

**ALL CITY COUNCIL ACTIONS TAKEN AT THIS MEETING TO APPROVE EXPENDITURES AND CONTRACTS OR TO ACCEPT BIDS AND OTHER PROPOSALS REQUIRING THE EXPENDITURE OF CITY FUNDS ARE SUBJECT TO THE AVAILABILITY OF FUNDS**

To allow public access, anyone may access a meeting by telephone and/or Zoom, or a recording in the City of Norwalk YouTube channel. Specific instructions and links can be found at [norwalkct.gov/meetings](https://norwalkct.gov/meetings).



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial \*9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide "live comments" may also 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 by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Marsha Elbourne at [melbourne@norwalkct.gov](mailto:melbourne@norwalkct.gov) with the subject line "Public Comment" to provide written public comment prior to the meeting.

- I. **ROLL CALL**
- II. **ACCEPTANCE OF MINUTES**
  - A. **Regular Meeting: March 10, 2026**
- III. **PUBLIC PARTICIPATION**
- IV. **MAYOR**
  - A. **RESIGNATIONS AND APPOINTMENTS**
    - 1. **APPOINTMENTS**
      - a. Tricia Ciccone, Board of Ethics, Regular
      - b. Simone Elaine Morris, Commission on Gender Equity
  - B. **MAYOR'S REMARKS**
- V. **COUNCIL PRESIDENT**

**A. RESIGNATIONS AND APPOINTMENTS**

**B. CONSENT CALENDAR**

**VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS**

**A. CORPORATION COUNSEL**

1. Executive Session - Authorization to Settle Claim:  
Authorize Mayor, Barbara C. Smyth, to enter into and/or execute the Combined Subdivision Participation and Release Form, any and all other agreements and/or other documents necessary to effectuate the proposed settlement with the Six Distributor Defendants, Associated Pharmacies, Inc. (and American Associated Pharmacies); J.M. Smith Corp.; Louisiana Wholesale Drug Co., Inc.; Morris and Dickson Co.; North Carolina Mutual Wholesale Drug Co., Inc.; and United Natural Foods, Inc. (including its subsidiaries Super-Valu and Advantage Logistics).

**VII. CITY COUNCIL COMMITTEES**

**A. FINANCE AND CLAIMS COMMITTEE**

1. Narrative on Tax Collections dated March 2026
2. Monthly Tax Collector's Reports dated February 2026
3. Approve Claims Committee Report dated March 2026
4. RESOLUTION: Authorize a Special Appropriation for Transportation, Mobility, & Parking department in the amount of \$400,000.00 for the Gregory Boulevard Roundabout project from the Municipal Grant-in-Aid Funding account 580000-5796-AID08.
5. Authorize the Purchasing Agent to issue a purchase order to Powerschool Group LLC, for Student Information System, for an amount not to exceed \$241,811.96, account 09265010-5777-C0112.
6. Authorize the Purchasing Agent to issue a purchase order to ClassLink Inc., for the application portal, for an amount not to exceed \$47,918.60, account 09265010-5777-C0112.
7. Authorize the Purchasing Agent to issue a purchase order to CDW Government, for StuGoogle Workspace Licensing, for an amount not to exceed \$61,506.00, account 09265010-5777-C0112.
8. Authorize a Special Appropriation for Department of Public works in the amount of \$94,500 for Snow and Ice removal supplies due to recent severe snowstorms from the Municipal Grant-in-Aid Funding account 580000-5796-AID03.

9. Authorize a Special Appropriation for Department of Public works in the amount of \$70,000 for Fleet Maintenance overtime due to recent severe snowstorms from the Municipal Grant-in-Aid Funding account 580000-5796-AID04.
10. Authorize a Special Appropriation for Department of Public works in the amount of \$557,000 for Operations overtime due to recent severe snowstorms from the Municipal Grant-in-Aid Funding account 580000-5796-AID05.
11. Authorize a Special Appropriation for Department of Public works in the amount of \$60,000 for Rec and Parks overtime due to recent severe snowstorms from the Municipal Grant-in-Aid Funding account 580000-5796-AID09 — new account.
12. Executive Session:  
Authorize Mayor Barbara Smyth to execute a sole source purchase order on behalf of the Norwalk Police Department for the purchase of (1) one police rescue vehicle for a total not to exceed \$361,000. Account #(09213610-5777 C0638)

**B. RECREATION, PARKS AND CULTURAL AFFAIRS**

1. Authorize the Mayor, Barbara C. Smyth, to enter into an agreement for the use of Calf Pasture Beach and Taylor Farm by National Marine Manufacturers Association for their Norwalk Boat Show to be held on Thursday, September 24th, Friday, September 25th, Saturday, September 26th and Sunday, September 27th, 2026 from 7:00 A.M. to 7:00 P.M. Set-up on Monday, September 21st at 8:00 A.M. to Wednesday, September 23rd until 5:00 P.M with tear-down by Sunday, September 27th at 10:00 P.M. Approximately 10,000 people.
2. Authorize the Mayor, Barbara C. Smyth, to enter into an agreement for the use of Washington Street Plaza by City of Norwalk Department of Economic and Community Development for their Sono Saturdays to be held on Saturday, May 30th, Saturday, June 27th, Saturday, July 25th and Saturday, August 29th, 2026 from 11:00 A.M. to 3:00 P.M with set-up at 9:00 A.M and tear-down by 4:00 P.M. Approximately 1,000 people.
3. Authorize the Mayor, Barbara C. Smyth, to enter into an agreement for the use of Oyster Shell Park by Norwalk Nice for their 10th Annual NICE Festival to be held on Saturday, October 3rd, 2026 from 12:00 P.M. to 8:00 P.M. Set-up on Friday, October 2nd at 6:00 A.M. with tear-down by Sunday, October 4th at 12:00 P.M. Approximately 500 people.
4. Authorize the purchasing agent to issue a sole source purchase order, in an amount not to exceed \$28,500, to PlanIt Geo for the implementation and continuation of tree inventory and canopy software up to May 2029, from grant account 380000 5790 G0058.

**C. PUBLIC SAFETY AND GENERAL GOVERNMENT**

1. a. Authorize Mayor, Barbara Smyth, to execute any and all documents and agreements necessary to accept grant funding under The Connecticut Department of Transportation Highway Safety Project Number 0206-0712-AH, FY26 Distracted Driving High Visibility Enforcement Grant.
- b. Authorize Chief of Police, James Walsh, to execute any and all documents and agreements as may be necessary to implement The Connecticut Department of Transportation Highway Safety Project Number 0206-0712-AH, FY26 Distracted Driving High Visibility Enforcement Grant.

**D. PUBLIC WORKS**

**1. TECHNICAL CORRECTION OF THE COMMON COUNCIL ACTION OF OCTOBER 28, 2025 ITEMS VII.D.1 & VII.D.2 TO ADD ACCOUNT NUMBER 580000-5796-AID01**

The Soundview Avenue Retaining Wall project (TMP 2024-08) will utilize funds from a Special Appropriation from the Municipal account (580000-5796-AID01), as approved during the October 28, 2025 City Council meeting TMP is requesting the following authorizations to add the account to this project:

1. Authorize the Mayor, Barbara C. Smyth, to execute a Master Agreement for Construction Services with Colonna Concrete & Asphalt Paving LLC for a sum not to exceed \$381,556.00.

**ADD Account: 580000-5796-AID01**

2. Authorize the Director of Transportation, Mobility, and Parking to execute orders on the contract with Colonna Concrete & Asphalt Paving LLC for a sum not to exceed \$76,312.00.

**ADD Account: 580000-5796-AID01**

**2. TECHNICAL CORRECTION OF THE COMMON COUNCIL ACTION OF OCTOBER 28, 2025 ITEMS VII.D.3 & VII.D.4 TO ADD ACCOUNT NUMBER 580000-5796-AID06**

The Route 1 (Connecticut Avenue) Pedestrian Bridge project will utilize funds from a Special Appropriation From the Municipal account (580000-5796-AID06), as approved during the October 28, 2025 City Council meeting TMP is requesting the following authorizations to add the account to this project:

1. Authorize the Director of Transportation, Mobility, and Parking to execute a purchase order for Design and Permitting Services with IMEG Corp (Formally FHI Studio) for a sum not to exceed \$90,500.00

**ADD Account: 580000-5796-AID06**

2. Authorize the Director of Transportation, Mobility, and Parking to execute orders on the agreement with IMEG Corp (Formally FHI Studio) for a sum not to exceed \$9.050.00

**ADD Account: 580000-5796-AID06**

- VIII. RESOLUTIONS FROM CITY COUNCIL**
- IX. MOTIONS POSTPONED TO A SPECIFIC DATE**
- X. SUSPENSION OF RULES**
- XI. ADJOURNMENT**

**APPOINTMENTS**

<b>BOARD OF ETHICS</b>	<b>M/C</b>	<b>Chapter 32-12</b>
<b>TRICIA CICCONE (R)</b> 13 Berkeley Street, Fl 1 Norwalk, CT 06850		Term Expires - 03/10/2028 Regular
<b>COMMISSION ON GENDER EQUITY</b>	<b>M/C</b>	<b>City Code 115</b>
<b>SIMONE ELAINE MORRIS (D)</b> 2 West Avenue, Unit 6 Norwalk, CT 06854		Term Expires - 09/01/2028

<b>Council at Large:</b>	Mr. Joshua Goldstein Mr. Johan Lopez Ms. Nicol Ayers	<i>Mr. Jesse Buccolo</i> Mr. Colin Hosten
<b>District A:</b>	Mr. Jalin Sead	Mr. Broderick Sawyer
<b>District B:</b>	<i>Mr. Dajuan Wiggins</i>	Ms. Darlene Young
<b>District C:</b>	Ms. Nicolé Eaddy	Ms. Anne Wennerstrand
<b>District D:</b>	Mr. Jan Degenshein	Mr. Richard Dellinger
<b>District E:</b>	Mr. James Frayer	<i>Mr. Brian Bailey</i>

Mayor Smyth called the meeting to order at 7:32 PM and lead the council in the pledge of allegiance.

