CITY OF NORWALK
LAND USE AND BUILDING MANAGEMENT COMMITTEE
REGULAR MEETING
SEPTEMBER 6, 2023

ATTENDANCE: Barbara Smyth, Interim Chairperson; Greg Burnett; Bryan Meek; James Frayer

OTHER: JoAnn Acquarulo; Bill Hodel; Dan Phillips; Doug Peoples; Ken Hughes; Neil Rennie; Steve Adelman; Sally Adelman; Scott Mangiagli; Eddie Widofsky; Jeffrey Wyszynski

CALL TO ORDER

Chair Smyth called the meeting to order at 7:08 P.M. There was a quorum present.

I. ROLL CALL

A roll call of those present was performed.

II. PUBLIC PARTICIPATION

There was no Public Participation at this time.

III. MINUTES OF PREVIOUS MEETING(S)

APPROVE MINUTES OF AUGUST 2, 2023 AND SPECIAL MEETING OF AUGUST 23, 2023

**** MR. BURNETT MOVED TO APPROVE THE MINUTES OF AUGUST 2, 2023 AS SUBMITTED.**
**** MR. FRAYER SECONDED THE MOTION.**
**** THE MOTION PASSED WITH THREE (3) IN FAVOR (SMYTH, BURNETT, FRAYER) AND ONE (1) ABSTENTION (MEEK).**

**** MR. FRAYER MOVED TO APPROVE THE MINUTES OF AUGUST 23, 2023 AS SUBMITTED.**
**** MR. BURNETT SECONDED THE MOTION.**
**** THE MOTION PASSED WITH THREE (3) IN FAVOR (SMYTH, BURNETT, FRAYER) AND ONE (1) ABSTENTION (MEEK).**

IV. PUBLIC HEARING

A. PROPOSED DISPOSITION OF CITY SURPLUS PROPERTY (DISTRICT 6, BLOCK 28C, LOT 7, APPROXIMATELY 0.23 ACRES CONSISTS OF MOSTLY WETLAND) LOCATED ON SHEFIELD ROAD TO ADJACENT PROPERTY OWNER AT 8 SHEFIELD ROAD.

No one came forwards to speak on this item.

B. CLOSE PUBLIC HEARING

V. OLD BUSINESS

A. REVIEW PROPOSED DISPOSITION OF CITY SURPLUS PROPERTY (DISTRICT 6, BLOCK 28C, LOT 7, APPROXIMATELY 0.23 ACRES CONSIST OF MOSTLY WETLAND) LOCATED ON SHEFIELD ROAD TO ADJACENT PROPERTY OWNER AT 8 SHEFIELD ROAD AND REFER THE FOLLOWING ACTIONS:

"1. REFER TO THE PLANNING AND ZONING COMMISSION FOR SECTION 8-24 REVIEW: THE DISPOSITION OF CITY SURPLUS PROPERTY (DISTRICT 6, BLOCK 28C, LOT 7, APPROXIMATELY 0.23 ACRES CONSISTS OF MOSTLY WETLAND) LOCATED ON SHEFIELD ROAD TO ADJACENT PROPERTY OWNER AT 8 SHEFIELD ROAD.

2. REFER TO THE COMMON COUNCIL FOR FINAL APPROVAL: THE DISPOSITION OF CITY SURPLUS PROPERTY (DISTRICT 6, BLOCK 28C, LOT 7, APPROXIMATELY 0.23 ACRES CONSISTS OF MOSTLY WETLAND) LOCATED ON SHEFIELD ROAD TO ADJACENT PROPERTY OWNER AT 8 SHEFIELD ROAD (MR. AND MRS. ADELMAN) IN THE AMOUNT OF $1,000."

