CITY OF NORWALK
PLANNING & ZONING COMMISSION
CAPITAL BUDGET SUBCOMMITTEE
February 7, 2023

PRESENT: Tammy Langalis, Chair**;** Louis Schulman; Darius Williams

STAFF: Steve Kleppin

I. CALL TO ORDER

Ms. Langalis called the meeting to order at 5:30 p.m. It should be noted that this meeting was held on Zoom.com with all participants calling in, separately.

II. ROLL CALL

Mr. Kleppin did the roll call.

III. REVIEW OF CAPITAL REQUESTS FOR CONSISTENCY WITH THE NORWALK PLAN OF CONSERVATION & DEVELOPMENT

Ms. Langalis stated the purpose of the meeting which was to review the Capital Budget requests from the various city departments as they related to the Plan of Conservation and Development (POCD). At this point, the commissioners decided to discuss the items that they believed were not consistent. Ms. Langalis believed there were three requests that did not belong in the Capital Budget.

The first item was a request for a Coordinator for Special Events in Economic & Community Development. They believed this should be an item in the Operations Budget. Mr. Kleppin said he would highlight this item and added “No” in the column marked, “Consistent with POCD” as well as a note in the “Comments” column.

The next item was in the Library’s requests. One of the items was the digitization of the Norwalk Hour. The representative from the Library said this would become an ongoing expense and then become a part of the Operating Budget. This is the last request for back issues of the newspaper. Mr. Schulman did not think it should be a Capital Budget item. Another item was for outdoor furniture for the library which was in the budget in a later year. Mr. Schulman believed they were being asked to move it to this year’s Capital Budget. He said that they did not have the authority to do that. There was a discussion about Connecticut Public TV (CPTV) being in the space next to the library. Mr. Williams said that he believed the person in charge of it for CPTV was no longer a part of the project and had seemed to have stalled. Mr. Kleppin added notes for the outdoor furniture on the spreadsheet. For the digitization project, they decided to hold a vote and the majority would decide whether it should be left in the Capital Budget.

Ms. Langalis made a motion that the digitization of the Norwalk Hour remain in the Capital Budget. Although Mr. Schulman disagreed, Mr. Williams agreed so the request would remain in the Capital Budget this year.

There was a discussion about Capital Budget requests under Code Enforcement. Ms. Langalis wondered if many of the requests could be done by private sponsorship. There was also a discussion about art under I95 which was going to be moved. Mr. Schulman thought it would be more difficult to get private sponsorships. There was a discussion as to whether this should remain in the Capital Budget. Mr. Schulman and Mr. Williams thought it did comply with the POCD.

There was a discussion about the Board of Education requests but no one had any issues. There was also a discussion about the format with the full Planning and Zoning Commission at their next meeting. Since Ms. Jordan-Byron was not in attendance at this meeting, she could raise any concerns at the full Planning and Zoning Commission meeting the following week.

There was further discussion about the Economic and Community Development, Special Events and Outdoor Furniture Capital Budget requests which would be in the outlying years of the Capital Budget. The Business Development and Tourism line was also discussed. There was a discussion about how these items would be removed from the Capital Budget to the Operating Budget. There was also a discussion about the difference between the Department's requests and the CFO's recommendations.

They would meet again on March 2 which would be a special meeting. The March 1 meeting would be canceled. There was also a discussion about their agenda. There was discussion about how the Capital Budget process should work since it had been revised last year. Ms. Langalis thought there should be some opportunity for the public to speak on the Capital Budget requests. Mr. Kleppin said that the city's charter does set up some time constraints and the order of the process. It was acknowledged that it was difficult to change it. The commissioners thought that they should discuss revisions with Council Member Tom Livingston since his committee would handle the charter revision.

Mr. Kleppin noted that the public was not allowed to speak at this meeting, although there was someone who had their hand up. There was a discussion about how to see participants that were waiting to speak on Zoom. Mr. Schulman explained that the public could send an email to Ms. Langalis or Mr. Kleppin. However, Mr. Kleppin reminded them that the public hearing had closed on the Capital Budget.

Mr. Kleppin said he would send an email to Ms. Jordan-Byron that she could go over any items at the next Planning and Zoning Commission meeting. There was a discussion about the memo that would be sent to the Common Council after the next Planning and Zoning Commission meeting.

IV. ADJOURNMENT

Mr. Williams made a Motion to Adjourn.
Mr. Schulman seconded.
Tammy Langalis; Louis Schulman; Darius Williams approved.
No one opposed.
No one abstained.

The meeting was adjourned at 6:12 p.m.

Respectfully submitted,

Diana Palmentiero