



**LAND USE AND BUILDING MANAGEMENT COMMITTEE
SPECIAL MEETING AGENDA
WEDNESDAY, JULY 5, 2023 @ 6:45 PM**

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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 read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Alan Lo at alo@norwalkct.org to provide written public comment prior to the meeting.

JOINT MEETING

I. ROLL CALL

II. PUBLIC PARTICIPATION

III. MINUTES OF PREVIOUS MEETING(S)

June 7, 2023 – Joint meeting with Recreation, Parks and Cultural Affairs Committee

June 7, 2023 – Regular meeting of Land Use and Building Management Committee

IV. OLD BUSINESS

- A. Review offer for the disposition of City surplus property located on Sheffield Road (D-6, B-28C, L-7). In the event the Committee would like to move forward, the Committee is required to schedule a Public Hearing.

V. NEW BUSINESS

- A. Review bids for Norwalk High School and Brien McMahon High School Band Instruments Replacement Project and refer the following to the Common Council for approval:

“Authorize the Purchasing Agent to issue a Purchase Order to AAA Band Rentals, LLC. for Norwalk High School and Brien McMahon High School Band Instruments Replacement Project for a total not to exceed \$290,193.00. Acct #09245010-5777-C0685”

- B. Review bids for the Norwalk Concert Hall Terrace and Stair Improvement Project and refer the following recommendation to the Common Council for action:

“a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Reliable Excavating Co., Inc. for the Norwalk Concert Hall Terrace and Stairs Improvement Project a total not to exceed \$148,000.00. Funds are available from account # 0923/247100 5777 C0439

b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$14,800.00. Account # 0923/247100 5777 C0439”

VI. MISCELLANEOUS/DISCUSSION ITEMS

- A. School construction projects - update

Prepared by Alan Lo
Date: June 30, 2023

CITY OF NORWALK
JOINT MEETING OF THE LAND USE AND BUILDING MANAGEMENT COMMITTEE AND THE RECREATION,
PARKS, AND CULTURE AFFAIRS COMMITTEE
SPECIAL MEETING
JUNE 7, 2023

ATTENDANCE: Barbara Smyth, Interim Chairperson Land Use and Building Management; Darlene Young, Chairman Recreation and Parks; Greg Burnett; David Heuvelman; Heidi Alterman; Nicol Ayers; Josh Goldstein; Jenn McMurrer; Lisa Shanahan; Bryan Meek

OTHER: Michael Faenza; Alan Lo; Patsy Brescia; Robert Stowers; JoAnn Acquarulo; Bill Hodel; Tom Livingston; Diane Lauricella; Darin Callahan

CALL TO ORDER

Interim Chairperson Smyth called the meeting to order at 7:03 P.M.

ROLL CALL

A Roll Call of those present was performed.

PUBLIC PARTICIPATION

Ms. Lauricella came forward to speak. She said she was happy that they were performing changes on the building. She wanted there to be an upfront promise to the people of South Norwalk that the building will be run by solar power and possibly geothermal power. She explained her reasoning for this. She also said that the Ryan Park Environmental Cleanup Project had not been completed as well as she thought it should have been.

No one else wished to speak at this time.

PRESENTATION ON THE PROPOSED REDEVELOPMENT OF 98 SOUTH MAIN STREET FOR A NEW NORWALK COMMUNITY RECREATION CENTER

Mr. Lo came forward to discuss this item. He provided an overview of the history of the property for those present. There is, currently, only one tenant in the building, which he provided more information on. Further review of the property followed.

Mr. Stowers came forward to discuss this item. He provided slides for those present. He has worked to develop a program for the site that made sense. He provided more information regarding the proposed program for those present including an activity schedule and classes. Further review of the program followed. The operating costs and revenue projections were provided and reviewed. The proposed floor plan was provided and reviewed. Mr. Lo said that the gym was a totally new area and would be essential to the site functioning for recreation. The gym will be on the Ryan Park area of the property. Mr. Lo provided further review of the proposed plans and blueprints.

Ms. McMurrer asked how the YMCA would be involved in the project. Mr. Stowers said that they were involved and investing money. He felt that they could get together with them to come up with a portion of services to the public that could be provided. Ms. McMurrer said she had seen the YMCA pull away in the past and they needed their involvement with this project. She asked for more information regarding parking which was provided to her. She expressed that she was not comfortable with the YMCA due to their track record with the project. She asked if there was a contingency in place in the event they would not partner with the City. Mr. Stowers said that they would still be able to carry out the project and provided more information regarding what would happen should they not get a partner for the project. Further discussion regarding the project, including its cost and funding, followed.

Mr. Stowers said that having a strong advisory council would be key in running the community center. Chairman Young asked if they would be incorporating solar panels into the project. Mr. Lo said Building Management will be evaluating the structural and financial aspects of rooftop solar system as required for all major municipal construction projects. If it was deemed possible there would be no reason why they wouldn't want to install the solar panels. Further discussion followed.

ADJOURNMENT

**** MS. YOUNG MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:16 P.M.

Respectfully Submitted

Ian A. Soltes

Telesco Secretarial Services

**CITY OF NORWALK
LAND USE AND BUILDING MANAGEMENT COMMITTEE
REGULAR MEETING
JUNE 7, 2023**

ATTENDANCE: Barbara Smyth, Interim Chair; Greg Burnett; Bryan Meek; David Heuvelman; Heidi Alterman; Nichole Ayers

OTHER: Alan Lo, Land Use and Building Management; Patsy Brescia; JoAnn Acquarulo; Lisa Shanahan; Diane Lauricella; Ryan Harold; Darin Callahan; Jess Vonashek; Sherelle Harris; Bill Hodel; Alexis Cherichetti, Conservation Officer; Richard Baskin; Michael Faenza

CALL TO ORDER

Interim Chairperson Smyth called the meeting to order at 8:16 P.M. There was a quorum present.

ROLL CALL

A Roll Call of those present was performed.

PUBLIC PARTICIPATION

Ms. Lauricella came forward to discuss this item. She stressed she was a former board member for the Lockwood Matthews Mansion. She noted that there were a lot of needs and expenses for the Museum which she reviewed. She felt they needed to decide if they wanted these projects to be completed or having a functional library for everyone. She supported the latter option. She also said she was on the Board for the Land Trust for 12 years previously. She felt that they were not doing their due diligence which she explained her reasoning for. She felt the money would be better spent on a vest pocket park. She also wished to ask if Mr. Hodel was utilizing the tools for schools EPA model in order to plan and build new HVAC systems for items 6 and 7. She said he needed to do so to comply with the new state authorities.

MINUTES OF PREVIOUS MEETING(S)

MAY 3, 2023

**** MR. BURNETT MOVED TO APPROVE THE MINUTES OF MAY 3, 2023 AS SUBMITTED.**

**** MR. HEUVELMAN SECONDED THE MOTION.**

**** THE MOTION PASSED WITH FIVE (5) IN FAVOR (SMYTH; BURNETT; MEEK; HEUVELMAN; AYERS) AND ONE (1) ABSTENTION (ALTERMAN).**

OLD BUSINESS

There was no Old Business at this time.

NEW BUSINESS

REVIEW REQUEST FOR AMENDMENT TO THE LOCKWOOD MATTHEWS MANSION MUSEUM'S FINANCIAL ASSISTANCE AGREEMENT AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION: "AUTHORIZED THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMEDEMMENT TO THE FINANCIAL ASSISTANCE AGREEMENT WITH LOCKWOOD MATTHEWS MANSION MUSEUM AT NORWALK, INC. FOR THE INFRASTRUCTURE IMPROVEMENT PROJECT AT THE MUSEUM TO INCREASE THE CITY'S CAPITAL GRANT FUNDS BY AN ADDITIONAL \$1,250,000 FOR A REVISED TOTAL OF \$6,750,000. ACCT # TO BE ASSIGNED."

**** MR. HEUVELMAN MOVED TO APPROVE ITEM REVIEW REQUEST FOR AMENDMENT TO THE LOCKWOOD MATTHEWS MANSION MUSEUM'S FINANCIAL ASSISTANCE AGREEMENT AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION: "AUTHORIZED THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMEDEMMENT TO THE FINANCIAL ASSISTANCE AGREEMENT WITH LOCKWOOD MATTHEWS MANSION MUSEUM AT NORWALK, INC. FOR THE INFRASTRUCTURE IMPROVEMENT PROJECT AT THE MUSEUM TO INCREASE THE CITY'S CAPITAL GRANT FUNDS BY AN ADDITIONAL \$1,250,000 FOR A REVISED TOTAL OF \$6,750,000. ACCT # TO BE ASSIGNED."**

Chairman Smyth said that the funds had already been approved as part of the 2023-2024 Capital Budget.

Ms. Brescia came forward to discuss this item. She is the vice chairman of the Mansion Board and Library Board. The project has been planned for 15 years. They are at the point of making the final mechanical improvements to the building. There is minimal heat in the building. There is limited electricity in the basement or on the second/third floors. She reviewed some of the history of the manor and the history of the project. They are having the ground-breaking ceremony on June 12th. She reviewed the current state of the building and said they would need to move out of the building while construction was underway, which was not a minor task. She said they had previously projected that they would need the money to complete the project.

Mr. Burnett said he thought they had already allocated the funds to the budget. He wanted to be clear that they were authorizing money that had already been allocated. Ms. Brescia confirmed this. Mr. Lo reviewed the current funding situation for the project. Further discussion followed.

**** THE MOTION PASSED WITH FOUR (4) IN FAVOR (SMYTH; BURNETT; HEUVELMAN; AYERS) AND TWO (2) ABSTENTIONS (MEEK; ALTERMAN).**

REVIEW REQUEST FOR THE ACQUISITION OF 3 BELDEN AVENUE AND REFER THE FOLLOWING ACCORDINGLY:

- 1.A. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO ACQUIRE 3 BELDEN AVENUE, NORWALK, CONNECTICUT IN THE AMOUNT OF \$1,400,000.00, PLUS CUSTOMARY DUE DILIGENCE COSTS, CLOSING COSTS AND ADJUSTMENTS, AND TITLE INSURANCE COST. ACCOUNT: [<<PENDING ASSIGNMENT AND APPROVAL OF AN ACCOUNT NUMBER BY THE FINANCE DEPARTMENT AT IT'S JUNE 8, 2023 FINANCE & CLAIM COMMITTEE MEETING>>] RE: ACQUISITION OF 3 BELDEN AVENUE, NORWALK, CT.**
- 1.B. REFERRAL: CONN. GEN. STAT 8-24 REFERRAL FOR A MUNICIPAL PLANNING COMMISSION REPORT ON THE CITY'S PROPOSED ACQUISITION OF 3 BELDEN AVENUE, NORWALK CONNECTICUT.**

**** MR. HEUVELMAN MOVED TO APPROVE ITEM REVIEW REQUEST FOR THE ACQUISITION OF 3 BELDEN AVENUE AND REFER THE FOLLOWING ACCORDINGLY: 1.A. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO ACQUIRE 3 BELDEN AVENUE, NORWALK, CONNECTICUT IN THE AMOUNT OF \$1,400,000.00, PLUS CUSTOMARY DUE DILIGENCE COSTS, CLOSING COSTS AND ADJUSTMENTS, AND TITLE INSURANCE COST. ACCOUNT: [<<PENDING ASSIGNMENT AND APPROVAL OF AN ACCOUNT NUMBER BY THE FINANCE DEPARTMENT AT IT'S JUNE 8, 2023 FINANCE & CLAIM COMMITTEE MEETING>>] RE: ACQUISITION OF 3 BELDEN AVENUE, NORWALK, CT. 1.B. REFERRAL: CONN. GEN. STAT 8-24 REFERRAL FOR A MUNICIPAL PLANNING COMMISSION REPORT ON THE CITY'S PROPOSED ACQUISITION OF 3 BELDEN AVENUE, NORWALK CONNECTICUT.**

Ms. Vonashek and Mr. Callahan came forward to discuss this item. She reviewed the history and details of the property for those present. The purchase will be paid through ARPA funds. She reviewed the plans for the property, especially its involvement with the Library Board, for those present.

Chairman Smyth asked if this would make parking available immediately upon purchase. Ms. Vonashek said it was a short-term solution and they were looking to renovate the library as a long-term solution.

Mr. Burnett asked if the activity at 3 Belden would continue for a period of time. Ms. Vonashek elaborated more on their plans and schedule for the site if purchased.

