



LAND USE AND BUILDING MANAGEMENT COMMITTEE
REVISED MEETING AGENDA
WEDNESDAY, SEPTEMBER 4, 2024 @ 7:00 PM

To allow public access, anyone may access a meeting by telephone and/or Zoom, or a recording in the City of Norwalk YouTube channel.

Specific instructions and links can be found at norwalkct.gov/meetings



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



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



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

- I. ROLL CALL**
- II. PUBLIC PARTICIPATION**
- III. MINUTES OF PREVIOUS MEETING(S)**
Approve minutes of August 7, 2024
- IV. OLD BUSINESS**

- A. Review schools' hazardous materials remediation strategy/plan.

V. NEW BUSINESS

A. Board of Education

- 1. School construction projects update- Dan Phillips- CSG
 - a. South Norwalk Elementary School
 - b. Norwalk High School
- 2. **Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Integrated System Services, LLC. for the Enhancement to School Security - Access Control Improvements at BRIEN MCMAHON HIGH SCHOOL for a total not to exceed \$107,158.45. Acct #0924/25 5010-5777-C0537**

B. Building Management

1.a. Authorize the Mayor, Harry W. Rilling to execute any and all agreements and other documents necessary to acquire 6 Butler St. Norwalk, CT in an amount of \$1,400,000 plus standard closing costs. Account No. 140000-5796-ACMF1.

1.b. C.G.S. § 8-24 Referral of proposed acquisition of 6 Butler Street, Norwalk, Ct to Planning and Zoning Commission for review and report.

2.a. Authorize the Mayor, Harry W. Rilling to execute a license agreement for use of two rooms (468 sq. ft, 1st floor; 324 sq. ft. Basement) at 3 Belden Avenue, Norwalk, CT for 3 years, with 2 options to extend for a period of 1 year each for licensing fee of \$4.50 per sq. ft.

2.b. C.G.S. § 8-24 Referral of proposed a license agreement for use of two rooms (468 sq. ft, 1st floor; 324 sq. ft. Basement) at 3 Belden Avenue, Norwalk, CT for 3 years, with 2 options to extend for a period of 1 year each to Planning and Zoning Commission for review and report.

3. City project updates

- a. Norwalk Community Recreation Center
- b. Gallaher Mansion/Garage renovations
- c. HVAC School Projects

4. Naming of track outside of City Hall

Approve the naming of the track at Malmquist Field, located at 125 East Avenue, adjacent to the Norwalk City Hall building, in memory of Mary Roman, former Norwalk City Clerk and Senior Olympics Medal winner.

VI. MISCELLANEOUS/DISCUSSION ITEMS

Prepared by JoAnn Acquarulo
Date: September 3, 2024

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Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Alan Lo, Buildings and Facilities Manager at alo@norwalkct.gov with the subject line “Public Comment” to provide written public comment prior to the meeting.

**CITY OF NORWALK
LAND USE AND BUILDING MANAGEMENT COMMITTEE
VIA TELECONFERENCE
AUGUST 7, 2024**

ATTENDANCE: Barbara Smyth, Chair; Gregory Burnett; Heather Dunn; Nicole Eaddy; James Frayer

STAFF: Alan Lo, Building and Facilities Manager; Joanne Acquarulo, Assistant Building and Facilities Manager; Neil Rennie Property Manager

OTHERS: William Hodel, Director of Facilities and Maintenance, Board of Education; Dan Philips, Construction Consulting Group

Ms. Smyth called the meeting to order at 7:00 p.m.

I. ROLL CALL

Ms. Smyth called the Roll as indicated above.

II. PUBLIC PARTICIPATION

Public participation comments are not verbatim and represent a summarization of statements unless otherwise noted. Speakers are Norwalk residents unless otherwise noted.

Ms. Diane Lauricella asked where the hazardous materials remediation strategy plan could be found. She also addressed items related to program management at the schools. She questioned the reason for having a full-time construction manager for the HVAC programs and said that fiscal restraint seems to be lacking.

III. MINUTES OF PREVIOUS MEETING

Approve minutes of July 2, 2024

**** MR. FRAYER MOVED TO APPROVE THE MINUTES AS PRESENTED**
**** MOTION PASSED WITH TWO (2) ABSTENTIONS (MR. BURNETT AND MS. EADDY)**

IV. OLD BUSINESS

Review schools' hazardous material remediation strategy/plan

Ms. Smyth explained that Mr. Burnett asked for a monthly update.

