (4) (X)

For FY 2013 & 2014 ONLY:
Snow Removal Equipment
Improve Public Safety
Facilitate Regional Cooperation

TOWN/CITY/BOROUGH OF: (the "Municipality")	**NAME OF PROJECT:**

PROJECT DESCRIPTION:

Contact Person and Title:	**Phone Number**	**Fax Number**	**E-Mail Address:**

➔**PROJECT TYPE:** *("x" applicable box)* For FY ending 6/30/13 and 6/30/14: a "capital expenditure project" to:

***Acquire Snow Removal Equipment** ☐ ***Improve Public Safety** ☐ ***Facilitate Regional Cooperation** ☐

➔ **Request is for:** *(please check)* **Project Authorization** ☐ **Interim Reimbursement** ☐ **- Request #** ____ **Final Reimbursement** ☐

	Project Authorization	Amount of Previous Reimbursements	Amount of Current Request*	Total Reimbursements to Date
ACQUISITION COST(S): Land, building(s), equipment, easement/development rights, etc.	$			
CONSTRUCTION COST(S): Construction or rehabilitation	$			
Site improvement, including demolition	$			
Architectural, engineering, legal expenses, etc.	$			
Total:	$			

** Attach expense summary sheet and provide documentation.*

OFFICE OF POLICY AND MANAGEMENT PROJECT AUTHORIZATION:

Date: ______________________

By: ______________________ Title: *Acting Undersecretary, Intergovernmental Policy Division*

The undersigned certifies that:

1. I am the Chief Executive Officer of the Municipality listed above and have the authority to execute this certification on behalf of the Municipality.
2. The above named project (the "Project") is a "local capital improvement project" within the meaning of CGS §7-536(a) (4) **as amended by PA 13-184 § 93 and 94.**
3. The Municipality has authorized the Project for which it seeks (or has received) approval.
4. The Project is consistent with the Municipality's Capital Improvement Plan (CIP). **(PROVISION WAIVED, PROJECT SHALL BE ADDED TO CIP.)**
5. The Municipality is entitled to reimbursement for the Project, pursuant to CGS §7-536(e).
6. The Municipality agrees to (1) maintain detailed accounting records with respect to the Project, reflecting the expenditures set forth above; and (2) make such records available to its auditors and to the state upon request.
7. The Municipality will not use funds received for the Project to satisfy a local matching requirement for a state assistance program(s) other than the Local Bridge Program, pursuant to §13a-175p to 13a-175u, inclusive.
8. The information contained on this form is true, accurate and complete.

By: ______________________ *Title:* ______________________

Signed at: ______________________, *Connecticut, this* ________ *day of* ______________________ *20* _______.

Upon completion, return this form to: Office of Policy and Management, 450 Capitol Ave., MS#54ORG, Hartford, CT 06106-1379, ***Attn: Sandra Huber***

NORWALK on the move!

DEPARTMENT OF FINANCE
OFFICE OF MANAGEMENT & BUDGETS

Date: November 4, 2013

To: Members of the Board of Estimate & Taxation

From: Thomas Hamilton, Director of Finance

Re: Special Appropriations

FISCAL YEAR 2013-14:

Item 1:

$25,000 from Contingency to the Recreation and Parks Department to cover the cost of removing and trimming damaged trees (Account# 016031-5298).

This appropriation is to cover the cost of trimming and removing trees citywide. As a result of several severe storms, many trees have been stressed. It is important for these trees to be trimmed and removed in order to avoid potentially costly damage and liability exposure.

To date a total of $24,745 has been spent in the tree account, with another $9,858 waiting to be paid. On average, it costs $2,000 to remove a tree and this appropriation will help to trim or remove some of the trees in the heavily traveled parts of the City. In September, $6,500 was approved via internal transfer. However, this was not enough to address most of the damaged trees on the department's priority list and, at this point, there is nowhere else the Director can find money within his budget. It should be noted that over the last three fiscal years, the department has spent an average of $33,790 trimming and removing trees.

Finance recommends approval.