**** MR. FRAYER MOVED TO APPROVE ITEM A. REVIEW PROPOSED DISPOSITION OF CITY SURPLUS PROPERTY (DISTRICT 6, BLOCK 28C, LOT 7, APPROXIMATELY 0.23 ACRES CONSIST OF MOSTLY WETLAND) LOCATED ON SHEFIELD ROAD TO ADJACENT PROPERTY OWNER AT 8 SHEFIELD ROAD AND REFER THE FOLLOWING ACTIONS: "1. REFER TO THE PLANNING AND ZONING COMMISSION FOR SECTION 8-24 REVIEW: THE DISPOSITION OF CITY SURPLUS PROPERTY (DISTRICT 6, BLOCK 28C, LOT 7, APPROXIMATELY 0.23 ACRES CONSISTS OF MOSTLY WETLAND) LOCATED ON SHEFIELD ROAD TO ADJACENT PROPERTY OWNER AT 8 SHEFIELD ROAD. 2. REFER TO THE COMMON COUNCIL FOR FINAL APPROVAL: THE DISPOSITION OF CITY SURPLUS PROPERTY (DISTRICT 6, BLOCK 28C, LOT 7, APPROXIMATELY 0.23 ACRES CONSISTS OF MOSTLY WETLAND) LOCATED ON SHEFIELD ROAD TO ADJACENT PROPERTY OWNER AT 8 SHEFIELD ROAD (MR. AND MRS. ADELMAN) IN THE AMOUNT OF $1,000." AS SUBMITTED.**

Ms. Smyth stated that this item has been discussed extensively in prior meetings.

**** THE MOTION PASSED UNANIMOUSLY.**

The Planning & Zoning meeting will be on October 4th. The item will need approval from Planning & Zoning before going to the Common Council.

VI. NEW BUSINESS

A. REVIEW REQUEST FROM PROPERTY OWNER AT 25 POGANY STREET FOR LAND SWAP FOR A PORTION OF FODOR FARM AND SUBJECT TO SUPPORT OF THE COMMITTEE, THEREAFTER, SCHEDULE FOR A PUBLIC HEARING.

**** MR. FRAYER MOVED TO APPROVE ITEM A. REVIEW REQUEST FROM PROPERTY OWNER AT 25 POGANY STREET FOR LAND SWAP FOR A PORTION OF FODOR FARM AND SUBJECT TO SUPPORT OF THE COMMITTEE, THEREAFTER, SCHEDULE FOR A PUBLIC HEARING. AS SUBMITTED.**

Ms. Acquarulo came forward to discuss this item. A diagram of the lots was provided for those present. Chairman Smyth reviewed the history of the property for those present.

Mr. Peoples came forward to discuss this item. He reviewed his reasoning for desiring the land swap. He has been maintaining the property since 2009.

Mr. Burnett asked if there would be any financial costs incurred for the City. Chairman Smyth said that her understanding was that it was cost neutral. A survey has yet to be performed on the land to ensure that it is an equal swap. Chairman Smyth suggested tabling the item until the survey could be completed. Discussion followed regarding the history of the property.

**** MR. BURNETT MOVED TO TABLE ITEM A. REVIEW REQUEST FROM PROPERTY OWNER AT 25 POGANY STREET FOR LAND SWAP FOR A PORTION OF FODOR FARM AND SUBJECT TO SUPPORT OF THE COMMITTEE, THEREAFTER, SCHEDULE FOR A PUBLIC HEARING. FOR FURTHER DISCUSSION.**
**** THE MOTION PASSED UNANIMOUSLY.**

B. REVIEW PROPOSAL FOR THE PURCHASE AND INSTALLATION OF TWO NEW BOILERS AT BEN FRANKLIN CENTER AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "1A. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO G.A. FLEET ASSOCIATES, INC. FOR THE PURCHASE OF TWO NEW CONDENSING BOILERS FOR BEN FRANKLIN CENTER FOR A TOTAL NOT TO EXCEED $77,630.00. FUNDS ARE AVAILABLE FROM ACCOUNT # 09247100 5777 C0295.

1B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE INCREASES TO THE PURCHASE ORDER FOR A TOTAL NOT EXCEED $3,800.00 ACCT. #09247100 5777 C0295

2A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH UNIVERSAL BUILDING SERVICES, LLC TO PROVIDE LABOR TO INSTALL TWO BOILERS AT THE BEN FRANKLIN CENTER FOR A TOTAL NOT TO EXCEED $58,643.00 ACCT # 09247100 5777 C0295

2B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON CONTRACT FOR A TOTAL NOT TO EXCEED $5,564.00. ACCT # 09247100 5777 C0295"