**** THE MOTION PASSED UNANIMOUSLY.**

REVIEW BIDS FOR BELDEN MAIN LIBRARY LITERACY OFFICE RENOVATION PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:

"A. AUTHORIZE THE MAYOR HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH RE-TECH LLC. FOR BELDEN AVENUE LIBRARY – LITERACY VOLUNTEERS' OFFICE IMPROVEMENTS FOR A TOTAL NOT TO EXCEED \$89,000.00. ACCOUNT #09207100 5777 C0660

B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED \$8,900.00 FUNDS AVAILABLE FROM ACCOUNTS #09207100 5777 C0660 AND #09237100 5777 C0476"

**** MR. HEUVELMAN MOVED TO APPROVE REVIEW BIDS FOR BELDEN MAIN LIBRARY LITERACY OFFICE RENOVATION PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "A. AUTHORIZE THE MAYOR HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH RE-TECH LLC. FOR BELDEN AVENUE LIBRARY – LITERACY VOLUNTEERS' OFFICE IMPROVEMENTS FOR A TOTAL NOT TO EXCEED \$89,000.00. ACCOUNT #09207100 5777 C0660 B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED \$8,900.00 FUNDS AVAILABLE FROM ACCOUNTS #09207100 5777 C0660 AND #09237100 5777 C0476"**

Ms. Harris came forward to discuss this item. She provided an overview of the Literacy Volunteer Program for those present. They desire to bring back some of the tutors and students and not have classes online. Further discussion followed regarding the budget for the project.

Chairman Smyth asked if it was possible to utilize just two rooms. Ms. Harris said that she believed so.

**** THE MOTION PASSED WITH FOUR (4) IN FAVOR (SMYTH; ALTERMAN; HEUVELMAN; AYERS) ONE (1) OPPOSED (MEEK) AND ONE (1) ABSTENTION (BURNETT).**

**REVIEW PROPOSED SCHOOL SECURITY CAMERA ENHANCEMENT PROJECT AND REFER
RECOMMENDATION TO THE COUNCIL FOR ACTION:**

- "1. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO OMNI DATA, LLC FOR
SECURITY CAMERA ENHANCEMENTS AT WEST ROCKS, NATHAN HALE, PONUS, ROTON & TRACEY
SCHOOLS FOR A TOTAL NOT TO EXCEED \$100,540.70. ACCT. #0921 5777 C0537**
**2. AUTHORIZE TO ESTABLISH A CONTINGENCY FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A
TOTAL NOT TO EXCEED \$9,393.00. ACCT. #0921 5010 577 C0537"**

Mr. Harold came forward to discuss this item.

Mr. Burnett asked what would be done with the cameras currently at the school. Mr. Hodel said that this was in addition to what was already present. The old cameras will not be removed. Mr. Harold provided further information on the cameras being discussed. Mr. Meek said that he felt this should come out of the MPS operating budget. Discussion followed regarding which schools would be affected.

**** MR. HEUVELMAN MOVED TO APPROVE REVIEW PROPOSED SCHOOL SECURITY CAMERA ENHANCEMENT PROJECT AND REFER RECOMMENDATION TO THE COUNCIL FOR ACTION: "1. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO OMNI DATA, LLC FOR SECURITY CAMERA ENHANCEMENTS AT WEST ROCKS, NATHAN HALE, PONUS, ROTON & TRACEY SCHOOLS FOR A TOTAL NOT TO EXCEED \$100,540.70. ACCT. #0921 5777 C0537 2. AUTHORIZE TO ESTABLISH A CONTINGENCY FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT TO EXCEED \$9,393.00. ACCT. #0921 5010 577 C0537"**
**** THE MOTION PASSED WITH FIVE (5) IN FAVOR (SMYTH; BURNETT; ALTERMAN; HEUVELMAN; AYERS) AND ONE (1) AGAINST (MEEK).**

**REVIEW REFERRAL FROM CONSERVATION COMMISSION RECOMMENDING THE ALLOCATION OF OPEN
SPACE CAPITAL BUDGET FUNDS AS A GRANT TO NORWALK LAND TRUST FOR OPEN SPACE
ACQUISITION AND REFER RECOMMENDATION TO PLANNING & ZONING FOR CONNECTICUT STATE
STATUTES – SECTION 8-24 REVIEW AND TO THE COMMON COUNCIL FOR APPROVAL: "AUTHORIZE THE
MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL AGREEMENTS, DOCUMENTS, INSTRUMENTS
AND AMENDMENTS THERETO AS MAY BE NECESSARY TO GRANT FUNDS FROM THE OPEN SPACE
CAPITAL BUDGET FUNDS TO THE NORWALK LAND TRUST, INC. FOR ACQUISITION OF THE 12, 14, AND
16 STEPHEN MATHER ROAD IN THE AMOUNT OF \$200,000. ACCT. #0911/12/15/17/18-6030-5775-
C0372"**

**** MR. HEUVELMAN MOVED TO APPROVE REVIEW REFERRAL FROM CONSERVATION COMMISSION RECOMMENDING THE ALLOCATION OF OPEN SPACE CAPITAL BUDGET FUNDS AS A GRANT TO NORWALK LAND TRUST FOR OPEN SPACE ACQUISITION AND REFER RECOMMENDATION TO PLANNING & ZONING FOR CONNECTICUT STATE STATUTES – SECTION 8-24 REVIEW AND TO THE COMMON COUNCIL FOR APPROVAL: "AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL AGREEMENTS, DOCUMENTS, INSTRUMENTS AND AMENDMENTS THERETO AS MAY BE NECESSARY TO GRANT FUNDS FROM THE OPEN SPACE CAPITAL BUDGET FUNDS TO THE NORWALK LAND TRUST, INC.**

**FOR ACQUISITION OF THE 12, 14, AND 16 STEPHEN MATHER ROAD IN THE AMOUNT OF \$200,000.
ACCT. #0911/12/15/17/18-6030-5775-C0372"**

Ms. Cherichetti came forward to discuss this item. She provided an overview of the item for those present. It has been determined that this item is in line with the objective and goals of the fund. Mr. Meek felt that the price was less than half market-rate and was concerned about there being a catch. Ms. Cherichetti clarified that the City itself was not purchasing the land but it was being purchased by the Land Trust. Mr. Baskin, the treasurer for the Land Trust, confirmed this. He reviewed further details about the property and explained why the cost was so low. Further discussion followed. The Land Trust will own and maintain the property.

**** THE MOTION PASSED UNANIMOUSLY.**

SCHOOL CONSTRUCTION PROJECTS

MONTHLY UPDATE OF SCHOOL CONSTRUCTION PROJECTS

There were no updates given at this time.

REVIEW PROPOSALS FOR NORWALK HIGH SCHOOL STRUCTURAL THRESHOLD PEER REVIEW AND REFER RECOMMENDATION TO COUNCIL FOR ACTION:

- "A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH RUSSEL AND
DAWSON INC. TO PROVIDE STRUCTURAL THRESHOLD PEER REVIEW SERVICES FOR THE NORWALK
HIGH SCHOOL PROJECT FOR A TOTAL NOT TO EXCEED \$32,200 ACCT. #09215010 5777 C0787.**
**B. AUTHORIZE A CONTINGENCY FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT
TO EXCEED \$5,000 ACCT. #09215010 5777 C0787."**

Mr. Lo came forward to discuss this item. He provided an overview of the project for those present. The firm that they are recommending is the lowest one.

**** MR. HEUVELMAN MOVED TO APPROVE REVIEW PROPOSALS FOR NORWALK HIGH SCHOOL
STRUCTURAL THRESHOLD PEER REVIEW AND REFER RECOMMENDATION TO COUNCIL FOR ACTION: "A.
AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH RUSSEL AND
DAWSON INC. TO PROVIDE STRUCTURAL THRESHOLD PEER REVIEW SERVICES FOR THE NORWALK
HIGH SCHOOL PROJECT FOR A TOTAL NOT TO EXCEED \$32,200 ACCT. #09215010 5777 C0787. B.
AUTHORIZE A CONTINGENCY FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT TO
EXCEED \$5,000 ACCT. #09215010 5777 C0787."**

**** THE MOTION PASSED WITH FIVE (5) IN FAVOR (SMYTH; BURNETT; ALTERMAN; HEUVELMAN; AYERS)
AND ONE (1) AGAINST (MEEK).**

REVIEW RECOMMENDATION FOR MOVERS FOR CRANBURY SCHOOL AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:

**"A. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO WILLIAM B. MEYER, INC.
FOR MOVING SERVICES AT CRANBURY SCHOOL IN ACCORDANCE WITH STATE CONTRACT #14PSX0161
FOR AN AMOUNT NOT TO EXCEED \$39,967.75. FUNDS ARE AVAILABLE IN ACCOUNT #09215010 5777
C0786.**

B. AUTHORIZE THE PURCHASING AGENT TO ISSUE CHANGE ORDERS ON THIS PURCHASE ORDER FOR TOTAL NOT TO EXCEED \$10,000."

**** MR. HEUVELMAN MOVED TO APPROVE REVIEW RECOMMENDATION FOR MOVERS FOR CRANBURY SCHOOL AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "A. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO WILLIAM B. MEYER, INC. FOR MOVING SERVICES AT CRANBURY SCHOOL IN ACCORDANCE WITH STATE CONTRACT #14PSX0161 FOR AN AMOUNT NOT TO EXCEED \$39,967.75. FUNDS ARE AVAILABLE IN ACCOUNT #09215010 5777 C0786. B. AUTHORIZE THE PURCHASING AGENT TO ISSUE CHANGE ORDERS ON THIS PURCHASE ORDER FOR TOTAL NOT TO EXCEED \$10,000."**

Mr. Faenza came forward to discuss this item. He said that they have utilized this service for all the school projects. All of the teachers' belongings from the old building will need to be relocated to the new building. Further discussion followed. The account number for item B will be the same as item A.

**** THE MOTION PASSED UNANIMOUSLY.**

REVIEW REQUEST TO INCREASE DESIGN SERVICES CONTINGENCY WITH ANTINOZZI ASSOCIATES FOR JEFFERSON SCHOOL AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION: "AUTHORIZE TO INCREASE THE CONTINGENCY ALLOWANCE FOR ADDITIONAL SERVICES FOR ANTINOZZI ASSOCIATES FOR JEFFERSON SCHOOL IMPROVEMENT PROJECT FOR AN ADDITIONAL AMOUNT OF \$18,000 AS PART OF THE PROJECT CLOSEOUT. ACCOUNT #0919/20 5010 5777 C0619."

**** MR. BURNETT MOVED TO APPROVE REVIEW REQUEST TO INCREASE DESIGN SERVICES CONTINGENCY WITH ANTINOZZI ASSOCIATES FOR JEFFERSON SCHOOL AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION: "AUTHORIZE TO INCREASE THE CONTINGENCY ALLOWANCE FOR ADDITIONAL SERVICES FOR ANTINOZZI ASSOCIATES FOR JEFFERSON SCHOOL IMPROVEMENT PROJECT FOR AN ADDITIONAL AMOUNT OF \$18,000 AS PART OF THE PROJECT CLOSEOUT. ACCOUNT #0919/20 5010 5777 C0619."**

Mr. Faenza came forward to discuss this item. This is due to contaminated soil and hazardous materials that were discovered as well as the creation of a school construction website. He reviewed what the website would offer. Mr. Meek asked why this had not been presented earlier. Mr. Faenza said the website was recent and reviewed the costs for the hazmat services.

**** THE MOTION PASSED WITH FIVE (5) IN FAVOR (SMYTH; BURNETT; ALTERMAN; HEUVELMAN; AYERS) AND ONE (1) AGAINST (MEEK).**

REVIEW BID FOR THE BROOKSIDE ELEMENTARY SCHOOL, MONTESSORI FIRST GRADE CLASSROOM UPGRADE PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH RE-TECH LLC FOR THE BROOKSIDE ELEMENTARY SCHOOL, MONTESSORI FIRST GRADE CLASSROOM UPGRADE PROJECT FOR A TOTAL NOT TO EXCEED \$51,000.00. ACCT. 09245010 5777 C0686 B. AUTHORIZE THE NPS FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS ON THIS CONTRACT FOR A TOTAL NOT TO EXCEED \$5,100.00. FUNDS ARE AVAILABLE IN ACCT 09245010 5777 C0686."

**** MR. HEUVELMAN MOVED TO APPROVE REVIEW BID FOR THE BROOKSIDE ELEMENTARY SCHOOL, MONTESSORI FIRST GRADE CLASSROOM UPGRADE PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH RE-TECH LLC FOR THE BROOKSIDE ELEMENTARY SCHOOL, MONTESSORI FIRST GRADE CLASSROOM UPGRADE PROJECT FOR A TOTAL NOT TO EXCEED \$51,000.00. ACCT. 09245010 5777 CO686. B. AUTHORIZE THE NPS FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS ON THIS CONTRACT FOR A TOTAL NOT TO EXCEED \$5,100.00. FUNDS ARE AVAILABLE IN ACCT 09245010 5777 CO686."**

Mr. Hodel came forward to discuss this item. He reviewed the history of the program for those present. Mr. Meek expressed concern over programming cuts. He wanted to know that it wasn't at risk of termination and, if it was, if the money would no longer be spent. Mr. Hodel said that there was no talk of the program being terminated. Chairman Smyth asked if the amount would fully cover the project. Mr. Hodel said that it would fully cover the construction. Anything curriculum-based was not his department.

