

**CITY OF NORWALK
PUBLIC WORKS COMMITTEE
December 6, 2016**

ATTENDANCE: John Igneri, Chair; Richard Bonenfant; Thomas Livingston;
Eloisa Melendez; Michael Corsello; Michelle Maggio (7:20 p.m.);
Faye Bowman (7:38 p.m.)

STAFF: Bruce Chimento, Director; Lisa Burns, Principal Engineer;
Christopher Torre, Superintendent of Operations

Mr. Igneri called the meeting to order at 7:06 p.m. A quorum was present.

PUBLIC INPUT

There were no members of the public present this evening. Diane CeCe submitted written comments via email to the Public Works Committee.

PUBLIC HEARING

Mr. Igneri opened the public hearing.

PUBLIC HEARING TO HEAR THE FREEHOLDER'S REPORT AND ANY PUBLIC COMMENT ON SAID REPORT FOR THE ABANDONMENT/DISCONTINUANCE OF A PORTION OF HANFORD PLACE ALONG THE NORTHERN BOUNDARY OF THE HANFORD PLACE RIGHT-OF-WAY AT 13 DAY STREET (TAX LOT 2-58-46-0), IDENTIFIED AS PARCEL X-1 CONSISTING OF 92± SQ. FT. ON A MAP ON FILE IN THE DEPARTMENT OF PUBLIC WORKS ENTITLED "PROPERTY SURVEY DEPICTING STREET LINE REVISION & EXTINGUISHMENT OF EASEMENT AT 13 DAY STREET, PREPARED FOR TRINITY WASHINGTON VILLAGE LIMITED PARTNERSHIP AND THE NORWALK HOUSING AUTHORITY, NORWALK, CONNECTICUT," DATED SEPTEMBER 12, 2016. THE PUBLIC HEARING SHALL BE CONDUCTED IN ORDER TO HEAR ALL PARTIES INTERESTED IN COMMENTING ON THE ACCEPTANCE OF SUCH REPORT, DETERMINE IF THE FREEHOLDER'S REPORT IS IN THE BEST INTERESTS OF THE CITY AND TO TAKE SUCH ACTION ON SAID REPORT THAT THE COMMITTEE MAY DEEM ADVISABLE. THE PUBLIC HEARING IS SCHEDULED FOR TUESDAY, DECEMBER 6, 2016 AT 7:00 P.M. IN ROOM 231, 2ND FLOOR IN NORWALK CITY HALL, 125 EAST AVENUE, NORWALK, CT.

There were no members of the public present and Mr. Igneri closed the public hearing.

NEW BUSINESS

1. APPROVE THE MINUTES OF THE PUBLIC WORKS COMMITTEE MEETING OF TUESDAY, NOVEMBER 1, 2016.

****MR. LIVINGSTON MOVED THE ITEM
MOTION PASSED UNANIMOUSLY

2. APPROVE THE 2017 MEETING DATES FOR THE PUBLIC WORKS COMMITTEE.

A discussion ensued about the 2017 meeting dates for the Public Works Committee.

Mr. Livingston stated that he has a problem with July 5th because it is on the first Wednesday and his other committee meets then.

Several of the committee members mentioned Diane CeCe's email. Ms. Melendez said that Diane CeCe wrote in her comments that if we have the July meeting on the 5th it would have to be special meeting because it would not fall on the first Tuesday of the month.

Meeting times and dates were discussed between the Committee members and Staff.

Mr. Igneri suggested that the Committee leave July 5th the way it is and if need be call a special meeting as the date approaches.

Ms. Burns noted the room change from Room 231 to Room 225 Public Works Conference Room for all future meetings unless the Committee anticipates that a meeting will generate public interest then a different room would be reserved.

Committee agreed to change the November 7, 2017 date to Thursday, November 9, 2017 due to election day.

Mr. Bonenfant stated that the committee cannot discuss anything that is not on the agenda at a special meeting.

Mr. Igneri noted the changes to the 2017 Meeting Dates Schedule. The July meeting will be held on Wednesday, July 5th due to the 4th of July holiday and the November meeting will be held on Thursday, November 9, 2017 due to Election Day.

