



DEPARTMENT OF
ENGINEERING

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

PUBLIC WORKS COMMITTEE of the COMMON COUNCIL

DATE: Tuesday, January 2, 2024

TIME: 7:00 P.M.

PLACE: By Video Conference and Teleconference

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

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AGENDA

Roll Call

Public Hearing

Public Hearing to increase the fee for proposed adjustments to the Public Works Rates and Fees set by the Department of Operations and Public Works Fee Schedule as per attached.

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.)

New Business

1. Approve the Minutes of the Public Works Committee Meeting of Tuesday, December 5, 2023.
2. Approve to increase the fee for proposed adjustments to the Public Works Rates and Fees set by the Department of Operations and Public Works Fee Schedule as per attached.

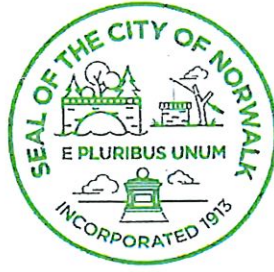
Information / Discussion

- A. Tree Operations and Programming
- B. Monthly Solid Waste Report – November 2023
- C. Food Scrap Drop-Off Report – November 2023
- D. Metrics 2023

Adjournment:

Next Meeting:

**Tuesday, February 6, 2024
Public Works Committee
7:00 P.M. Location TBD**



Contract Staff Summary

Department/Staff Contact

Public Works – Thomas Szabo 203-854-3215

Common Council Committee

Public Works Committee

Date Approved by Committee

Purpose/Scope

Proposed Fee Schedule Changes

Vendor

City of Norwalk

(Indicate if new or existing vendor)

Term of Contract

n/a

Method of Procurement

n/a

(Indicate if sole source)

Cost of Contract

n/a

Funding Source/Account Number

n/a

Additional Information/Other Details

Public Hearing

See Highlighted Section for Proposed Fee Changes
DEPARTMENT OF PUBLIC WORKS

FEE SCHEDULE

(As Amended Through October 13, 2021)

ORDINANCE SECTION	DESCRIPTION	FEE	DATE LAST CHANGED
91-6	SEWER CONNECTION INSPECTION (State Road)	\$200	4/13/2010
93-21	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 93 (Stormwater, Illicit Discharges and Connections)	\$250/day plus all costs of remediation, litigation and criminal prosecution	4/8/2014
94-3	SOURCE SEPARATION OF MATERIAL		
	Batteries – Lithium (Any Size)	\$2/battery	4/8/2014
	Antifreeze (Residential)	\$2/gallon	4/8/2014
	Propane Tanks (Any Size)	\$5/tank	4/8/2014
	Tires (Any Size)	\$5/tire	4/8/2014
	Freon-containing appliances	\$10/appliance	2/2/2015
94-4.9d	PER-TRIP RESIDENT OR NON-RESIDENT DISPOSAL FEE (NO STICKER)	\$20 minimum	6/9/2009
94-10	LICENSE FEE FOR COLLECTION, REMOVAL AND TRASPORATION OF SOLID WASTE REGARDLESS OF WASTE TYPE		
	VEHICLE TARE WEIGHT		
	Less than 12,000 LBS	\$125	
	Greater than 12,000 LBS	\$500	

ORDINANCE SECTION	DESCRIPTION	FEE	DATE LAST CHANGED
	REGISTRATION FEE FOR VEHICLES AND/OR CONTAINERS ENGAGED IN COLLECTION, REMOVAL AND TRANSPORTATION OF SOLID WASTE REGARDLESS OF WASTE TYPE		
94-10 Cont'd.	<u>VEHICLE TARE WEIGHT</u>		
	Less than 5,000 LBS	\$125	
	Greater than 5,000 LBS	\$250	
	Greater than 12,000 LBS	\$750	
	Rolloff Containers and Compactors	\$25	
	SOLID WASTE DISPOSAL		
	Acceptable Solid Waste	\$95/ton (\$102/ton Proposed)	9/1/2021
	YARD WASTE DISPOSAL		
	Leaves/Brush/Logs/Stumps	\$55/ton	4/8/2014
94-17	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 94 (Solid Waste)	\$250/day	9/12/2006
94-19	DISPOSAL PASS (Residents and/or Real Property Owners that DO NOT pay vehicle tax to Norwalk)	\$100	4/13/2020
95-12	DRIVEWAY PERMIT AND INSPECTION FEE		
	Major	\$400	2/10/2009
	Minor	\$200	2/10/2009
95-18	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 95 (Streets and Sidewalks)	\$250/day	9/12/2006

95-24	STREET ACCEPTANCE APPLICATION FEE	\$2,500	11/10/09
95-34	STREET ABANDONMENT APPLICATION FEE	\$5,000	6/28/2005
95A-20A	FINE FOR UNLAWFUL LITTERING	\$199	9/12/2006
ORDINANCE SECTION	DESCRIPTION	FEE	DATE LAST CHANGED
95A-20B	FINE FOR ILLEGAL DUMPING (not to exceed)	\$10,000	9/12/2006
96-3	ENCROACHMENT PERMIT FEE	\$200	2/10/2009
	RESTORATION OF PAVEMENT FEE		
		Pavement Damage Factors (PDF) - Range	
		One (1)	Two (2)
		1.5	1.25
	All Category of Road		Three (Or Below)
			1.0
	Restoration fee shall equal current contract bid unit price multiplied by PDF multiplied by 1.15 (15% administrative and inspection fee.)		
96-21	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 96 (Excavation and Encroachment)	\$250/day	9/12/2006
96-21.D.	Corrective Action Permit Application Fee	\$1,000	9/9/2014
97-12	EXCAVATION AND FILL PERMIT APPLICATION FEE		
	Up to and including the first 100 cubic yards (CY)	\$250	9/12/2006
	Each additional 100 cubic yards (CY), or fraction thereof, beyond first 100 CY	\$25	9/12/2006
97-15	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 97 (Excavation and Filling of Land)		
	Lack of Permit	\$250/day	9/12/2006