Norwalk
THE RIGHT PLACE AT THE RIGHT TIME
RECREATION AND PARKS

MEMORANDUM

Date: October 9, 2013

To: Tom Hamilton and Board of Estimate Members

From: Michael A. Mocciae

Subject: Tree Removal

Due to the tremendous amount of trees that have been stressed and damaged by the past several seasons of severe weather many in our parks and school grounds must be removed or trimmed. Without taking action (see enclosed pictures) this would become a huge liability for the City and the Department due to potential property or personal injury. Several months ago the Department asked for $6,500.00 that was approved for an internal transfer to take care of a budget shortfall however, this will not be enough to attend to the current conditions. We are requesting a special appropriation of $25,000.00 which will hopefully take us to the start of next fiscal year barring any additional storms. I cannot find this amount of money within our existing budget. The account listed as 016010-31-5298 has received funding for only $19,000.00 each fiscal year with costs surpassing that figure over the last 3 years 2013 (32,000.00) 2012 (25,000.00) 2011 (43,000.00). The Department has developed a list of trees by priority that pose the biggest risk to exposure in order to minimize additional funding.

125 EAST AVENUE ▪ P.O. BOX 5125 ▪ NORWALK, CT 06856-5125 ▪ TELEPHONE 203-854-7806 ▪ FAX 203-854-7869

Almstead Tree & Shrub Care Co.
changing the nature of tree and shrub care
80 Lincoln Avenue
Stamford CT 06902
Voice:203-348-4111
Fax:203-708-0071
Email:info@almstead.com
Registration# 610956
www.almstead.com

INVOICE

Cust # NWKPRKREC
Invoice # 205416
Invoice Date 09-27-2013

BILL TO:

Norwalk Dept. Parks & Recreation
Ken Hughes
125 East Ave
Norwalk CT 06851-5702

SERVICE AT:

Norwalk CT 06850

Service / Payment Information

Arbor Care As Per Proposal **Completed: 09-26-2013** **Sales#: 45**

Description

Special appropriation
25,000.00

www.almstead.com

BILL TO: ______________________ **SERVICE AT:** ______________________

MATTHEWS PARK
1. Remove all cracked and broken limbs from 42" Oak directed by Brian.
NORWALK HIGH SCHOOL
1. Take down 16" Pine by baseball field & 10" Locust in upper parking lot.
NATHAN HALE SCHOOL
1. Take down 24" Maple in front of school.
BOUTON STREET PLAYGROUND
1. Prune to raise all limbs along entrance as directed by Brian.
CALF PASTURE BEACH
1. Take down 44" Cottonwood in median that's marked with an orange X.
ROWAYTON SCHOOL
1. Take down marked dead tree on top of concrete wall.
9 LOUISE STREET
1.Take down 10" Norway Maple on the East side of the fence.
WOLFPIT SCHOOL - 1 STARLIGHT DRIVE
1. Take down marked tree in the back of the school.

