

Public Safety and General Government Committee of the Common Council

January 27, 2022 at 7:00 PM

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Members of the public can use a telephone to call in, attend, listen and comment during public participation. They will not be able to see any of the meeting participants. All participants are muted upon entering the meeting. **To speak, press * 9** on your phone to "raise your hand" electronically, **and then * 6 to unmute when called on** by the host of the meeting during the public comment section. Each meeting will use a unique Meeting/Webinar ID and may also have a passcode.



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Members of the public who wish to "view the meeting live" and/or provide "live comments" can use the Zoom meeting platform by clicking on the "**View/Participate**" **Live on Zoom**" link below that is on the line with the meeting date and time. 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.



Members of the public who wish to view the meeting, but are not participating, can also view the live meeting using the Zoom meeting platform by clicking on the "**View/Participate**" **Live on Zoom**" link. **Some meetings** can also be viewed live on the City of Norwalk YouTube channel by clicking on "**View Only**" **Live on Youtube**. This stream is delayed by approximately 20 seconds, and not every meeting is streamed live to Youtube.



Members of the public who wish to provide public comment are encouraged to submit those comments to the meeting staff person (mdeluca@Norwalkct.org) 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.

Meeting Agenda

I. Welcome and Roll Call

II. Public Participation

III. New Business

Police Department

1. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements and other documents necessary to apply for, accept and/or receive federal or state grant funds for any grant program which will be utilized by the Norwalk Police Department for Public, Health and Safety purposes annually until hereafter revoked by the Common Council, to the extent that the program does not require a municipal funding match.
2. Authorize the Purchasing Agent, Sharon Connors, to execute the purchase order on behalf of the Police Department to MHQ Inc. under the state contract, CT 12PSX0194, for the purchase of ten (10) 2022 Ford Utility Interceptor Hybrid Police Vehicles for the amount not to exceed \$367,976.00. **Account # 0922 3010-5777-C0665.**
3. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Fleet Auto Supply, under RFP project number 4123 for the up-fit of police vehicles each year for an amount not to exceed, 200,000 per year for an initial term of 3 years with 2 optional 1 year renewals. **Account # 0922 3010 5777 C0665**

Personnel and Labor Relations

1. Approval of the elimination of the Ordinance bonus pool

IV. Old Business

Discussion Items

- School Safety - the superintendent and her team have been invited to give us an update on this and Deputy Chief Zecca will also be present.
- Hybrid vs. Gas Police Vehicles - Deputy Chief Zecca will be on hand to answer any questions regarding the vehicles they would like to purchase for the coming year.
- Roundtable: Capital and Operating Budget overview- Each Dept to provide a short summary of budgetary requests they made to the city? Are there any specific concerns/issues (ie known shortfalls), what the status of those requests are (if they have been approved by the CFO or taken off of the budget)?

Next Meeting: 02/24/2022

**City of Norwalk
Health and Public Safety Committee of the Common Council
October 28, 2021**

ATTENDANCE

Attendance: Nicholas Sacchinelli, Chair; Dominique Johnson; Thomas Keegan; Diana Revolus; Lisa Shanahan

Staff: Deanna D'Amore, Director of Health; Michele DeLuca, Deputy Director Emergency Management; Gino Gatto, Fire Chief; Broderick Sawyer, Fire Marshal; Tom Reich, Fireman; Susan Zecca, Deputy Police Chief; Thomas Roncinske, Police Lieutenant; Brian Weeks, Epidemiologist

I. WELCOME AND ROLL CALL

Mr. Sachinelli called the meeting to order at 7:03pm and called the roll as indicated above.

II. APPROVAL OF THE SEPTEMBER 23, 2021 MEETING MINUTES

****** Ms. Shanahan moved to approve the minutes of the September 23, 2021 meeting.**

****** The motion passed unanimously.**

III. PUBLIC PARTICIPATION

The following was submitted as official record for public comment.

From Larry Losio:

All - The following quote is excerpted from an article in today's Hour under the headline "Norwalk police staffing crunch puts stress on patrol, chief says"...