	Cease & Desist		\$500/day	9/12/2006
99-9	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 99 (Snow Emergencies)		\$250	9/12/2006
112-4	TREE REMOVAL PERMIT AND POSTING FEE		\$200 (\$500 Proposed)	2/10/2009
ORDINANCE SECTION	DESCRIPTION		FEE	DATE LAST CHANGED
112-4A(3)(c)	TREE REPLACEMENT FEE		\$750 (\$1,200 Proposed)	6/9/2009
112-6 (112-7 Correct Section)	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 112 (Trees)		\$250	9/12/2006
ENGINEERING	ENGINEERING DATA PRICING			
	Blackline Copy		\$0.75 per SF (minimum \$2)	9/10/2002
GIS	GEOGRAPHIC INFORMATION SYSTEM DATA PRICING			
	COLOR DIGITAL ORTHOPHOTOS			
	Shapefile (SHP or CAD file (DWG))		\$100/hour (\$40 minimum)	11/1/2021
	Customized GIS map with one copy		\$100/hour (\$40 minimum)	11/1/2021
	GIS Print (11"x17" or smaller)		\$12/copy	11/1/2021
	GIS Print (Larger than 11"x17")		\$30/copy	11/1/2021
	Map legend and disclaimer to be printed on all detailed planimetric maps			
EVENTS	SPECIAL EVENT FEES			
	Barrels/Barricades		\$1,500 refundable deposit	11/1/2021
	Missing/Replacement Barrels/Barricades		\$100/unit	11/1/2021

			\$200 [except Norwalk headquartered 501(c)(3)s and any and all Norwalk City entities]	4/8/2014
	Barrel/Barricade Delivery Fee			
	Barrel/Barricade Pick-up Fee		\$200 [except Norwalk headquartered 501(c)(3)s and any and all Norwalk City entities]	4/8/2014
ORDINANCE SECTION	DESCRIPTION		FEE	DATE LAST CHANGED
MISC	OTHER MISCELLANEOUS FEES			
	Fax		\$1 per page	10/27/1992
	Oversized Fax		\$0.75 per SF (minimum \$2)	10/27/1992

DPW FEE SCHEDULE AMENDMENTS:

Dated:	June 6, 1988	February 26, 1991	February 8, 2000	June 12, 2007	November 13, 2012
Amended:	July 19, 1988	September 24, 1991	May 9, 2000	May 13, 2008	April 8, 2014
	July 20, 1988	October 27, 1992	November 14, 2000	December 9, 2008	September 9, 2014
	Aug. 1, 1988	February 21, 1995	August 13, 2002	February 10, 2009	February 10, 2015
	Aug. 9, 1988	August 15, 1997	September 10, 2002	June 9, 2009	April 13, 2020
	March 23, 1988	February 25, 1997	June 28, 2005	October 13, 2009	September 8, 2020
	February 27, 1990	May 11, 1999	November 9, 2005	November 10, 2009	August 10, 2021
	March 13, 1990	January 11, 2000	September 12, 2006	April 13, 2010	October 12, 2021

**CITY OF NORWALK
PUBLIC WORKS COMMITTEE
DECEMBER 5, 2023**

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

STAFF: Vanessa Valadares, Chief of Operations and Public Works; James Meehan, Principal Engineer; Chris Torre, Superintendent of Operations; Thomas Szabo, Waste Program Manager

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Chairman Frayer called the meeting to order at 7:07p.m.

ROLL CALL

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

At Roll Call there were six (6) Committee members present constituting a quorum. Heather Dunn was absent.

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.)

There was no public input. Chairman Frayer closed public input at 7:08p.m.

NEW BUSINESS

1. **APPROVE THE MINUTES OF THE PUBLIC WORKS AND RECREATION, PARKS, AND CULTURAL AFFAIRS COMMITTEE SPECIAL JOINT MEETING OF TUESDAY, OCTOBER 3, 2023.**

There was no report on this item.

****MS. SMYTH MOVED THE ITEM
**MS. MURRAY AND MR. WIGGINS ABSTAINED
MOTION PASSED WITH TWO (2) ABSTENTIONS

2. **APPROVE THE PUBLIC WORKS COMMITTEE MEETING DATES FOR 2024.**

There was no report on this item.