Mr. Hodel said he was not at the point where he could provide a full assessment, but could provide a better assessment at a later date.

Mr. Burnett thanked Mr. Hodel for his e-mail and explained that the essence of his question was about focusing on how to capitalize on the opportunity to do work in the schools while they were closed for the summer. He said he supports the delay in seeing the plan. Mr. Hodel said he expects to be prepared to have a plan in September.

Ms. Smyth asked about the work in the floor tiles and how much of the school has to be closed and if other work could be done at the same time. Mr. Hodel described the process, noting that the State has to be notified 10 days in advance; anyone under the age of 18 is not permitted in the school and no one can enter the school unless they are properly suited up.

V. NEW BUSINESS

A. Building Management

1. Review sole source designation for the following building equipment servicing companies and refer recommendation to the Common Council for action:

**** MR. BURNETT MOVED TO APPROVE THE FOLLOWING ITEMS**

“A. APPROVE AUTOMATED BUILDING SYSTEMS, INC., AN AUTHORIZED SERVICE REPRESENTATIVE FOR ALERTON CONTROL SYSTEMS AS SOLE SOURCE VENDOR TO SERVICE ALERTON EQUIPMENT. THIS APPROVAL SHALL EXPIRE JULY 1, 2027.

B. APPROVE DAIKIN APPLIED AMERICAS INC., AN AUTHORIZED SERVICE REPRESENTATIVE AS SOLE SOURCE VENDOR TO SERVICE THE CITY HALL CHILLERS. THIS APPROVAL SHALL EXPIRE JULY 1, 2027.”

Mr. Rennie reviewed the items.

**** MOTION PASSED UNANIMOUSLY**

2. Discussion on Building Management’s municipal buildings capital improvement evaluation process

Mr. Lo provided information on how the department comes up with the capital budget. On the building management side, since 1997 they have contracted with Guardian Services, a professional firm to manage the facilities.

Mr. Rennie provided details on how the 15 City buildings are managed. In addition he noted that Guardian also manages security for those buildings. He explained that they earmark the age of every product in the building such as roofs, air conditioning and windows and use their analysis to determine what has to be done to maintain the building. Mr. Rennie said they also track all the utilities for each building. They put a lot into energy conservation and also look for incentives.

In response to Ms. Smyth’s question, Mr. Rennie explained there is a ‘cheat sheet’ for each building that helps them formulate the five – ten year plans. He said those sheets can be shared.

B. Board of Education

1. School construction projects update

Mr. Philips shared his screen and provided updates on the school construction projects. Cranbury Elementary School is essentially complete. The project came in under budget.

The South Norwalk Elementary School project is on going and there is a lot of activity at the site. The City continues to negotiate with the adjoining property owners. Mr. Philips provided an updated rendering of the building.

Materials are still being transported from the Norwalk High School site. Mr. Burnett asked if Norwalk was going to face the same situation going on with the Westhill High School construction, where they are significantly over budget. Mr. Lo explained they anticipate the Norwalk High School project to need an additional 4%, which is not unusual. He said they are comfortable with where they are. Mr. Burnett said he wanted to be sure Norwalk stays ahead of the curve.

Mr. Lo explained that one person is dedicated to address complaints from the neighbors. They are dedicated to cleaning King Street and watering the site to keep the dust down. They also use sensors to monitor the vibration from the construction.

Ms. Acquarulo reviewed the projects at Cranbury Park and Gallaher Mansion. She said they are doing renovations within the Mansion including doing a new septic, air conditioning on the first floor and enhancing the warming kitchen. The Garage will be demolished and a new one will be rebuilt within the same footprint.

The exterior of the South Norwalk recreation center is being finalized. They are working with Planning and Zoning on the gym. The inside of the building has been developed quite a bit.

Ms. Smyth asked to see updated plans at the next Committee meeting.

2. Review proposals for Program Management services for the 6 School HVAC improvement projects and refer the following to the Common Council for approval:

Ms. Acquarulo introduced the following items. She and Mr. Lo explained the importance of hiring a full time staff member to manage the following six projects.