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"Extra duty assignments such as providing traffic control for construction projects, road races, and security at festivals also 'puts a huge strain on available officers,' he added." - with "he" being Chief Kulhawik...

<https://www.thehour.com/news/article/Norwalk-police-staffing-crunch-puts-stress-on-16556994.php?t=ecdd5e7305&src=nwkhpdseecp>

In light of the difficulty that the NPD is having finding and hiring qualified officers to fill department vacancies (a challenge faced by departments around the country), isn't now the right time to reconsider establishing a force of "Traffic agents" - as has the town of Westport- to handle extra-duty assignments such as monitoring construction sites, road races and other tasks that don't require the full training required for a law enforcement officer?

When this was last proposed and considered by the CC some 3 or 4 years ago, I believe, the arguments against doing so were, IMO, flimsy and insubstantial. (I'll refrain from sharing my perspective here of why it wasn't enacted/passed by the Council at that time, but will gladly share my opinion in spoken conversation.) But putting aside whatever the historical reasons were for not establishing a force of Traffic Agents back then, I believe a compelling case can be made for doing so now - with the key reasons in support of doing so including: access to a larger pool of candidates; freeing up police officers to focus on tasks/missions that require greater skill; reducing pressure on, and incentive for, police officers to work unreasonable amounts of overtime and extra duty; cost savings to the City and taxpayers; etc.

Would appreciate knowing whether any of the four of you (the members of the Health and PS Committee I've corresponded with in the recent past) think that reconsidering a proposal for instituting a force of "Traffic Agents" has any merit under these changing circumstances...

Thanks and Regards,
Larry

IV. NEW BUSINESS

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Action Item: Fire Department

1. Authorize the purchasing agent, Sharon Connors to issue a purchase order to Fitness Showroom Distribution, for the purchase, delivery, and set-up of fitness equipment at five fire stations (Bid # 4153) for the amount not to exceed \$52,752.85. \$47670.85 will be paid by the Assistance to Firefighters Grant program and the remainder \$5082 will be from account # _013120-5341.

Mr. Reich discussed getting the grant to replace aging equipment.

****** Ms. Shanahan moved to approve this spending.**

****** The motion passed unanimously.**

Action Item: Police Department

2a. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply, accept and implement grant funds from the 2021 Bureau of Justice Assistance Bullet Proof Vest Partnership Grant in the amount of \$20,000.00.

Lieutenant Ronciske discussed the need for new vests.

Action Item: Police Department

2b. Authorize the Police Chief Thomas Kulhawik to execute any and all agreements, documents, instruments, and amendments thereto as may be necessary to implement the 2021 Bureau of Justice Assistance Bullet Proof Vest Partnership Grant, pursuant to funding.

****** Mr. Keegan moved to accept the spending on action items 2a and 2b.**

****** The motion passed unanimously.**

Discussion Item:

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Fire Inspectors

Mr. Keegan discussed unsafe apartments that have more people living in them than is safe.

Mr. Gatto mentioned that there are eight inspectors, but due to increased need two part time inspectors are needed.

We had two part time inspectors, but they have left. There is a need to have two part time inspectors reinstated. There is approval for reinstating them.

Ms. Shanahan asked how the inspections were conducted. Mr. Sawyer explained how the annual inspections in multi-family units are conducted.

V. OLD BUSINESS

Action Items

3a. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept grant funds from the Department of Justice under the FY2018 Edward Byrne Memorial Justice Assistance Grant, in the amount of \$36,609.00.

3b. Authorize the Police Chief, Thomas E. Kulhawik, to execute any and all agreements, documents, instruments and amendments thereto as may be necessary to implement all programs through the FY2018 Edward Byrne Memorial Justice Assistance Grant pursuant to such grant funding.

****** Mr. Sacchinelli moved to approve the spending for items 3a and 3b.**

****** The motion passed unanimously.**

4a. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept grant funds from the Department of Justice

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under the FY2020 Edward Byrne Memorial Justice Assistance Grant, in the amount of. \$33,741.00.

4b. Authorize the Police Chief, Thomas E. Kulhawik, to execute any and all agreements, documents, instruments and amendments thereto as may be necessary to implement all programs through the FY2020 Edward Byrne Memorial Justice Assistance Grant pursuant to such grant funding.