**I. ROLL CALL**

Ms. Elbourne, City Clerk, called the roll and a quorum was established.

**II. ACCEPTANCE OF MINUTES**

A. Regular Meeting: February 24, 2026

The minutes of the regular meeting of February 24, 2026, were presented.

**\*\*MS. AYERS MOTIONED TO APPROVE THE MIUNUTES.**

**\*\*THE MOTION PASSED UNANIMOUSLY.**

The minutes of the regular meeting of February 24, 2026, were approved as presented.

**III. PUBLIC PARTICIPATION**

Public participation was opened. The Jordan family was welcomed. Several speakers addressed the Council in strong support of the honorary naming of Knight Street to Cutie Mae Jordan Way.

Ms. Williams-Murchinson spoke on behalf of Ms. Cutie Mae Jordan and shared personal testimonies about how Ms. Jordan had spoken into her life and her husband’s life. She introduced the next speaker on behalf of Reverend Dr. Sonia Mayor-Williams.

Mr. Allen shared how Ms. Jordan had drastically affected his life through marriage into the family and how she had raised a village that produced judges, parole officers, doctors, lawyers, and military members across the United States.

Ms. Jordan read a letter from the First Congregational Church on the Green supporting the naming and detailing Ms. Jordan’s establishment of the gospel choir and music ministry. Mr.

Jordan spoke about initiating the request in honor of his father's legacy and his grandmother's impact on the community and on his own life as a teacher and mentor.

Ms. Allen shared memories of growing up with Ms. Jordan as a mother who was always present for her children while also serving the entire community.

The President of the NFEP Union spoke about three impactful lessons from Ms. Jordan: being the best version of oneself, the necessity of love for community, and helping somebody along the way so that one's living would not be in vain.

Ms. Guilford spoke about sacrifice and Ms. Jordan's seventy-plus years of service in churches and the community.

Ms. Jordan spoke about her grandmother's upbringing as a sharecropper and the lasting recognition she receives throughout the city.

Reverend Curtis expressed that having Ms. Jordan join Grace Baptist Church under his pastorate was one of the greatest honors he had received.

Ms. Zuniga voiced support for the street naming. Rep. Travis Simms spoke about Ms. Jordan's profound personal and family impact and her leadership during the 1968 march mourning Dr. Martin Luther King Jr.

Public participation was then closed.

#### **IV. MAYOR**

##### **A. RESIGNATIONS AND APPOINTMENTS**

##### **1. REAPPOINTMENTS a. Katherine Williams-Murchinson, Board of Ethics, Regular Ms.**

Ayers spoke in support of the reappointment of Ms. Katherine Williams-Murchinson to the Board of Ethics as a regular member. She described Ms. Williams-Murchinson as a civic-minded person of high quality and character who continues to serve the city well on the board. Ms. Williams-Murchinson was present in the gallery.

**\*\*MS. AYERS MOVED TO REAPPOINT MS. KATHERINE WILLIAMS-MURCHINSON TO THE BOARD OF ETHICS AS A REGULAR MEMBER.  
\*\*THE MOTION PASSED UNANIMOUSLY.**

##### **2. APPOINTMENTS a. John Hubers, Planning and Zoning Commission, Regular, District B**

Mr. Goldstein moved the appointment of Mr. John Hubers to the Planning and Zoning Commission as a regular member in District B. He noted that Mr. Hubers is a renter, which is rare and important for representation on the commission given the number of renters in Norwalk.

Mr. Hubers professionally assists nonprofit organizations in improving their business operations so they can focus on service. He has attended Planning and Zoning Commission meetings regularly for months and comes with recommendations from city officials including the head of Economic and Community Development and the chair of the commission. Mr. Goldstein, a former member of the Planning and Zoning Commission, emphasized that Mr. Goldstein is conscientious and prepared to handle complex applications and decisions.

**\*\*MR. GOLDSTEIN MOVED TO APPOINT MR. JOHN HUBERS TO THE  
PLANNING AND ZONING COMMISSION AS A REGULAR MEMBER.  
\*\*THE MOTION PASSED UNANIMOUSLY.**

**B. MAYOR'S REMARKS**

Mayor Barbara C. Smyth delivered remarks thanking those who supported the Mayor's ball as they raised money to support foundations. She also recognized Women's History Month and International Women's Day, honoring the contributions of women in government, education, public safety, healthcare, business, the arts, and families. She also marked the conclusion of the Holy Month of Ramadan and extended wishes for a joyful Eid al-Fitr to the Muslim community. She announced that the Board of Estimate and Taxation would hold its public hearing on the budget on March 25th at 6:30 p.m.

**V. COUNCIL PRESIDENT**

**A. GENERAL BUSINESS**

1. Approve changing date of Community Services Committee monthly meetings from the third Wednesday to the fourth Wednesday each month in calendar year 2026.

This item was included in the consent calendar.

**B. RESIGNATIONS AND APPOINTMENTS**

No discussion occurred on this item.

**C. CONSENT CALENDAR**

Mr. Lopez read the consent calendar as follows:

**A. RECREATION, PARKS AND CULTURAL AFFAIRS**

1. Authorize the Mayor, Barbara C. Smyth, to enter into an agreement for the use of Calf Pasture Beach by City of Norwalk Department of Recreation & Parks for their Bunny Run to be held on Saturday, March 21st from 9:00 A.M. to 10:45 A.M. Set-up at 8:30 A.M. with tear-down by 11:30 A.M. Approximately 100 people

**B. LAND USE AND BUILDING MANAGEMENT**

1. Authorize the Mayor, Barbara C. Smyth, to execute any and all instruments to effectuate a boundary adjustment between 328 Flax Hill Road (a/k/a Fodor Farm) and 25 Pogany Street in accordance with the map entitled "Property Survey depicting adjustment of lot lines Lot 1 & 4, Map 13083 N.L.R. 25 Pogany-Norwalk, CT prepared

- for Douglas Peoples" prepared by Ryan and Faulds on file in the Law Department.
3. The City is hereby authorized to purchase, acquire and/or take by exercise of eminent domain a pedestrian right of way easement in the real property identified as "*proposed 9.5' wide pedestrian right of way easement (cross-hatched area)*" on a survey map entitled "*City of Norwalk showing proposed pedestrian right of way easement over portion of undeveloped Gilbert Hill Road located between Woodbine Road & Hunt Street Norwalk, Connecticut*" dated September 22, 2025 and prepared by advanced surveying for purposes of pedestrian passage by the general public, and further that the Mayor, Barbara C. Smyth or her designee is authorized to execute and deliver any and all agreements, documents and other instruments necessary to purchase, acquire and or take by exercise of eminent domain powers said property.
  4. Authorize the Purchasing Agent to issue a Purchase Order to AAA Band Rentals, LLC. for project 4471R Band Instruments Replacements for Norwalk High, Brien McMahon, West Rocks, Ponus Ridge, Nathan Hale, Roton and Concord schools in the amount of \$282,363.00. Acct. #09265010-5777-C0685.
  5. Approve Online Building Systems, LLC as the sole source vendor to service and repair the 911 dispatch center's backup power (UPS) system at the Police Headquarters. This approval shall expire July 1, 2029.