**** THE MOTION PASSED UNANIMOUSLY.**

REVIEW BIDS FOR THE NATHAN HALE MIDDLE SCHOOL HVAC PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:

"A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH SAL SABIA ELECTRICAL CONTRACTORS, INC FOR THE NATHAN HALE MIDDLE SCHOOL HVAC PROJECT FOR A TOTAL NOT NEED \$992,460. FUNDS ARE AVAILBLE IN ACCT. #0920/21/22/235010 5777 C0652. B. AUTHORIZE THE NPS FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS ON THIS CONTRACT FOR A TOTAL NOT TO EXCEED \$92,460. FUNDS ARE AVAILABLE IN ACCT. #09235010 5777 C0652."

**** MR. BURNETT MOVED TO APPROVE REVIEW BIDS FOR THE NATHAN HALE MIDDLE SCHOOL HVAC PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH SAL SABIA ELECTRICAL CONTRACTORS, INC FOR THE NATHAN HALE MIDDLE SCHOOL HVAC PROJECT FOR A TOTAL NOT NEED \$992,460. FUNDS ARE AVAILBLE IN ACCT. #0920/21/22/235010 5777 C0652. B. AUTHORIZE THE NPS FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS ON THIS CONTRACT FOR A TOTAL NOT TO EXCEED \$92,460. FUNDS ARE AVAILABLE IN ACCT. #09235010 5777 C0652."**

Mr. Hodel came forward to discuss this item. They are planning to install air conditioning units. He provided further information regarding this project and what it required to install the air conditioners. He spoke positively of the contractors and their history of working with them. Mr. Meek asked how much more would need to be spent on the school. Mr. Lo said that there were considerations to do a complete replacement for the school as part of a long term plan; but there are short terms issues that needed to be addressed on the interim. Discussion followed.

**** THE MOTION PASSED UNANIMOUSLY.**

REVIEW PROCESS ASSOCIATED WITH THE SUBMISSION OF SCHOOL INDOOR AIR QUALITY – HVAC GRANT APPLICATIONS TO THE STATE AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION

(UPON RECEIPT AND REVIEW OF THE PROPOSALS, RECOMMENDATIONS WILL BE AVAILABLE AT THE COMMITTEE MEETING):

A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH (NAME OF THE MECHANICAL CONSULTING FIRM) TO PROVIDE CONCEPTUAL HVAC DESIGN SERVICES AND COST ESTIMATING SERVICES IN COMPLIANCE WITH STATE'S INDOOR AIR QUALITY IMPROVEMENT GRANT APPLICATION REQUIREMENTS FOR TO A TOTAL NOT TO EXCEED (AMOUNT TO BE DETERMINED) ACCT.

#09175010 5777 C0585.

B. AUTHORIZE A DESIGN CONTINGENCY ALLOWANCE FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT TO EXCEED (AMOUNT TO BE DETERMINED) ACCT. #09175010 5777 C0585."

**** MR. HEUVELMAN MOVED TO APPROVE REVIEW PROCESS ASSOCIATED WITH THE SUBMISSION OF SCHOOL INDOOR AIR QUALITY – HVAC GRANT APPLICATIONS TO THE STATE AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION (UPON RECEIPT AND REVIEW OF THE PROPOSALS, RECOMMENDATIONS WILL BE AVAILABLE AT THE COMMITTEE MEETING): A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH (NAME OF THE MECHANICAL CONSULTING FIRM) TO PROVIDE CONCEPTUAL HVAC DESIGN SERVICES AND COST ESTIMATING SERVICES IN COMPLIANCE WITH STATE'S INDOOR AIR QUALITY IMPROVEMENT GRANT APPLICATION REQUIREMENTS FOR TO A TOTAL NOT TO EXCEED (AMOUNT TO BE DETERMINED) ACCT. #09175010 5777 C0585. B. AUTHORIZE A DESIGN CONTINGENCY ALLOWANCE FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT TO EXCEED (AMOUNT TO BE DETERMINED) ACCT. #09175010 5777 C0585."**

Chairman Smyth provided the proper amounts and name of the mechanical consulting firm.

Mr. Lo explained why there was information missing in the item. He reviewed the history of the project for those present. He noted that they would be getting a 60% reimbursement. He provided further details regarding the funding for the project. Mr. Hodel said that there were two additional schools, Naramake and Rowayton, involved in the project. He also reviewed the results of a mechanical review recommending these items. Chairman Smyth said she did not want to risk losing out on the reimbursement and suggested they move forwards with the item.

**** MR. BURNETT MOVED TO AMEND THE MOTION TO BE 'APPROVE REVIEW PROCESS ASSOCIATED WITH THE SUBMISSION OF SCHOOL INDOOR AIR QUALITY – HVAC GRANT APPLICATIONS TO THE STATE AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION (UPON RECEIPT AND REVIEW OF THE PROPOSALS, RECOMMENDATIONS WILL BE AVAILABLE AT THE COMMITTEE MEETING): A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CONSULTING ENGINEERING SERVICES CES. TO PROVIDE CONCEPTUAL HVAC DESIGN SERVICES AND COST ESTIMATING SERVICES IN COMPLIANCE WITH STATE'S INDOOR AIR QUALITY IMPROVEMENT GRANT APPLICATION REQUIREMENTS FOR TO A TOTAL NOT TO EXCEED \$72,000.00. ACCT. #09175010 5777 C0585. B. AUTHORIZE A DESIGN CONTINGENCY ALLOWANCE FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT TO EXCEED \$10,000.00. ACCT. #09175010 5777 C0585."**

**** THE MOTION PASSED UNANIMOUSLY.**

**** MR. HEUVELMAN MOVED TO APPROVE THE ITEM AS AMENDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

INFORMATION PURPOSES: REVIEW REQUEST TO ALLOCATE SPECIAL APPROPRIATION FUNDS TO TRAFFIC, MOBILITY & PARKING FOR TRAFFIC/INTERSECTION IMPROVEMENTS AND TO DPW FOR DRAINAGE IMPROVEMENTS AT THE INTERSECTION OF SOUTH MAIN ST./MEADOW ST./WILSON AVE. AS RELATES TO THE SOUTH NORWALK SCHOOL PROJECT.

Mr. Lo came forward to discuss this item. He provided an update and overview of the traffic situation for those present. He has identified some funds to utilize for the project and has started the Special Capital Appropriation process. Mr. Meek asked when a certain business would move away only to be told they had been closed for three months. Further discussion followed regarding the signs still present at the site. Mr. Lo said he will look into the presence of the business sign. He noted that they were putting in effort to expedite the school construction. Further discussion followed.

REVIEW BIDS FOR BUILDING FIRE ALARM AND SPRINKLER INSPECTION/MAINTENANCE SERVICES AND REFER RECOMMENDATION TO COUNCIL FOR ACTION: "AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO M.J. DALY, LLC TO PROVIDE LIFE SAFETY SERVICES (FIRE ALARM AND SPRINKLER SERVICES AND INSPECTIONS) FOR VARIOUS CITY BUILDINGS FOR AN INITIAL TERM OF 3 YEARS IN THE AMOUNT OF \$40,908.20 PLUS TWO – ONE (1) YEAR OPTIONS. EFFECTIVE DATES FROM 7/1/2023 – 6/30/2026 AND TWO – ONE (1) YEAR OPTIONS FROM 7/1/2026 – 6/30/2028. ACCOUNT #'S: 013059 5267, 013055 5298, 013154 5298, 014072 5298, 014073 5267, 014074 5269, 014075 5296, 014079 5269, 014078 5267, 014086 5266, 016210 5298, 016220 5298.

**** MR. HEUVELMAN MOVED TO APPROVE ITEM REVIEW BIDS FOR BUILDING FIRE ALARM AND SPRINKLER INSPECTION/MAINTENANCE SERVICES AND REFER RECOMMENDATION TO COUNCIL FOR ACTION: "AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO M.J. DALY, LLC TO PROVIDE LIFE SAFETY SERVICES (FIRE ALARM AND SPRINKLER SERVICES AND INSPECTIONS) FOR VARIOUS CITY BUILDINGS FOR AN INITIAL TERM OF 3 YEARS IN THE AMOUNT OF \$40,908.20 PLUS TWO – ONE (1) YEAR OPTIONS. EFFECTIVE DATES FROM 7/1/2023 – 6/30/2026 AND TWO – ONE (1) YEAR OPTIONS FROM 7/1/2026 – 6/30/2028. ACCOUNT #'S: 013059 5267, 013055 5298, 013154 5298, 014072 5298, 014073 5267, 014074 5269, 014075 5296, 014079 5269, 014078 5267, 014086 5266, 016210 5298, 016220 5298.**

Mr. Lo came forward to discuss this item. He said that it was something done every year and was required by building code. He explained that each account was one building.

**** THE MOTION PASSED UNANIMOUSLY.**

MISCELLANEOUS/DISCUSSION ITEMS

There were no items to discuss at this time.

ADJOURNMENT

**** MR. BURNETT MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 10:00 P.M.

Respectfully Submitted

Ian A. Soltes

Telesco Secretarial Services



CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.gov P: 203-854-7877
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER 

RE : **DISPOSITION OF CITY PROPERTY ON SHEFFIELD ROAD
 (D-6, B-28C, L-7)**

DATE: JUNE 30, 2023

The City of Norwalk currently owns a property on Sheffield Road which is identified as District 5, Block 28C, Lot 7 (there is no house number). The City became the owner of this property through tax foreclosure sale in 2021 with no one submitted a bid for this property. The property is 0.23 acre with estimated over 90% of the property to be considered wetlands and not-buildable.

Recently, the new adjacent property owner expressed an interest to acquire this property in order to provide stewardship on the preservation of the wetlands. Their request was considered by the Land Use and Building Management Committee at recent meetings and staff was directed to issue a Request for Proposals (RFP) through the Purchasing Department in order to comply with the required public process and to determine public interest and value.

On June 29, 2023, the Purchasing Department received one bid from Mr. & Mrs. Adelman at 8 Sheffield Road in the amount of \$1,000. Attached is some of the information from their proposal.

In the event the Land Use and Building Management Committee is interested in proceeding with the disposition of this property, the Committee will need to schedule a Public Hearing. Upon completion of the Public Hearing and if the Committee resolves to move forward, the Committee, at such time, will forward the proposed disposition to the Planning and Zoning Commission in compliance

with State Statutes Section 8-24 requirements and thereafter to the full Common Council for final action.

ACTION REQUEST:

Review offer for the disposition of City surplus property located on Sheffield Road (D-6, B-28C, L-7). In the event the Committee would like to move forward, the Committee is required to schedule a Public Hearing.



Watercourse
 Watercourse
 Field-Delineated
 Wetlands
 Norwalk_GIS.GISADMIN

1 inch equals 40 feet



OVERVIEW OF INTENDED USE OF THE PROPERTY

CHRONOLOGY OF TITLE, District 6, Block 28C, Lot 7 (0.23 acres)

We feel that even an untended, non-buildable wetlands lot that has no street address should have its history acknowledged. Based on City of Norwalk records, here is what we know.

1. The earliest recorded title document is a February 15, 1913 warranty deed from Robert O. Raymond to John Brundage, Jr. Vol. 481, Page 564.
2. Mr. Brundage evidently had a daughter whose married name was Eleanor Smith. On July 22, 1953, Ms. Smith signed a quitclaim deed passing the lot to William F. Olean and Marguerite J. Olean. Vol. 387, Page 342.
3. Four years later, on July 19, 1957, Mr. and Mrs. Olean sold the lot for \$1.00 to Richard F. Raymond, Jr. and Elizabeth B. Raymond. This is the only cash payment for the lot in the last 100 years. Vol. 481, Page 564.
4. By 1984, the property had passed to the estate of Elizabeth B. Raymond, according to a May 21, 1984 tax certificate. No estate taxes were due. Vol. 1592, Page 278.
5. The lot passed to Hope Raymond, who died in 2013 or 2014. The City records contain a September 2, 2014 Certificate of Devise, Descent, or Distribution from the Estate of Hope Raymond to the following heirs:
 - 1/12 to David Ayer (Saybrook, CT)
 - 1/12 to John Ayer (Old Saybrook, CT)
 - 1/12 to Brian Headings (Fort Wayne, IN)
 - 1/24 to Estate of Joan Hopps (Bristol, VT)
 - 1/24 to Thomas Hopps (Camden, ME)
 - 1/12 to Stacy Petrisson Rosales (Lakewood, CA)
 - 1/12 to John Scarpa (Westwood, MA)
 - 1/12 to Dorothy West Ratliff (Forest Knolls, CA)
 - 1/12 to Daniel West (Fresno, CA)
 - 1/12 to David West (Madera, CA)
 - 1/12 to Karen West (Forest Knolls, CA)
 - 1/12 to Robert L. West (Los Osos, CA)
 - 1/12 to Estate of Opal Wilson Broner (Lansing, MI)

Vol. 8061, Page 105.