****** Ms. Revolus moved to approve the spending for items 4a and 4b.**

****** The motion passed unanimously**

Discussion Items

1. Police Update & Discussion

Ms. Johnson discussed an email sent by a resident concerning adding additional traffic agents.

Deputy Chief Susan Zecca discussed staffing issues in the police department. There are 169 officers down from 181, with a number of officers out with long term illnesses and disabilities. The department is actively recruiting.

Ms. Revolus asked about training and support systems that may be available to new officers. Deputy Chief Zecca explained the support systems in place.

Mr. Keegan asked about how officer absenteeism affects coverage. Deputy Chief Zecca explained how patrolling is the top priority and sometimes marine or school officers need to be reassigned.

2. Fire Update & Discussion

Fire Chief Gatto updated the committee on the number of September calls, rescues and fires, etc. The total number of incidents was 5563, a significant increase over last year.

Twelve new recruits have been hired.

Fire Chief Gatto discussed that the department bought four tiles at the Stepping Stones Museum wall of heroes. The tiles will display the Fire Department logo.

3. Emergency Management Update & Discussion

Ms. Deluca discussed Hurricane Ida. FEMA relief should be approved in the next week.

Ms. Shanahan thanked Ms. Deluca for all her assistance with the flooding in her district.

Ms. Deluca discussed the UCONN Circa Climate Resiliency School wants to put in heat sensors to measure extreme heat situations and how they will affect the city. More information will be available soon.

4. Health Department Update & Discussion

Ms. D'Amore discussed the focus will shift to more non-COVID related tasks, including climate change and community health.

The health department is going through a reaccreditation process to renew their national accreditation.

There are two Moderna booster clinics being set up next week.

Ms. Revolus asked who had responsibility for cleaning, keeping dust down, etc. during construction. Ms. D'Amore said the Health Department will address safety issues as they relate to residents.

Mr. Keegan asked about events at the Norwalk schools. Ms. D'Amore gave an update on state guidelines.

Mr. Weeks gave good news on COVID levels. Fairfield County is in the moderate category.

VI. ADJOURNMENT

****** Ms. Revolus moved to adjourn the meeting.**

****** The motion passed unanimously.**

The meeting adjourned at 8:26pm.

Respectfully submitted,

Amy Chaple
Telesco Secretarial Services

Norwalk Police Department
Administration

Memo

To: Common Council, Public Safety and General Government Committee

From: Deputy Chief Susan Zecca (SAZ)

Date: January 19, 2022

Re: Common Council Authorizations

The Police Department annually receives grant funding from various federal or state grants. Often the timeframe to submit application for these grants does not allow enough time for the grant to be written and put through sub-committee and then full Common Council for approval for the Mayor to sign these documents. In consultation with Assistant Corporation Council, the below authorization is requested to allow for the Mayor to apply for and accept the funding for use by the Police Department for grants where there is not a cost share to the City.

The Police Department has received funding for new marked police hybrid utility vehicles in the 2021-2022 capital budget. The purchase is within City purchasing guidelines as the vehicles are under state contract pricing. The quote from MHQ is for ten (10) 2022 Ford Utility Interceptor Hybrid Police Vehicles. The per unit price of the vehicles are \$36,797.00 for a total of 367,976.00. This is an annual purchase to maintain the safety, readiness and dependability our fleet.

The Purchasing Department put out a RFP for the up-fit of these vehicles. The committee reviewed and interviewed three vendors and selected the Fleet Auto Supply whom had the lowest priced submission. We look to enter into a three year agreement with the vendor with two optional one year renewals.