**C. PUBLIC WORKS**

2. a. Authorize the Mayor, Barbara C. Smyth, to execute an Agreement with Yield Industries, LLC for City Purchasing Department Project 4489 - Project BR2026-1 – Rehabilitation Project for Bridge No. 102-025 – Bonnybrook Trail Over Holy Ghost Fathers Brook and Bridge No. 102-029 – Bonnybrook Trail Over Holy Ghost Fathers Brook, for a sum not to exceed \$334,350.00.  
Account No.  
09 24 4021 5777 C0315  
09 25 4021 5777 C0315  
09 26 4021 5777 C0315
- b. Authorize the Chief of Operations and Public Works to execute orders on the Contract with Yield Industries, LLC for City Purchasing Department Project 4489 - Project BR2026-1 – Rehabilitation Project For Bforge No. 102-025 – Bonnybrook Trail Over Holy Ghost Fathers Brook and Bridge No. 102-029 – Bonnybrook Trail Over Holy Ghost Fathers Brook, for a sum not to exceed \$33,435.00.  
Account No.  
09 24 4021 5777 C0315  
09 25 4021 5777 C0315  
09 26 4021 5777 C0315
3. Authorize the Chief of Operations and Public Works to execute orders on the Contract Between the City of Norwalk and Alcaide, Inc., DBA A&J Construction for Project PM2025-2 Paving at Various Locations (LOCIP Reimbursement), for a sum not to exceed \$215,000.00.  
Account No.  
09 26 4021 5777 C0021

a. Authorize the Mayor, Barbara C. Smyth, to execute an Agreement between the City of Norwalk and Burns Construction Company, Inc. for Project Bid No. 4493, Project RD2026-1 Roadway Paving and Sidewalk Installation for Roton Avenue and Pine Point Road (McKinley Street to Nearwater Road) for a sum not to exceed \$1,203,301.25.

Account No.

09 19 4021 5777 C0021 09 21 4021 5777 C0318  
09 20 4021 5777 C0021 09 22 4021 5777 C0318  
09 22 4021 5777 C0021 09 24 4021 5777 C0318  
09 23 4021 5777 C0021 09 25 4021 5777 C0318  
09 24 4021 5777 C0021 09 26 4021 5777 C0318  
09 25 4021 5777 C0021 09 21 4021 5777 C0440  
09 26 4021 5777 C0021 09 25 4021 5777 C0440

09 26 4021 5777 C0440

b. Authorize the Chief of Operations and Public Works to execute orders on the contract with Burns Construction Company, Inc. for Project Bid No. 4493, Project RD2026-1 Roadway Paving and Sidewalk Installation for Roton Avenue and Pine Point Road (McKinley Street to Nearwater Road)for a sum not to exceed \$180,495.19.

Account No.

09 19 4021 5777 C0021 09 21 4021 5777 C0318  
09 20 4021 5777 C0021 09 22 4021 5777 C0318  
09 22 4021 5777 C0021 09 24 4021 5777 C0318  
09 23 4021 5777 C0021 09 25 4021 5777 C0318  
09 24 4021 5777 C0021 09 26 4021 5777 C0318  
09 25 4021 5777 C0021 09 21 4021 5777 C0440  
09 26 4021 5777 C0021 09 25 4021 5777 C0440

09 26 4021 5777 C0440

Authorize the Mayor, Barbara C. Smyth, to execute any and all agreements and instruments necessary to acquire drainage easements for the City of Norwalk from property owners located at 13 Heather Lane and 15 Heather Lane, per Drainage Easement Map 13 Heather Lane and Drainage Easement Map 15 Heather Lane. Authorize the Mayor, Barbara C. Smyth, to execute a Second Amendment to the February 6, 2024 Agreement between the City of Norwalk and AI Engineers Inc. for Project PSC2023-1 On-Call Surveying and Mapping Services. The Amendment is to extend the Agreement for a period of one (1) year at a sum not to exceed \$200,000.00.

Account No.

09 26 4021 5777 C0318  
09 26 4021 5777 C0021  
09 26 4021 5777 C0302  
09 26 3750 5777 C0824

01 41 50 5585

**\*\*THE CONSENT CALENDAR WAS APPROVED AS PRESENTED.**

**\*\*THE MOTION PASSED UNANIMOUSLY.**

**VII. CITY COUNCIL COMMITTEES B. LAND USE AND BUILDING MANAGEMENT**

**2. a. Authorize the Mayor, Barbara C. Smyth, to enter into agreements and other such instruments as deemed necessary to complete the receipt of a gift in the amount of \$100,000 or more from the Celeste Garr Trust. b. The City of Norwalk authorizes a room of no less than 200 square feet, accessible to the general public within the Norwalk Public Library to be named the Celeste Y Garr Children's Reading Room. The location or relocation of which shall be at the sole discretion of the City of Norwalk.**

Mr. Hosten moved items 2a and 2b together. He stated that although the items are not necessarily dependent on each other, he was moving them jointly and read them as presented. He then requested and received permission to offer an amendment to correct the name of the trust.

**\*\*MR. HOSTEN MOVED TO AMEND THE MOTION BY REPLACING THE CELESTE GARR TRUST WITH THE W. RANDALL GARR AND LAUREN KELMAN LIVING TRUST.**

**\*\*THE AMENDMENT PASSED UNANIMOUSLY.**

Mr. Hosten then stated that the corrected motion should read: authorize the Mayor, Barbara C. Smyth to enter into agreements and or such instruments as deemed necessary to complete the receipt of a gift in the amount of \$100,000 or more from the W. Randall Garr and Lauren Kelman Living Trust. He briefly commented on the importance of honoring public servants like Celeste Garr and how such namings create lasting legacies that inspire future generations, noting the parallel to the earlier discussion about renaming a street.

**\*\*MR. HOSTEN MOVED TO AUTHORIZE THE MAYOR, BARBARA C. SMYTH TO ENTER INTO AGREEMENTS AND OTHER SUCH INSTRUMENTS AS DEEMED NECESSARY TO COMPLETE THE RECEIPT OF A GIFT IN THE AMOUNT OF \$100,000 OR MORE FROM THE W. RANDALL GARR AND LAUREN KELMAN LIVING TRUST AND TO NAME A ROOM OF NO LESS THAN 200 SQUARE FEET, ACCESSIBLE TO THE GENERAL PUBLIC WITHIN THE NORWALK PUBLIC LIBRARY AS THE CELESTE Y GARR CHILDREN'S READING ROOM, THE LOCATION OR RELOCATION OF WHICH SHALL BE AT THE SOLE DISCRETION OF THE CITY OF NORWALK.**

**\*\*THE MOTION PASSED UNANIMOUSLY.**

Mr. Hosten noted that Mr. Garr may be participating via Zoom and invited him to comment. Mr. Garr expressed appreciation for the timing of the proposals, noted that both items honor women

and mothers dedicated to service, thanked the Council for shepherding the proposal, and stated that he was impressed with the organization and conduct of the meeting. He also thanked the Council for the opportunity to contribute.

Mayor Barbara C. Smyth thanked Mr. Garr and stated that the City welcomes families large and small and appreciates his contribution to the library.

### **C. PUBLIC WORKS**

1. Approve the Honorary Naming of Knight Street to Cutie Mae Jordan Way.

Ms. Wennerstrand moved the item. She thanked all who were present and those who had spoken at the Public Works Committee public hearing. She expressed how moved she was by everything learned about Ms. Cutie Mae Jordan and the visible legacy and light in the family members. She referenced Mr. Hosten earlier words about places and people carrying legacy and stated that the chain of love and inspiration reaches far beyond the family. She opened the floor for comments.

Mr. Sead thanked Kyle Jordan for spearheading the request. He shared that he is also a grandma's boy and found it touching to see the effort. He recalled going to school with Kyle and noted that at age 16 or 17 Kyle was already preaching. He spoke of Uncle Mac, Pastor Jordan, and others who touched his life, including State Rep. Kadeen Roberts. He referenced Matthew 7 about knowing a good tree by its fruit and stated that the family are good fruit. He noted that Ms. Cutie Mae helped raise a village and that the village is now raising a village. He highlighted the honor of having the naming in his district and District A on 9th Street and her impact on major churches including the First Congregational and Bethel. He thanked the family and asked Ms. Cutie Mae to continue praying for the city.

Ms. Young stated that honoring those who give back to the community is what being a council member is all about. She noted that the life, love, and legacy live on and shine in all the family members across decades and generations. She described the name as a shining star and example of a God-fearing woman and referenced 1 Corinthians 13 on faith, hope, and love as the greatest gift. She emphasized that love keeps us and makes us do things for each other and that this process of naming streets and buildings is about what one gives. She expressed being honored to know the family.

Ms. Ayers addressed her remarks primarily to her colleagues. She described the moment as a very special one for the community in which they were honoring a living legacy. She noted that Ms. Cutie Mae is 90 years old and that when the weather breaks for the official naming, the fire department would be sent if needed to ensure Ms. Cutie Mae is present. She stated she is always a proponent of giving people their flowers while they can smell them. She described Ms. Cutie Mae as a remarkable songstress whose voice has inspired and uplifted with messages of faith and perseverance for decades, performing at the Pentagon and before dignitaries while remaining rooted in the community. She shared personal memories of growing up listening to Ms. Cutie Mae sing Precious Lord, Bloodstained Banner, Too Close, Walk Around Heaven All Day, and her favorite, Rise Again. She connected the renaming of Knight Street to the history of Norwalk

and of faith, noting that Bethel AME Church, the oldest Black church in Norwalk, was founded on 9th Street and that Ms. Cutie Mae and her husband were members who moved with the congregation to its current location. She made a personal suggestion that Ms. Cutie Mae sing at the 4th of July celebration during the bandstand event as America marks its 250th anniversary. She congratulated Norwalk for reflecting its rich history by acknowledging a living legacy.

