CITY OF NORWALK
LAND USE AND BUILDING MANAGEMENT COMMITTEE
SPECIAL MEETING
VIA TELECONFERENCE
JULY 2, 2024

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

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

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

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

ATTENDANCE:	Barbara Smyth, Chair; Nicol Ayers; Heather Dunn; James Frayer; Dajuan Wiggins
STAFF:	Alan Lo, Building and Facilities Manager; James Walsh, Chief, Norwalk P Police Department
OTHERS:	William Hodel, Director of Facilities and Maintenance, Norwalk Board of Education; Patsy Brescia and Douglas Hempstead, Lockwood Mathews Mansion Museum

Ms. Smyth called the meeting to order at 6:02 p.m.

I. **ROLL CALL**

Ms. Smyth called the Roll as indicated above.

II. **PUBLIC PARTICIPATION**

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

Ms. Diane Lauricella had questions about where to find data about the projects that had to use the 10% contingency funds and who she could talk to about getting data about using fracked gas.

III. **MINUTES OF PREVIOUS MEETING**(S)

Approve minutes of May 1, 2024

** **MR. FRAYER MOVED TO ACCEPT THE MINUTES AS PRESENTED**
** **MOTION PASSED WITH TWO (2) ABSTENTIONS (MS. AYERS AND MR. WIGGINS)**

IV. **OLD BUSINESS**

A. Review schools' hazardous materials remediation strategy/plan

Mr. Lo explained that the Committee is looking for a report from the Norwalk Public School by the end of the summer.

A. Lockwood Mathews Mansion Museum

1. Review request to execute an amendment to the Financial Assistance Agreement with LMMM and refer the following recommendation to the Common Council for Action:

Ms. Smyth introduced the item.

** **MS. SMYTH MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO THE FINANCIAL ASSISTANCE AGREEMENT WITH LOCKWOOD MATHEWS MANSION MUSEUM TO ALLOCATE AN ADDITIONAL $3,000,000.00 FOR THE LMMM IMPROVEMENT PROJECT. FUNDS ARE AVAILABLE FROM THE 2024-2025 CAPITAL BUDGET ACCOUNT NUMBER TO BE ESTABLISHED."**

Ms. Brescia provided an update on the project, noting they anticipate completing construction by mid December. After that, it will take two – three months for the Museum to move back into the building. She added they are planning special opening events. Mr. Hempstead said he and Mr. Lo go back well over 30 years and expressed his appreciation to Mr. Lo. He said Mr. Lo and the rest of the City have been very supportive of this project. Mr. Lo commented that this is a very interesting but challenging project.

****   MOTION PASSED UNANIMOUSLY**

B. Building Management

1. Review bids for Animal Control Facilities Improvement Project and refer recommendation to the Common Council for action:

Ms. Smyth introduced the following items.

Chief Walsh reviewed the following items. He explained that the Police Department received a generous donation from a benefactor for the care and comfort of the dogs at the Animal Shelter.

****   MS. AYERS MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH 4 YOU LLC, FOR THE ANIMAL CONTROL FACILITIES IMPROVEMENT PROJECT FOR A TOTAL NOT TO EXCEED $184,300.00. FUNDS ARE AVAILABLE FROM ACCOUNT #430000 5765**

AND TO AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED $18,430.00. FUNDS ARE AVAILABLE FROM ACCOUNT #430000 5765”

****   MOTION PASSED UNANIMOUSLY**

2. Review request for security monitoring services for the Health Department and refer recommendation to the Common Council for action:

Ms. Smyth introduced the following item and Mr. Lo reviewed the item.

****   MS. DUNN MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A 5-YEAR AGREEMENT WITH SECURITY SPECIALISTS, A DIVISION OF ALERT SYSTEMS, LLC. FOR SECURITY MONITORING SERVICES AT NORWALK HEALTH DEPARTMENT FOR A TOTAL ANNUAL COST OF $468.00. ACCT. #012012 5296”**

****   MOTION PASSED UNANIMOUSLY**

A. Board of Education

1. Review and approve request for State approval of the Underground Tank removal projects at Brookside School and Tracey School. (Council approval is not required)

Mr. Lo introduced the following items. Mr. Hodel explained that the State wants to be sure local funds have been approved.

** **MS. DUNN MOVED TO AUTHORIZE THE CHAIRMAN OF THE CITY OF NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE, TO CERTIFY THE CITY OF NORWALK, LAND USE & BUILDING MANAGEMENT COMMITTEE'S APPROVAL OF FINAL PLANS, PROJECT MANUAL, AND COST ESTIMATE FOR THE BROOKSIDE ELEMENTARY SCHOOL UNDERGROUND STORAGE TANK REMOVAL PROJECT-STATE PROJ. #103-0266 CV.**

b. AND TO AUTHORIZE THE CHAIRMAN OF THE CITY OF NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE, TO CERTIFY THE CITY OF NORWALK, LAND USE & BUILDING MANAGEMENT COMMITTEE'S APPROVAL OF FINAL PLANS, PROJECT MANUAL, AND COST ESTIMATE FOR TRACEY MAGNET SCHOOL UNDERGROUND STORAGE TANK REMOVAL & BOILER IGNITER REPLACEMENT PROJECT- STATE PROJ. #103-0267 CV."

Ms. Smyth asked as a follow up to Ms. Lauricella’s question if renewal choices were explored and about the requirements. Mr. Hodel explained that in this case the tanks have been underground for over 30 years and it is mandated that they be pulled. Renewable energy would involve replacing boilers but that is not a reimbursable project. The focus is on removing the underground tanks.

Mr. Hodel explained that Eversource provided free of charge the gas infrastructure from the street to the buildings. This project uses 100% capital dollars and will be reimbursed at 60% by the State.

** **MOTION PASSED UNANIMOUSLY**

2. Review bids for the Brookside Elementary School, Montessori Fourth Grade Classroom Upgrade project & Rowayton Elementary School cafeteria flooring replacement project and refer the following to the Common Council for action:

** **MR. FRAYER MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH VASE MANAGEMENT INC. FOR THE BROOKSIDE ELEMENTARY SCHOOL, MONTESSORI FOURTH GRADE CLASSROOM UPGRADE PROJECT & ROWAYTON ELEMENTARY SCHOOL CAFETERIA FLOORING REPLACEMENT PROJECT FOR A TOTAL NOT EXCEED $201,586.00. FUNDS ARE AVAILABLE IN THE FOLLOWING ACCOUNT(S):**

ACCT. 09245010 5777 C0686
ACCT. 09255010 5777 C0686
ACCT. 09245010 5777 C0687

AND TO AUTHORIZE THE NPS FACILITIES DEPARTMENT TO ISSUE CHANGE ORDERS ON THIS CONTRACT FOR A TOTAL OF $20,159.00. FUNDS ARE AVAILABLE IN ACCT. #09255010 5777 C0686"

Mr. Hodel reviewed the project and said it is 100% capital funded.

** **MOTION PASSED UNANIMOUSLY**

VI. **MISCELLANEOUS/DISCUSSION ITEMS**

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

There was no further discussion, and the meeting was unanimously adjourned at 6:38 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services