**** MOTION PASSED UNANIMOUSLY**

3. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO CROWLEY FORD, LLC, FOR THE PURCHASE OF ONE (1) 2017 FORD EXPLORER FOR A SUM NOT TO EXCEED \$28,613.00

ACCOUNT NO. 0917 4031 5777 C0313

Chris Torre stated that there is a newer car, a 2017 Ford Explorer that is on the State Bid list with the State Bid Number. Each committee member received a revised copy of the resolution.

Mr. Chimento stated that the resolution would have to change the year of the car to 2017. It is the same purchase price and account number.

Mr. Livingston asked what the intended use of the 2017 Ford Explorer is.

Mr. Torre stated that it would be for the Director.

Mr. Corsello inquired if this item was in the budget?

Mr. Chimento answered yes and stated that there is \$102,000 in the fleet capital budget for this expenditure. He stated the old vehicle has been around about 10 years with approximately 58,000 miles.

**** MR. LIVINGSTON MOVED AS AMENDED
** MOTION PASSED UNANIMOUSLY**

4A. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE AN AGREEMENT WITH ADVANCED ALARMS SECURITY SYSTEMS INCORPORATED RFP#3709 FOR THE REPLACEMENT OF THE CCTV SYSTEM AT THE DEPARTMENT OF PUBLIC WORKS OPERATIONS CENTER AND TRANSFER STATION FOR A SUM NOT TO EXCEED \$23,601.00

ACCOUNT NO. 0916 7100 5777 C0119

4B. AUTHORIZE THE DIRECTOR OF PUBLIC WORKS TO ISSUE ORDERS ON AGREEMENT TO ADVANCED ALARMS SECURITY SYSTEMS INCORPORATED RFP#3709 FOR THE REPLACEMENT OF THE CCTV SYSTEM AT THE DEPARTMENT OF PUBLIC WORKS OPERATIONS CENTER AND TRANSFER STATION FOR A SUM NOT TO EXCEED \$2,360.00

ACCOUNT NO. 0916 7100 5777 C0119

**** MR. CORSELLO MOVED**

Mr. Livingston asked why the cameras were needed.

Mr. Torre stated the half of the current CCTV system does not work and six out of the eight radios, all wireless, do not work. He said it is the only CCTV system they have that the Parks and Rec, DPW Operations Center, and Waste Water Treatment Plant are connected in one complex and at the Transfer Station. He said that these funds would replace outdated cameras with new cameras. The \$2,360 are contingency funds just in case they need to replace wires.

Mr. Livingston said that he recalled the committee approving cameras before this request.

Mr. Torre answered yes, it was an approved 2014 capital project. Mr. Torre said that there are two cameras at the Transfer Station and they would like to put six cameras there. That would allow them to see the inside and outside of the Transfer Station. He said the cameras would be split to both servers so that they both record for 60 to 80 days.

Mr. Corsello inquired about the advantages of having more cameras at the Transfer Station so the interior can be monitored.

Mr. Torre replied that someone made a claim that they fell into the compactor last year and there have been three break-ins where they stole computers at the transfer station.

**** MOTION PASSED UNANIMOUSLY**

Ms. Maggio joined the meeting at 7:20p.m.

- 5. APPROVE THE DISCONTINUANCE AND ABANDONMENT OF A PORTION OF HANFORD PLACE ALONG THE NORTHERN BOUNDARY OF THE HANFORD PLACE RIGHT-OF-WAY AT 13 DAY STREET (TAX LOT 2-58-46-0), IDENTIFIED AS PARCEL X-1 CONSISTING OF 92± SQ. FT. ON A MAP ON FILE IN THE DEPARTMENT OF PUBLIC WORKS ENTITLED "PROPERTY SURVEY DEPICTING STREET LINE REVISION & EXTINGUISHMENT OF EASEMENT AT 13 DAY STREET, PREPARED FOR TRINITY WASHINGTON VILLAGE LIMITED PARTNERSHIP AND THE NORWALK HOUSING AUTHORITY, NORWALK, CONNECTICUT," DATED SEPTEMBER 12, 2016.**