**** MR. BURNETT MOVED TO APPROVE THE FOLLOWING ITEMS:**

“A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CONSTRUCTION SOLUTIONS GROUP, LLC TO PROVIDE PROGRAM MANAGEMENT SERVICES FOR THE BRIEN MCMAHON HIGH SCHOOL HVAC IMPROVEMENT PROJECT (STATE PROJECT #103-002 HVACN) FOR 28 MONTHS FOR A TOTAL NOT TO EXCEED \$159,865.45 PLUS \$7,993.27 FOR REIMBURSABLE AND \$10,000 ALLOWANCE FOR ADDITIONAL SERVICES. ACCT. # 09245010 5777

C0839.

B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CONSTRUCTION SOLUTIONS GROUP, LLC TO PROVIDE PROGRAM

MANAGEMENT SERVICES FOR THE BROOKSIDE ELEMENTARY SCHOOL HVAC IMPROVEMENT PROJECT (STATE PROJECT #103-005 HVACN) FOR 28 MONTHS FOR A TOTAL NOT TO EXCEED \$64,068.14 PLUS \$3203.41 FOR REIMBURSABLE AND \$10,000 ALLOWANCE FOR ADDITIONAL SERVICES. ACCT. # 09245010 5777

C0840.

C. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CONSTRUCTION SOLUTIONS GROUP, LLC TO PROVIDE PROGRAM MANAGEMENT SERVICES FOR THE MARVIN ELEMENTARY SCHOOL HVAC IMPROVEMENT PROJECT (STATE PROJECT #103-004 HVACN) FOR 28 MONTHS FOR A TOTAL NOT TO EXCEED \$79,433.31 PLUS \$3,971.67 FOR REIMBURSABLE AND \$10,000 ALLOWANCE FOR ADDITIONAL SERVICES. ACCT. # 09245010 5777 C0841.

D. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CONSTRUCTION SOLUTIONS GROUP, LLC TO PROVIDE PROGRAM MANAGEMENT SERVICES FOR THE SILVERMINE ELEMENTARY SCHOOL HVAC IMPROVEMENT PROJECT (STATE PROJECT #103-006 HVACN) FOR 28 MONTHS FOR A TOTAL NOT TO EXCEED \$58,258.04 PLUS \$2,912.90 FOR REIMBURSABLE AND \$10,000 ALLOWANCE FOR ADDITIONAL SERVICES. ACCT. # 09245010 5777 C0842.

E. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CONSTRUCTION SOLUTIONS GROUP, LLC TO PROVIDE PROGRAM MANAGEMENT SERVICES FOR THE ROWAYTON ELEMENTARY SCHOOL HVAC IMPROVEMENT PROJECT (STATE PROJECT #103-001 HVACN) FOR 28 MONTHS FOR A TOTAL NOT TO EXCEED \$205,237.77 PLUS \$10,261.89 FOR REIMBURSABLE AND \$10,000 ALLOWANCE FOR ADDITIONAL SERVICES. ACCT. # 09245010 5777 C0843.

F. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CONSTRUCTION SOLUTIONS GROUP, LLC TO PROVIDE PROGRAM MANAGEMENT SERVICES FOR THE NARAMAKE ELEMENTARY SCHOOL HVAC IMPROVEMENT PROJECT (STATE PROJECT #103-003 HVACN) FOR 28 MONTHS

FOR A TOTAL NOT TO EXCEED \$124,427.11 PLUS \$6,221.36 FOR REIMBURSABLE AND \$10,000 ALLOWANCE FOR ADDITIONAL SERVICES. ACCT. # 09245010 5777 C0844.”

Mr. Lo provided an overview of the six projects and fielded questions from the Committee members. He noted that the schedule given by the State is not rational and will be asking for an extension. Ms. Acquarulo will send details to the Committee providing an overview of what is being done at each location.

Mr. Lo reiterated the need to hire a full time staff member.

These six projects have been funded and are reimbursable at 60%.

**** MOTION PASSED UNANIMOUSLY**

3. Review proposals for engineering/architectural services for the 6 School HVAC improvement projects and refer the following to the Common Council for approval:

**** MR. FRAYER MOVED TO APPROVE THE FOLLOWING ITEMS:**

“A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CONSULTING ENGINEERING SERVICES (CES) TO PROVIDE ENGINEERING/ARCHITECTURAL SERVICES FOR THE BRIEN MCMAHON HIGH SCHOOL HVAC IMPROVEMENT PROJECT (STATE PROJECT #103-002 HVACN) FOR A TOTAL NOT TO EXCEED \$290,200 PLUS \$29,020 FOR ALLOWANCE FOR ADDITIONAL SERVICES. ACCT. # 09245010 5777 C00839.

