



DEPARTMENT OF
ENGINEERING

CITY OF NORWALK
Department of Engineering
125 East Avenue
Norwalk, CT 06851
www.norwalkct.gov

**CITY OF NORWALK
PUBLIC WORKS COMMITTEE
APRIL 2, 2024**

ATTENDANCE: James Frayer, Chairman; Barbara Smyth; Nora Niedzielski-Eichner; Melissa Murray; Heather Dunn; Darlene Young; DaJuan Wiggins

STAFF: Vanessa Valadares, Chief of Operations and Public Works; Chris Torre, Superintendent of Operations; Thomas Szabo, Waste Program Manager; Darin Callahan, Assistant Corporation Counsel

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: 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 comments 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's start time. Please email Monique Cipriano at mcipriano@norwalkct.gov to provide written public comment prior to the meeting.

Chairman Frayer called the meeting to order at 7:02p.m.

ROLL CALL

Chairman Frayer called the Roll: James Frayer, Barbara Smyth, Heather Dunn, Darlene Young
Nora Niedzielski-Eichner, Melissa Murray, DaJuan Wiggins

At Roll Call there were seven (7) Committee members present constituting a quorum.

PUBLIC INPUT

PUBLIC INPUT (GUESTS AT COMMITTEE MEETINGS MAY SPEAK TO ANY ITEM ON THE AGENDA. COMMENTS SHALL BE LIMITED TO NO MORE THAN THREE (3) MINUTES PER SPEAKER.)

Diane Lauricella is representing the Norwalk Waste Coalition. They professionally care about optimizing recycling programs, reducing waste and helping to educate people. She is looking at the three (3) Win Waste Contracts. She is in support of the extension with the caveat that before a new RFP is completed the following takes place. She wants them to have a very good understanding of their waste streams prior to completing the RFP. She feels that a waste characterization analysis is needed. She talked about future unit-based pricing programs or co-collection programs or save as

you throw programs and offer to be a guest speaker to explain what they are. She feels that the current contracts have not been optimized to where they can be sustainable programs, both environmentally and financially. She looks forward to continuing a discussion with the Chairman, any members of the committee, Mr. Szabo, and Ms. Valadares in the near future. In regard to the recycling contract extension, she would like to hear about the revenue as she feels they are not receiving the same money they used to. Wants to know what they are making with recycling. Mentioned having a special summit on how to have a better waste program.

Chairmen Frayer closed public input at 7:08p.m.

NEW BUSINESS

1. APPROVE THE MINUTES OF THE PUBLIC WORKS COMMITTEE MEETING OF TUESDAY, MARCH 5, 2024.

There was no report on this item.

****MS. DUNN MOVED THE ITEM**

****MR. WIGGINS ABSTAINED**

****MOTION PASSED WITH ONE (1) ABSTANTION**

2. AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE THE “MASTER MUNICIPAL AGREEMENT FOR CONSTRUCTION PROJECTS” REQUIRED FOR MUNICIPAL PROJECTS FOR CONSTRUCTING IMPROVEMENTS TO ROADWAYS, STRUCTURES AND TRANSPORTATION FACILITIES THAT ARE ELIGIBLE FOR GOVERNMENT FINANCIAL ASSISTANCE FROM THE CONN. DOT, THE FEDERAL GOVERNMENT, OR BOTH, TOGETHER WITH SUCH PROJECT AUTHORIZATION LETTERS AND OTHER INSTRUMENTS NECESSARY TO IMPLEMENT THE FUNDING AND UNDERTAKE SUCH CONSTRUCTION PROJECT UNDER THAT MASTER AGREEMENT.

Ms. Valadares reported on this item. She said the Master Municipal Agreement with the Connecticut Department of Transportation (CDOT) summarizes all the negotiations they have regarding any state projects and/or the funding of projects in the city. This agreement allows the mayor to sign the agreements so they can procure funding/grants from the state. Usually, the funding is for non-participating items and some grants.