6. Not surprisingly, none of these heirs paid property taxes on their fractional shares of a non-buildable lot in a community in which none of them lived. So the City of Norwalk tried to sell the lot for the value of back taxes.
7. On May 14, 2018, the City's first Notice of Sale of Land for Taxes sought \$8,746.57. The July 23, 2018 tax sale yielded no bids. Vol. 8682, Page 271.
8. Three more years passed, no property taxes were paid, so the City posted a second Notice of Sale of Land for Taxes, this time "to satisfy taxes, interest and other charges of \$22,675. Assessed from October 1, 2013 – October 1, 2020." The tax sale was held on October 18, 2021. Once again, there were no bids. Vol. 9286, Page 246, Legal Notice, Para. 7.

CHRONOLOGY OF VALUATION

The lot had been valued at \$66,890 until 2022. For 2023, the total appraised parcel value was raised more than 40%, to \$95,550, even though no property taxes had been paid by private owners for at least a decade and the City was obviously not going to pay taxes to itself. The Tax Assessor recently reevaluated the lot at \$3,820, which reflects that it is substantially comprised of water and is not buildable. See Rate Cards dated 5/15/23, 6/7/23.

PLAN AND CHRONOLOGY FOR MAINTENANCE OF THE LOT

There is no "development" plan for this wetlands lot. Rather, our intention is to restore it to its ecological function and to make it attractive from both Sheffield Road and Meeker Court, which border the lot at either end. Under the supervision of local landscape architects Cindy Shumate of Cynscape Design and Allison Feuer of Allison Feuer Design, the project will initially focus on corrective landscaping in and adjacent to the inland wetland and watercourse, including removal of leaning and dangerous trees, invasive vines and perennials, non-beneficial stumps and plant materials, and trash. Removal will be done in phases with regular assessment of what still needs to be removed or should stay. All wood chips resulting from tree removals will be taken off property or used in other non-wetland areas of 8 Sheffield Road. Most of the removal will be done by hand, or with Bobcat-like machinery for heavier materials. Tree removal will require chain saws and climbing equipment.

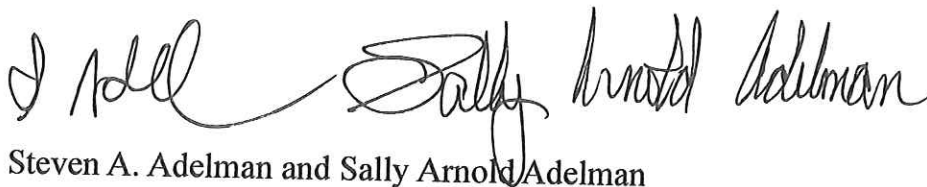
Plants identified for removal include:

- Poison ivy
- Garlic mustard weed
- Chrysanthemum weed
- Mugwort
- Coltsfoot
- Japanese barberry

The anticipated start date will be Fall 2023. The first phase will focus on removing non-indigenous and invasive plant materials. Subsequent phases will include improvement of curb appeal on both Sheffield Road and Meeker Court, and planting beneficial native wetland materials to transform the look from an overgrown and abandoned lot to a peaceful garden that enhances the entire neighborhood. Due to the phased nature of removal followed by planting, this project will continue through the end of 2024.

The project will be defined with a landscape planting plan, including a scaled drawing and a plant list of intended wetland-approved native plant materials to be used.

Based on a recent discussion at the property with Ms. Shumate, Ms. Feuer, Sally and Steve Adelman, and Norwalk Senior Environmental Officer Alexis Cherichetti, we anticipate applying to the City for a declaratory ruling allowing the removal of trees and debris.

The image shows two handwritten signatures in black ink. The first signature is 'S Adell' and the second is 'Sally Arnold Adelman'. They are written in a cursive, flowing style.

Steven A. Adelman and Sally Arnold Adelman
8 Sheffield Road, Norwalk, CT 06853
June 26, 2023

CURRENT OWNER										UTILITIES				STRT / ROAD		LAND INFL.		CURRENT ASSESSMENT																							
NORWALK CITY OF										1 Level		13 Unknown		1 Paved				Description		Code		Assessed																			
125 EAST AVE												3 Water		2 Light				VAC RS LN		5-1		3820		2,670																	
NORWALK CT 06851-5702												4 Elec																													
SUPPLEMENTAL DATA										Alt Parcel I		Tax D #1		6 - 100%																											
Assr Map 8SE										Tax D #2		Mixed Use		N																											
Survey Ma										Grbge P/U		N:No																													
Dev Map										Minor Flag		13:No Sewer																													
Census 3006																																									
Gis ID 6-28C-7-0										Associated P																															
RECORD OF OWNERSHIP										BK-VOL/PAGE		SALE DATE		Q/U		V/I		SALE PRICE		VC		Total		3,820		2,670															
NORWALK CITY OF										9456		248		04-19-2022		U		0		9		Building		Outbuilding		Land		Total													
AYER DAVID & AYER JOHN & ETALS										8343		177		05-16-2016		U		0		25		2022		100		0		66,890		66,890											
AYER DAVID & AYER JOHN ET ALIA										8061		105		09-25-2014		U		0		10		2021		100		1		66,890		66,890											
RAYMOND HOPE EST - WEST ROBERT L E										7598		1		05-14-2012		U		0		25		2020		100		0		66,890		66,890											
RAYMOND ELIZABETH A TRUST										2959		156		06-24-1994		U		0				2019		100		1		66,890		66,890											
EXEMPTIONS										Description		Amount		Code		Description		Number		Amount		Year		Use																	
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Total										0.00																															
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NOTES																																									
BUILDING PERMIT RECORD										Permit ID		Issue Date		Type		Description		Est. Cost		Asr. Insp Da		Asr. % Cmpt		C.O. Date		Comments															
LAND LINE VALUATION SECTION										Zone		Description		Land		Land Type		Units		Unit Price		Sz. A		S.A.		Ac Di		Inf. Fac		Nbhd.		Adj		Notes		Special Pricing		Land Value			
100										A2		Resid Vacant		P		SITE		0.230		AC		275,000		3,021		5		1,000		0.01		0255		2.00		WETLAND		1,000		3,820	
100										A2		Resid Vacant		P		SITE		61,000		FF		0		1,000		0		1,000		0255		2.00		0		1,000		0			
Total Card Land Units										0.23		AC		Parcel Total Land Area: 0.23																				Total Land Value		3,820					

CURRENT ASSESSMENT										PREVIOUS ASSESSMENTS (HISTORY)										APPRAISED VALUE SUMMARY										VISIT / CHANGE HISTORY																																																																					
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CONSTRUCTION DETAIL				CONSTRUCTION DETAIL (CONTINUED)									
Element	Cd	Description	Element	Cd	Description								
Style	99	Vacant Land	# of Heat Syste										
Model	00	Vacant	Central Vac										
Grade			Solar HW										
Stories			Electrical										
Occupancy			MIXED USE										
Exterior Wall 1			Code	Description	Percentage								
Exterior Wall 2			100	Resid Vacant	100								
Roof Structure:					0								
Roof Cover					0								
Interior Wall 1			COST / MARKET VALUATION										
Interior Wall 2			Adjusted Base Rate										
Interior Floor 1			Section RCN										
Interior Floor 2			Net Other Adj										
Heat Fuel			Replacement Cost										
Heat Type			Actual Year Built										
AC Type			Effective Year Built										
Bedrooms			Depreciation Code										
Full Baths			Remodel Rating										
Half Baths			Year Remodeled										
Extra Fixtures			Depreciation %										
Total Rooms			Functional Obsolescence										
Bath Style			External Obsolescence										
Kitchen Style			Cost Trend Factor										
Extra Kitchens			Condition										
Frame			% Complete										
Insulation			Overall % Condition										
Bsmt Garage			Deprec Value										
Foundation			Dep % Ovr										
Heat Percent			Dep Ovr Comment										
FBM Quality			Misc Imp Ovr										
Fireplaces			Misc Imp Ovr Comment										
FBM Area			Cost to Cure Ovr										
			Cost to Cure Ovr Comment										
OB - OUTBUILDING & YARD ITEMS(L) / XF - BUILDING EXTRA FEATURES(B)													
Code	Description	Su	Sub Type	L/B	Units	Unit Price	Year	Pct	Depre	Cnd.	Qu	Qual	Apprais Va
BUILDING SUB-AREA SUMMARY SECTION													
Subarea	Description	Liv./Leasable		Gross		Eff Area		Unit Cost		Undeprec Value			
Ttl Gross Liv / Lease Area		0		0		0		0					

No Sketch



TO: LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: JOE DELALLO, PURCHASING DIRECTOR

RE: **BAND INSTRUMENT REPLACEMENT, NORWALK HIGH SCHOOL AND BRIEN MCMAHON**

DATE: JUNE 28, 2023

The Norwalk High School Marching Bears and Brien McMahon Marching Senators are nationally recognized ensembles that have garnered various awards and accolades for their performances at the state, regional and national levels over the past 50 years. City capital funds in the amount of \$300,000 have been allocated in FY 2024 in order to upgrade and refresh their older equipment. Once replaced, the older equipment will be allocated to the middle school bands within the district.

The City of Norwalk Purchasing Department issued a bid (4292 Band Instruments Replacements) on June 13, 2023 for replacing approximately 20% of their band instrument inventory at both Norwalk High and Brien McMahon. The City received three (3) bids. The results are as follows:

Company	Total Cost
AAA Band Rentals, LLC	\$ 290,193.00
Alamo Music Center	\$ 272,959.27
Boothe Music	non-compliant

After reviewing the submissions, the Purchasing Departments and Band Directors recommend the award to AAA Band Rentals, LLC. While the cost is higher, AAA Band Rentals LLC is a local company that can provide maintenance and service on the instruments and offered one free year of maintenance for the first year. The estimated value of this is \$15,000/yr. Alamo Music Center is in Texas and specifically stated in their bid that maintenance and repairs were not included in their offering.

ACTION REQUESTED:

- a. **Authorize the Purchasing Agent to issue a Purchase Order to AAA Band Rentals, LLC. for project 4292 Band Instruments Replacements in the amount of \$290,193.00. Acct #09-09245010-5777-C0685 and forward to the Common Council for further action.**



CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.org P: 203-854-7877
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDING & FACILITIES MANAGER 

RE: **CITY HALL – CONCERT HALL TERRACE AND STAIRS IMPROVEMENT PROJECT**

DATE: JUNE 27, 2023

Norwalk City Hall was renovated in 1987. The Concert Hall terrace and stairs are original and date back to 1930's. The terrace and stairs have deteriorated over the years with tripping hazards and need replacement. The terrace is a main focal point for major performances and seasonal events. The terrace and stairs are also essential to safe egress from the Concert Hall.

This project was advertised and bid twice in the past year. On 5/24/2023, Purchasing Department received 4 bids with Reliable Excavating Co., Incorporated being the apparent low bidder.

FIRM	BID AMOUNT
Reliable Excavating Co., Inc.	\$148,000.00
Maggiore Construction, Inc	\$179,800.00
Titan Enterprises, Inc.	\$189,800.00
Gilberto & Sons	\$222,500.00

Please note that there are recent conversations about the need for a handicap ramp off the terrace. This is being evaluated among Human Relations, Fire Marshal and Building Official and in the event that a handicap ramp is desired, we may request an increase to this contract in the future if we receive competitive pricing from this contractor. If not, we can implement the ramp as a separate project.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an agreement with Reliable Excavating Co., Inc. for the Norwalk Concert Hall Terrace and Stairs Improvement Project a total not to exceed \$148,000.00. Funds are available from account # 0923/247100 5777 C0439**
- b. **Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$14,800.00. Account # 0923/247100 5777 C0439**



**LAND USE AND BUILDING MANAGEMENT COMMITTEE
SPECIAL MEETING AGENDA
(AMENDED ON JULY 3, 2023, ITEMS IN ITALIC)
WEDNESDAY, JULY 5, 2023 @ 6:45 PM**

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



Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.



Members of the public who wish to provide "live comments" will need to register in advance and 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 on by the host of the meeting during the public comment section. Please find the information using the link above.



Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above. The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.



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 read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Alan Lo at alo@norwalkct.org to provide written public comment prior to the meeting.

JOINT MEETING

I. ROLL CALL

II. PUBLIC PARTICIPATION

III. MINUTES OF PREVIOUS MEETING(S)

June 7, 2023 – Joint meeting with Recreation, Parks and Cultural Affairs Committee

June 7, 2023 – Regular meeting of Land Use and Building Management Committee

IV. OLD BUSINESS

- A. Review offer for the disposition of City surplus property located on Sheffield Road (D-6, B-28C, L-7). In the event the Committee would like to move forward, the Committee is required to schedule a Public Hearing.