B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CONSULTING ENGINEERING SERVICES (CES) TO PROVIDE ENGINEERING/ARCHITECTURAL SERVICES FOR THE BROOKSIDE ELEMENTARY SCHOOL HVAC IMPROVEMENT PROJECT (STATE PROJECT #103-005 HVACN) FOR A TOTAL NOT TO EXCEED \$136,300 PLUS \$13,630 FOR ALLOWANCE FOR ADDITIONAL SERVICES. ACCT. # 09245010 5777 C0840.

C. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CONSULTING ENGINEERING SERVICES (CES) TO PROVIDE ENGINEERING/ARCHITECTURAL SERVICES FOR THE MARVIN ELEMENTARY SCHOOL HVAC IMPROVEMENT PROJECT (STATE PROJECT #103-004 HVACN) FOR A TOTAL NOT TO EXCEED \$161,750 PLUS \$16,175 FOR ALLOWANCE FOR ADDITIONAL SERVICES. ACCT. #09245010 5777 C0841.

D. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CONSULTING ENGINEERING SERVICES (CES) TO PROVIDE ENGINEERING/ARCHITECTURAL SERVICES FOR THE SILVERMINE ELEMENTARY SCHOOL HVAC IMPROVEMENT PROJECT (STATE PROJECT #103-006 HVACN) FOR A TOTAL NOT TO EXCEED \$161,670 PLUS \$16,167 FOR ALLOWANCE FOR ADDITIONAL SERVICES. ACCT. 09245010 5777 C0842.

E. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH SALAMONE & ASSOCIATES TO PROVIDE ENGINEERING/ARCHITECTURAL SERVICES FOR THE ROWAYTON ELEMENTARY SCHOOL HVAC IMPROVEMENT PROJECT (STATE PROJECT #103-001 HVACN) FOR A TOTAL NOT TO EXCEED \$440,000 PLUS \$44,400 FOR ALLOWANCE FOR ADDITIONAL SERVICES. ACCT. #09245010 5777 C0843.

F. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH SALAMONE & ASSOCIATES TO PROVIDE ENGINEERING/ARCHITECTURAL SERVICES FOR THE NARAMAKE ELEMENTARY SCHOOL HVAC IMPROVEMENT PROJECT (STATE PROJECT #103-003 HVACN) FOR A TOTAL NOT TO EXCEED \$290,000 PLUS \$29,000 FOR ALLOWANCE FOR ADDITIONAL SERVICES. ACCT. #09245010 5777 C0844.”

Mr. Lo provided a brief overview.

**** MOTION PASSED UNANIMOUSLY**

VI. MISCELLANEOUS/DISCUSSION ITEMS

There was no further discussion.

**** MR. FRAYER MOVED TO ADJOURN**

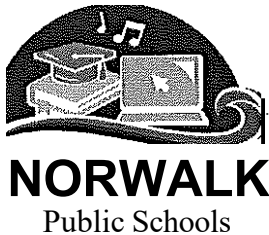
**** MOTION PASSED UNANIMOUSLY**

There was no further business, and the meeting was unanimously adjourned at 9:05 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services

City of Norwalk
Land Use and Building Management Committee
Via Teleconference
August 7, 2024
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TO: LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: RYAN HAROLD, DISTRICT SAFETY & SECURITY SUPERVISOR

RE: **ENHANCEMENTS TO SCHOOL SECURITY RESOLUTION
ACCESS CONTROL IMPROVEMENTS-BRIEN MCMAHON HIGH
SCHOOL**

DATE: AUGUST 26, 2024

The Enhancements to School Security program throughout the Norwalk Public Schools was established a number of years ago and the need for further improvements has been noted. During the life of this program, a number of security enhancements have already been incorporated at various locations within the district and include upgrades to intrusion, CCTV & PA systems, installation of protective window film & window treatments as well as the installation of a district wide high security master key system.