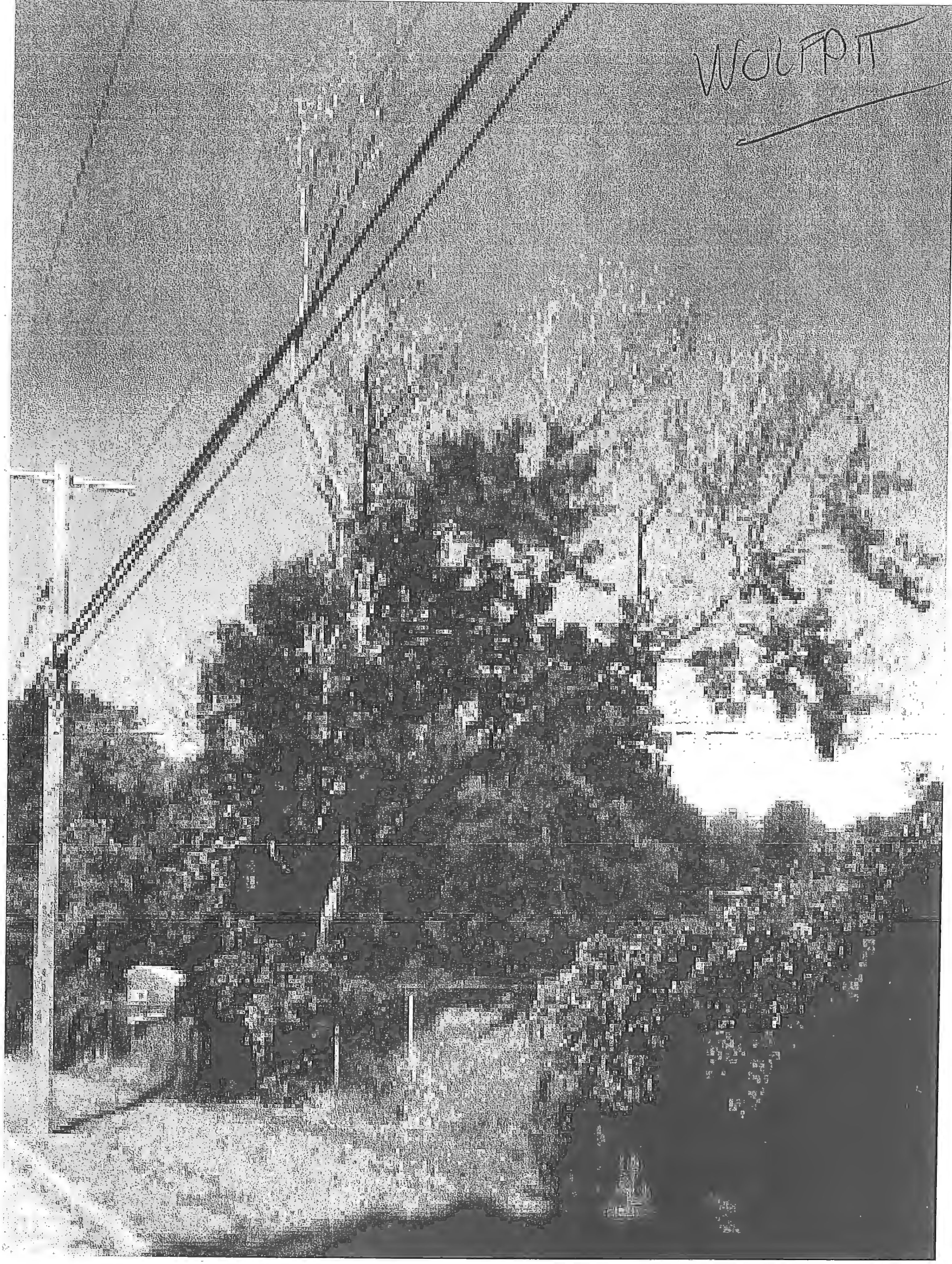
Service	$9,857.50

Please Return this Portion with Payment. Thank You.