**** MR. BURNETT MOVED TO APPROVE ITEM B. REVIEW PROPOSAL FOR THE PURCHASE AND INSTALLATION OF TWO NEW BOILERS AT BEN FRANKLIN CENTER AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "1A. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO G.A. FLEET ASSOCIATES, INC. FOR THE PURCHASE OF TWO NEW CONDENSING BOILERS FOR BEN FRANKLIN CENTER FOR A TOTAL NOT TO EXCEED $77,630.00. FUNDS ARE AVAILABLE FROM ACCOUNT # 09247100 5777 C0295. 1B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE INCREASES TO THE PURCHASE ORDER FOR A TOTAL NOT EXCEED $3,800.00 ACCT. #09247100 5777 C0295. 2A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH UNIVERSAL BUILDING SERVICES, LLC TO PROVIDE LABOR TO INSTALL TWO BOILERS AT THE BEN FRANKLIN CENTER FOR A TOTAL NOT TO EXCEED $58,643.00 ACCT # 09247100 5777 C0295. 2B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON CONTRACT FOR A TOTAL NOT TO EXCEED $5,564.00. ACCT # 09247100 5777 C0295" AS SUBMITTED.**

Ms. Smyth noted that they had approved a boiler 1 year prior for the Ben Franklin Center. Mr. Rennie pointed out that they were looking to do the two remaining boilers. He provided further information regarding the details of the boilers. They will be natural gas boilers. Further discussion followed regarding the details of the boilers.

**** THE MOTION PASSED WITH THREE (3) IN FAVOR (BURNS, BURNETT, FRAYER) AND ONE (1) OPPOSED (MEEK).**

<u>C. REVIEW BIDS FOR THE RENOVATION OF THE SHOWERS AT THE NORWALK POLICE HEADQUARTERS AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:</u>

<u>"1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH HV CONTRACTOR CORP. FOR THE POLICE HEADQUARTERS MEN'S SHOWER ROOM RENOVATION PROJECT FOR A TOTAL NOT TO EXCEED $152,400.00 ACCT # 09247100 5777 C0137</u>

<u>2. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON CONTRACT FOR A TOTAL NOT TO EXCEED $15,240.00. ACCT # 09247100 5777 C0137"</u>

**** MR. BURNETT MOVED TO APPROVE ITEM C. REVIEW BIDS FOR THE RENOVATION OF THE SHOWERS AT THE NORWALK POLICE HEADQUARTERS AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH HV CONTRACTOR CORP. FOR THE POLICE HEADQUARTERS MEN'S SHOWER ROOM RENOVATION PROJECT FOR A TOTAL NOT TO EXCEED $152,400.00 ACCT # 09247100 5777 C0137. 2. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON CONTRACT FOR A TOTAL NOT TO EXCEED $15,240.00. ACCT # 09247100 5777 C0137"**

Chairman Smyth noted that there was significant leakage in the men’s shower and the women’s showers would soon need replacement as well.

Mr. Rennie came forward to speak on this item. He noted that the men’s facility received heavier use than the women’s facility, which was why it needed replacement first. He reviewed what would be replaced and the changes that would be made to the showers.

Mr. Meek felt that it was unacceptable given that the building was relatively recently built. He expressed his reasons for desiring to vote against it.

Mr. Frayer asked how long the new showers would last. Mr. Rennie said that it was constantly used and was used heavily.

**** THE MOTION PASSED WITH THREE (3) IN FAVOR (BURNS, BURNETT, FRAYER) AND ONE (1) OPPOSED (MEEK).**

<u>D. REVIEW REQUEST FROM RECREATION AND PARKS DEPARTMENT TO EXECUTE AN UTILITY EASEMENT WITH EVERSOURCE FOR THE PARK GARAGE AT 10 TITO COURT AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION:</u>

"AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY WITH EVERSOURCE ENERGY FOR AN UTILITY EASEMENT IN ORDER TO PROVIDE GAS SERVICE TO THE PARKS GARAGE IN SOUTH NORWALK (AT 10 TITO COURT)."

**** MR. FRAYER MOVED TO APPROVE ITEM D. REVIEW REQUEST FROM RECREATION AND PARKS DEPARTMENT TO EXECUTE AN UTILITY EASEMENT WITH EVERSOURCE FOR THE PARK GARAGE AT 10 TITO COURT AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION: "AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY WITH EVERSOURCE ENERGY FOR AN UTILITY EASEMENT IN ORDER TO PROVIDE GAS SERVICE TO THE PARKS GARAGE IN SOUTH NORWALK (AT 10 TITO COURT)." AS SUBMITTED.**

Mr. Hughes came forward to discuss this item. He reviewed the history of the site for those present. They have hired a plumber to remove the unsafe plumbing and tanks and have investigated having a gas main running off of Lexington. This will be an approval of the easement.