V. NEW BUSINESS

- A. Review bids for Norwalk High School and Brien McMahon High School Band Instruments Replacement Project and refer the following to the Common Council for approval:

“Authorize the Purchasing Agent to issue a Purchase Order to AAA Band Rentals, LLC. for Norwalk High School and Brien McMahon High School Band Instruments Replacement Project for a total not to exceed \$290,193.00. Acct #09245010-5777-C0685”

- B. Review bids for the Norwalk Concert Hall Terrace and Stair Improvement Project and refer the following recommendation to the Common Council for action:

“a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Reliable Excavating Co., Inc. for the Norwalk Concert Hall Terrace and Stairs Improvement Project a total not to exceed \$148,000.00. Funds are available from account # 0923/247100 5777 C0439

b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$14,800.00. Account # 0923/247100 5777 C0439”

- C. *Review request for Technical Correction of Common Council action for Literacy Office improvements and refer the following to the Common Council for action:*

“TECHNICAL CORRECTION: of Common Council action of June 13, 2023, Item VII.E.2a & 2b with account numbers corrected to read as follows:

VIA TELECONFERENCE

- a. *Authorize the Mayor, Harry W. Rilling, to execute an agreement with Re-Tech LLC. for Belden Avenue Library – Literacy Volunteers’ Office improvements for a total not to exceed \$89,000.00. Account No. 09206210 5777 C0660*
- b. *Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$8,900.00 Funds available from Account No. 09206210 5777 C0660, 09237100 5777 C0476”*

VI. MISCELLANEOUS/DISCUSSION ITEMS

- A. School construction projects - update

Prepared by Alan Lo
Date: June 30, 2023
Amended: July 3, 2023

CITY OF NORWALK
JOINT MEETING OF THE LAND USE AND BUILDING MANAGEMENT COMMITTEE AND THE RECREATION,
PARKS, AND CULTURE AFFAIRS COMMITTEE
SPECIAL MEETING
JUNE 7, 2023

ATTENDANCE: Barbara Smyth, Interim Chairperson Land Use and Building Management; Darlene Young, Chairman Recreation and Parks; Greg Burnett; David Heuvelman; Heidi Alterman; Nicol Ayers; Josh Goldstein; Jenn McMurrer; Lisa Shanahan; Bryan Meek

OTHER: Michael Faenza; Alan Lo; Patsy Brescia; Robert Stowers; JoAnn Acquarulo; Bill Hodel; Tom Livingston; Diane Lauricella; Darin Callahan

CALL TO ORDER

Interim Chairperson Smyth called the meeting to order at 7:03 P.M.

ROLL CALL

A Roll Call of those present was performed.

PUBLIC PARTICIPATION

Ms. Lauricella came forward to speak. She said she was happy that they were performing changes on the building. She wanted there to be an upfront promise to the people of South Norwalk that the building will be run by solar power and possibly geothermal power. She explained her reasoning for this. She also said that the Ryan Park Environmental Cleanup Project had not been completed as well as she thought it should have been.

No one else wished to speak at this time.

PRESENTATION ON THE PROPOSED REDEVELOPMENT OF 98 SOUTH MAIN STREET FOR A NEW NORWALK COMMUNITY RECREATION CENTER

Mr. Lo came forward to discuss this item. He provided an overview of the history of the property for those present. There is, currently, only one tenant in the building, which he provided more information on. Further review of the property followed.

Mr. Stowers came forward to discuss this item. He provided slides for those present. He has worked to develop a program for the site that made sense. He provided more information regarding the proposed program for those present including an activity schedule and classes. Further review of the program followed. The operating costs and revenue projections were provided and reviewed. The proposed floor plan was provided and reviewed. Mr. Lo said that the gym was a totally new area and would be essential to the site functioning for recreation. The gym will be on the Ryan Park area of the property. Mr. Lo provided further review of the proposed plans and blueprints.

Ms. McMurrer asked how the YMCA would be involved in the project. Mr. Stowers said that they were involved and investing money. He felt that they could get together with them to come up with a portion of services to the public that could be provided. Ms. McMurrer said she had seen the YMCA pull away in the past and they needed their involvement with this project. She asked for more information regarding parking which was provided to her. She expressed that she was not comfortable with the YMCA due to their track record with the project. She asked if there was a contingency in place in the event they would not partner with the City. Mr. Stowers said that they would still be able to carry out the project and provided more information regarding what would happen should they not get a partner for the project. Further discussion regarding the project, including its cost and funding, followed.

Mr. Stowers said that having a strong advisory council would be key in running the community center. Chairman Young asked if they would be incorporating solar panels into the project. Mr. Lo said Building Management will be evaluating the structural and financial aspects of rooftop solar system as required for all major municipal construction projects. If it was deemed possible there would be no reason why they wouldn't want to install the solar panels. Further discussion followed.

ADJOURNMENT

**** MS. YOUNG MOVED TO ADJOURN.**
**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:16 P.M.

Respectfully Submitted
Ian A. Soltes
Telesco Secretarial Services

**CITY OF NORWALK
LAND USE AND BUILDING MANAGEMENT COMMITTEE
REGULAR MEETING
JUNE 7, 2023**

ATTENDANCE: Barbara Smyth, Interim Chair; Greg Burnett; Bryan Meek; David Heuvelman; Heidi Alterman; Nichole Ayers

OTHER: Alan Lo, Land Use and Building Management; Patsy Brescia; JoAnn Acquarulo; Lisa Shanahan; Diane Lauricella; Ryan Harold; Darin Callahan; Jess Vonashek; Sherelle Harris; Bill Hodel; Alexis Cherichetti, Conservation Officer; Richard Baskin; Michael Faenza

CALL TO ORDER

Interim Chairperson Smyth called the meeting to order at 8:16 P.M. There was a quorum present.

ROLL CALL

A Roll Call of those present was performed.

PUBLIC PARTICIPATION

Ms. Lauricella came forward to discuss this item. She stressed she was a former board member for the Lockwood Matthews Mansion. She noted that there were a lot of needs and expenses for the Museum which she reviewed. She felt they needed to decide if they wanted these projects to be completed or having a functional library for everyone. She supported the latter option. She also said she was on the Board for the Land Trust for 12 years previously. She felt that they were not doing their due diligence which she explained her reasoning for. She felt the money would be better spent on a vest pocket park. She also wished to ask if Mr. Hodel was utilizing the tools for schools EPA model in order to plan and build new HVAC systems for items 6 and 7. She said he needed to do so to comply with the new state authorities.

MINUTES OF PREVIOUS MEETING(S)

MAY 3, 2023

**** MR. BURNETT MOVED TO APPROVE THE MINUTES OF MAY 3, 2023 AS SUBMITTED.**

**** MR. HEUVELMAN SECONDED THE MOTION.**

**** THE MOTION PASSED WITH FIVE (5) IN FAVOR (SMYTH; BURNETT; MEEK; HEUVELMAN; AYERS) AND ONE (1) ABSTENTION (ALTERMAN).**

OLD BUSINESS

There was no Old Business at this time.

NEW BUSINESS

REVIEW REQUEST FOR AMENDMENT TO THE LOCKWOOD MATTHEWS MANSION MUSEUM'S FINANCIAL ASSISTANCE AGREEMENT AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION: "AUTHORIZED THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMEDEMMENT TO THE FINANCIAL ASSISTANCE AGREEMENT WITH LOCKWOOD MATTHEWS MANSION MUSEUM AT NORWALK, INC. FOR THE INFRASTRUCTURE IMPROVEMENT PROJECT AT THE MUSEUM TO INCREASE THE CITY'S CAPITAL GRANT FUNDS BY AN ADDITIONAL \$1,250,000 FOR A REVISED TOTAL OF \$6,750,000. ACCT # TO BE ASSIGNED."

**** MR. HEUVELMAN MOVED TO APPROVE ITEM REVIEW REQUEST FOR AMENDMENT TO THE LOCKWOOD MATTHEWS MANSION MUSEUM'S FINANCIAL ASSISTANCE AGREEMENT AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION: "AUTHORIZED THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMEDEMMENT TO THE FINANCIAL ASSISTANCE AGREEMENT WITH LOCKWOOD MATTHEWS MANSION MUSEUM AT NORWALK, INC. FOR THE INFRASTRUCTURE IMPROVEMENT PROJECT AT THE MUSEUM TO INCREASE THE CITY'S CAPITAL GRANT FUNDS BY AN ADDITIONAL \$1,250,000 FOR A REVISED TOTAL OF \$6,750,000. ACCT # TO BE ASSIGNED."**

Chairman Smyth said that the funds had already been approved as part of the 2023-2024 Capital Budget.

Ms. Brescia came forward to discuss this item. She is the vice chairman of the Mansion Board and Library Board. The project has been planned for 15 years. They are at the point of making the final mechanical improvements to the building. There is minimal heat in the building. There is limited electricity in the basement or on the second/third floors. She reviewed some of the history of the manor and the history of the project. They are having the ground-breaking ceremony on June 12th. She reviewed the current state of the building and said they would need to move out of the building while construction was underway, which was not a minor task. She said they had previously projected that they would need the money to complete the project.

Mr. Burnett said he thought they had already allocated the funds to the budget. He wanted to be clear that they were authorizing money that had already been allocated. Ms. Brescia confirmed this. Mr. Lo reviewed the current funding situation for the project. Further discussion followed.

**** THE MOTION PASSED WITH FOUR (4) IN FAVOR (SMYTH; BURNETT; HEUVELMAN; AYERS) AND TWO (2) ABSTENTIONS (MEEK; ALTERMAN).**

REVIEW REQUEST FOR THE ACQUISITION OF 3 BELDEN AVENUE AND REFER THE FOLLOWING ACCORDINGLY:

- 1.A. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO ACQUIRE 3 BELDEN AVENUE, NORWALK, CONNECTICUT IN THE AMOUNT OF \$1,400,000.00, PLUS CUSTOMARY DUE DILIGENCE COSTS, CLOSING COSTS AND ADJUSTMENTS, AND TITLE INSURANCE COST. ACCOUNT: [<<PENDING ASSIGNMENT AND APPROVAL OF AN ACCOUNT NUMBER BY THE FINANCE DEPARTMENT AT IT'S JUNE 8, 2023 FINANCE & CLAIM COMMITTEE MEETING>>] RE: ACQUISITION OF 3 BELDEN AVENUE, NORWALK, CT.**
- 1.B. REFERRAL: CONN. GEN. STAT 8-24 REFERRAL FOR A MUNICIPAL PLANNING COMMISSION REPORT ON THE CITY'S PROPOSED ACQUISITION OF 3 BELDEN AVENUE, NORWALK CONNECTICUT.**

**** MR. HEUVELMAN MOVED TO APPROVE ITEM REVIEW REQUEST FOR THE ACQUISITION OF 3 BELDEN AVENUE AND REFER THE FOLLOWING ACCORDINGLY: 1.A. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO ACQUIRE 3 BELDEN AVENUE, NORWALK, CONNECTICUT IN THE AMOUNT OF \$1,400,000.00, PLUS CUSTOMARY DUE DILIGENCE COSTS, CLOSING COSTS AND ADJUSTMENTS, AND TITLE INSURANCE COST. ACCOUNT: [<<PENDING ASSIGNMENT AND APPROVAL OF AN ACCOUNT NUMBER BY THE FINANCE DEPARTMENT AT IT'S JUNE 8, 2023 FINANCE & CLAIM COMMITTEE MEETING>>] RE: ACQUISITION OF 3 BELDEN AVENUE, NORWALK, CT. 1.B. REFERRAL: CONN. GEN. STAT 8-24 REFERRAL FOR A MUNICIPAL PLANNING COMMISSION REPORT ON THE CITY'S PROPOSED ACQUISITION OF 3 BELDEN AVENUE, NORWALK CONNECTICUT.**

Ms. Vonashek and Mr. Callahan came forward to discuss this item. She reviewed the history and details of the property for those present. The purchase will be paid through ARPA funds. She reviewed the plans for the property, especially its involvement with the Library Board, for those present.

Chairman Smyth asked if this would make parking available immediately upon purchase. Ms. Vonashek said it was a short-term solution and they were looking to renovate the library as a long-term solution.

Mr. Burnett asked if the activity at 3 Belden would continue for a period of time. Ms. Vonashek elaborated more on their plans and schedule for the site if purchased.