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

3. **AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO ACCEPT A 633 SQ. FT. SIDEWALK AND 281 SQ. FT. ROADWAY EASEMENT LOCATED AT 32 KNIGHT STREET; A 430 SQ. FT. SIDEWALK AND 179 SQ. FT. ROADWAY EASEMENT LOCATED AT 41 KNIGHT STREET; AND A 75 SQ. FT. SIDEWALK AND 2 SQ. FT. ROADWAY EASEMENT LOCATED AT 22 NORTH STREET, IN CONNECTION WITH PLANNING AND ZONING APPLICATION #2022-28 CAM/SPR – 32 KNIGHT STREET PROPERTY LLC – 32 KNIGHT STREET.**

Chairman Frayer gave a brief description of this easement. He stated that there is no financial impact for these easements.

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

4. **DISCUSS AND VOTE TO SCHEDULE A PUBLIC HEARING TO INCREASE THE FEE FOR PROPOSED ADJUSTMENTS TO THE PUBLIC WORKS RATES AND FEES TO BE SET BY THE DEPARTMENT OF OPERATIONS AND PUBLIC WORKS FEE SCHEDULE AS PER ATTACHED. THE PUBLIC HEARING IS SCHEDULED FOR TUESDAY, JANUARY 2, 2024 AT 7:00 P.M. BY VIDEO CONFERENCE/TELECONFERENCE.**

Ms. Valadares reported on this item. There are three (3) increases to the fee schedule. They have a contract with Win Waste and based on that contract the disposal fee changed as of July 1st. They are currently paying more for the disposal fee than they are charging the residents and would like to increase Solid Waste Disposal Fee to meet exactly what they are paying now. The other two (2) increases involve tree removal and tree replacement fees. There was an ordinance passed this year that shows the increase, but their schedule wasn't updated. This is just to update the current ordinance section.

Ms. Niedzielski-Eichner stated that she has noticed that some of the fees have not been updated since 2006 and asked if they need a broader updating of some of those fees.

Ms. Valadares answered that they had looked at the entire fee schedule to see if any of the fees should be updated. They researched and called other municipalities and found that there was no reason to increase the others at this time.

****MS. SMYTH MOVED THE ITEM**

****MOTION PASSED UNANIMOUSLY**

- 5. AUTHORIZE THE PURCHASING AGENT TO AUTHORIZE A SOLE SOURCE PURCHASE ORDER TO GABRIELLI TRUCK SALES FOR THE PURCHASE OF ONE (1) 2025 MACK GR42F PLOW TRUCK, FOR A SUM NOT TO EXCEED \$305,670.10.**

ACCOUNT NO. 09 24 4031 5777 C0313

Mr. Torre reported on this item. He said this truck will replace a truck from 1995. They have four (4) more trucks to replace to make all of their trucks within the 2000's. They have a fleet management program where they would request two (2) replacement trucks a year and now they are starting to really replace trucks before they get to their usefulness end of line. This truck is replacing one (1) of the top 26 plow routes that the city has in the geographical area. There are 35 heavy duty plow trucks. The replaced truck will be used for scrap metal. They take everything they can off the truck that could be used and sell the rest as scrap metal.

****MS. SMYTH MOVED THE ITEM**

****MOTION PASSED UNANIMOUSLY**

- 6. AUTHORIZE THE PURCHASING AGENT TO AUTHORIZE A SOLE SOURCE PURCHASE ORDER TO FREIGHTLINER OF HARFORD FOR THE PURCHASE OF ONE (1) 2024 M2 106 PLUS PLOW TRUCK, FOR A SUM NOT TO EXCEED \$197,041.10.**

ACCOUNT NO. 09 24 4031 5777 C0313

Mr. Torre reported on this item. This is a smaller chassis truck that fits into some of the smaller areas of the city. The freightliner comes with a v plow truck that can fit into areas of seven (7) feet or eight (8) feet and the other trucks are at 11 feet. They have one (1) freightliner right now and this would make two (2). The purpose of this is to get into tighter areas that the larger plow truck cannot fit and there are more areas in the city that are congested with parked cars. He explained how this would work to the committee. All the trucks are considered all season trucks to be used throughout the year. Smaller trucks are used more than others. Propane and/or natural gas is not an option right now for the larger heavy-duty trucks. The expected lifespan on this truck is 25 years. The trucks are equipped with state emission standards. If the truck is idling too long the truck will shut down for 30 to 40 minutes due to the carbon emission system that is in it. The one (1) year old truck was purchased last year and due to the lack of snow, it couldn't be evaluated.

Ms. Valadares emphasized that they are not expanding their fleet just replacing the older trucks.

****MS. YOUNG MOVED THE ITEM**

****MOTION PASSED UNANIMOUSLY**

7. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE THE FIRST AMENDMENT TO THE OCTOBER 24, 2023 AGREEMENT BETWEEN THE CITY OF NORWALK AND COLONNA MASONRY CONCRETE & ASPHALT PAVING, LLC., FOR PROJECT TMP 2023-3 CONCRETE CURBS AND SIDEWALKS ON ROWAYTON AVENUE FOR A SUM NOT TO EXCEED \$170,000.00.**

ACCOUNT NO. 09 21 4021 5777 C0440

Ms. Valadares reported on this item. She explained that they are using the opportunity since the sidewalk will be installed to also add drainage to the area where there will be sidewalks.