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MHQ, Inc
401 Elm Street
Marlborough, MA 01752

Quotation

Quote Date: 11/29/2021
Sales Contact: Kim Frisch
Contact Info: P: 880-788-6816
Email: kfrisch@mhq.com

Customer: Norwalk PD
Customer Contact: Dave O'Connor
Address:
Phone:
Email: docconnor@norwalkct.org

Ford Utility Interceptor 2022 CT Contract Pricing CT Contract 12PSX0194

Order	Code #	Description of Ford Options	Unit Price	
x	K8A	2022 Ford Utility Police Interceptor Base (K8A + 99W) with 3.5L V6 DI Hybrid Engine	\$35,726.00	\$35,726.00
x	Ext Color	Black	Std	\$0.00
x	9W	Front Cloth, Rear Vinyl	Std	\$0.00
x	153	License Plate Bracket	NC	\$0.00
x	549	Heated Mirrors	\$56.40	\$56.40
x	17T	Domie Light	\$47.00	\$47.00
x	43D	Dark Car Feature (Chime and Interior lights)	\$23.50	\$23.50
x	51T	Spot Light - Driver Only (Whelen LED Bulb)	\$394.80	\$394.80
x	52P	Hidden Door Lock Plunger & Rear Door Handle INOP	\$150.40	\$150.40
x	59B	Keyed Alike - 1284X	\$47.00	\$47.00
x	60R	Noise Suppression Bonds	\$94.00	\$94.00
x	76R	Reverse Sensing	\$258.50	\$258.50
x	87R	Rear View Camera in Rear View Mirror	N/C	\$0.00
	ESP	PremiumCare: 5 Years, 100K Miles, \$50 Deductible		\$2,587.00
		Total Per Vehicle		\$36,797.60
		Number of Vehicles	10	\$367,976.00

RESPONSE SUMMARY - 4123

VENDOR	ELECTRONIC SUBMISSION (ATTACHED)	HARD COPY SUBMISSION	Marked Patrol Vehicle	K9 Patrol Vehicle	Substitutions to Specifications
First Priority Emergency Vehicles Inc	Yes	Yes	\$ 34,141.00	\$ 29,235.00	No to both
Fleet Auto Supply LLC	Yes	Yes	\$ 12,181.00	\$ 14,813.00	Yes to both
MHQ, Inc.	Yes	Yes	\$ 15,446.00	\$ 21,994.00	No to both
F and F Specialty Vehicles-Submission 1	Yes	Yes	\$ 13,744.90	\$ 16,496.00	Yes to both
F and F Specialty Vehicles-Submission 2	Yes	Yes	\$ 14,498.00	\$ 17,342.00	No to both

Kanganis, Helen

To: Public Safety & General Government
Subject: FW: Ordinance Employee Bonus Pool Elimination
Attachments: Ordinance List_Current.xlsx; ordinance List_Revised.xlsx

There are approximately 630 budgeted full time positions in our City budget. Of these 630 full time positions, approximately 610 are represented by one of the six Unions that represent the City's employees. These employees have their salaries and annual wage increases established through collective bargaining.

The remaining 20 or so full time City positions are commonly referred to as "Ordinance" positions because it previously took the passing of an ordinance to establish the salary of these positions, or to make any annual adjustments to the rate of pay for these employees. Prior Common Council members established a Pay Plan for the Ordinance employees that allowed the Mayor to request the approval of the Common Council for annual wage adjustments to the salaries of the Ordinance employees. This Pay Plan also established a bonus pool of money for the Mayor to distribute to the ordinance employees based upon their performance and contributions to the successful implementation of City programs and initiatives. The bonus pool was also intended to help close the gap in salaries between the Ordinance employees and some of their subordinates or peers in the Unionized workforce. The bonus pool was also intended to help keep the salaries of the Ordinance positions competitive with the surrounding markets.

Over the past few years, Mayor Rilling's administration and the then sitting Common Councils have changed the salary structure of the Ordinance positions to more closely resemble the salary schedules of the Unionized workforce. This modification to the Ordinance employee salary structure has allowed the City to compensate the Ordinance employees on a scale that is competitive with the marketplace and that keeps pace with their peers and subordinates in the Unionized City workforce. So it is the conclusion of the City Administration and the Common Council that it is appropriate to now eliminate the bonus pool process from the City budget going forward.