**** MR. CORSELLO MOVED THE ITEM**

Ms. Burns discussed the map on file to committee members. She began by stating that the map on file revised the street line on Hanford Place from the orange line to the green line (points to colored lines on map). She said that they need to go through the process of

straightening out all the parcels so they can convey the parcels to the housing authority from the city to build the Washington Village Project. Ms. Burns said in doing so there was the public hearing tonight to hear about the discontinuance of the 92square feet that is currently part of the public right of way which will become part of the parcel. She said the first action is to approve the discontinuance and abandonment of the 92square feet, item 5. She continued saying that item 6a is to authorize the Mayor to execute all documents related to that abandonment and 6b is a quit claim deed on this parcel and then to give this parcel that the city owns back to the ROW that is item 7.

Mr. Livingston asked Ms. Burns to repeat item 7.

Ms. Burns explained that item 7, 13 Day Street, is owned by the city and is going to be conveyed as a quit claim deed to the housing authority and for whatever reason this part of the parcel is going back to the public right of way. This doesn't have to go through the same process as the freeholder's process.

Mr. Corsello inquired if the housing authority was giving the city this land.

Ms. Burns replied no that the city already owns the property and is quit claiming it to the housing authority.

Mr. Chimento said that it is city property and your taking city property and moving it into the right of way, then a quit claim deed will be filed for that piece of property and conveying it to the housing authority.

Mr. Igneri said that he moved item 5 and would like to move 6a, 6b and 7 as well since the committee has discussed.

All agreed with one question from Mr. Bonenfant.

Mr. Bonenfant wanted to know if the city was going to quit claim any property to Trinity.

Ms. Burns replied no and said that it is a 99 year land lease.

Mr. Chimento said that it belongs to the housing authority and will remain such.

6A.AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS IN ORDER TO FINALIZE THE DISCONTINUANCE OF AND TO RELEASE THE CITY'S INTERESTS IN THE DISCONTINUED PORTION OF THE PROPERTY COMPRISING THE ABANDONED PORTION OF HANFORD PLACE ALONG THE NORTHERN BOUNDARY OF THE HANFORD PLACE RIGHT-OF-WAY AT 13 DAY STREET (TAX LOT 2-58-46-0), IDENTIFIED AS PARCEL X-1 CONSISTING OF 92± SQ. FT. ON A MAP ON FILE IN THE DEPARTMENT OF PUBLIC

WORKS ENTITLED "PROPERTY SURVEY DEPICTING STREET LINE REVISION & EXTINGUISHMENT OF EASEMENT AT 13 DAY STREET, PREPARED FOR TRINITY WASHINGTON VILLAGE LIMITED PARTNERSHIP AND THE NORWALK HOUSING AUTHORITY, NORWALK, CONNECTICUT," DATED SEPTEMBER 12, 2016.

6B. AUTHORIZE THE MAYOR HARRY W. RILLING, TO EXECUTE A QUIT CLAIM DEED RELEASING ANY INTERESTS THAT THE CITY MAY HAVE IN PARCEL X-1 IN FAVOR OF THE NORWALK HOUSING AUTHORITY FOR PURPOSES OF THE WASHINGTON VILLAGE HOUSING REDEVELOPMENT PROJECT.

7. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS FOR THE PURPOSE OF INCORPORATING PARCEL X-2, CONSISTING OF 387± SQ. FT., INTO THE PUBLIC RIGHT OF WAY KNOWN AS HANFORD PLACE, IN ORDER TO WIDEN THE ROADWAY ALONG THE NORTHERN BOUNDARY OF THE HANFORD PLACE RIGHT-OF-WAY AT 13 DAY STREET (TAX LOT 2-58-46-0), AS DEPICTED ON A MAP ON FILE IN THE DEPARTMENT OF PUBLIC WORKS ENTITLED "PROPERTY SURVEY DEPICTING STREET LINE REVISION & EXTINGUISHMENT OF EASEMENT AT 13 DAY STREET, PREPARED FOR TRINITY WASHINGTON VILLAGE LIMITED PARTNERSHIP AND THE NORWALK HOUSING AUTHORITY, NORWALK, CONNECTICUT," DATED SEPTEMBER 12, 2016.