Mr. Sawyer stated that Ms. Cutie Mae is everyone's mom, a wonderful person and mother who raised a wonderful family, and that this is an easy vote.

Ms. Eaddy shared that she and Keisha were in school together. She recounted how Ms. Cutie Mae was a blessing later in life at Ludlow Commons, checking on her grandmother. She told of the night her grandmother was rushed to the hospital and how Ms. Cutie Mae spoke to her and her aunt in the hallway in her calm, sweet, anointed voice, assuring them everything would be okay if they put their trust in God.

**\*\*MS. WENNERSTRAND MOVED TO APPROVE THE HONORARY NAMING  
OF KNIGHT STREET TO CUTIE MAE JORDAN WAY.  
\*\*THE MOTION PASSED UNANIMOUSLY.**

Congratulations were extended.

#### **VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS**

##### **A. CORPORATION COUNSEL**

1. Executive Session – Authorization to Settle Claim: Century National Insurance Company v. City of Norwalk

There was no executive session.

2. Executive Session – Authorization to Settle Claim: City of Norwalk v. SSMLN, LLC

There was no executive session.

#### **VIII. RESOLUTIONS FROM CITY COUNCIL**

No resolutions were presented.

#### **IX. MOTIONS POSTPONED TO A SPECIFIC DATE**

No motions were postponed.

#### **X. SUSPENSION OF RULES**

No suspension of rules was requested.

#### **XI. ADJOURNMENT**

**CITY COUNCIL  
NORWALK,  
CONNECTICUT**

**REGULAR MEETING  
7:30 PM**

**MARCH 10, 2026  
COUNCIL CHAMBERS &  
VIA ZOOM**

The meeting adjourned at approximately 8:50 PM.

**Respectfully Submitted,  
Courtney Baldwin  
Recording Secretary**

# Tricia Ciccone

13 Berkeley Street Norwalk, CT | triciaciccone70@gmail.com | 203-943-0155 |

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## PROFESSIONAL SUMMARY

Dynamic nonprofit and education leader with 15+ years of experience designing and scaling school-based programs that serve thousands of students. Proven success in managing multimillion-dollar budgets, leading teams of 200+, and building strong school-community partnerships. Skilled in grant management, compliance, and strategic planning to ensure equitable access to high-quality afterschool and summer programs.

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## CORE SKILLS

- Program Leadership & Team Management
  - Grant Development & Compliance (21st Century CCLC, DOE)
  - Budget Oversight & Financial Systems (Blackbaud, MUNIS, QuickBooks)
  - Strategic Partnerships & Community Engagement
  - Data Analysis & Program Evaluation
  - Staff Training & Professional Development
  - Interpersonal Communication & Stakeholder Collaboration
- 

## SYSTEMS & TECHNOLOGY

Blackbaud | MUNIS | Microsoft Office Suite | Google Workspace | Canva | QuickBooks Pro | Paychex |

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## **PROFESSIONAL EXPERIENCE**

### **Director of Elementary School-Based Programs**

*The Carver, Norwalk, CT — Aug 2020 – Present*

- Direct 24 afterschool programs across Norwalk Public Schools, supervising 24 site directors and 200+ staff.
- Manage 24 annual budgets, ensuring fiscal responsibility and alignment with program goals.
- Expanded Carver's school-based and summer programs, impacting 600+ students annually.
- Oversee compliance for 6 federally funded 21st Century Community Learning Centers.
- Streamlined the Carver online registration system, reducing administrative time and increasing family access.
- Partner with local organizations (Maritime Center, nature centers, community nonprofits) to enrich student programming.
- Collaborate with school administrators and central office to align district goals and ensure program effectiveness.
- Deliver presentations to school leaders and families to highlight program outcomes and secure support.

### **Extended Learning Program Coordinator**

*Norwalk Public Schools, Norwalk, CT — Sep 2009 – Jun 2020*

- Directed "After the Bell" programming at 9 sites, serving 1,000+ students annually with academic, social, and recreational activities.
- Supervised 9 site directors and 100+ staff; secured professional development and training across sites.
- Expanded summer learning opportunities as Co-Chair of Norwalk ACTS Summer Initiative.
- Designed and improved student registration systems to streamline enrollment for 1,000+ families.

- Secured and managed grants, including DOE and local funding sources, to expand program access.
- Conducted data analysis on student demographics (FRL, IEPs) to drive equity-focused programming.
- Oversaw budgeting, financial aid distribution, and fee collection processes.
- Led family engagement efforts, connecting underserved families with scholarships and Care 4 Kids funding.

### **Registrar of Voters – Clerk**

*Town of Westport, CT — Jul 2008 – Sep 2009*

- Processed and verified new voter registrations; maintained accurate state and town election databases.
- Provided voter assistance via phone and in-person inquiries.
- Managed payroll tabulations for election workers and entered requisitions into the MUNIS system.
- Created and maintained spreadsheets for statistical tracking and reporting.
- Collaborated with finance and HR departments to ensure compliance with state regulations.

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## **SELECTED ACHIEVEMENTS**

- **Scaled program access:** Expanded afterschool and summer programming to serve 1,600+ students across Norwalk.
- **Financial stewardship:** Directed and balanced 24 budgets annually while securing federal and local grants.
- **Leadership impact:** Built and managed high-performing teams of 200+ staff across multiple school sites.
- **Equity focus:** Streamlined systems to ensure underserved families received financial aid and childcare support.

# SIMONE E. MORRIS

MBA • PMP • PCC • CPCC

Norwalk, Connecticut | [smorris@simonemorrisenterprises.org](mailto:smorris@simonemorrisenterprises.org) | [simonemorrisenterprises.org](http://simonemorrisenterprises.org) | 929.399.6241

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Award-winning executive and thought leader with 25+ years of corporate and entrepreneurial leadership, including over a decade of focused diversity, equity, and inclusion strategy, leadership development, and organizational transformation across Fortune 500 companies and mission-driven organizations. Brings a rare combination of corporate operational leadership (Diageo North America), entrepreneurial vision (Simone Morris Enterprises), and civic engagement. Certified coach (ICF PCC) and published author of four books.

## RECOGNITION & AWARDS

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100 Women to Know In America (2025) • International Impact Book Award Winner (2024) • Black People Rock, Woman of Integrity (2023) • 100 Women of Color (2021) • Stevie Awards Bronze — Female Solo Entrepreneur of the Year (2020) • Women Business Entrepreneurs Who Rock (2019) • *DiversityMBA* Top 100 Diverse Emerging Leaders (2013) • Diageo Celebrating You Award for D&I Leadership — Winner (2010), Nominated (2013)

## THOUGHT LEADERSHIP & SPEAKING

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- Former Forbes Contributor — 118 published articles on inclusive leadership, career development, and organizational culture.
- Founder, Inclusive Leadership Impact Awards (ILIA) — annual recognition honoring leaders who have made an impact through inclusive leadership in their workplaces, communities, and nonprofit organizations; 3 annual ceremonies held since founding in 2023.
- Author of four books: *Remember Me Grammy P*; *52 Tips for Owning Your Career*; *The Power of Owning Your Career*; *Achievement Unlocked: Strategies to Set Goals and Manifest Them*. Also a contributing and co-author on several additional publications on leadership and professional development.

### Select Speaking & Training Engagements:

- Yale University — Group Coaching, Elevated Leadership Program
- American Management Association — Respect & Dignity in the Workplace, D&I, Project Management
- eCornell — Diversity & Inclusion at Work, Unconscious Bias, Employee Engagement (Online Facilitation)
- Accenture, Heineken USA, Stryker — The Power of Owning Your Career Keynote
- YSC Consulting — Conscious Inclusion Facilitation
- Her New Standard — Executive Career Coach; Amplify 6-Month Leadership Cohort Facilitation
- Pact MD & Pact MSO — Unconscious Bias, Microaggressions & Inclusive Leadership Training

## PROFESSIONAL EXPERIENCE

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**Simone Morris Enterprises** | 2015 – Present

**CEO • Inclusive Leadership Consultant/Trainer • Executive Career Coach**

*Consulting firm that helps organizations increase leadership capabilities and transform workplace culture.*

- **Workplace Culture Through Speaking Engagements:** Supports organizations in building inclusive cultures by speaking at Employee Resource Groups and key events, including International Women's Day engagements and ERG keynotes for Stryker and Heineken USA.
- **Custom Training Program Design:** Develops curriculum and training strategies for organizations including Aspen Institute, Connecticut Community Care, and Pact MSO.
- **Executive Coaching:** Utilizes Zenger Folkman 360 at Yale University and Skillssoft 360 for global clients to create actionable development plans.
- **Improving Corporate D&I Survey Rankings:** Leverages project management skills to compile and analyze data from domestic and international HR teams; coaches on organizational improvements.
- **Training Emerging Leaders:** Supplements management's efforts to train high-potential leaders to reach company expectations without draining internal resources.