The bonus pool money and distribution runs concurrent with the City's fiscal year, so the proposal is to discontinue the bonus pool program as of July 1, 2021, so no bonus money would be earned or paid out this coming July, 2022. The bonus pool and associate costs would be terminated. In order to transition out of this program, the City proposes that the bonus pool from July 1, 2021 be distributed in the following manner:

- There is \$50,000 in the bonus pool fund for distribution as of July 1, 2021 (this distribution process was delayed for many reasons, including Covid, and ongoing discussions with key City staff). The City proposes that 50% of this fund be paid out as a cash bonus to the 20 Ordinance employees, and that the other 50% of the fund be rolled into the salary schedule of the ordinance employees. Attached is the current Ordinance Salary Schedule, and the adjusted Salary Schedule with the additional 1% added into the schedule.

This will then conclude the process of budgeting for and distributing bonus pool money to the Ordinance employees. The City therefore requests that the Common Council approve this modification to the Pay Plan for Ordinance employees and eliminate the bonus pool for Ordinance employees.

Ray Burney
Director of Personnel and Labor Relations
City of Norwalk
125 East Ave.
Norwalk, CT 06851
Office: (203) 854-7724
Cell: (203) 984-8591

Ordinance Ranges Current	7/1/2021 Range									
	1	2	3	4	5	6	7	8	9	10
Chief Financial Officer	\$137,354	\$142,161	\$146,969	\$151,777	\$156,584	\$161,393	\$166,199	\$171,006	\$175,815	\$180,622
Chief of Staff	\$130,488	\$135,295	\$140,103	\$144,910	\$149,718	\$154,524	\$159,331	\$164,139	\$168,946	\$173,753
Chief of Economic & Com Dev	\$130,488	\$135,295	\$140,103	\$144,910	\$149,718	\$154,524	\$159,331	\$164,139	\$168,946	\$173,753
Chief of Community Services	\$130,488	\$135,295	\$140,103	\$144,910	\$149,718	\$154,524	\$159,331	\$164,139	\$168,946	\$173,753
Chief of Operations & Pub Wrks	\$130,488	\$135,295	\$140,103	\$144,910	\$149,718	\$154,524	\$159,331	\$164,139	\$168,946	\$173,753
Chief of Human Resources	\$130,488	\$135,295	\$140,103	\$144,910	\$149,718	\$154,524	\$159,331	\$164,139	\$168,946	\$173,753
Dir. Of Recreation & Parks	\$130,488	\$135,295	\$140,103	\$144,910	\$149,718	\$154,524	\$159,331	\$164,139	\$168,946	\$173,753
Dir. of Health	\$130,488	\$135,295	\$140,103	\$144,910	\$149,718	\$154,524	\$159,331	\$164,139	\$168,946	\$173,753
Chief Info Sec Off City & BOE	\$130,488	\$135,295	\$140,103	\$144,910	\$149,718	\$154,524	\$159,331	\$164,139	\$168,946	\$173,753
Dir. Com Dispatch	\$109,886	\$114,007	\$118,126	\$122,247	\$126,367	\$130,487	\$134,608	\$138,727	\$142,849	\$146,968
Corporation Counsel (PT)	\$95,648	\$99,172	\$102,696	\$106,219	\$109,743	\$113,267	\$116,791	\$120,314	\$123,837	\$127,361
Deputy Corporation Counsel	\$130,488	\$135,295	\$140,103	\$144,910	\$149,718	\$154,524	\$159,331	\$164,139	\$168,946	\$173,753
Dir. of Mgmt. & Budgets	\$123,619	\$128,427	\$133,235	\$138,043	\$142,851	\$147,657	\$152,465	\$157,273	\$162,080	\$166,889
Risk Manager	\$103,016	\$105,764	\$108,510	\$111,259	\$114,006	\$116,753	\$119,500	\$122,247	\$124,994	\$127,742
Personnel Administrator	\$89,282	\$92,028	\$94,775	\$97,523	\$100,269	\$103,016	\$105,763	\$108,509	\$111,258	\$114,004
Benefits Manager	\$89,282	\$92,028	\$94,775	\$97,523	\$100,269	\$103,016	\$105,763	\$108,509	\$111,258	\$114,004
Dir Bus Development & Tourism	\$89,282	\$92,028	\$94,775	\$97,523	\$100,269	\$103,016	\$105,763	\$108,509	\$111,258	\$114,004

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