Mr. Callahan added the master agreement is a ten-year contract that just expired. Instead of asking for an extension, this will be a new updated master municipal agreement. This is necessary to access funds and administer the projects and provides for a quick turnaround. Once the agreement is in place, the project authorization letters allow them to access the funds for a specific project. This sets the parameters of how to comply with CDOT standards. It is implied authorization for any Mayor to execute the project authorization letters.

****MS. MURRAY MOVED THE ITEM**

****MOTION PASSED UNANIMOUSLY**

- 3A. AUTHORIZE THE MAYOR HARRY W. RILLING TO EXECUTE ANY AND ALL AGREEMENTS AND OTHER INSTRUMENTS NECESSARY TO CONVEY A 72 ± SQ. FT. TEMPORARY CONSTRUCTION EASEMENT FOR PURPOSES OF INSTALLING A TEMPORARY GUY ANCHOR IN VETERAN’S PARK PER CONN DOT 102-301-176-54 COMPILATION MAP DATED NOVEMBER 2023 ENCLOSED WITH AGENDA FOR JUST COMPENSATION OF \$2,500.**

Chairman Frayer gave a brief explanation on this easement. There were no comments on this item.

****MS. SMYTH MOVED THE ITEM
MOTION PASSED UNANIMOUSLY

- 3B. REFERRAL TO PLANNING AND ZONING COMMISSION FOR REVIEW AND REPORT: CONVEYANCE OF A 72 ± SQ. FT. TEMPORARY CONSTRUCTION EASEMENT FOR PURPOSES OF INSTALLING A TEMPORARY GUY ANCHOR IN VETERAN’S PARK PER CONN DOT 102-301-176-54 COMPILATION MAP DATED NOVEMBER 2023 ENCLOSED WITH AGENDA.**

There was no report on this item.

****MS. MURRAY MOVED THE ITEM
MOTION PASSED UNANIMOUSLY

- 4. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH WIN WASTE INNOVATIONS HOLDINGS (FORMER CITY CARTING, INC.) FOR CITY-WIDE MUNICIPAL SOLID WASTE COLLECTION DATED SEPTEMBER 28, 2012, TO EXERCISE ITS OPTION TO EXTEND THE TERM OF THE AGREEMENT THROUGH JUNE 30, 2025, BASED ON THE TERMS AND FEE SCHEDULE SET OUT IN THE ATTACHED PROPOSAL DATED DECEMBER 1, 2022. THE FEE FOR JULY 1, 2024 - JUNE 30, 2025, THE FEE WILL BE \$2,220,750.00.**

ACCOUNT NO. 01 40 28 5258

Chairman Frayer briefed the committee on this item.

Ms. Young commented that they continue to hire locally honoring their commitment.

Ms. Niedzielski-Eichner followed up on an update of when the strategic plan would be available. She would like the Committee to have input early in the process with the strategic plan.

A discussion ensued about the Strategic Plan and when it would be available. Ms. Valadares stated they are finalizing a draft and hope to have it completed by next month. The Committee will receive a summary of the draft RFP and the study before it is finalized. There will be a presentation next month before it goes out to bid. A committee was formed to assist with the consultant and any questions. The consultant also interviewed many stakeholders including

but not limited to members of the Zero Waste Coalition. They will explain the entire process at the presentation.

****MS. SMYTH MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY**

5. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A FIFTH AMENDMENT TO THE AGREEMENT WITH WIN WASTE INNOVATIONS HOLDINGS (FORMER CITY CARTING, INC.) FOR CURBSIDE RECYCLING COLLECTION SERVICES, DATED JUNE 30, 2004, TO EXERCISE ITS OPTION TO EXTEND THE TERM OF THE AGREEMENT THROUGH JUNE 30, 2025, BASED ON THE TERMS AND FEE SCHEDULE SET OUT IN THE ATTACHED PROPOSAL DATED DECEMBER 1, 2022. THE FEE FOR JULY 1, 2024 - JUNE 30, 2025, WILL BE \$1,572,480.00. AN ADDITIONAL COMMODITY PROCESSING FEE OF \$750,000.00 WILL BE ADDED TO EACH ANNUAL BASE FEE AND IS SUBJECT TO AVAILABLE INCENTIVES BASED ON THE COMMODITY REVENUE SHARE (80% CITY OF NORWALK) 20% (WIN WASTE).**

ACCOUNT NO. 01 40 43 5298

Chairman Frayer briefed the committee on this item.