### **Select Client Portfolio:**

Academic: Yale University, NYU, eCornell • Tech/Finance: PayPal, Ally Financial, Verizon, MassMutual • Healthcare/Pharma: Johnson & Johnson, CVS, Boehringer Ingelheim • Corporate: Accenture, Diageo, Heineken USA, Stryker, Aspen Institute, Becton Dickinson, American Management Association, NYC Economic Development Corporation

**Diageo North America, Inc.** | 1998 – 2013

**Diversity Manager / ERG Chair / Technical Project Manager**

*Global premium beverages company with 28K employees across 180 countries.*

### **Diversity Manager, Human Resources (2012–2013)**

- Elevated D&I rankings from #25 to #9 on DiversityMBA Survey in one year; secured 100% on Human Rights Campaign Corporate Equality Index.
- Produced the inaugural ERG Leadership & Recognition Summit to build cultural competency, leadership, and recognition for volunteers.
- Launched Diversity Online Portal for 3K employees; managed D&I communications with legal counsel and corporate communications team.

### **Diversity Employee Business Resource Group Chair (2009–2013)**

- Secured and Managed \$80K in funding (\$75K over allotted budget) for Heritage Month Education Awareness Program.
- Partnered with the American Diabetes Association for health events in multiple locations; garnered media attention and executive support.
- Received approval for the first ERG Social Media Strategy as a foundation to attract and recruit diverse candidates.

### **Technical Project Manager, IS Commercial Team (2011–2012)**

- Managed a \$700K budget for agile delivery of Salesforce.com portal implementation for 3K users nationwide.

### **Digital Technologist / Global IS Social Media Lead (2007–2011)**

- Led global social media team of 6 to build capabilities, craft guidelines, and support agency social media implementation.

## **Technical Project Manager, SAP Business Warehouse Implementation (2005–2007)**

- Managed \$2.4M budget and a cross-functional, international team of 8.

## **CIVIC & BOARD ENGAGEMENT**

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- Board Member — Norwalk Acts, Norwalk, CT
- Advisory Council Member — LiveGirl, New Canaan, CT
- Executive Leadership Committee Member — Alzheimer’s Association, Fairfield County Walk to End Alzheimer’s
- Coach — Stand Beside Them, Inc.

## **EDUCATION**

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**PhD, Human Development & Organizational Systems** — Fielding Graduate University (Expected 2029)

*Research focus: inclusive leadership.*

**MBA, Management of Technology** — University of Connecticut School of Business, 1998

**B.S., Marketing** — Quinnipiac University, 1990

**AI Strategy Certificate & Business Strategy Certificate** — Cornell University, 2025

**Mastery Certificate, Cultivating Cultures of Inclusion & High Performance** — SDS Global Enterprises, 2020

**Developing and Delivering Diversity and Inclusion Training** — ILR School, Cornell University, 2015

## **PROFESSIONAL CERTIFICATIONS**

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- PCC — Professional Certified Coach, ICF
- CPCC — Certified Professional Co-Active Coach
- PMP — Project Management Professional, PMI
- WBE / WOSB — Women Business Enterprise (WBENC)
- Shift Positive 360® Certification
- IDI Qualified Administrator, IDI LLC
- Certified eCornell Facilitator
- Mental Health First Aid Certified
- MBE — Certified Minority Business Enterprise (GNEMSDC)

## **PROFESSIONAL AFFILIATIONS**

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Goldman Sachs One Million Black Women in Business — Alumni • Morgan Stanley Small Business Academy — Participant • Greater Norwalk Chamber of Commerce — Member of the Month Honoree • ICF Connecticut — Member • Project Management Institute — Member



**CITY OF NORWALK**  
**Tax Collector's Office**  
**Department of Finance**  
125 East Avenue Room 105  
Norwalk, CT 06851  
Phone: 203- 854-7731 (main line)  
Fax: 203-854-7770

To: Mayor Barbara Smyth; Board of Estimate and Taxation; Finance and Claims Committee  
From: Lisa Biagiarelli, Tax Collector  
Date: March 9, 2026  
Re: Tax Collector's Narrative for **February 2026** End of Month report

As of the end of February 2026, having completed eight out of twelve months of the fiscal year, we collected more than \$381 million against our (now) \$392 million adjusted levy. As of the end of February 2026, our current collection rate for all tax types was **97.33%**. We also collected **97.99%** of our nearly \$20 million adjusted sewer use levy, more than \$19.6 million, and 80.6% of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA. Compared with the prior fiscal year, we ended February very slightly ahead of last year for collection of taxes (.26%), but down very slightly for sewer use (-0.09%) and down for the IPP fee (-4.45%) as well.

Through the month of February 2026, we also collected an additional \$4.8 million in past due taxes, interest and fees. This amount is (net) \$1.1 million less than what had been collected in back taxes during the first eight months of the immediately prior fiscal year. Our office is scheduled to hold a large tax sale on Monday, July 13, 2026 that will focus primarily on past due taxes. We should see back tax collections continue to climb as we make process toward the sale later this spring.

Since June 2024, the tax collector's office has been responsible for billing and for collecting a monthly municipal tax on gross receipts from cannabis sales within Norwalk. The tax rate is 3% of gross sales, and the tax is paid by all cannabis retailers, hybrid retailers and micro cultivators. From April 2024 through the end of the month of February 2026, we have collected \$564,202.11 in municipal cannabis tax. We include cannabis tax receipts in a one-line notation at the bottom of our monthly reports.

Our delinquent tax collector continues to work with the Department of Health to identify establishments with past due taxes that need to be brought current to renew a health permit. Food establishment health permits, which encompass restaurants, bakeries, groceries, mini-markets and so on, renewed January 1 in Norwalk. There were dozens of establishments that owe past due taxes that should not be able to renew without paying their prior years' back taxes. She also continues filing Uniform Commercial Code (UCC-1) liens with the office of the Secretary of the State of Connecticut to secure payment of past due business personal property taxes.

Our third-party collection agency continues to bill on our behalf for suspended motor vehicle accounts. Through the end of February 2026, in conjunction with their efforts, we have collected \$1,584,490 in past due motor vehicle taxes and interest *due directly to the City*. This agency's fees are charged *in addition to* the taxes and interest due to the City and are paid by the taxpayers who owe the past due bills. We collect what is due to us in full, and do not sacrifice any of what is due to the City. We began working with this company in December 2022.

In mid-August 2025, our office issued the first set of tax bills for new motor vehicle accounts added by the Assessor's office in conjunction with Municipal Tax Services (MTS), the vendor contracted by the city to identify unregistered or out of state motor vehicles garaged in Norwalk. The first set of 528 bills had a pay-by date of September 12, 2025. To date, we have added a total receivable (net) of \$143,440.77. Through the end of January 2026, we had collected \$125,519.69. Norwalk retained \$68,883.68 in taxes and interest, and we paid MTS \$56,636.01, which includes a flat fee of \$50 per vehicle, as well as a portion (approximately 38%) of the newly

billed / receivable tax and interest amount. We expect to issue another billing soon based on their subsequent activity.

Our second installment collection period on February 2, 2026, and we concluded processing and posting payments by the second week of February. Delinquent notices, called demand for payment and intent to lien notices, are being mailed this week to those who owe past due real estate and business personal property taxes. Notices for past due motor vehicle taxes will be sent later this month. We anticipate filing lien continuing certificates on unpaid real estate tax accounts during the first week of April 2026.

We are still in the process of changing our online and IVR (pay by phone) payment provider in accordance with the contract that was approved by the City Council in the fall of 2025. The new vendor will provide a less expensive option for taxpayers who choose this payment method. We also envision potential efficiencies in absorbing the processing fee for the E Check. The law department is still reviewing the proposed contract between the city and the new vendor. Subsequently, the transition will also be dependent upon our staff and IT department being able to install new equipment and receive training on how to use the new system. I will continue to update city officials on this initiative.

We began work on our 2026 tax sale at the end of December 2025. We anticipate starting with 200+ properties in this sale and hope to collect between \$5-\$7 million. All tax sale work is done by the tax collector's office staff, except for title searches. Performing this work in-house saves our taxpayers from the expense of the considerable legal fees charged by attorneys or state marshals who conduct tax sales on behalf of other municipalities. At the end of December, we sent out an initial letter to more than 120 properties that are scheduled for inclusion in the 2026 sale due to the number of years in arrears, or the dollar amount owed. Through the end of February, we have already collected more than \$1.1 million since that mailing. I will provide updates on the sale in the coming months. Now that we have concluded the second installment collection period, we will re-examine our sale criteria, and produce a new sale list. We anticipate the official list to be posted by the last week of April or the first week of May, 2026.

We will depend upon the continued support of policy makers, including members of the City Council and the Administration as we pursue our enforcement initiatives such as the tax sale. Maintaining a high tax collection rate through consistent enforcement allows for a fairer distribution of the tax burden. Maintaining a high current and back tax collection rate allows the budget making authority to set lower mill rates, as there can be less of an allowance for "uncollectible" taxes - taxes not timely paid when billed. Conversely, a lower collection rate, and less efficient tax collection, would require higher mill rates, and a correspondingly higher tax levy to be borne by all taxpayers. This principle inspires all our billing and tax collection enforcement activities and remains in sharp focus as the FYE 2027 budget cycle progresses.

