

# CITY OF NEW HAVEN



OFFICE OF THE CITY CLERK  
200 ORANGE STREET  
NEW HAVEN, CONNECTICUT 06510  
203)946-8346/8339 fax 946-6974

*Michael B. Smart*  
City Clerk

Mamie Gardner  
Deputy City Clerk

July 29, 2022

August 23, 2022

Hon. Tyisha Walker, President  
New Haven Board of Alders  
165 Church Street  
New Haven CT 06510

**RE: Prism Office Solutions Copiers**

Dear Alder Walker:

We are asking for the continuation of a multi-year lease agreement with Prism Office solutions.

We have leased with the company for the past 10 years with good success.

The availability of these copiers to public takes the burden off our staff and gives the public the freedom to use the online service, or use the recorded book, or to open an account within the Clerk's Office.

These copiers are also needed for records we do not have online. The City Real Estate Tax Liens are not online for copies, the WPCA liens are not online for copies, some of the earlier historical records are not online. These machines provide an additional support.

This lease agreement includes maintenance of the machines. Details are outlined in the attached lease agreement.

Because of the routine nature of this matter and the delay in submission, we request you purpose this for unanimous consent. We will be happy to answer any questions that you, staff, or your colleagues may have on this item.

Sincerely,

Michael B Smart  
City/Town Clerk