****MS. NIEDZIELSKI-EICHNER MOVED THE ITEM**

****MOTION PASSED UNANIMOUSLY**

8. **TECHNICAL CORRECTION OF THE COMMON COUNCIL ACTION OF JULY 12, 2022, ITEM VII.B.3 FOR AN ON-CALL AGREEMENT BETWEEN THE CITY OF NORWALK AND ALMSTEAD TREE & SHRUB CARE COMPANY LLC AND MINUTEMEN LAND SERVICES, LLC FOR THE SUPPLY AND PLANTING OF TREES AND SHRUBS. TASK ORDERS NOT TO EXCEED \$700,000.00 IN THE AGGREGATE BETWEEN THE TWO (2) COMPANIES. ADD ACCOUNTS DESIGNATED FOR THE NORWALK TREE ACCOUNT. ACCOUNT NO'S. 380000-4805 AND 380000-5790.**

**ACCOUNT NO. 13 4010 5796 APW08
13 3710 5796 AEC18
380000-4805
380000-5790**

Ms. Valadares reported on this item. These two (2) companies won the bid they put out last year. They are only adding two (2) accounts to this contract from a grant.

****MS. SMYTH MOVED THE ITEM**

****MOTION PASSED UNANIMOUSLY**

9. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE THE FIRST AMENDMENT TO THE APRIL 12, 2021, AGREEMENT FOR HOUSEHOLD HAZARDOUS WASTE COLLECTION BETWEEN THE CITY OF NORWALK AND CLEAN HARBORS ENVIRONMENTAL SERVICES INC. PROJECT 4079 FOR AN AMOUNT NOT TO EXCEED \$64.90 PER HOUSEHOLD AND \$39.00 PER ½ HOUSEHOLD.**

ACCOUNT NO. 01 40 42 5258

There was no report on this item.

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

Chairman Frayer read items 10A and 10B together.

- 10A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF NORWALK AND M. RONDANO, INC., FOR PROJECT DRG2023-3 ON-CALL DRAINAGE IMPROVEMENTS AT VARIOUS LOCATIONS FOR A SUM NOT TO EXCEED \$1,020,060.00 WITH AN OPTION TO EXTEND FOR TWO (2) ADDITIONAL TERMS FOR ONE (1) YEAR EACH.**

**ACCOUNT NO. 09 20 4062 5777 C0361
 09 24 4062 5777 C0361
 09 24 4021 5777 C0302
 09 22 4021 5777 C0021
 09 24 4021 5777 C0021
 09 21 4021 5777 C0440
 09 22 4021 5777 C0440
 09 24 4021 5777 C0440
 09 20 4027 5777 C0643
 09 21 4021 5777 C0643
 09 22 4021 5777 C0643**

- 10B. AUTHORIZE THE CHIEF OF OPERATIONS AND PUBLIC WORKS, TO EXECUTE ORDERS ON THE CONTRACT BETWEEN THE CITY OF NORWALK AND M. RONDANO, INC., FOR PROJECT DRG2023-3 ON-CALL DRAINAGE IMPROVEMENTS AT VARIOUS LOCATIONS FOR A SUM NOT TO EXCEED \$102,006.00.**

**ACCOUNT NO. 09 20 4062 5777 C0361
 09 24 4062 5777 C0361
 09 24 4021 5777 C0302
 09 22 4021 5777 C0021
 09 24 4021 5777 C0021
 09 21 4021 5777 C0440
 09 22 4021 5777 C0440
 09 24 4021 5777 C0440
 09 20 4027 5777 C0643
 09 21 4021 5777 C0643
 09 22 4021 5777 C0643**

Ms. Valadares reported on this item. She explained the process they use for paving. They have a paving program forecast of three (3) years. It used to be five (5) years, but they changed it to three (3). A list is put together which consists of values and considerations and not just inspections, it is a formula they apply to come up with the list. Once the list is compiled, they inspect all underground utilities from all services, not just the city's, to find out if there are any major projects that may occur in that area. The Public Works Department checks all the

drainage in the area that will be paved prior to the paving. They use CCTV cameras to check existing drainage on that street and also the sewer. If they find that upgrades are needed to any of those systems, they make the upgrades. They also check the sidewalks to see if they need improvement. This contract is about ensuring that all of those things happen prior to paving. This helps to upgrade the drainage structures that will be needed prior to it. The program was implemented three (3) years ago. The program has been extremely successful for two (2) reasons. Economical to have a separate bid to have a contractor take care of those smaller drainage items and they have become much more efficient in paving the roads.

Ms. Smyth commended the department on the three (3) year plan. She finds it much better than what they have been doing with the five (5) year plan. She said it is much more efficient and in the long run will save money. She feels the department has done a really good job on this.

Ms. Valadares explained how the savings work for the department.

****MS. NIEDZIELSKI-EICHNER MOVED THE ITEM**

****MOTION PASSED UNANIMOUSLY**

11. **AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT, BETWEEN THE CITY OF NORWALK AND AI ENGINEERS, INC, FOR PROJECT PSC2023-1 ON-CALL SURVEYING AND MAPPING SERVICES IN CONNECTION WITH VARIOUS PROJECTS FOR THE CITY OF NORWALK. THE AGREEMENT IS FOR A PERIOD OF ONE (1) YEAR AT A SUM NOT TO EXCEED \$200,000.00 WITH AN OPTION TO EXTEND FOR TWO (2) ADDITIONAL TERMS FOR ONE (1) YEAR EACH.**

ACCOUNT NO.	09 23 7100 5777 C0583
	09 24 4021 5777 C0318
	09 23 4021 5777 C0021
	09 24 4021 5777 C0021
	09 24 3750 5777 C0441
	09 23 4120 5777 C0649
	09 24 3750 5777 C0649
	09 23 4120 5777 C0824
	09 24 3750 5777 C0824
	01 40 30 5258

Ms. Valadares reported on this item. Second RFQ for this. They began this program three (3) years ago to have a surveyor on-call. Their in-house surveyor retired three years ago. They have found it hard to find a surveyor. The department realized that it is better for them to have a consultant and surveying company. They have had success with this in the past. This contract will be utilized not only by DPW but also TMP for future projects.