Ms. Valadares reported on this item. She answered a question raised during public input that they receive 80% of the revenue based on the commodity. She explained the process. She mentioned that Mr. Szabo coordinates with the I Recycle Program for different recycling pop-up events in Norwalk which also reduce the tipping fee.

****MS. YOUNG MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY**

6. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A FIFTH AMENDMENT TO THE SERVICE AGREEMENT WITH WIN WASTE INNOVATIONS HOLDINGS (FORMER CITY CARTING, INC.) FOR TRANSFER STATION OPERATION, TRANSPORT AND DISPOSAL SERVICES FOR MUNICIPAL SOLID WASTE DATED AUGUST 4, 2008, TO EXERCISE ITS OPTION TO EXTEND THE TERM OF THE AGREEMENT THROUGH JUNE 30, 2025, BASED ON THE TERMS AND FEE SCHEDULE SET OUT IN THE ATTACHED PROPOSAL DATED DECEMBER 1, 2022. THE TRANSFER STATION OPERATIONS FEE FOR JULY 1, 2024 - JUNE 30, 2025, WILL BE \$919,800.00 AND TRANSFER AND DISPOSAL FEE OF \$101.85 PER TON.**

ACCOUNT NO. 01 40 42 5298

There was no report on this item.

****MS. YOUNG MOVED THE ITEM**
****MOTION PASSED UNANIMOUSLY**

7. **AUTHORIZE THE MAYOR TO EXECUTE AN ACCESS LICENSE AGREEMENT IN FAVOR OF EVERSOURCE FOR USE OF A PORTION OF MADISON STREET PARK NEEDED FOR THE PURPOSE OF REPLACING ITS DETERIORATING OPTICAL GROUND WIRE, 1028 LINE OPGW REPLACEMENT PROJECT.**

Chairman Frayer briefed the committee on this item.

****MS. NIEDZIELSKI-EICHNER MOVED THE ITEM
MOTION PASSED UNANIMOUSLY

8. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE THE FIRST AMENDMENT TO THE FEBRUARY 23, 2021, AGREEMENT FOR THE TRANSPORTATION AND DISPOSAL OF YARD WASTE MATERIALS BETWEEN THE CITY OF NORWALK AND WIN WASTE INNOVATIONS HOLDINGS (FORMERLY CITY CARTING) FOR AN AMOUNT NOT TO EXCEED \$275,000.**

ACCOUNT NO. 01 40 42 5299

Chairman Frayer briefed the committee on this item.

Ms. Niedzielski-Eichner wanted to understand the reason for a two-year extension and not a one-year extension. She asked if yard waste would be included in the new overall waste management plan.

Ms. Valadares answered that was part of the bid. They are still debating if they will include yard waste. Bulky waste will be included. She explained how they make the decision on the bids.

Ms. Niedzielski-Eichner stated she wanted to be able to see the waste management plan and possibly converting yard waste into compost. She feels that should be part of the planning process and long-term planning is what they want to have in a sort of comprehensive overview. She mentioned a pilot-program for yard waste and some of the benefits. She stated food scrap composts are more complicated than yard waste.

Ms. Valadares stated she has other ideas for that but would not be part of this RFP. She knows there is an opportunity to save some money and become sustainable with all the food scraps and bring more composting. They do not have the site for it. They are working with other municipalities to possibly find common ground. They are still trying to find ways to include more composting.