All schools are outfitted with an after-hour intrusion detection system. As a continuation of the Enhancements to School Security program, the need for a twenty-four-hour exterior door monitoring system has become a priority. The installation of Two-Point WiFi door alarms to all exterior doors will act not only as an intrusion detection system after-hours but extend that protection during the school day which will notify schools of ajar doors and students leaving the building unauthorized. The project started with our elementary schools that serve students with the highest risk of leaving the building unattended and unauthorized and now the final High School will complete the upgrade.

Integrated Systems LLC has done the installation at all the schools in the district with Brien McMahon being the last school needing the equipment to complete this project. They are proficient with the Verkada door monitoring solution that is required and is the reason we are seeking to use them as a single source provider to keep the continuity.

ACTION REQUESTED:

Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Integrated System Services, LLC. for the Enhancement to School Security - Access Control Improvements at BRIEN MCMAHON HIGH SCHOOL for a total not to exceed \$107,158.45. Acct #0924/25 5010-5777-C0537



DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 8/15/2024

DEPARTMENT: BOE-Security

Procurement by non-competitive proposals may be used only when the award of a contract is infeasible under informal competitive Quotations (§3-204), Informal Competitive Request for Proposals (§3-205), seal bids, or competitive proposals and at least one of the following circumstances applies:

Check One:

☐	The item is available only from a single source (justification is attached). The provisions of this regulation apply to all sole source procurements unless emergency conditions exist as defined by Purchasing Guideline on Emergency Procurements
☐	After solicitation of a number sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☒	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☐	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
☐	The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation (documented emergency contingency is attached). Please forward this form and supporting documentation within 48 hours of the Emergency
☐	Other, please explain:

TOTAL COST: \$107,158.45 MUNIS Account: 0924/25 5010 5777 C0537

VENDOR: Integrated Systems Services LLC, d/b/a Tone Klear Sonics

Purchasing Agent Signature	The Purchasing Agent	Department Head Signature
 Digitally signed by Sharon Connors Purchasing Agent Name Date: 2024.08.20 12:02:50 -04'00' Date: 8/15/2024	Supports	
	Does Not Support	Department Head Name
	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Sandra Faioes

JUSTIFICATION:

Vendor has done the installation at every school in the district with Brien McMahon being the last school needing the equipment to complete this project. Vendor is proficient with the Verkada door monitoring solution required. Requesting use as single-source provider to keep the continuity. Funding is available in the Enhancement to School Security capital accounts 0924/25 5010 5777 C0537.

ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes): _____

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

QUOTATION

INTEGRATED SYSTEMS SERVICES, LLC
d/b/a TONE KLEAR SONICS
 87 Church Street
 East Hartford, CT 06108
 Tel (860) 610-0743
 Fax (860) 289-0799

JOB *Brian McMahon*
DATE *07/23/24*
CO *Norwalk Public Schools*
ATTN: *Ryan*
TEL
FAX

Qty	Item
	Provide and install wireless Verkada door monitoring solutions as required
	System shall provide 24 hour system supervision with SMS and Push notification as required
1	Verkada 3 year Alarm license
44	Verkada 3 year Wireless Alarm Hub license
101	Verkada BR13 wireless door contacts
44	Verkada wireless hub
44	Cat 5 drops as required
1	Labor and program
	123 man hours @ 83.90
	Owner to provide necessary POE switch's ports as required
	Material \$ 96,838.75
	Labor \$ 10,319.70

TOTAL

\$107,158.45

NOTES:

Prices good for 30 days unless otherwise noted
Installation labor is not included unless otherwise specified
Only items listed on quotation are included in proposal

- ☒ This proposal is as specified
☐ This proposal is based on what we consider to be an appropriate equivalent



CITY OF NORWALK
Jessica Vonashek
Chief of Economic and Community
Development
jvonashek@norwalkct.gov
Norwalk City Hall
125 East Avenue, Room 122
Norwalk, CT 06851

TO: Land Use and Building Management Committee

FROM: Jessica Vonashek, Chief of Economic and Community Development

DATE: September 3, 2024

RE: Licensing Agreement for the Fairfield County Makers Guild at 3 Belden Avenue

Opportunity for Partnership with Fairfield County Makers Guild

The City of Norwalk has a unique opportunity to deepen its collaboration with the Fairfield County Makers Guild, a local 501(c)(3) organization, through a proposed license agreement. This agreement would enable the Makers Guild to establish its base of operations at 3 Belden Avenue, within the Business Development Center.