A discussion ensued about a possible surveying program at NCC. Ms. Valadares explained the requirements. One of the biggest problems is training and obtaining the license.

****MS. NIEDZIELSKI-EICHNER MOVED THE ITEM**

****MOTION PASSED UNANIMOUSLY**

INFORMATION / DISCUSSION

A. TREE OPERATIONS AND PROGRAMMING

Mr. Torre reported that in the Fall Tree Planting Program, 227 trees were planted and 20 were removed. 17 were removed from the ROW and three (3) were removed from parks property. Most of the tree work is done in-house. They have two (2) bucket trucks and two (2) tree crews all year round. If a resident has a question or concern about trees, they should call customer service first and they will forward the request to the appropriate personnel or the resident can go to the website and use click and request.

B. MONTHLY SOLID WASTE REPORT – SEPTEMBER/OCTOBER 2023

Mr. Szabo reported on this item and reviewed the statistics with the committee. He talked about the outreach program and improving recycling improvement efforts. They held three (3) mattress recycling programs this year. The last program collected 50 mattresses. He went over the program, and they discussed possible housing development programs.

C. FOOD SCRAP DROP-OFF REPORT – SEPTEMBER/OCTOBER 2023

Mr. Szabo reported on this item and reviewed the statistics with the committee. The Rowayton Community Center and Transfer Station received 6,300lbs and Cranbury Park received 3,300lbs. The committee discussed more comprehensive planning for the food scrap program. Possibly in more elementary schools and what that would look like. Especially for the new school in South Norwalk and the elderly. Ms. Valadares stated that the collection is within the four (4) taxing districts in Norwalk. To expand the program would be a major change to all other solid waste collections they need to do for the city. They are developing a plan to look at everything to see what they need to incorporate or not. As of now Public Works do not collect at the schools, housing authority or commercial properties. Their focus is how they can best serve the residents. If they have a city-wide initiative, then they can discuss those things and then it becomes a charter issue. It is a lot that goes into that.

D. CLOSURE OF YARD WASTE SCALE

Mr. Szabo reported on this item. The construction for the new scale should begin this week. They shut the old scale down and redirected the traffic to the transfer station. They have managed the traffic flow well. They are temporarily closed for construction. Mr. Torre gave a brief description of the scale project.

E. CURRENT / UPCOMING PROJECTS STATUS

Mr. Meehan reported on the current and upcoming projects. He answered all the questions the committee had.

1. CONSTRUCTION

- **DRG2019-1 DREAMY HOLLOW STORM DRAINAGE IMPROVEMENTS**
- **PM2023-2 PERMANENT ROADWAY REPAIRS & SURFACE RESTORATION**
- **PM2023-5 PAVEMENT MANAGEMENT PROGRAM**
- **RD2022-2 CURBS AND SIDEWALKS FOR SENG AND MORTON AREAS**
- **RA2022-2 467 WEST AVENUE UTILITY INFRASTRUCTURE UPGRADE**
- **DRG2023-1 CHATHAM DRIVE AND COSSITT ROAD STORM DRAINAGE**
- **BR2022-1 BONNY BROOK ROAD & CANNON STREET**

2. ADVERTISED FOR BIDS / PENDING CONTRACT

- **DRG2023-3 ON-CALL DRAINAGE IMPROVEMENTS**
- **PSC2023-1 ON-CALL SURVEYING AND MAPPING**

3. DESIGN

- PROJECT 102-366 WEST CEDAR STREET OVER FIVE MILE RIVER
- STORM DRAINAGE EVALUATION AT SELECTED LOCATIONS
- DRG2022-1 LOCKWOOD LANE AND HEATHER LANE STORM DRAINAGE
- RNP2022-1 VETERANS PARK VISITOR DOCK REPLACEMENT
- RD2023-2 UNDERGROUNDING OF ELIZABETH STREET OVERHEAD UTILITIES
- BR2023-1 BRIDGE PRESERVATION PROJECTS AT VARIOUS LOCATIONS
- RA2023-1 SOUTH NORWALK EQUITABLE TOD INFRASTRUCTURE IMPROVEMENTS

Ms. Smyth asked about the sidewalks on Cannon Street Bridge. The sidewalks were not part of the initial scope, but they plan on expanding the project to restore the sidewalks as it was before. It will need to go back to the design phase.

Ms. Valadares thanked all of members for their support during this year. She said she enjoyed working with all of them. She wished everyone a wonderful holiday season. Thank you for trusting their work, supporting them, criticizing, and listening to them. She appreciates that.