**** MR. IGNERI MADE A MOTION TO PASS ITEM 5, ITEM 6A, ITEM 6B AND ITEM 7**

**** MOTION PASSED UNANIMOUSLY**

8. REFER THE FOLLOWING ORDINANCE UPDATES TO THE ORDINANCE COMMITTEE:

a. CHAPTER §91 SEWERS, PUBLIC

i. §91-2 DEFINITIONS.

ii. §91-10 PUBLIC SEWER EXTENSIONS.

iii. §91-11 GRINDER PUMPS AND LOW PRESSURE SEWER SYSTEMS.

iv. §91-12 VIOLATIONS AND PENALTIES.

v. §91-13 SEVERABILITY.

b. CHAPTER §95 STREETS AND SIDEWALKS

i. §95-10 SNOW AND ICE REMOVAL FROM SIDEWALKS AND DRIVEWAYS.

December 6, 2016

Public Works Committee

Page 6

c. CHAPTER §96 EXCAVATIONS AND ENCROACHMENTS IN PUBLIC STREETS AND GROUNDS

- i. §96-1 PURPOSE.**
- ii. §96-4 POSTING OF PERMIT; COMMENCEMENT OF WORK; TERM OF PERMIT.**
- iii. §96-6 EXCAVATIONS AND RESTORATION.**
- iv. §96-7 BOND REQUIREMENTS.**
- v. §96-9 RESPONSIBILITIES, AGREEMENTS AND INDEMNIFICATIONS.**
- vi. §96-14 PROTECTIVE MEASURES.**
- vii. §96-17 REFUSAL TO ISSUE PERMITS AND PERMISSION.**

d. CHAPTER §113 WATER POLLUTION CONTROL AUTHORITY

- i. §113-2 DEFINITIONS.**
- ii. §113-9 WPCA PERMIT MAINTENANCE AGREEMENT FOR SHARED LATERALS-LATERALS SHARED BY MULTIPLE PROPERTY OWNERS (MORE THAN TWO (2) OWNERS) AND LATERALS SHARED BY TWO (2) PROPERTY OWNERS.**

**** MR. IGNERI MOVED THE ITEM**

Ms. Burns explained the reasoning for the ordinance updates. She said that she would like to get procedures in place beginning with ordinances to reflect current practice. She said that the ordinances are not new that they are simply housekeeping issues that need updating. These four ordinance in the packet are the ordinances that public works currently operates under.

Ms. Burns continued with the updating of the roadway standards which is a guide document that they use a lot. She said that they already do it for permits and currently give checklist for permits to customers and would like to be able to give other documents/checklists for other things. She also said that she would like to incorporate new standards in the roadway standards. She said that doing this could enable the department to get the best return from the State. They will be coordinating with the city planner in effort to combine standards with other departments. The drainage manual is currently outdated and they will work with the planning department on this as well. She said the drainage manual does not accurately address the low impact development.

Ms. Bowman joined the meeting at 7:38p.m.

Mr. Corsello asked who drafted the ordinances.

Ms. Burns answered staff members.

Mr. Corsello replied that everyone did a good job drafting these ordinances.

Mr. Torre began to discuss the snow ordinance. He stated that shoveling sidewalks is very hard to enforce. He said the police do not have anything in their book to enforce it and then it can become very political to enforce as well. He said they chose to include sidewalks and driveways into the ordinance. He continued saying that they want to make people more accountable for their sidewalk.

Mr. Igneri asked how the snow removal would be enforced.

Mr. Torre responded that there is an ordinance enforcement officer. He said he would like to expand that because he is the only one and works 20 hours per week. He said that the road supervisors including himself are constables for traffic and parking and can enforce and give tickets to those obstructing the snow removal process. He would like to expand so it doesn't take days to enforce through the process currently in place with customer service.

Mr. Torre then proceeded to the driveway section. He said that this is a new section to the ordinance because right now the sidewalk is limited under the old ordinance and there is nothing that says that someone cannot plow all of the snow from their driveway onto the street. He went on to discuss the costs associated with the removal of snow. He stated that it is much more costly during a weekend snow storm. He said that it is about \$3,000 an hour for 2 to 3 hours to go back and plow streets we already plowed because people pushing snow into the road and there is absolutely nothing we can do to enforce this. He said that he has photos that are timed stamped when they plow. He stated that adding this language would give the road supervisors authority to inform the people that they cannot do this due to the ordinance and tell them that it is a \$250 fine when they see this happening.