TAX COLLECTOR'S REPORT  
FEBRUARY 2026

FISCAL YEAR 2025-2026  
(2024 GRAND LIST)

ADJ. TAX COLLECTIONS

ORIGINAL LEVY	JUN 25 - FEB 26	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$19,621,713.02	89.63%	\$19,455,078.72	(\$166,634.30)	90.40%
AUTOMOBILE-SUPPLEMENTAL	\$3,115,978.84	71.53%	\$3,098,709.00	(\$17,269.84)	71.92%
PERSONAL PROPERTY	\$28,666,103.44	94.06%	\$28,489,091.85	(\$177,011.59)	94.65%
REAL ESTATE	\$340,880,548.34	98.22%	\$341,021,364.99	\$140,816.65	98.18%
<b>TOTAL TAX</b>	<b>\$392,284,343.64</b>	<b>97.27%</b>	<b>\$392,064,244.56</b>	<b>(\$220,099.08)</b>	<b>97.33%</b>
SEWER USE	\$19,835,102.00	98.91%	\$20,020,112.00	\$185,010.00	97.99%
IPP FEE	\$181,250.00	81.38%	\$182,999.66	\$1,749.66	80.60%

FISCAL YEAR 2024-2025  
(2023 GRAND LIST)

ORIGINAL LEVY	JUN 24 - FEB 25	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$30,485,520.62	88.15%	\$30,048,690.24	(\$436,830.38)	89.43%
AUTOMOBILE-SUPPLEMENTAL	\$4,617,948.35	74.42%	\$4,592,244.99	(\$25,703.36)	74.84%
PERSONAL PROPERTY	\$24,660,647.62	94.44%	\$24,552,774.89	(\$107,872.73)	94.86%
REAL ESTATE	\$314,512,159.95	97.75%	\$312,744,972.01	(\$1,767,187.94)	98.31%
<b>TOTAL TAX</b>	<b>\$374,276,276.54</b>	<b>96.47%</b>	<b>\$371,938,682.13</b>	<b>(\$2,337,594.41)</b>	<b>97.07%</b>
SEWER USE	\$19,044,215.00	97.79%	\$18,987,820.50	(\$56,394.50)	98.09%
IPP FEE	\$167,750.00	100.14%	\$197,499.52	\$29,749.52	85.06%

TAX DIFFERENCE 2024 G.L. vs. 2023 G.L.  
INCREASE/(DECREASE)

	\$18,008,067.10	\$20,545,652.25	0.81%	\$20,125,562.43	\$2,117,495.33	0.26%
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SEWER DIFFERENCE 2024 G.L. vs. 2023 G.L.  
INCREASE/(DECREASE)

	\$790,887.00	\$994,316.75	1.11%	\$1,032,291.50	\$241,404.50	-0.09%
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IPP DIFFERENCE 2024 G.L. vs. 2023 G.L.  
INCREASE/(DECREASE)

	\$13,500.00	(\$20,483.99)	-18.76%	(\$14,499.86)	(\$27,999.86)	-4.45%
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BACK TAXES COLLECTED

	FISCAL YR 2025-2026 (JUL 25 - FEB 26)	FISCAL YR 2024-2025 (JUL 24 - FEB 25)	CUR YR vs. PRIOR YR INC/(DEC)
PRIOR TAXES	\$2,927,820.91	\$3,634,506.03	(\$706,685.12)
PRIOR SEWER USE FEE	\$123,501.35	\$156,418.27	(\$32,916.92)
PRIOR IPP FEE	\$5,529.18	\$10,381.57	(\$4,852.39)
<b>TOTAL PRIOR TAX, SEWER &amp; IPP</b>	<b>\$3,056,851.44</b>	<b>\$3,801,305.87</b>	<b>(\$744,454.43)</b>
CURRENT INTEREST	\$565,768.97	\$663,353.22	(\$97,584.25)
PRIOR INTEREST	\$870,441.53	\$1,014,964.17	(\$144,522.64)
SEWER USE FEE INTEREST	\$58,439.70	\$79,632.45	(\$21,192.75)
IPP FEE INTEREST	\$3,977.26	\$6,792.70	(\$2,815.44)
<b>TOTAL INTEREST COLLECTED</b>	<b>\$1,498,627.46</b>	<b>\$1,764,742.54</b>	<b>(\$266,115.08)</b>
PRIOR LIEN FEE	\$9,224.35	\$13,473.43	(\$4,249.08)
CURRENT LIEN FEE	\$0.00	\$0.00	\$0.00
<b>TOTAL LIEN FEE COLLECTED</b>	<b>\$9,224.35</b>	<b>\$13,473.43</b>	<b>(\$4,249.08)</b>
MISC FEES COLLECTED**	\$301,099.42	\$444,186.98	(\$143,087.56)
<b>TOTAL PRIOR TAX, ALL INTEREST &amp; ALL FEES</b>	<b>\$4,865,802.67</b>	<b>\$6,023,708.82</b>	<b>(\$1,157,906.15)</b>
<b>TOTAL TAX BILLED/PAID ON GROSS RECEIPTS FROM CANNABIS SINCE 05/24</b>	<b>\$</b>	<b>\$</b>	<b>564,202.11</b>

**AGENDA**

**CLAIMS COMMITTEE MEETING**

**MAR 12<sup>TH</sup>**

**REFUNDS PROCESSED CLAIMS COMMITTEE**

**APPROVED BY TAX COLLECTOR**

**PAY TO: BILL No & AMOUNT REFUNDED REASON**

**MOTOR VEHICLE**

ALBANO GEORGE S	24-MV-301305 \$350.00	OVERPAYMENT
BACA-RIVERA JOSE M	24-MV-303959 \$70.11	PRORATION
BAYLES ZACHARY S	23-MV-305186 \$133.09 + \$19.96	ABATEMENT
BRADLEY LESLIE	24-MV-411030 \$34.03	PRORATION
CAPORRINO GERD	24-MV-376718 \$88.35	PRORATION
CARSWELL DONNA	24-MV-310317 \$97.71	OVERPAYMENT
CCAP AUTO LEASE LTD	23/24-MV-SEE ATTACHED \$1,018.25	PRORATION
CLARKE DENISE L	24-MV-312852 \$143.11	PRORATION
DAIMLER TRUST	24-MV-315605 \$261.03	PRORATION
DAIMLER TRUST	24-MV-315613 \$828.81	PRORATION
DEJESUS JARELYS M	24-MV-316642 \$130.00	OVERPAYMENT
DELONG BRITTANY K	23-MV-317406 \$125.90	OVERPAYMENT
FEDOR MARGARET	24-MV-321943 \$15.00	OVERPAYMENT
FINANCIAL SER VEH TRUST	24-MV-322631 \$441.08	PRORATION
GOODMAN ROGER & SHARON	24-MV-403906 \$455.18	PRORATION
HANDRINOS CHRIS P	23-MV-329806 \$72.39 + \$7.60 INT	ABATEMENT
HONDA LEASE TRUST	23-MV-406110 \$316.46	PRORATION
	24-MV-331234 \$622.36	PRORATION
HONDA LEASE TRUST	24-MV-SEE ATTACHED \$1,493.61	PRORATION
HYUNDAI LEASE TITLING TRUST	24-MV-332371 \$268.47	PRORATION
JIRON BRYAN N	24-MV-408291 \$29.72	PRORATION
JP MORGAN CHASE BANK	24-MV-SEE ATTACHED \$354.00	PRORATION

KASPARIS GEORGE	24-MV-335988	\$125.00	OVERPAYMENT
MAFCOTE INC	24-MV-341675	\$29.08	PRORATION
MARTINEZ ROMERO ADAN	24-MV-343098	\$70.73 + \$7.42 INT	PRORATION
MCRAE SHENIKA D	24-MV-344586	\$116.15	OVERPAYMENT
MCRAE JANAI A	24-MV-344582	\$15.00	OVERPAYMENT
MCKEOUGH SUSAN & JOANNE	23-MV-345182	\$57.85	PRORATION
NISSAN MOTOR ACCEPTANCE CORP	24-MV-349506	\$316.80	PRORATION
NISSAN MOTOR ACCEPTANCE CORP	24-MV-349521	\$114.64	PRORATION
NISSAN NORTH AMERICA INC	23/24-MV-SEE ATTACHED	\$4,655.41	ABMNT/PROTN
NOTRE DAME CONV HOMES INC	24-MV-410307	\$61.20	ABATEMENT
RESTREPO GUTIERREZ NATALIA	23-MV-357911	\$631.67 + \$18.95 INT	MTS ABATEMENT
	24-MV-357026	\$317.02	MTS ABATEMENT
REYES-MARTINEZ GUSTAVO	22-24-MV-SEE ATTACHED	\$3,183.49	MTS ABATEMENT
SALCEDO-GUDINO JOSE J	24-MV-360277	\$37.38	PRORATION
	24-MV-360280	\$67.80	PRORATION
SANCHEZ GARCIA SEBASTIAN D	24-MV-360569	\$362.78	ABATEMENT
STREET CHERYL A	24-MV-306088	\$50.00	OVERPAYMENT
THE ESTATE OF MCGHIE ANGELA	24-MV-344216	\$52.69	PRORATION
TOYOTA LEASE TRUST	24-MV-376145	\$164.07	PRORATION
VW CREDIT LEASING LTD	23/24-MV-SEE ATTACHED	\$5,164.22	ABMNT/PROTN