****MS. NIEDZIELSKI-EICHNER MOVED THE ITEM
**MS. NIEDZIELSKI-EICHNER OPPOSED
MOTION PASSED WITH ONE (1) OPPOSITION

9. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE THE FIRST AMENDMENT TO THE MARCH 11, 2021, AGREEMENT FOR THE TRANSPORTATION AND DISPOSAL OF STREET SWEEPINGS/CATCH BASIN GRIT AND BROKEN STRUCTURAL CONCRETE BETWEEN THE CITY OF**

NORWALK AND D.W. TRANSPORT & LEASING INC., FOR AN AMOUNT NOT TO EXCEED \$150,000.

ACCOUNT NO. 01 40 42 5299

There was no report on this item.

****MS. NIEDZIELSKI-EICHNER MOVED THE ITEM
MOTION PASSED UNANIMOUSLY

INFORMATION / DISCUSSION

A. TREE OPERATIONS AND PROGRAMMING – FEBRUARY 2024

A discussion ensued about how the city replaces trees when removed due to construction projects. Ms. Valadares stated that it is a city tree if it is in the ROW or on a city parcel. They post all trees for 10 days before removing. If there is any opposition, there will be a public hearing for it. The ordinance states for every tree removed there are to be two (2) planted. If they remove any trees, they normally replant more than what the ordinance states. She explained there is an expansive plan for Norwalk High. Informed of new arborist and her duties to increase tree canopy for the city.

Mr. Torre said that Ms. Sara Cruz is the new arborist for the city. She is constituting the master plan for the canopy and land management.

A discussion ensued about planting trees that abut contractor's site. Ms. Valadares mentioned Adopt-A-Tree program on their social media site. Residents can request trees.

B. MONTHLY SOLID WASTE REPORT – FEBRUARY 2024

There was no report on this item.

C. FOOD SCRAP DROP-OFF REPORT – FEBRUARY 2024

There was no report on this item.

D. CURRENT / UPCOMING PROJECTS STATUS

1. CONSTRUCTION

- **DRG2019-1 DREAMY HOLLOW STORM DRAINAGE IMPROVEMENTS**
- **RA2022-2 467 WEST AVENUE UTILITY INFRASTRUCTURE UPGRADE**
- **RA2023-1 SOUTH NORWALK EQUITABLE TOD INFRASTRUCTURE IMPROVEMENTS**

2. ADVERTISED FOR BIDS / PENDING CONTRACT

- **DRG2022-1 LOCKWOOD LANE AND HEATHER LANE STORM DRAINAGE**
- **PM2024-2 PERMANENT ROADWAY REPAIRS & SURFACE RESTORATION**
- **RD2024-1 CURB AND SIDEWALK FOR BERKELEY STREET AREA**
- **RD2024-3 CURB AND SIDEWALK FOR BEACON STREET AREA**
- **RD2024-2 CURB AND SIDEWALK FOR VARIOUS LOCATIONS**

- **RA2024-1 REMEDIATION OF CONTAMINATED SOIL AT 30 MONROE STREET**

3. DESIGN

- **PROJECT 102-366 WEST CEDAR STREET OVER FIVE MILE RIVER**
- **STORM DRAINAGE EVALUATION AT SELECTED LOCATIONS**
- **RNP2022-1 VETERANS PARK VISITOR DOCK REPLACEMENT**
- **RD2023-2 UNDERGROUNDING OF ELIZABETH STREET OVERHEAD UTILITIES**
- **BR2023-1 BRIDGE PRESERVATION PROJECTS AT VARIOUS LOCATIONS**

There was no report on these items.

ADJOURNMENT: Ms. Smyth moved to adjourn.
Motion passed unanimously.
The meeting was adjourned at 8:05p.m.

NEXT MEETING: **TUESDAY, MAY 7, 2024**
PUBLIC WORKS COMMITTEE
7:00 P.M. LOCATION TBD