About the Fairfield County Makers Guild

The Fairfield County Makers Guild is a non-profit, membership-based community workshop and fabrication studio. It provides members with access to specialized tools and equipment, allowing them to bring their creative ideas to life. The Guild's mission, rooted in the maker movement, is to cultivate a vibrant community of makers, inventors, tinkerers, hobbyists, and artists, fostering a culture of learning and collaboration.

Facilities and Membership

Members of the Guild enjoy access to a wide range of equipment, including 3D printers, laser cutters, vinyl cutters, soldering stations, an electronic prototyping area, hand tools, sewing machines, and various saws and presses. Membership is offered at a rate of \$50 per month.

Current Operations and Community Engagement

The Makers Guild was previously located on Main Avenue, at Linden Street, but vacated the premises in April 2024 due to a change of use by the landlord. Since then, the Guild has been hosting "Open Night" events every Tuesday at 6:30 PM at the Business Development Center. These events, which are free to the public, typically attract 20 to 30 participants. The Guild has also conducted free public workshops, including a popular jewelry-making session.

Proposed License Agreement

In alignment with the Makers Guild’s mission and the City of Norwalk’s commitment to supporting small businesses, entrepreneurship, innovation, and workforce development, the City proposes entering into a license agreement with the Guild. Under this agreement, the Makers Guild would offer five free public workshops and “Open Night” events each month.

Resolutions for Consideration

To move forward with this initiative, the following resolutions require action:

License Agreement Authorization

1a. Authorize Mayor Harry W. Rilling to execute a license agreement for the use of two rooms (468 sq. ft on the 1st floor and 324 sq. ft in the basement) at 3 Belden Avenue, Norwalk, CT, for a term of three (3) years, with two (2) one-year extension options, at a licensing fee of \$4.50 per square foot.

Referral to Planning and Zoning Commission

1b. In accordance with C.G.S. § 8-24, refer the proposed license agreement for the use of two rooms at 3 Belden Avenue to the Planning and Zoning Commission for review and report.



CITY OF NORWALK
 Jessica Vonashek
 Chief of Economic and Community
 Development
 jvonashek@norwalkct.gov
 Norwalk City Hall
 125 East Avenue, Room 122
 Norwalk, CT 06851

TO: Land Use and Building Management Committee

FROM: Jessica Vonashek, Chief of Economic and Community Development

DATE: September 3, 2024

RE: 6 Butler Street Acquisition

Opportunity to Acquire 6 Butler Street

The City of Norwalk has an opportunity to acquire 6 Butler Street, a 0.19-acre property in the Wall Street/West Avenue neighborhood, for \$1.4 million using ARPA funding. This acquisition includes not only the parcel but also thirty (30) parking spaces located in a structured parking garage across the street, which will be deeded with the parcel. The site is currently vacant and enclosed by a fence along its frontage.

Strategic Location and Connectivity

The 6 Butler Street site is strategically situated between several key public assets, offering a unique opportunity to create strong linkages among them. It is adjacent to Fera Park, Mathews Park, the Lockwood Mathews Mansion, Stepping Stones Museum for Children, and the Center for Contemporary Printmaking. Additionally, the site is located directly across Butler Street from the Norwalk Art Space, a non-profit art gallery and educational facility.

Purpose and Goals of the Acquisition

The primary goal of acquiring this parcel is to enhance connectivity between the growing Wall Street/West Avenue neighborhood, which will see over 300 new housing units come online within the next twelve months, and the surrounding public and non-profit institutions. The acquisition will allow the City to expand Fera Park and increase the urban tree canopy, provide additional parking options (both structured and unstructured) for public use, and improve access for pedestrians, cyclists, and vehicles. Moreover, this new access point will integrate with the Norwalk Valley Trail, further enhancing the City's investment in the area.

Proposed Acquisition and Next Steps

To accomplish these objectives, the City proposes the acquisition of 6 Butler Street. The following resolutions require action:

Authorization for Acquisition

1a. Authorize Mayor Harry W. Rilling to execute any and all agreements and documents necessary to acquire 6 Butler Street, Norwalk, CT, for \$1,400,000 plus standard closing costs. Account No. 140000-5796-ACMF1.