## PERSONAL PROPERTY

CAFE DOLCE			
345 MAIN AVE			
141630	23-PP-200423	\$189.66	CHANGE DUE TO AUDIT

LBB SPECIALTIES

601 MERRITT 7

135493

24-PP-201439 \$6,897.60 + \$310.39 INT

ABATEMENT

## REAL ESTATE

BPC CAPITAL MANAGEMENT V LLC

85 EAST AVENUE

1-62-3-0

24-RE-103528 \$9,792.10

PAID IN ERROR

CABLEVISION OF LITCHFIELD INC

28 CROSS STREET & 23 JEFFERSON STREET

1-73-11-0

24-RE-104186 \$1,598.25

OVERPAYMENT

1-74-1-0

24-RE-107187 \$1,862.75

OVERPAYMENT

LOURENCO ROBERT & LUCY

95 WEED AVE

5-59-5-0

24-RE-109761 \$5,197.30

DUPLICATE PAYMENT

SICHLER RONALD & PATRICIA

170 GILLIES LANE 3/05

5-64-200-3/05

24-RE-124350 \$3,107.32

PAID IN ERROR

SMOLAR ANDRIKO LAW GROUP

286 HIGHLAND AVE

5-81-224-0

24-RE-111927 \$1,209.84

OVERPAYMENT

# SPECIAL REQUEST

BPC CAPITAL MANAGEMENT V LLC

87 EAST AVENUE

1-62-4-0

24-RE-103529 \$10,598.17

PAID IN ERROR

SIX-ONE-SEVEN CONN AVE ASSOC

617 CONNECTICUT AVE

5-72-28-0

24-RE-124611 \$33,288.89

DUPLICATE PAYMENT

WAYLAND PATRICK S & SARAH

11 LEDGE ROAD

6-32B-34-0

24-RE-128018 \$13,489.99

DUPLICATE PAYMENT

**\*MTS SAYS VEHICLE SHOULD BE TAXED BY STAMFORD, DMV SAYS VEHICLE IS REGISTERED IN NORWALK\***

**Inquiry Report**

NORWALK TAX COLLECTOR

Interest Date : 02/19/2026

Page : 1

Bill# Name  
 Unique\_id Address  
 Dist City/State/Zip

Prop Loc/Veh. Info./Plan-Sew  
 MBL/LINK #  
 Flags

TOT Inst  
 TOT Adj  
 TOT Paid

Tax Due  
 Int Due  
 L/F/Bint Due

Balance  
 Due Now  
 Discount

2023-03-0311247-00	CCAP AUTO LEASE LTD	AA51876/1C4RJFBG6LC445511/2020/JEEP/GRAND CH	693.02	-404.03	-404.03
311247	1601 ELM ST	LINK # 2023-MV-0046110	-404.03	0.00	-404.03
M006	DALLAS TX 75201	Back Taxes/Bank - M006/DWV CIVLS: 140270-5994678-Y	693.02	0.00	0.00

2023-03-0311286-00	CCAP AUTO LEASE LTD	AP80398/1C4RJFBG5MC759413/2021/JEEP/GRAND CH	699.84	-524.88	-524.88
311286	1601 ELM ST	LINK # 2023-MV-0046113	-524.88	0.00	-524.88
M006	DALLAS TX 75201	Back Taxes/Bank - M006/DWV CIVLS: 140270-6312848-Y	699.84	0.00	0.00

2024-03-0311109-00	CCAP AUTO LEASE LTD	BG20268/1C6HJTFG4NL103828/2022/JEEP/GLADIATO	535.04	-89.34	-89.34
311109	1601 ELM ST	LINK # 2024-MV-0049084	-89.34	0.00	-89.34
M007	DALLAS TX 75201	Back Taxes/Bank - M007/DWV CIVLS: 140270-6641625-Y	535.04	0.00	0.00

<b># Of Acct (s) : 3</b>			<b>1,927.90</b>	<b>-1,018.25</b>	<b>-1,018.25</b>
			<b>-1,018.25</b>	<b>0.00</b>	<b>-1,018.25</b>
			<b>1,927.90</b>	<b>0.00</b>	<b>0.00</b>

**Inquiry Report**

Bill#  
Unique\_id  
Dist

NORWALK TAX COLLECTOR  
Name  
Address  
City/State/Zip

Interest Date : 02/11/2026  
Prop Loc/Veh. Info./Plan-Sew  
MBL/LINK #  
Flags

Page : 1

TOT Inst  
TOT Adj  
TOT Paid  
L/F/Bint Due  
Balance  
Due Now  
Discount

2024-03-0331138-00	HONDA LEASE TRUST	8820KV/5FNYF6H26NB071965/2022/HONDA/PILOT SE	513.26	-85.71	-85.71
331138	11675 GREAT OAKS WAY SUITE 200	LINK # 2024-MV-0049277	-85.71	0.00	-85.71
M020	ALPHARETTA GA 30022	Bank - M020/DMV CIVLS: 139794-6779974-Y	513.26	0.00	0.00
2024-03-0331240-00	HONDA LEASE TRUST	AL42448/19XFL2H81RE003145/2024/HONDA/CIVIC SP	365.20	-121.62	-121.62
331240	11675 GREAT OAKS WAY SUITE 200	LINK # 2024-MV-0049313	-121.62	0.00	-121.62
M020	ALPHARETTA GA 30022	Bank - M020/DMV CIVLS: 139794-7271433-Y	365.20	0.00	0.00
2024-03-0331339-00	HONDA LEASE TRUST	AV65945/5FNYF6H22NB014100/2022/HONDA/PILOT SE	513.26	-427.55	-427.55
331339	11675 GREAT OAKS WAY SUITE 200	LINK # 2024-MV-0049261	-427.55	0.00	-427.55
M020	ALPHARETTA GA 30022	Bank - M020/DMV CIVLS: 139794-6471324-Y	513.26	0.00	0.00
2024-03-0331385-00	HONDA LEASE TRUST	AZ88914/5FNYF8H56LB016788/2020/HONDA/PASSPORT	414.04	-379.68	-379.68
331385	11675 GREAT OAKS WAY SUITE 200	LINK # 2024-MV-0049257	-379.68	0.00	-379.68
M020	ALPHARETTA GA 30022	Bank - M020/DMV CIVLS: 139794-5979803-Y	414.04	0.00	0.00
2024-03-0331410-00	HONDA LEASE TRUST	BC04751/5J8YD8H97NL000819/2022/ACURA/MDX TYPE	821.70	-479.05	-479.05
331410	11675 GREAT OAKS WAY SUITE 200	LINK # 2024-MV-0049267	-479.05	0.00	-479.05
M020	ALPHARETTA GA 30022	Bank - M020/DMV CIVLS: 139794-6585733-Y	821.70	0.00	0.00

# Of Acct (s) : 5

2,627.46  
-1,493.61  
2,627.46

-1,493.61  
0.00  
-1,493.61  
0.00

*2nd request*

FEB 11 2026

Bill#      Name      Prop Loc/Veh. Info./Plan-Sew      TOT Inst      Tax Due      Balance  
 Unique\_id      Address      MBL/LINK #      TOT Ad1      Int Due      Due Now  
 Dist      City/State/zip      Flags      TOT Paid      L/F/Bint Due      Discount

2024-03-0334942-00      JP MORGAN CHASE BANK NA      421VBE/JF2SKAJC4PH549831/2023/SUBAR/FORESTER      405.24      -132.00      -132.00  
 334942      PO BOX 901098      LINK # 2024-MV-0049471      -132.00      0.00      -132.00  
 M022      FORT WORTH TX 76101-2098      Bank - M022/DMV CIVLS: 140211-7269517-Y      405.24      0.00      0.00

2024-03-0335120-00      JP MORGAN CHASE BANK NA      AW80696/SALMR2SU9NA205628/2022/LAND/RANGE RO      967.12      -161.50      -161.50  
 335120      PO BOX 901098      LINK # 2024-MV-0049426      -161.50      0.00      -161.50  
 M022      FORT WORTH TX 76101-2098      Bank - M022/DMV CIVLS: 140211-6365864-Y      967.12      0.00      0.00

2024-03-0335462-00      JP MORGAN CHASE BANK NA      BR62960/JF2GUADC8RH382520/2024/SUBAR/CROSSSTRE      362.34      -60.50      -60.50  
 335462      PO BOX 901098      LINK # 2024-MV-0049485      -60.50      0.00      -60.50  
 M022      FORT WORTH TX 76101-2098      Bank - M022/DMV CIVLS: 140211-7515570-Y      362.34      0.00      0.00