**** THE MOTION PASSED UNANIMOUSLY.**

REVIEW BIDS FOR BELDEN MAIN LIBRARY LITERACY OFFICE RENOVATION PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:

"A. AUTHORIZE THE MAYOR HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH RE-TECH LLC. FOR BELDEN AVENUE LIBRARY – LITERACY VOLUNTEERS' OFFICE IMPROVEMENTS FOR A TOTAL NOT TO EXCEED \$89,000.00. ACCOUNT #09207100 5777 C0660

B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED \$8,900.00 FUNDS AVAILABLE FROM ACCOUNTS #09207100 5777 C0660 AND #09237100 5777 C0476"

**** MR. HEUVELMAN MOVED TO APPROVE REVIEW BIDS FOR BELDEN MAIN LIBRARY LITERACY OFFICE RENOVATION PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "A. AUTHORIZE THE MAYOR HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH RE-TECH LLC. FOR BELDEN AVENUE LIBRARY – LITERACY VOLUNTEERS' OFFICE IMPROVEMENTS FOR A TOTAL NOT TO EXCEED \$89,000.00. ACCOUNT #09207100 5777 C0660 B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED \$8,900.00 FUNDS AVAILABLE FROM ACCOUNTS #09207100 5777 C0660 AND #09237100 5777 C0476"**

Ms. Harris came forward to discuss this item. She provided an overview of the Literacy Volunteer Program for those present. They desire to bring back some of the tutors and students and not have classes online. Further discussion followed regarding the budget for the project.

Chairman Smyth asked if it was possible to utilize just two rooms. Ms. Harris said that she believed so.

**** THE MOTION PASSED WITH FOUR (4) IN FAVOR (SMYTH; ALTERMAN; HEUVELMAN; AYERS) ONE (1) OPPOSED (MEEK) AND ONE (1) ABSTENTION (BURNETT).**

**REVIEW PROPOSED SCHOOL SECURITY CAMERA ENHANCEMENT PROJECT AND REFER
RECOMMENDATION TO THE COUNCIL FOR ACTION:**

**"1. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO OMNI DATA, LLC FOR
SECURITY CAMERA ENHANCEMENTS AT WEST ROCKS, NATHAN HALE, PONUS, ROTON & TRACEY
SCHOOLS FOR A TOTAL NOT TO EXCEED \$100,540.70. ACCT. #0921 5777 C0537
2. AUTHORIZE TO ESTABLISH A CONTINGENCY FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A
TOTAL NOT TO EXCEED \$9,393.00. ACCT. #0921 5010 577 C0537"**

Mr. Harold came forward to discuss this item.

Mr. Burnett asked what would be done with the cameras currently at the school. Mr. Hodel said that this was in addition to what was already present. The old cameras will not be removed. Mr. Harold provided further information on the cameras being discussed. Mr. Meek said that he felt this should come out of the MPS operating budget. Discussion followed regarding which schools would be affected.

**** MR. HEUVELMAN MOVED TO APPROVE REVIEW PROPOSED SCHOOL SECURITY CAMERA ENHANCEMENT PROJECT AND REFER RECOMMENDATION TO THE COUNCIL FOR ACTION: "1. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO OMNI DATA, LLC FOR SECURITY CAMERA ENHANCEMENTS AT WEST ROCKS, NATHAN HALE, PONUS, ROTON & TRACEY SCHOOLS FOR A TOTAL NOT TO EXCEED \$100,540.70. ACCT. #0921 5777 C0537 2. AUTHORIZE TO ESTABLISH A CONTINGENCY FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT TO EXCEED \$9,393.00. ACCT. #0921 5010 577 C0537"**

**** THE MOTION PASSED WITH FIVE (5) IN FAVOR (SMYTH; BURNETT; ALTERMAN; HEUVELMAN; AYERS) AND ONE (1) AGAINST (MEEK).**

**REVIEW REFERRAL FROM CONSERVATION COMMISSION RECOMMENDING THE ALLOCATION OF OPEN
SPACE CAPITAL BUDGET FUNDS AS A GRANT TO NORWALK LAND TRUST FOR OPEN SPACE
ACQUISITION AND REFER RECOMMENDATION TO PLANNING & ZONING FOR CONNECTICUT STATE
STATUTES – SECTION 8-24 REVIEW AND TO THE COMMON COUNCIL FOR APPROVAL: "AUTHORIZE THE
MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL AGREEMENTS, DOCUMENTS, INSTRUMENTS
AND AMENDMENTS THERETO AS MAY BE NECESSARY TO GRANT FUNDS FROM THE OPEN SPACE
CAPITAL BUDGET FUNDS TO THE NORWALK LAND TRUST, INC. FOR ACQUISITION OF THE 12, 14, AND
16 STEPHEN MATHER ROAD IN THE AMOUNT OF \$200,000. ACCT. #0911/12/15/17/18-6030-5775-
C0372"**

**** MR. HEUVELMAN MOVED TO APPROVE REVIEW REFERRAL FROM CONSERVATION COMMISSION RECOMMENDING THE ALLOCATION OF OPEN SPACE CAPITAL BUDGET FUNDS AS A GRANT TO NORWALK LAND TRUST FOR OPEN SPACE ACQUISITION AND REFER RECOMMENDATION TO PLANNING & ZONING FOR CONNECTICUT STATE STATUTES – SECTION 8-24 REVIEW AND TO THE COMMON COUNCIL FOR APPROVAL: "AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL AGREEMENTS, DOCUMENTS, INSTRUMENTS AND AMENDMENTS THERETO AS MAY BE NECESSARY TO GRANT FUNDS FROM THE OPEN SPACE CAPITAL BUDGET FUNDS TO THE NORWALK LAND TRUST, INC.**

**FOR ACQUISITION OF THE 12, 14, AND 16 STEPHEN MATHER ROAD IN THE AMOUNT OF \$200,000.
ACCT. #0911/12/15/17/18-6030-5775-C0372"**

Ms. Cherichetti came forward to discuss this item. She provided an overview of the item for those present. It has been determined that this item is in line with the objective and goals of the fund. Mr. Meek felt that the price was less than half market-rate and was concerned about there being a catch. Ms. Cherichetti clarified that the City itself was not purchasing the land but it was being purchased by the Land Trust. Mr. Baskin, the treasurer for the Land Trust, confirmed this. He reviewed further details about the property and explained why the cost was so low. Further discussion followed. The Land Trust will own and maintain the property.

**** THE MOTION PASSED UNANIMOUSLY.**

SCHOOL CONSTRUCTION PROJECTS

MONTHLY UPDATE OF SCHOOL CONSTRUCTION PROJECTS

There were no updates given at this time.

REVIEW PROPOSALS FOR NORWALK HIGH SCHOOL STRUCTURAL THRESHOLD PEER REVIEW AND REFER RECOMMENDATION TO COUNCIL FOR ACTION:

- "A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH RUSSEL AND
DAWSON INC. TO PROVIDE STRUCTURAL THRESHOLD PEER REVIEW SERVICES FOR THE NORWALK
HIGH SCHOOL PROJECT FOR A TOTAL NOT TO EXCEED \$32,200 ACCT. #09215010 5777 C0787.
B. AUTHORIZE A CONTINGENCY FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT
TO EXCEED \$5,000 ACCT. #09215010 5777 C0787."**

Mr. Lo came forward to discuss this item. He provided an overview of the project for those present. The firm that they are recommending is the lowest one.

**** MR. HEUVELMAN MOVED TO APPROVE REVIEW PROPOSALS FOR NORWALK HIGH SCHOOL
STRUCTURAL THRESHOLD PEER REVIEW AND REFER RECOMMENDATION TO COUNCIL FOR ACTION: "A.
AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH RUSSEL AND
DAWSON INC. TO PROVIDE STRUCTURAL THRESHOLD PEER REVIEW SERVICES FOR THE NORWALK
HIGH SCHOOL PROJECT FOR A TOTAL NOT TO EXCEED \$32,200 ACCT. #09215010 5777 C0787. B.
AUTHORIZE A CONTINGENCY FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT TO
EXCEED \$5,000 ACCT. #09215010 5777 C0787."**

**** THE MOTION PASSED WITH FIVE (5) IN FAVOR (SMYTH; BURNETT; ALTERMAN; HEUVELMAN; AYERS)
AND ONE (1) AGAINST (MEEK).**

REVIEW RECOMMENDATION FOR MOVERS FOR CRANBURY SCHOOL AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:

**"A. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO WILLIAM B. MEYER, INC.
FOR MOVING SERVICES AT CRANBURY SCHOOL IN ACCORDANCE WITH STATE CONTRACT #14PSX0161
FOR AN AMOUNT NOT TO EXCEED \$39,967.75. FUNDS ARE AVAILABLE IN ACCOUNT #09215010 5777
C0786.**

B. AUTHORIZE THE PURCHASING AGENT TO ISSUE CHANGE ORDERS ON THIS PURCHASE ORDER FOR TOTAL NOT TO EXCEED \$10,000."

**** MR. HEUVELMAN MOVED TO APPROVE REVIEW RECOMMENDATION FOR MOVERS FOR CRANBURY SCHOOL AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "A. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO WILLIAM B. MEYER, INC. FOR MOVING SERVICES AT CRANBURY SCHOOL IN ACCORDANCE WITH STATE CONTRACT #14PSX0161 FOR AN AMOUNT NOT TO EXCEED \$39,967.75. FUNDS ARE AVAILABLE IN ACCOUNT #09215010 5777 C0786. B. AUTHORIZE THE PURCHASING AGENT TO ISSUE CHANGE ORDERS ON THIS PURCHASE ORDER FOR TOTAL NOT TO EXCEED \$10,000."**

Mr. Faenza came forward to discuss this item. He said that they have utilized this service for all the school projects. All of the teachers' belongings from the old building will need to be relocated to the new building. Further discussion followed. The account number for item B will be the same as item A.

**** THE MOTION PASSED UNANIMOUSLY.**

REVIEW REQUEST TO INCREASE DESIGN SERVICES CONTINGENCY WITH ANTINOZZI ASSOCIATES FOR JEFFERSON SCHOOL AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION: "AUTHORIZE TO INCREASE THE CONTINGENCY ALLOWANCE FOR ADDITIONAL SERVICES FOR ANTINOZZI ASSOCIATES FOR JEFFERSON SCHOOL IMPROVEMENT PROJECT FOR AN ADDITIONAL AMOUNT OF \$18,000 AS PART OF THE PROJECT CLOSEOUT. ACCOUNT #0919/20 5010 5777 C0619."

**** MR. BURNETT MOVED TO APPROVE REVIEW REQUEST TO INCREASE DESIGN SERVICES CONTINGENCY WITH ANTINOZZI ASSOCIATES FOR JEFFERSON SCHOOL AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION: "AUTHORIZE TO INCREASE THE CONTINGENCY ALLOWANCE FOR ADDITIONAL SERVICES FOR ANTINOZZI ASSOCIATES FOR JEFFERSON SCHOOL IMPROVEMENT PROJECT FOR AN ADDITIONAL AMOUNT OF \$18,000 AS PART OF THE PROJECT CLOSEOUT. ACCOUNT #0919/20 5010 5777 C0619."**

Mr. Faenza came forward to discuss this item. This is due to contaminated soil and hazardous materials that were discovered as well as the creation of a school construction website. He reviewed what the website would offer. Mr. Meek asked why this had not been presented earlier. Mr. Faenza said the website was recent and reviewed the costs for the hazmat services.

**** THE MOTION PASSED WITH FIVE (5) IN FAVOR (SMYTH; BURNETT; ALTERMAN; HEUVELMAN; AYERS) AND ONE (1) AGAINST (MEEK).**

REVIEW BID FOR THE BROOKSIDE ELEMENTARY SCHOOL, MONTESSORI FIRST GRADE CLASSROOM UPGRADE PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH RE-TECH LLC FOR THE BROOKSIDE ELEMENTARY SCHOOL, MONTESSORI FIRST GRADE CLASSROOM UPGRADE PROJECT FOR A TOTAL NOT TO EXCEED \$51,000.00. ACCT. 09245010 5777 C0686
B. AUTHORIZE THE NPS FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS ON THIS CONTRACT FOR A TOTAL NOT TO EXCEED \$5,100.00. FUNDS ARE AVAILABLE IN ACCT 09245010 5777 C0686."

**** MR. HEUVELMAN MOVED TO APPROVE REVIEW BID FOR THE BROOKSIDE ELEMENTARY SCHOOL, MONTESSORI FIRST GRADE CLASSROOM UPGRADE PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH RE-TECH LLC FOR THE BROOKSIDE ELEMENTARY SCHOOL, MONTESSORI FIRST GRADE CLASSROOM UPGRADE PROJECT FOR A TOTAL NOT TO EXCEED \$51,000.00. ACCT. 09245010 5777 CO686. B. AUTHORIZE THE NPS FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS ON THIS CONTRACT FOR A TOTAL NOT TO EXCEED \$5,100.00. FUNDS ARE AVAILABLE IN ACCT 09245010 5777 CO686."**

Mr. Hodel came forward to discuss this item. He reviewed the history of the program for those present. Mr. Meek expressed concern over programming cuts. He wanted to know that it wasn't at risk of termination and, if it was, if the money would no longer be spent. Mr. Hodel said that there was no talk of the program being terminated. Chairman Smyth asked if the amount would fully cover the project. Mr. Hodel said that it would fully cover the construction. Anything curriculum-based was not his department.