Mr. Corsello said that it makes sense and suggested educating the public because sometimes people don't realize and just take the snow blower and blow it to the middle of the street thinking a big plow truck would come and take it away.

Ms. Maggio said that there are other people who are very conscientious and they take their driveway snow and put it on their front yard and then the plow comes by and blocks their whole driveway and they can't get their car out.

Mr. Torre said that on the public works website page there are tips on when to shovel your sidewalk/driveway.

Mr. Igneri thanked the DPW Staff for taking on this task. He commended the staff for looking at it in such detail. He mentioned the sewers and working with planning and zoning to look at other village districts and getting the sidewalks taken care of. He said that some of the sidewalks prevent kids from walking to school safely. He was very appreciative of their efforts

December 6, 2016

Public Works Committee

Page 8

Ms. Burns began to discuss Chapter 96 Excavations. She said that they are not changing anything, it is currently under review. She said they are updating excavations to be reflective of current practices. She said that when people come for a permit they should have a copy of the approved traffic plan, know how road restoration fees are calculated, what their responsibilities are for the permit, and a section on borings has been updated.

Ms. Burns continued with WPCA. She gave an example of how people are sharing laterals so now it is in the ordinance that no more than two can share a lateral. She said that they would need a maintenance agreement between the two. The City could pull the bond if there are more than two and work has to be performed by the City.

**** MR.IGNERI MADE A MOTION TO REFER ITEM 8 TO
THE ORDINANCE COMMITTEE
** MOTION PASSED UNANIMOUSLY**

Mr. Igneri requested that they take a look at footpaths and somehow enforcing snow removal.

Mr. Chimento said that he believes that footpaths are exempt. The ordinance says sidewalks. He said they will take a look at it.

Mr. Igneri moved to Information/Discussion Item D Perry Avenue Bridge.

INFORMATION / DISCUSSION

A. MONTHLY SOLID WASTE REPORT – OCTOBER 2016

There was no discussion on the monthly solid waste report this evening

B. PROJECT STATUS REPORT

There was no discussion on the project status report this evening

C. CUSTOMER SERVICE REPORT – NOVEMBER 2016

There was no discussion on the customer service report this evening

D. UPDATE ON PERRY AVENUE BRIDGE CHANGE ORDER

Ms. Burns stated she is informing the committee of some issues she hopes to have resolved. Perry Avenue Bridge has had a significant change order to support excavation

for the bridge abutments. There was a calculation quantity from the AECOM Engineer that didn't have the correct quantity for supportive excavation in the bid documents.

Ms. Burns said that it's 80% federal grant money and 20% local share. She said they have been working through the process with the State program manager who reviews things on behalf of the State. Ms. Burns said that they are now at the \$554,000 range now after negotiating with the engineers. She said that their expectation was that they would be responsible for 20% of the \$554,000, however, if the State DOT decide to make it a claim against the engineer, the City of Norwalk would be responsible to pay 100% of the \$554,000 until the dispute was settled.

Ms. Burns said that it is looking very positive that it will remain a change order not a claim, because we found emails where we told there program manager all about this and their program manager doesn't look like they relayed the information to the State. She said that she wouldn't put absolutes on anything. She said that she is confident that it would become a change order and not a claim. Ms. Burns stated that she was putting everyone on notice, giving everyone the worst case scenario.

Ms. Maggio wanted to know if this had anything to do with the Master Agreement.

Ms. Burns answered no.

E. CORRESPONDENCE

There was no new correspondence to discuss this evening

UPCOMING PROJECTS

There was no new upcoming projects to discuss this evening

Next meeting is scheduled for Tuesday, January 3, 2017 in Room 225.

**** MS. MELENDEZ MOVED TO ADJOURN
** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 8:31 p.m.

Respectfully submitted,

Monique Cipriano
Executive Assistant
Public Works Department

December 6, 2016
Public Works Committee
Page 10