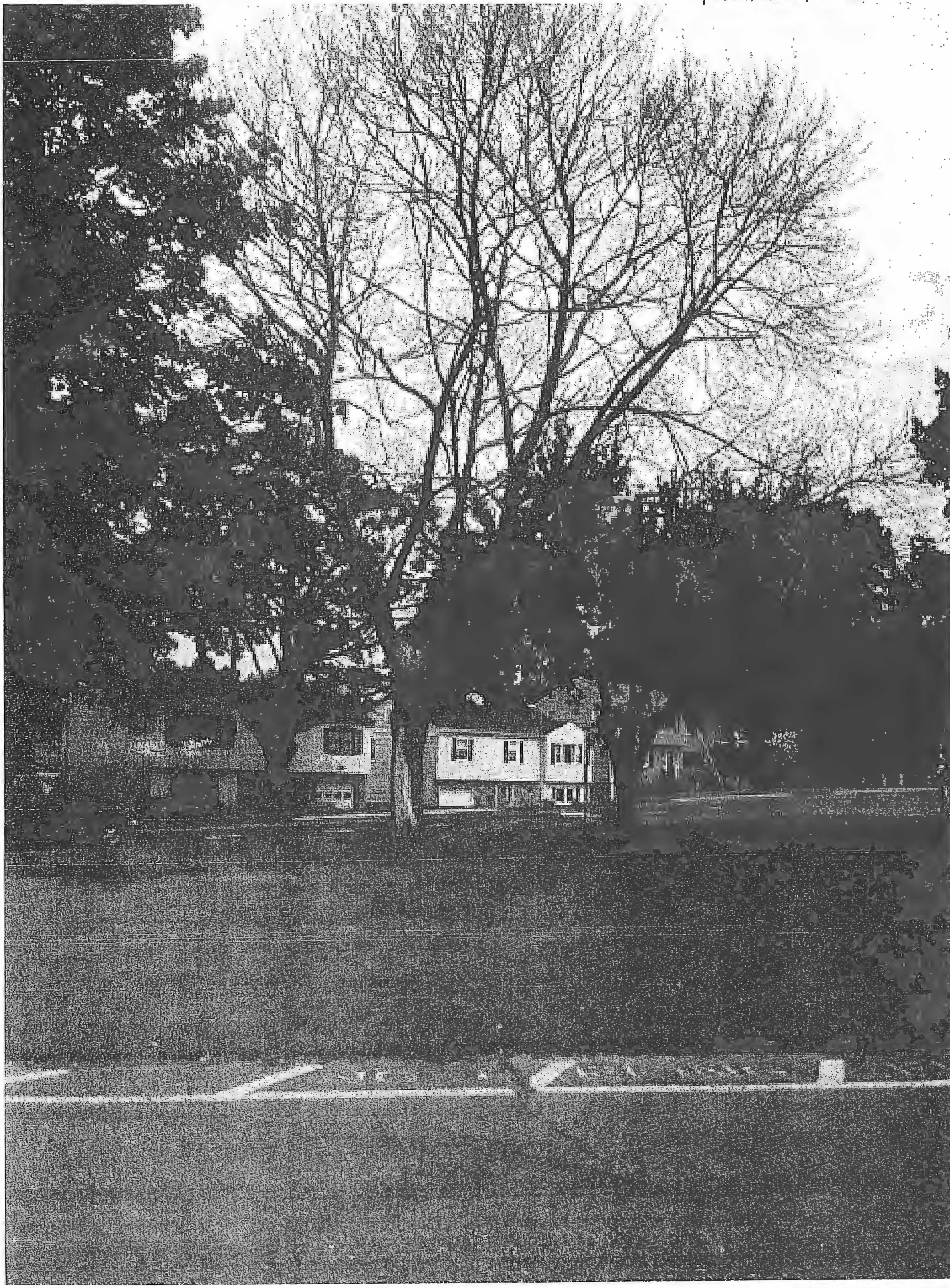
POWHATAN SCHOOL

NORWALK HIGH

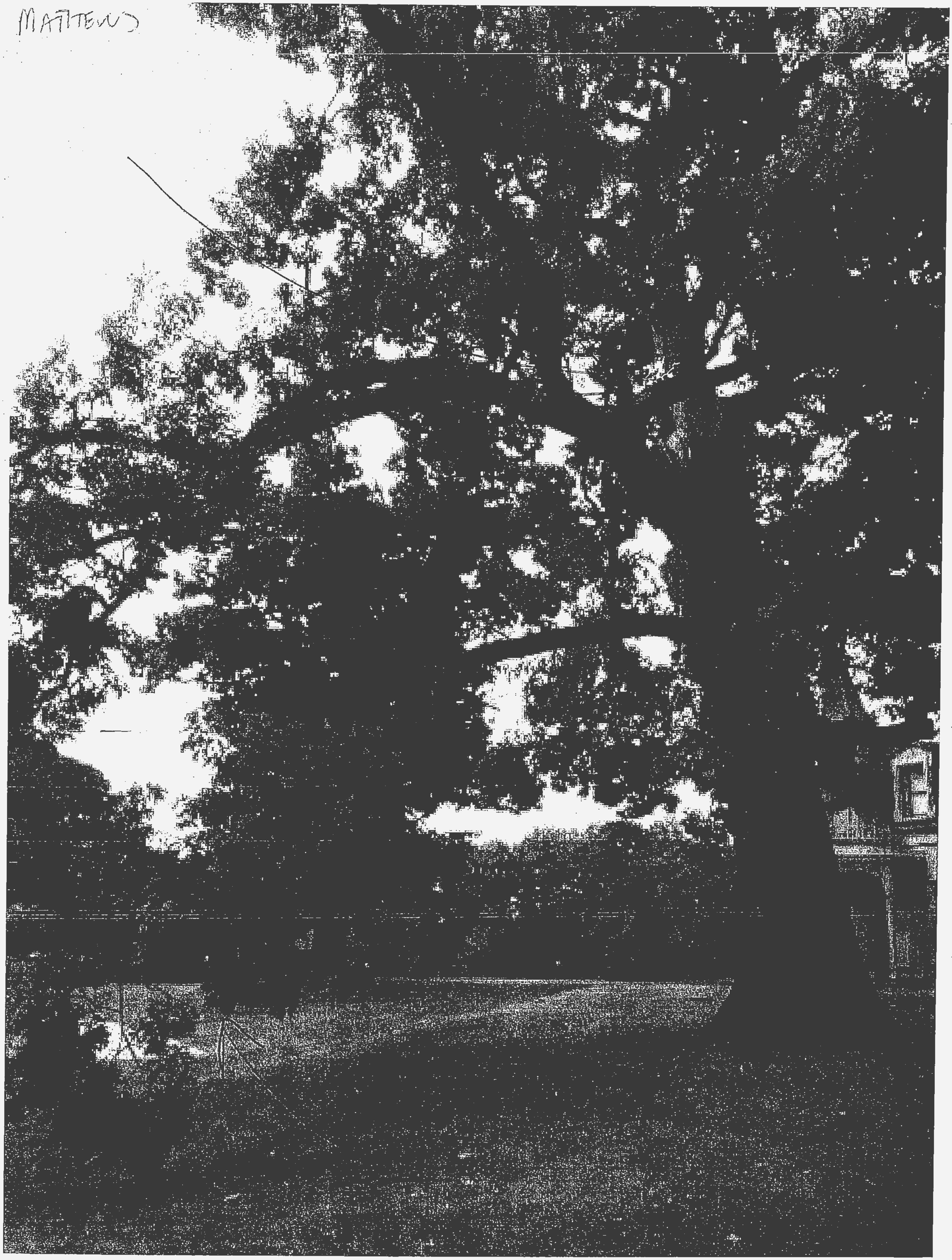
WOLFPIT



CALF PASTURE



MATTEWS



Louise St

SECTION A

RESOLVED **SPECIAL APPROPRIATIONS – DECEMBER 2, 2013**
BOARD OF ESTIMATE AND TAXATION

ADVERTISED ITEM:

FISCAL YEAR 2013-14:

1. RESOLVED, that a sum not to exceed $20,000 be and the same is hereby transferred from anticipated increases in Building Permit Revenues to the Code Enforcement Department to cover personnel costs associated with increased permitting activity. (Account #01-3410-4401).

NORWALK on the move!
DEPARTMENT OF FINANCE
OFFICE OF MANAGEMENT & BUDGETS

MEMORANDUM

DATE: November 20, 2013

TO: The Members of the Board of Estimate and Taxation

FROM: Robert Barron

RE: Special Appropriation – Code Enforcement

Bill Ireland, the City of Norwalk's Code Enforcement Manager, is requesting special appropriations totaling $20,000 to fund the personnel costs associated with increased permitting activity in his office. The request is for $15,000 in the department's Part Time Wage account 013410-5140 and $5,000 for its Overtime Wage account 013410-5120.

Revenues from this increased permitting activity are conservatively estimated to exceed the Code Enforcement's current building permit budget by $750,000. Bill feels that this request will meet his department's needs for the balance of the fiscal year and that the funding of these wage accounts for the current spike in activity is preferable to adding full time staff when it is uncertain whether the increase in activity will extend beyond this fiscal year.

ACTIONS REQUESTED:

1. Authorize a special appropriation in the amount of $15,000 for Part Time wages for the City of Norwalk's Code Enforcement office. The funds will come from the anticipated increase in Building Permit revenue account 013410-4401 and be placed into the department's Part Time Wage account 013410-5140.