**** THE MOTION PASSED UNANIMOUSLY.**

REVIEW BIDS FOR THE NATHAN HALE MIDDLE SCHOOL HVAC PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:

"A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH SAL SABIA ELECTRICAL CONTRACTORS, INC FOR THE NATHAN HALE MIDDLE SCHOOL HVAC PROJECT FOR A TOTAL NOT NEED \$992,460. FUNDS ARE AVAILBLE IN ACCT. #0920/21/22/235010 5777 C0652. B. AUTHORIZE THE NPS FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS ON THIS CONTRACT FOR A TOTAL NOT TO EXCEED \$92,460. FUNDS ARE AVAILABLE IN ACCT. #09235010 5777 C0652."

**** MR. BURNETT MOVED TO APPROVE REVIEW BIDS FOR THE NATHAN HALE MIDDLE SCHOOL HVAC PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH SAL SABIA ELECTRICAL CONTRACTORS, INC FOR THE NATHAN HALE MIDDLE SCHOOL HVAC PROJECT FOR A TOTAL NOT NEED \$992,460. FUNDS ARE AVAILBLE IN ACCT. #0920/21/22/235010 5777 C0652. B. AUTHORIZE THE NPS FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS ON THIS CONTRACT FOR A TOTAL NOT TO EXCEED \$92,460. FUNDS ARE AVAILABLE IN ACCT. #09235010 5777 C0652."**

Mr. Hodel came forward to discuss this item. They are planning to install air conditioning units. He provided further information regarding this project and what it required to install the air conditioners. He spoke positively of the contractors and their history of working with them. Mr. Meek asked how much more would need to be spent on the school. Mr. Lo said that there were considerations to do a complete replacement for the school as part of a long term plan; but there are short terms issues that needed to be addressed on the interim. Discussion followed.

**** THE MOTION PASSED UNANIMOUSLY.**

REVIEW PROCESS ASSOCIATED WITH THE SUBMISSION OF SCHOOL INDOOR AIR QUALITY – HVAC GRANT APPLICATIONS TO THE STATE AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION

(UPON RECEIPT AND REVIEW OF THE PROPOSALS, RECOMMENDATIONS WILL BE AVAILABLE AT THE COMMITTEE MEETING):

A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH (NAME OF THE MECHANICAL CONSULTING FIRM) TO PROVIDE CONCEPTUAL HVAC DESIGN SERVICES AND COST ESTIMATING SERVICES IN COMPLIANCE WITH STATE'S INDOOR AIR QUALITY IMPROVEMENT GRANT APPLICATION REQUIREMENTS FOR TO A TOTAL NOT TO EXCEED (AMOUNT TO BE DETERMINED) ACCT. #09175010 5777 C0585.

B. AUTHORIZE A DESIGN CONTINGENCY ALLOWANCE FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT TO EXCEED (AMOUNT TO BE DETERMINED) ACCT. #09175010 5777 C0585."

**** MR. HEUVELMAN MOVED TO APPROVE REVIEW PROCESS ASSOCIATED WITH THE SUBMISSION OF SCHOOL INDOOR AIR QUALITY – HVAC GRANT APPLICATIONS TO THE STATE AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION (UPON RECEIPT AND REVIEW OF THE PROPOSALS, RECOMMENDATIONS WILL BE AVAILABLE AT THE COMMITTEE MEETING): A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH (NAME OF THE MECHANICAL CONSULTING FIRM) TO PROVIDE CONCEPTUAL HVAC DESIGN SERVICES AND COST ESTIMATING SERVICES IN COMPLIANCE WITH STATE'S INDOOR AIR QUALITY IMPROVEMENT GRANT APPLICATION REQUIREMENTS FOR TO A TOTAL NOT TO EXCEED (AMOUNT TO BE DETERMINED) ACCT. #09175010 5777 C0585. B. AUTHORIZE A DESIGN CONTINGENCY ALLOWANCE FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT TO EXCEED (AMOUNT TO BE DETERMINED) ACCT. #09175010 5777 C0585."**

Chairman Smyth provided the proper amounts and name of the mechanical consulting firm.

Mr. Lo explained why there was information missing in the item. He reviewed the history of the project for those present. He noted that they would be getting a 60% reimbursement. He provided further details regarding the funding for the project. Mr. Hodel said that there were two additional schools, Naramake and Rowayton, involved in the project. He also reviewed the results of a mechanical review recommending these items. Chairman Smyth said she did not want to risk losing out on the reimbursement and suggested they move forwards with the item.

**** MR. BURNETT MOVED TO AMEND THE MOTION TO BE 'APPROVE REVIEW PROCESS ASSOCIATED WITH THE SUBMISSION OF SCHOOL INDOOR AIR QUALITY – HVAC GRANT APPLICATIONS TO THE STATE AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION (UPON RECEIPT AND REVIEW OF THE PROPOSALS, RECOMMENDATIONS WILL BE AVAILABLE AT THE COMMITTEE MEETING): A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH CONSULTING ENGINEERING SERVICES CES. TO PROVIDE CONCEPTUAL HVAC DESIGN SERVICES AND COST ESTIMATING SERVICES IN COMPLIANCE WITH STATE'S INDOOR AIR QUALITY IMPROVEMENT GRANT APPLICATION REQUIREMENTS FOR TO A TOTAL NOT TO EXCEED \$72,000.00. ACCT. #09175010 5777 C0585. B. AUTHORIZE A DESIGN CONTINGENCY ALLOWANCE FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT TO EXCEED \$10,000.00. ACCT. #09175010 5777 C0585.'"**

**** THE MOTION PASSED UNANIMOUSLY.**

**** MR. HEUVELMAN MOVED TO APPROVE THE ITEM AS AMENDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

INFORMATION PURPOSES: REVIEW REQUEST TO ALLOCATE SPECIAL APPROPRIATION FUNDS TO TRAFFIC, MOBILITY & PARKING FOR TRAFFIC/INTERSECTION IMPROVEMENTS AND TO DPW FOR DRAINAGE IMPROVEMENTS AT THE INTERSECTION OF SOUTH MAIN ST./MEADOW ST./WILSON AVE. AS RELATES TO THE SOUTH NORWALK SCHOOL PROJECT.

Mr. Lo came forward to discuss this item. He provided an update and overview of the traffic situation for those present. He has identified some funds to utilize for the project and has started the Special Capital Appropriation process. Mr. Meek asked when a certain business would move away only to be told they had been closed for three months. Further discussion followed regarding the signs still present at the site. Mr. Lo said he will look into the presence of the business sign. He noted that they were putting in effort to expedite the school construction. Further discussion followed.

REVIEW BIDS FOR BUILDING FIRE ALARM AND SPRINKLER INSPECTION/MAINTENANCE SERVICES AND REFER RECOMMENDATION TO COUNCIL FOR ACTION: "AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO M.J. DALY, LLC TO PROVIDE LIFE SAFETY SERVICES (FIRE ALARM AND SPRINKLER SERVICES AND INSPECTIONS) FOR VARIOUS CITY BUILDINGS FOR AN INITIAL TERM OF 3 YEARS IN THE AMOUNT OF \$40,908.20 PLUS TWO – ONE (1) YEAR OPTIONS. EFFECTIVE DATES FROM 7/1/2023 – 6/30/2026 AND TWO – ONE (1) YEAR OPTIONS FROM 7/1/2026 – 6/30/2028. ACCOUNT #'S: 013059 5267, 013055 5298, 013154 5298, 014072 5298, 014073 5267, 014074 5269, 014075 5296, 014079 5269, 014078 5267, 014086 5266, 016210 5298, 016220 5298.

**** MR. HEUVELMAN MOVED TO APPROVE ITEM REVIEW BIDS FOR BUILDING FIRE ALARM AND SPRINKLER INSPECTION/MAINTENANCE SERVICES AND REFER RECOMMENDATION TO COUNCIL FOR ACTION: "AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO M.J. DALY, LLC TO PROVIDE LIFE SAFETY SERVICES (FIRE ALARM AND SPRINKLER SERVICES AND INSPECTIONS) FOR VARIOUS CITY BUILDINGS FOR AN INITIAL TERM OF 3 YEARS IN THE AMOUNT OF \$40,908.20 PLUS TWO – ONE (1) YEAR OPTIONS. EFFECTIVE DATES FROM 7/1/2023 – 6/30/2026 AND TWO – ONE (1) YEAR OPTIONS FROM 7/1/2026 – 6/30/2028. ACCOUNT #'S: 013059 5267, 013055 5298, 013154 5298, 014072 5298, 014073 5267, 014074 5269, 014075 5296, 014079 5269, 014078 5267, 014086 5266, 016210 5298, 016220 5298.**

Mr. Lo came forward to discuss this item. He said that it was something done every year and was required by building code. He explained that each account was one building.

**** THE MOTION PASSED UNANIMOUSLY.**

MISCELLANEOUS/DISCUSSION ITEMS

There were no items to discuss at this time.

ADJOURNMENT

**** MR. BURNETT MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 10:00 P.M.

Respectfully Submitted

Ian A. Soltes

Telesco Secretarial Services



CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.gov P: 203-854-7877
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER 

RE : **DISPOSITION OF CITY PROPERTY ON SHEFFIELD ROAD
 (D-6, B-28C, L-7)**

DATE: JUNE 30, 2023

The City of Norwalk currently owns a property on Sheffield Road which is identified as District 5, Block 28C, Lot 7 (there is no house number). The City became the owner of this property through tax foreclosure sale in 2021 with no one submitted a bid for this property. The property is 0.23 acre with estimated over 90% of the property to be considered wetlands and not-buildable.

Recently, the new adjacent property owner expressed an interest to acquire this property in order to provide stewardship on the preservation of the wetlands. Their request was considered by the Land Use and Building Management Committee at recent meetings and staff was directed to issue a Request for Proposals (RFP) through the Purchasing Department in order to comply with the required public process and to determine public interest and value.

On June 29, 2023, the Purchasing Department received one bid from Mr. & Mrs. Adelman at 8 Sheffield Road in the amount of \$1,000. Attached is some of the information from their proposal.

In the event the Land Use and Building Management Committee is interested in proceeding with the disposition of this property, the Committee will need to schedule a Public Hearing. Upon completion of the Public Hearing and if the Committee resolves to move forward, the Committee, at such time, will forward the proposed disposition to the Planning and Zoning Commission in compliance

with State Statutes Section 8-24 requirements and thereafter to the full Common Council for final action.

ACTION REQUEST:

Review offer for the disposition of City surplus property located on Sheffield Road (D-6, B-28C, L-7). In the event the Committee would like to move forward, the Committee is required to schedule a Public Hearing.



Watercourse
Watercourse
Field-Delineated
Wetlands
Norwalk_GIS.GISADMIN

1 inch equals 40 feet



OVERVIEW OF INTENDED USE OF THE PROPERTY

CHRONOLOGY OF TITLE, District 6, Block 28C, Lot 7 (0.23 acres)

We feel that even an untended, non-buildable wetlands lot that has no street address should have its history acknowledged. Based on City of Norwalk records, here is what we know.

1. The earliest recorded title document is a February 15, 1913 warranty deed from Robert O. Raymond to John Brundage, Jr. Vol. 481, Page 564.
2. Mr. Brundage evidently had a daughter whose married name was Eleanor Smith. On July 22, 1953, Ms. Smith signed a quitclaim deed passing the lot to William F. Olean and Marguerite J. Olean. Vol. 387, Page 342.
3. Four years later, on July 19, 1957, Mr. and Mrs. Olean sold the lot for \$1.00 to Richard F. Raymond, Jr. and Elizabeth B. Raymond. This is the only cash payment for the lot in the last 100 years. Vol. 481, Page 564.
4. By 1984, the property had passed to the estate of Elizabeth B. Raymond, according to a May 21, 1984 tax certificate. No estate taxes were due. Vol. 1592, Page 278.
5. The lot passed to Hope Raymond, who died in 2013 or 2014. The City records contain a September 2, 2014 Certificate of Devise, Descent, or Distribution from the Estate of Hope Raymond to the following heirs:

1/12 to David Ayer (Saybrook, CT)
1/12 to John Ayer (Old Saybrook, CT)
1/12 to Brian Headings (Fort Wayne, IN)
1/24 to Estate of Joan Hopps (Bristol, VT)
1/24 to Thomas Hopps (Camden, ME)
1/12 to Stacy Petrisson Rosales (Lakewood, CA)
1/12 to John Scarpa (Westwood, MA)
1/12 to Dorothy West Ratliff (Forest Knolls, CA)
1/12 to Daniel West (Fresno, CA)
1/12 to David West (Madera, CA)
1/12 to Karen West (Forest Knolls, CA)
1/12 to Robert L. West (Los Osos, CA)
1/12 to Estate of Opal Wilson Broner (Lansing, MI)

Vol. 8061, Page 105.