Referral to Planning and Zoning Commission

1b. In accordance with C.G.S. § 8-24, refer the proposed acquisition of 6 Butler Street, Norwalk, CT, to the Planning and Zoning Commission for review and report.

MARY ROMAN

‘A Norwalk Treasure’

By George Albano

The late Mary Roman was truly a Norwalk treasure who left an indelible mark on the city she called home for over half a century.

Whether it was her work in local government as Norwalk’s City Clerk, or her 25 years as a bank executive, or as a tireless volunteer who served on several boards and commissions, Mary made an impact on everything she was involved in.

And for the last three decades of her life, Mary Roman left a lasting mark in track and field. Displaying the same focus and passion she exhibited in her many other endeavors; Mary became one of the top senior Olympians in the world.

Born in Pittsfield, Mass., Mary was always athletic, but grew up at a time when opportunities for girls to play sports were limited. A Norwalk resident since 1964, she was introduced to Connecticut Senior Olympics in 1987 when her husband competed, and she went along to support him.

But that experience inspired her to enter in 1989, and by 1991 she had qualified for her first National Senior Olympics in Baton Rouge, Louisiana. Before long she was qualifying for the World Senior Games and USATF Masters Track and Field Championships. Then in 1996, just seven years after she began competing, Mary earned her way to the first ever International Senior Olympics in Bermuda, where 3,500 athletes from 50 countries competed.

Meanwhile, her collection of medals grew. During her 30 years of competition, Mary Roman won nearly 300 gold, silver and bronze medals while representing Norwalk around the country and across the globe in high-level championship meets held at such locations as Spain, Italy, Australia, British Columbia and Brazil.

Along the way, Mary re-wrote more than one record book. At one time, she held the American record in the shot put in the women’s 65-69, 70-74, 75-79 and, at the time of her passing, 80-84 age groups. She was also ranked first in the U.S. in the shot put, weight throw and super weight throw in both the 75-79 and 80-84 divisions as well as No. 1 in the world in both the super and ultra-weight throws. In addition, she was consistently among the top sprinters in the 100 and 200 meters in her age group.

Mary was the perfect example of someone who “got better with age.”

Not even a heart attack in 2003, at the age of 68, could slow her down. Once she recovered, she continued her athletic pursuits and assault on the record books.

In fact, seven years later Mary Roman was named the 2010 Norwalk Sports Person of the Year by the Fairfield County Sports Commission. Then in 2016, after winning six medals (two gold, two silver and two bronze) in the women's 80-84 age division at the World Masters Association Track and Field Championships in Australia, Mary was selected as the Connecticut Masters Games Athlete of the Year.

That same year, she was named the USATF Athlete of the Year in her age group, while in the fall she was named Athlete of the Year for all age groups by the Massachusetts Velocity Track Club. That's three Athlete of the Year awards in one year at the age of 81.

Over the years, Mary Roman was the subject of many newspaper articles. During my own career as a local sports columnist, I wrote about her exploits often. I always referred to Mary Roman as "Norwalk's Ageless Wonder."

Mary's achievements in track and field are even more remarkable when you consider she contracted polio as a child. She was advised by her doctor to take up horseback riding as a way to strengthen her legs. As Mary herself often pointed out, "I guess it worked."

But track and field was not the only thing that kept this mother of five sons busy. Her work in the community included serving as Rotary Club president, a commissioner for the Oak Hills Golf Course, appointed to the Mayor's Police-Community Relations Advisory Committee, and the city's Charter Revision Commission. She was also a board member at STAR, the Norwalk Senior Center, the YMCA, and, at the time of her passing, was treasurer of the Norwalk Old Timers Athletic Association and a volunteer at the Norwalk Library Historical Room.

In addition, with her childhood background in horseback riding, Mary also found the time to volunteer with 'Pegasus,' an organization which provides therapeutic horseback riding for the mentally and physically challenged.

It seemed nothing could stop Mary Roman, but sadly a global pandemic finally did and on March 23, 2020, "Norwalk's Ageless Wonder" passed away of complications from the coronavirus disease at the age of 84.

But Mary Roman's presence, contributions, and impact on the city she loved and served should never be forgotten. Which is why it would be a fitting tribute for the track at Malmquist Field – right behind the City Hall building she once worked at -- be named in memory of one of Norwalk's true treasures.



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