Mr. Meek expressed his displeasure and said it was supposed to be temporary. Mr. Hughes said he was unaware that this was intended to be temporary use.

Mr. Burnett asked what the cost to run the necessary connections would be. Mr. Hughes said that the gas company would bring the main to the site and their plumber would take over from the meter into the building. As a result, there would be no cost from Eversource. If they do not get an easement they will need to remain with propane.

**** THE MOTION PASSED WITH THREE (3) IN FAVOR (BURNS, BURNETT, FRAYER) AND ONE (1) OPPOSED (MEEK).**

E. REVIEW REQUEST FOR DESIGN SERVICES CONTINGENCY FOR GALLAHER MANSION AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "APPROVE DESIGN SERVICES CONTINGENCY FOR PETER GISOLFI, ASSOCIATES' ARCHITECTURAL DESIGN SERVICES CONTRACT FOR THE CRANBURY PARK/GALLAHER MANSION IMPROVEMENT PROJECT FOR A TOTAL NOT TO EXCEED $45,000.00. FUNDS ARE AVAILABLE FROM THE STATE DECD GRANT. CITY ACCT. #09236030 4120 C0831"

**** MR. FRAYER MOVED TO APPROVE ITEM E. REVIEW REQUEST FOR DESIGN SERVICES CONTINGENCY FOR GALLAHER MANSION AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "APPROVE DESIGN SERVICES CONTINGENCY FOR PETER GISOLFI, ASSOCIATES' ARCHITECTURAL DESIGN SERVICES CONTRACT FOR THE CRANBURY PARK/GALLAHER MANSION IMPROVEMENT PROJECT FOR A TOTAL NOT TO EXCEED $45,000.00. FUNDS ARE AVAILABLE FROM THE STATE DECD GRANT. CITY ACCT. #09236030 4120 C0831" AS SUBMITTED.**

Ms. Acquarulo came forward to discuss this item. She said this had already been approved through the Parks & Recreation department several years prior. However, that approval lacked the ability to hire other groups. This will designate a certain portion of grant money for that use. Mr. Hughes provided further details on the contracts.

**** THE MOTION PASSED UNANIMOUSLY.**

F. SCHOOL CONSTRUCTION

1. UPDATE ON SCHOOL CONSTRUCTION PROJECTS

Mr. Hodel came forward to discuss this item. He said that they have had nothing but positive experiences for the couple of weeks that it has been open. Further discussion followed.

CRANBURY SCHOOL

Mr. Hodel provided an update on the Cranbury School for those present.

NATHAN HALE AND WEST ROCKS BATHROOM IMPROVEMENT PROJECT

Mr. Hodel said they had started on this project two years ago. He reviewed what had been done to improve the bathrooms for those present.

Mr. Burnett asked for a timeline of any outstanding work. Mr. Hodel provided the timeline for outstanding work for Cranbury, Nathan Hale, and West Rocks.

SILVERMINE SCHOOL PARKING LOT IMPROVEMENT PROJECT

Mr. Hodel said that this project was finished. The only item left is waiting for the grass to grow to be cut. He reviewed the work that had been done with the project.

NATHAN HALE AIR CONDITIONING PROJECT

Mr. Hodel said that this project had been started in 2018. He reviewed the project for those present. He noted that they had ‘just made it’ with regards to the project and now Nathan Hale has air conditioning in all its learning spaces. Further review of the air conditioning followed. Mr. Burnett asked if there were plans in place to provide air conditioning to the gym and auditorium. Mr. Hodel said the focus was on learning spaces and the power did not allow for them to include air conditioning in the gym and auditorium without increasing the power feed and adding to/replacing switch gear.

ROTON MIDDLE SCHOOL ABATEMENT PROJECT

Mr. Hodel noted that asbestos floor tiles were in many schools and were in the process of being replaced. This project took two summers, and they are now complete. He reviewed the project for those present.