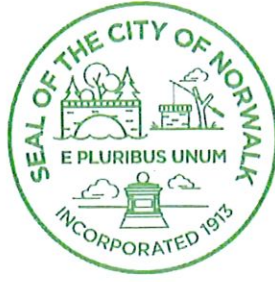
Ms. Smyth said that they appreciate Ms. Valadares' honesty and transparency. She thanked Ms. Valadares for how well she explains the projects and the thinking behind it and the financing.

Ms. Young stated she is grateful to be on the committee and has proven to be a good learning experience for her. She said that it is amazing the work public works accomplishes for the city. She is proud to be a part of her being the first woman chief and bringing change to the department. She wished everyone a happy holiday.

Mr. Frayer said public works is the pulse and the heart of the city. They are doing a phenomenal job. He is astounded by the professionalism and detail to the work. The public works public hearing notice will be in English and Spanish.

ADJOURNMENT: Ms. Young moved to adjourn.
Motion passed unanimously.
The meeting was adjourned at 8:37p.m.

NEXT MEETING: Tuesday, January 2, 2024
Public Works Committee
7:00 P.M. Location TBD



Contract Staff Summary

Department/Staff Contact	Public Works – Thomas Szabo 203-854-3215
Common Council Committee	Public Works Committee
Date Approved by Committee	
Purpose/Scope	Proposed Fee Schedule Changes
Vendor (Indicate if new or existing vendor)	City of Norwalk
Term of Contract	n/a
Method of Procurement (Indicate if sole source)	n/a
Cost of Contract	n/a
Funding Source/Account Number	n/a
Additional Information/Other Details	

See Highlighted Section for Proposed Fee Changes
DEPARTMENT OF PUBLIC WORKS

FEE SCHEDULE

(As Amended Through October 13, 2021)

ORDINANCE SECTION	DESCRIPTION	FEE	DATE LAST CHANGED
91-6	SEWER CONNECTION INSPECTION (State Road)	\$200	4/13/2010
93-21	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 93 (Stormwater, Illicit Discharges and Connections)	\$250/day plus all costs of remediation, litigation and criminal prosecution	4/8/2014
94-3	SOURCE SEPARATION OF MATERIAL		
	Batteries – Lithium (Any Size)	\$2/battery	4/8/2014
	Antifreeze (Residential)	\$2/gallon	4/8/2014
	Propane Tanks (Any Size)	\$5/tank	4/8/2014
	Tires (Any Size)	\$5/tire	4/8/2014
	Freon-containing appliances	\$10/appliance	2/2/2015
94-4.9d	PER-TRIP RESIDENT OR NON-RESIDENT DISPOSAL FEE (NO STICKER)	\$20 minimum	6/9/2009
94-10	LICENSE FEE FOR COLLECTION, REMOVAL AND TRANSPORTATION OF SOLID WASTE REGARDLESS OF WASTE TYPE		
	VEHICLE TARE WEIGHT		
	Less than 12,000 LBS	\$125	
	Greater than 12,000 LBS	\$500	

ORDINANCE SECTION	DESCRIPTION	FEE	DATE LAST CHANGED
	REGISTRATION FEE FOR VEHICLES AND/OR CONTAINERS ENGAGED IN COLLECTION, REMOVAL AND TRANSPORTATION OF SOLID WASTE REGARDLESS OF WASTE TYPE		
94-10 Cont'd.	<u>VEHICLE TARE WEIGHT</u>		
	Less than 5,000 LBS	\$125	
	Greater than 5,000 LBS	\$250	
	Greater than 12,000 LBS	\$750	
	Rolloff Containers and Compactors	\$25	
	SOLID WASTE DISPOSAL		
	Acceptable Solid Waste	\$95/ton (\$102/ton Proposed)	9/1/2021
	YARD WASTE DISPOSAL		
	Leaves/Brush/Logs/Stumps	\$55/ton	4/8/2014
94-17	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 94 (Solid Waste)	\$250/day	9/12/2006
94-19	DISPOSAL PASS (Residents and/or Real Property Owners that DO NOT pay vehicle tax to Norwalk)	\$100	4/13/2020
95-12	DRIVEWAY PERMIT AND INSPECTION FEE		
	Major	\$400	2/10/2009
	Minor	\$200	2/10/2009
95-18	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 95 (Streets and Sidewalks)	\$250/day	9/12/2006

95-24	STREET ACCEPTANCE APPLICATION FEE	\$2,500	11/10/09
95-34	STREET ABANDONMENT APPLICATION FEE	\$5,000	6/28/2005
95A-20A	FINE FOR UNLAWFUL LITTERING	\$199	9/12/2006
ORDINANCE SECTION	DESCRIPTION	FEE	DATE LAST CHANGED
95A-20B	FINE FOR ILLEGAL DUMPING (not to exceed)	\$10,000	9/12/2006
96-3	ENCROACHMENT PERMIT FEE	\$200	2/10/2009
	RESTORATION OF PAVEMENT FEE		
		Pavement Damage Factors (PDF) - Range	
		One (1)	Two (2)
		1.5	1.25
		All Category of Road	Three (Or Below)
			1.0
		Restoration fee shall equal current contract bid unit price multiplied by PDF multiplied by 1.15 (15% administrative and inspection fee.)	
96-21	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 96 (Excavation and Encroachment)	\$250/day	9/12/2006
96-21.D.	Corrective Action Permit Application Fee	\$1,000	9/9/2014
97-12	EXCAVATION AND FILL PERMIT APPLICATION FEE		
	Up to and including the first 100 cubic yards (CY)	\$250	9/12/2006
	Each additional 100 cubic yards (CY), or fraction thereof, beyond first 100 CY	\$25	9/12/2006
97-15	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 97 (Excavation and Filling of Land)		
	Lack of Permit	\$250/day	9/12/2006