2. Authorize a special appropriation in the amount of $5,000 for Overtime wages for the City of Norwalk's Code Enforcement office. The funds will come from the anticipated increase in Building Permit revenue account 013410-4401 and be placed into the department's Overtime Wage account 013410-5120.

FINANCE RECOMMENDS THE APPROVAL OF THESE REQUESTS

125 East Avenue • Post Office Box 5125 • Norwalk, CT 06856-5125 • Telephone 203-854-7708 • Fax 203-854-7848

NORWALK on the move!
DEPARTMENT OF
CODE ENFORCEMENT

MEMORANDUM

November 20, 2013

TO: Robert Barron, Director of Management and Budgets

FROM: William D. Ireland, III, Chief Building Official WI

RE: Request for special appropriations

At this time I am requesting that special appropriations be made to the Department of Code Enforcement to fund the personnel costs associated with a substantial increase in permit activity. As of October 15, 2013 my department has brought in $2,102,492.62 in revenue and is estimated to exceed the current building permit budget by $750,000.00.

I am requesting $15,000 in the department's Part Time Wage account 013410 and $5,000 for the Overtime Wage account 013410-5120. I feel this will meet the needs we have encountered with the spike in building activity for the balance of the current fiscal year. It is uncertain as to whether or not this trend will continue into next year so rather than ask for full time staff positions this seems to be a preferable remedy at this time.

Thank you for your time and consideration in this matter,

125 East Avenue • Post Office Box 5125 • Norwalk, CT 06856-5125 • Telephone 203-854-7755 • Fax 203-854-7970