BROOKSIDE MONTESSORI CLASSROOM IMPROVEMENT PROJECT

Mr. Hodel said that, in 2018, Brookside had taken part in the Montessori model and created two classrooms. They built more classrooms as the students aged. Four of their classrooms are specific to the Montessori program. He reviewed what the Montessori program was. They are planning to convert more classrooms to the Montessori program in the future.

2A. NORWALK HIGH SCHOOL - PROJECT PRESENTATION AND UPDATE

Mr. Mangiagli came forward to discuss this item. He presented the designs for Norwalk High School for review. They will be submitted to the State within the next few weeks. He provided a power-point presentation for those present. He reviewed the following:

- Project schedule.
- Site overview.
- Floor Plans.
- External images.
- Solar Roof assembly.
- Interior images.

Discussion followed to clarify the cost. They have received an estimate for the project and used it to reconcile discrepancies. Further discussion followed. It was noted that they would be going with a different model of teaching than normal.

2B. REVIEW PROJECT DESIGN AND DRAWINGS FOR NORWALK HIGH SCHOOL AND APPROVE CONSTRUCTION DOCUMENTS AS REQUIRED FOR STATE APPROVAL FOR PUBLIC BIDDING. THE LAND USE AND BUILDING MANAGEMENT COMMITTEE IS THE CITY'S SCHOOL BUILDING COMMITTEE PER CITY ORDINANCES AND ADDITIONALLY APPROVED BY THE COMMON COUNCIL FOR THIS PROJECT. THE STATE REQUIRES COMMITTEE APPROVAL AND SIGNOFF AND COMMON COUNCIL APPROVAL IS NOT REQUIRED. "AUTHORIZE THE CHAIRPERSON OF NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE, ACTING IN THEIR CAPACITY AS THE CITY OF NORWALK'S DESIGNATED SCHOOL BUILDING COMMITTEE, TO CERTIFY THE LAND USE & BUILDING MANAGEMENT COMMITTEE'S APPROVAL OF THE FINAL PLANS, SPECIFICATIONS AND COST ESTIMATE FOR THE NEW NORWALK HIGH SCHOOL PROJECT - STATE PROJECT: 103-0263 N"

**** MR. BURNETT MOVED TO APPROVE ITEM 2B. REVIEW PROJECT DESIGN AND DRAWINGS FOR NORWALK HIGH SCHOOL AND APPROVE CONSTRUCTION DOCUMENTS AS REQUIRED FOR STATE APPROVAL FOR PUBLIC BIDDING. THE LAND USE AND BUILDING MANAGEMENT COMMITTEE IS THE CITY'S SCHOOL BUILDING COMMITTEE PER CITY ORDINANCES AND ADDITIONALLY APPROVED BY THE COMMON COUNCIL FOR THIS PROJECT. THE STATE REQUIRES COMMITTEE APPROVAL AND SIGNOFF AND COMMON COUNCIL APPROVAL IS NOT REQUIRED. "AUTHORIZE THE CHAIRPERSON OF NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE, ACTING IN THEIR CAPACITY AS THE CITY OF NORWALK'S DESIGNATED SCHOOL BUILDING COMMITTEE, TO CERTIFY THE LAND USE & BUILDING MANAGEMENT COMMITTEE'S APPROVAL OF THE FINAL PLANS, SPECIFICATIONS AND COST ESTIMATE FOR THE NEW NORWALK HIGH SCHOOL PROJECT - STATE PROJECT: 103-0263 N" AS SUBMITTED.**

**** THE MOTION PASSED WITH THREE (3) IN FAVOR (BURNS, BURNETT, FRAYER) AND ONE (1) OPPOSED (MEEK).**

3. SOUTH NORWALK SCHOOL - PROJECT PRESENTATION AND UPDATE

Mr. Widofsky and Mr. Wyszynski came forward to discuss this item. A Power-Point presentation was provided for those present. The following was included:

- Site Plans.
- Interior layout plans.
- Exterior renderings.
- Interior renderings.
- Schedule/timeline.

Chairman Smyth asked for more information regarding natural light. Mr. Widofsky answered to her satisfaction.

VII. MISCELLANOUS/DISCUSSION ITEMS

There was no discussion at this time.

ADJOURNMENT

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

The meeting adjourned at 9:05 P.M.

Respectfully Submitted
Ian A. Soltes
Telesco Secretarial Services