	Cease & Desist		\$500/day	9/12/2006
99-9	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 99 (Snow Emergencies)		\$250	9/12/2006
112-4	TREE REMOVAL PERMIT AND POSTING FEE		\$200 (\$500 Proposed)	2/10/2009
ORDINANCE SECTION	DESCRIPTION		FEE	DATE LAST CHANGED
112-4A(3)(c)	TREE REPLACEMENT FEE		\$750 (\$1,200 Proposed)	6/9/2009
112-6 (112-7 Correct Section)	FINE FOR VIOLATION OF ANY PROVISION OF CHAPTER 112 (Trees)		\$250	9/12/2006
ENGINEERING	ENGINEERING DATA PRICING			
	Blackline Copy		\$0.75 per SF (minimum \$2)	9/10/2002
GIS	GEOGRAPHIC INFORMATION SYSTEM DATA PRICING			
	COLOR DIGITAL ORTHOPHOTOS			
	Shapefile (SHP or CAD file (DWG))		\$100/hour (\$40 minimum)	11/1/2021
	Customized GIS map with one copy		\$100/hour (\$40 minimum)	11/1/2021
	GIS Print (11"x17" or smaller)		\$12/copy	11/1/2021
	GIS Print (Larger than 11"x17")		\$30/copy	11/1/2021
	Map legend and disclaimer to be printed on all detailed planimetric maps			
EVENTS	SPECIAL EVENT FEES			
	Barrels/Barricades		\$1,500 refundable deposit	11/1/2021
	Missing/Replacement Barrels/Barricades		\$100/unit	11/1/2021

	Barrel/Barricade Delivery Fee	\$200 [except Norwalk headquartered 501(c)(3)s and any and all Norwalk City entities]	4/8/2014
	Barrel/Barricade Pick-up Fee	\$200 [except Norwalk headquartered 501(c)(3)s and any and all Norwalk City entities]	4/8/2014
ORDINANCE SECTION	DESCRIPTION	FEE	DATE LAST CHANGED
MISC	OTHER MISCELLANEOUS FEES		
	Fax	\$1 per page	10/27/1992
	Oversized Fax	\$0.75 per SF (minimum \$2)	10/27/1992

DPW FEE SCHEDULE AMENDMENTS:

Dated:	June 6, 1988	February 26, 1991	February 8, 2000	June 12, 2007	November 13, 2012
Amended:	July 19, 1988	September 24, 1991	May 9, 2000	May 13, 2008	April 8, 2014
	July 20, 1988	October 27, 1992	November 14, 2000	December 9, 2008	September 9, 2014
	Aug. 1, 1988	February 21, 1995	August 13, 2002	February 10, 2009	February 10, 2015
	Aug. 9, 1988	August 15, 1997	September 10, 2002	June 9, 2009	April 13, 2020
	March 23, 1988	February 25, 1997	June 28, 2005	October 13, 2009	September 8, 2020
	February 27, 1990	May 11, 1999	November 9, 2005	November 10, 2009	August 10, 2021
	March 13, 1990	January 11, 2000	September 12, 2006	April 13, 2010	October 12, 2021



To: Vanessa Valadares , Chief of Operations and Public Works
 Chris Torre, Superintendent of Operations
 Thomas Szabo, Waste Programs Manager
 Monique Cipriano, Administrative Assistant

From: Dilene Byrd, Administrative Assistant

Date: December 19, 2023

Re: MSW and Recycling Report - November 2023

MSW Collection and Disposal				
Municipal Solid Waste (MSW)	Previous FY: Nov-22	Current FY: Nov-23	Change	FY 23/24 Cumulative
Curbside tonnage	1,270.14	1,251.58	-1.5%	6,494.29
MSW tonnage out	1,958.50	2,041.05	4.2%	10,669.07
Transfer station operating fee	\$73,791.67	\$73,000.00	-1.1%	\$365,000.00
Transport and disposal fee	\$189,974.50	\$197,981.85	4.2%	\$1,034,899.79
Curbside collection fee	\$107,528.17	\$176,250.00	63.9%	\$881,250.00
Total operating costs (less curbside)	\$263,766.17	\$270,981.85	2.7%	\$1,399,899.79

MSW Consolidated Budget	
FY 22/23 Budget	\$4,793,838.00
Amount expended	\$2,281,149.79
Percent remaining	52.4%

Recycling Collection				
Recycling Collection	Previous FY: Nov-22	Current FY: Nov-23	Change	FY 23/24 Cumulative
Curbside tonnage	774.92	760.04	-1.9%	3,844.37
Transfer station tonnage	36.87	27.74	-24.8%	27.74
Total monthly tonnage	811.79	787.78	-3.0%	787.78
Curbside collection fee	\$104,381.92	\$161,825.66	55.0%	\$855,816.67

Recycling Budget	
FY 22/23 Budget	\$1,287,583.00
Amount expended	\$855,816.67
Percent Remaining	33.5%