6. Not surprisingly, none of these heirs paid property taxes on their fractional shares of a non-buildable lot in a community in which none of them lived. So the City of Norwalk tried to sell the lot for the value of back taxes.
7. On May 14, 2018, the City's first Notice of Sale of Land for Taxes sought \$8,746.57. The July 23, 2018 tax sale yielded no bids. Vol. 8682, Page 271.
8. Three more years passed, no property taxes were paid, so the City posted a second Notice of Sale of Land for Taxes, this time "to satisfy taxes, interest and other charges of \$22,675. Assessed from October 1, 2013 – October 1, 2020." The tax sale was held on October 18, 2021. Once again, there were no bids. Vol. 9286, Page 246, Legal Notice, Para. 7.

CHRONOLOGY OF VALUATION

The lot had been valued at \$66,890 until 2022. For 2023, the total appraised parcel value was raised more than 40%, to \$95,550, even though no property taxes had been paid by private owners for at least a decade and the City was obviously not going to pay taxes to itself. The Tax Assessor recently reevaluated the lot at \$3,820, which reflects that it is substantially comprised of water and is not buildable. See Rate Cards dated 5/15/23, 6/7/23.

PLAN AND CHRONOLOGY FOR MAINTENANCE OF THE LOT

There is no "development" plan for this wetlands lot. Rather, our intention is to restore it to its ecological function and to make it attractive from both Sheffield Road and Meeker Court, which border the lot at either end. Under the supervision of local landscape architects Cindy Shumate of Cynscape Design and Allison Feuer of Allison Feuer Design, the project will initially focus on corrective landscaping in and adjacent to the inland wetland and watercourse, including removal of leaning and dangerous trees, invasive vines and perennials, non-beneficial stumps and plant materials, and trash. Removal will be done in phases with regular assessment of what still needs to be removed or should stay. All wood chips resulting from tree removals will be taken off property or used in other non-wetland areas of 8 Sheffield Road. Most of the removal will be done by hand, or with Bobcat-like machinery for heavier materials. Tree removal will require chain saws and climbing equipment.

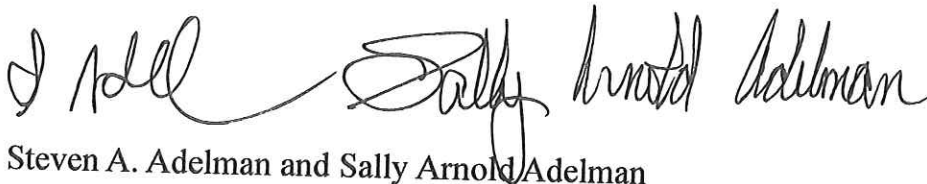
Plants identified for removal include:

- Poison ivy
- Garlic mustard weed
- Chrysanthemum weed
- Mugwort
- Coltsfoot
- Japanese barberry

The anticipated start date will be Fall 2023. The first phase will focus on removing non-indigenous and invasive plant materials. Subsequent phases will include improvement of curb appeal on both Sheffield Road and Meeker Court, and planting beneficial native wetland materials to transform the look from an overgrown and abandoned lot to a peaceful garden that enhances the entire neighborhood. Due to the phased nature of removal followed by planting, this project will continue through the end of 2024.

The project will be defined with a landscape planting plan, including a scaled drawing and a plant list of intended wetland-approved native plant materials to be used.

Based on a recent discussion at the property with Ms. Shumate, Ms. Feuer, Sally and Steve Adelman, and Norwalk Senior Environmental Officer Alexis Cherichetti, we anticipate applying to the City for a declaratory ruling allowing the removal of trees and debris.

The image shows two handwritten signatures in black ink. The first signature is 'S Adelman' and the second is 'Sally Arnold Adelman'. Both are written in a cursive, flowing style.

Steven A. Adelman and Sally Arnold Adelman
8 Sheffield Road, Norwalk, CT 06853
June 26, 2023

CURRENT OWNER				TOPO		UTILITIES		STRT / ROAD		LAND INFL.		CURRENT ASSESSMENT									
NORWALK CITY OF 125 EAST AVE NORWALK CT 06851-5702 Gis ID 6-28C-7-0				1 Level	13 Unknown	1 Paved						Description	Code	Appraised	Assessed						
					3 Water	2 Light					VAC RS LN	5-1	3820	2,670							
					4 Elec																
				SUPPLEMENTAL DATA																	
Alt Parcel I				Tax D #1 6 - 100%																	
Assr Map 8SE				Tax D #2																	
Survey Ma				Mixed Use N																	
Dev Map				Grbge P/U N:No																	
Minor Flag				Sewer Bill 13:No Sewer																	
Census 3006																					
RECORD OF OWNERSHIP				BK-VOL/PAGE	SALE DATE	QU	VI	SALE PRICE	VC												
NORWALK CITY OF AYER DAVID & AYER JOHN & ETALS AYER DAVID & AYER JOHN ET ALIA RAYMOND HOPE EST - WEST ROBERT L E RAYMOND ELIZABETH A TRUST				9456 248	04-19-2022	U	I	0	9												
				8343 177	05-16-2016	U	I	0	25												
				8061 105	09-25-2014	U	I	0	10												
				7598 1	05-14-2012	U	I	0	25												
				2959 156	06-24-1994	U	I	0													
EXEMPTIONS				Amount		Description	Number	Amount	Comm Int												
Year	Code	Description	Amount		Code	Description	Number	Amount	Comm Int												
	BAAx	MUNICIPAL GOVERN																			
Total				0.00																	
ASSESSING NEIGHBORHOOD				Neighborhood		Nbhd.															
NBHD	NBHD Name	Neighborhood		0255		N Rowayton A1															
0001	0001																				
NOTES																					
BUILDING PERMIT RECORD																					
Permit ID	Issue Date	Type	Description	Est. Cost	Asr. Insp Da	Asr. % Cmpt	C.O. Date	Comments	Date	Type	IS	ID	Cd	Purpos/Result	Land Value						
									05-24-2023			406	1	Ext Inspection							
									04-05-2013			TZ	99	Vacant Land							
									04-16-2002			920	40	No change - Hearing							
									06-01-2000			920	40	No change - Hearing							
									04-07-1994			400	99	Vacant Land							
									01-13-1994			350	41	Change - Field Review							
									02-08-1993			800	67	Data Entry							
Total Appraised Parcel Value															3,820						
APPRAISED VALUE SUMMARY																					
Appraised Bldg. Value (Card)																					
Appraised XF (B) Value (Bldg)																					
Appraised OB (B) Value (Bldg)																					
Appraised Land Value (Bldg)																					
Special Land Value																					
Total Appraised Parcel Value																					
Valuation Method																					
Exemption																					
Adjustment																					
Total Appraised Parcel Value																					
VISIT / CHANGE HISTORY																					
Date Type IS ID Cd Purpos/Result																					
05-24-2023 406 1 Ext Inspection																					
04-05-2013 TZ 99 Vacant Land																					
04-16-2002 920 40 No change - Hearing																					
06-01-2000 920 40 No change - Hearing																					
04-07-1994 400 99 Vacant Land																					
01-13-1994 350 41 Change - Field Review																					
02-08-1993 800 67 Data Entry																					
Total Appraised Parcel Value																					
LAND LINE VALUATION SECTION																					
B	Use co	Description	Zone	D	Land	Land Type	Units	Unit Price	Sz. A	S.A.	Ac Di	Inf. Fac	Nbhd.	Adj	Notes	Special Pricing					
1	100	Resid Vacant	A2	6	P	SITE	0.230 AC	275,000	3,021	5	1,000	0.01	0255	2.00	WETLAND	Special Calcs					
1	100	Resid Vacant	A2	6	P	SITE	61,000 FF	0	1,000	0	1,000	1.00	0255	2.00							
Total Card Land Units															0.23	AC	Parcel Total Land Area:	0.23	Total Land Value		3,820



VA

TO: LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: JOE DELALLO, PURCHASING DIRECTOR

RE: **BAND INSTRUMENT REPLACEMENT, NORWALK HIGH SCHOOL AND BRIEN MCMAHON**

DATE: JUNE 28, 2023

The Norwalk High School Marching Bears and Brien McMahon Marching Senators are nationally recognized ensembles that have garnered various awards and accolades for their performances at the state, regional and national levels over the past 50 years. City capital funds in the amount of \$300,000 have been allocated in FY 2024 in order to upgrade and refresh their older equipment. Once replaced, the older equipment will be allocated to the middle school bands within the district.

The City of Norwalk Purchasing Department issued a bid (4292 Band Instruments Replacements) on June 13, 2023 for replacing approximately 20% of their band instrument inventory at both Norwalk High and Brien McMahon. The City received three (3) bids. The results are as follows:

Company	Total Cost
AAA Band Rentals, LLC	\$ 290,193.00
Alamo Music Center	\$ 272,959.27
Boothe Music	non-compliant

After reviewing the submissions, the Purchasing Departments and Band Directors recommend the award to AAA Band Rentals, LLC. While the cost is higher, AAA Band Rentals LLC is a local company that can provide maintenance and service on the instruments and offered one free year of maintenance for the first year. The estimated value of this is \$15,000/yr. Alamo Music Center is in Texas and specifically stated in their bid that maintenance and repairs were not included in their offering.

ACTION REQUESTED:

- a. **Authorize the Purchasing Agent to issue a Purchase Order to AAA Band Rentals, LLC. for project 4292 Band Instruments Replacements in the amount of \$290,193.00. Acct #09-09245010-5777-C0685 and forward to the Common Council for further action.**

VB



CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.org P: 203-854-7877
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO: MEMBERS OF LAND USE & BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDING & FACILITIES MANAGER 

RE: **CITY HALL – CONCERT HALL TERRACE AND STAIRS IMPROVEMENT PROJECT**

DATE: JUNE 27, 2023

Norwalk City Hall was renovated in 1987. The Concert Hall terrace and stairs are original and date back to 1930's. The terrace and stairs have deteriorated over the years with tripping hazards and need replacement. The terrace is a main focal point for major performances and seasonal events. The terrace and stairs are also essential to safe egress from the Concert Hall.

This project was advertised and bid twice in the past year. On 5/24/2023, Purchasing Department received 4 bids with Reliable Excavating Co., Incorporated being the apparent low bidder.

FIRM	BID AMOUNT
Reliable Excavating Co., Inc.	\$148,000.00
Maggiore Construction, Inc	\$179,800.00
Titan Enterprises, Inc.	\$189,800.00
Gilberto & Sons	\$222,500.00

Please note that there are recent conversations about the need for a handicap ramp off the terrace. This is being evaluated among Human Relations, Fire Marshal and Building Official and in the event that a handicap ramp is desired, we may request an increase to this contract in the future if we receive competitive pricing from this contractor. If not, we can implement the ramp as a separate project.

ACTION REQUESTED:

- a. **Authorize the Mayor, Harry W. Rilling, to execute an agreement with Reliable Excavating Co., Inc. for the Norwalk Concert Hall Terrace and Stairs Improvement Project a total not to exceed \$148,000.00. Funds are available from account # 0923/247100 5777 C0439**
- b. **Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$14,800.00. Account # 0923/247100 5777 C0439**



CITY OF NORWALK
Alan Lo, Buildings and Facilities Manager
alo@norwalkct.gov P: 203-854-7877
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06856-5125

VC
Amended
Item
7/3/23

TO : LAND USE AND BUILDING MANAGEMENT COMMITTEE

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER

RE : BELDEN LIBRARY – LITERACY OFFICE IMPROVEMENTS

DATE: JULY 3, 2024

This memo serves to request a Technical Correction of account numbers for Common Council action on June 13, 2023 for Item VII.E.2a & 2b which was approved as follows:

“2a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Re-Tech LLC. for Belden Avenue Library – Literacy Volunteers’ Office improvements for a total not to exceed \$89,000.00. Account No. 09207100 5777 C0660

2b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$8,900.00 Funds available from Account No. 09207100 5777 C0660, 09237100 5777 C0476.”

The revised action shall read as follows:

“TECHNICAL CORRECTION: of Common Council action of June 13, 2023, Item VII.E.2a & 2b with account numbers corrected to read as follows:

- a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Re-Tech LLC. for Belden Avenue Library – Literacy Volunteers’ Office improvements for a total not to exceed \$89,000.00. Account No. 09206210 5777 C0660
- b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$8,900.00 Funds available from Account No. 09206210 5777 C0660, 09237100 5777 C0476”