MSW and Recycling Revenues				
MSW and Recycling Revenues	Previous FY: Nov-22	Current FY: Nov-23	Change	FY 23/24 Cumulative
Transfer station tip fees	\$50,702.65	\$58,296.95	15.0%	\$297,773.60
Recycling revenue (curbside)	\$13,561.10	\$0.00	-100.0%	\$0.00
Recycling revenue (T.S.)	\$645.23	\$0.00	-100.0%	\$0.00
Total revenues	\$64,908.98	\$58,296.95	-10.2%	\$297,773.60

B

City of Norwalk

FY 2022-2023

Pilot Food Scrap Drop-Off Program

Date of Collection	Location of Collection	Service Fee	Number of Toters	Weight of Food Scraps (lbs)	Per Toter Fee	Total Collection Cost	Total Monthly Cost	Total Monthly Weight (Lbs)	Total Monthly Weight (Tons)	%
7/3/2023	Norwalk Transfer	\$65	4	1,200	\$10	\$105				
7/6/2023	Rowayton Community Center	\$65	4	1,200	\$10	\$105				
7/7/2023	Cranbury Park	\$65	1	150	\$10	\$75				
7/11/2023	Norwalk Transfer	\$65	2	600	\$10	\$85				
7/12/2023	Norwalk Transfer	\$65	2	300	\$10	\$85				
7/13/2023	Rowayton Community Center	\$65	4	1,200	\$10	\$105				
7/14/2023	Cranbury Park	\$65	5	1,500	\$10	\$115				
7/18/2023	Norwalk Transfer	\$65	4	1,200	\$10	\$105				
7/20/2023	Rowayton Community Center	\$65	5	1,500	\$10	\$115				
7/25/2023	Norwalk Transfer	\$65	4	1,200	\$10	\$105				
7/26/2023	Rowayton Community Center	\$65	4	1,200	\$10	\$105	TS	5,700	2.85	43%
7/28/2023	Cranbury Park	\$65	3	900	\$10	\$95	RCC	5,100	2.55	38%
7/31/2023	Norwalk Transfer	\$65	4	1,200	\$10	\$105	CRANBURY PARK	2,550	1.28	19%
8/3/2023	Rowayton Community Center	\$65	5	1,500	\$10	\$115	\$1,305.00	13,350	6.68	100%
8/4/2023	Cranbury Park	\$65	1	300	\$10	\$75				
8/7/2023	Norwalk Transfer	\$65	4	1,200	\$10	\$105				
8/9/2023	Rowayton Community Center	\$65	5	1,500	\$10	\$115				
8/11/2023	Cranbury Park	\$65	5	1,500	\$10	\$115				
8/14/2023	Norwalk Transfer	\$65	4	1,200	\$10	\$105				
8/16/2023	Rowayton Community Center	\$65	4	1,200	\$10	\$105				
8/18/2023	Cranbury Park	\$65	0	0	\$10	\$65				
8/21/2023	Norwalk Transfer	\$65	3	900	\$10	\$95				
8/23/2023	Rowayton Community Center	\$65	5	1,500	\$10	\$115				
8/25/2023	Cranbury Park	\$65	2	600	\$10	\$85				
8/28/2023	Norwalk Transfer	\$65	4	1,200	\$10	\$105	TS	4,500	2.25	32%
8/30/2023	Rowayton Community Center	\$65	5	1,500	\$10	\$115	RCC	7,200	3.60	51%
09/06/23	Norwalk Transfer	\$65	1	300	\$10	\$75	CRANBURY PARK	2,400	1.20	17%
09/07/23	Rowayton Community Center	\$65	5	1,500	\$10	\$115	\$1,315.00	14,100	7.05	100%
09/08/23	Norwalk Transfer	\$65	4	1,200	\$10	\$105				
09/08/23	Cranbury Park	\$65	4	1,200	\$10	\$105				
09/12/23	Norwalk Transfer	\$65	3	900	\$10	\$95				
09/13/23	Rowayton Community Center	\$65	5	1,500	\$10	\$115				
09/19/23	Norwalk Transfer	\$65	4	1,200	\$10	\$105				
09/20/23	Rowayton Community Center	\$65	5	1,500	\$10	\$115				
09/20/23	Cranbury Park	\$65	7	2,100	\$10	\$135				
09/27/23	Rowayton Community Center	\$65	4	1,200	\$10	\$105				
09/27/23	Cranbury Park	\$65	3	900	\$10	\$95	TS	4,800	2.40	32.7%
09/27/23	Norwalk Transfer	\$65	4	1,200	\$10	\$105	RCC	5,700	2.85	38.8%
10/4/2023	Rowayton Community Center	\$65	5	1,500	\$10	\$115	CRANBURY PARK	4,200	2.10	28.6%

Pilot Food Scrap Drop-Off Program

[illegible]

Pilot Food Scrap Drop-Off Program

[illegible]

Pilot Food Scrap Drop-Off Program

[illegible]

	FY 23/24 (July 1, 2023- June 30 2024)	\$6,650	91,350	45.68	100%
<i>Transfer Station</i>			20,400	10.20	22%
<i>Rowayton Community Center</i>			5,100	2.55	6%
<i>Cranbury Park</i>			11,850	5.93	13%

FY 22/23 (July 1, 2022 - June 30 2023)	\$6,740	159,750	79.88	100%
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