# Of Acct (s) : 3

1,734.70      -354.00      -354.00  
 -354.00      0.00      -354.00  
 1,734.70      0.00      0.00

*2nd*  
*Ngwe J*

**FEB 17 2026**

Bill#      Name      Address      City/State/Zip      Prop Loc/Veh. Info./Plan-Sew      MBL/LINK #      Flags

2023-03-0350221-00      NISSAN INFINITI LT LLC      P O BOX 254648      SACRAMENTO CA 95865      AY03437/JN8AT2W5LW117978/2020/NISSA/ROGUE S      LINK # 2023-MV-0046501      Bank - M046/DMV CIVLS: 139836-5744387-Y      TOT Inst      Tax Due      Balance

350221      P O BOX 254648      SACRAMENTO CA 95865      AY47987/SN1DL0MM2LC537568/2020/INFIN/QX60 LUX      LINK # 2023-MV-0046503      Bank - M046/DMV CIVLS: 139836-5994971-Y      TOT Adj      Int Due      Due Now

2023-03-0350241-00      NISSAN INFINITI LT LLC      P O BOX 254648      SACRAMENTO CA 95865      A280146/3PCAJSBB9MF112834/2021/INFIN/QX50 LUX      LINK # 2023-MV-0046504      Bank - M046/DMV CIVLS: 139836-6149890-Y      TOT Paid      L/F/B/Int Due      Discount

350252      P O BOX 254648      SACRAMENTO CA 95865      A288134/JN1EV7AR3MM750944/2021/INFIN/Q50 PURE      LINK # 2023-MV-0046504      Bank - M046/DMV CIVLS: 139836-6142200-Y      660.56      -219.98      -219.98

2023-03-0350255-00      NISSAN INFINITI LT LLC      P O BOX 254648      SACRAMENTO CA 95865      BA11034/SN1DR2BMO1C605766/2020/NISSA/PATRFIND      LINK # 2023-MV-0046504      Bank - M046/DMV CIVLS: 139836-6024211-Y      538.51      -493.81      -493.81

350258      P O BOX 254648      SACRAMENTO CA 95865      BA52582/1N4BL4DW7PN361301/2023/NISSA/ALTIMA S      LINK # 2023-MV-0046505      Bank - M046/DMV CIVLS: 139836-6995809-Y      538.51      0.00      0.00

2023-03-0350267-00      NISSAN INFINITI LT LLC      P O BOX 254648      SACRAMENTO CA 95865      BJ37108/1N4AA6EV9PC501332/2023/NISSA/MAXIMA S      LINK # 2023-MV-0046518      Bank - M046/DMV CIVLS: 139836-6833844-Y      982.24      -108.51      -108.51

350398      P O BOX 254648      SACRAMENTO CA 95865      BJ66844/1N4BL4CV9PN342063/2023/NISSA/ALTIMA S      LINK # 2023-MV-0046520      Bank - M046/DMV CIVLS: 139836-6916984-Y      982.24      -164.02      -164.02

2023-03-0350415-00      NISSAN INFINITI LT LLC      P O BOX 254648      SACRAMENTO CA 95865      BJ87466/1N6ED1EK1PN607058/2023/NISSA/FRONTIER      LINK # 2023-MV-0046521      Bank - M046/DMV CIVLS: 139836-6898186-Y      631.67      0.00      0.00

350415      P O BOX 254648      SACRAMENTO CA 95865      BK00059/3N1AB8DV1NY310533/2022/NISSA/SENTRA S      LINK # 2023-MV-0046521      Bank - M046/DMV CIVLS: 139836-6943946-Y      859.54      -52.42      -52.42

2023-03-0350422-00      NISSAN INFINITI LT LLC      P O BOX 254648      SACRAMENTO CA 95865      BK32608/3N1AB8DV3NY314406/2022/NISSA/SENTRA S      LINK # 2023-MV-0046522      Bank - M046/DMV CIVLS: 139836-6962107-Y      631.67      -143.54      -143.54

350422      P O BOX 254648      SACRAMENTO CA 95865      BK00059/3N1AB8DV1NY310533/2022/NISSA/SENTRA S      LINK # 2023-MV-0046521      Bank - M046/DMV CIVLS: 139836-6943946-Y      859.54      -143.54      -143.54

2023-03-0350433-00      NISSAN INFINITI LT LLC      P O BOX 254648      SACRAMENTO CA 95865      BK32608/3N1AB8DV3NY314406/2022/NISSA/SENTRA S      LINK # 2023-MV-0046522      Bank - M046/DMV CIVLS: 139836-6962107-Y      560.26      -93.55      -93.55

309.98      -309.98      NOV 18 2025      -309.98      0.00

2024-03-0349480-00	NISSAN INFINITI LT LLC	BA52562/1N4BL4DM7PN361301/2023/NISSA/ALTIMA S	361.24	-361.24	-361.24
349480	P O BOX 254648	LINK # 2024-MV-0049533	-361.24	0.00	-361.24
M025	SACRAMENTO CA 95865	Back Taxes/Bank - M025/DWV CIVLS: 139836-6995809-Y	361.24	0.00	0.00
2024-03-0349558-00	NISSAN INFINITI LT LLC	BJ37108/1N4AA6EV9PC501332/2023/NISSA/MAXIMA S	566.72	-566.72	-566.72
349558	P O BOX 254648	LINK # 2024-MV-0049526	-566.72	0.00	-566.72
M025	SACRAMENTO CA 95865	Back Taxes/Bank - M025/DWV CIVLS: 139836-6833844-Y	566.72	0.00	0.00
2024-03-0349566-00	NISSAN INFINITI LT LLC	BJ52362/5N1DR3CCXPC200032/2023/NISSA/PATHEFIND	567.16	-520.08	-520.08
349566	P O BOX 254648	LINK # 2024-MV-0049527	-520.08	0.00	-520.08
M025	SACRAMENTO CA 95865	Back Taxes/Bank - M025/DWV CIVLS: 139836-6853249-Y	567.16	0.00	0.00
2024-03-0349573-00	NISSAN INFINITI LT LLC	BJ66844/1N4BL4CV9PN342063/2023/NISSA/ALTIMA S	359.92	-359.92	-359.92
349573	P O BOX 254648	LINK # 2024-MV-0049530	-359.92	0.00	-359.92
M025	SACRAMENTO CA 95865	Back Taxes/Bank - M025/DWV CIVLS: 139836-6916984-Y	359.92	0.00	0.00
2024-03-0349616-00	NISSAN INFINITI LT LLC	BL40118/3N1AB8CVXPY270053/2023/NISSA/SENTRA S	277.20	-161.61	-161.61
349616	P O BOX 254648	LINK # 2024-MV-0049540	-161.61	0.00	-161.61
M025	SACRAMENTO CA 95865	Back Taxes/Bank - M025/DWV CIVLS: 139836-7058951-Y	277.20	0.00	0.00
<b># Of Acct (s) : 17</b>			<b>9,794.73</b>	<b>-4,655.41</b>	<b>-4,655.41</b>
			<b>-4,655.41</b>	<b>0.00</b>	<b>-4,655.41</b>
			<b>9,794.73</b>	<b>0.00</b>	<b>0.00</b>

NOV 18 2025

Bill# Unique\_id Dist Name Address City/State/Zip Prop Loc/Veh. Info./Plan-Sew MBL/LINK # Flags TOT Inst TOT Adj TOT Paid L/F/Bint Due Tax Due Int Due Balance Due Now Discount

2022-03-0357171-00 REYES-MARTINEZ GUSTAVO A AM00793/IGTEK19J982190180/2008/GMC/SIERRA K 222.35 -222.35 -222.35 222.35 0.00 -222.35 -222.35  
 357171 70 MAPLE ST LINK # 2022-WV-0028117 /DMV CIVILS: 4680162-1047711-0N 614.21 -614.21 -614.21 614.21 0.00 -614.21 -614.21  
 2022-03-0357172-00 REYES-MARTINEZ GUSTAVO A C147062/IGCWGAFPP8J1314443/2018/CHEVR/EXPRESS 614.21 -614.21 -614.21 614.21 0.00 -614.21 -614.21  
 357172 70 MAPLE ST LINK # 2022-WV-0028117 /DMV CIVILS: 4680162-5375044-0N 614.21 -614.21 -614.21 614.21 0.00 -614.21 -614.21

2022-03-0377296-00 REYES-MARTINEZ GUSTAVO A APS1204/STDDK3DC3FS098576/2015/TOYOT/SIENNA X 0.00 -456.40 -456.40 456.40 0.00 -456.40 -456.40  
 377296 70 MAPLE ST /DMV CIVILS: 4680162-2762080-0N 456.40 0.00 -456.40 0.00 0.00 -456.40 0.00

2023-03-0358080-00 REYES-MARTINEZ GUSTAVO A AM00793/IGTEK19J982190180/2008/GMC/SIERRA K 197.03 -197.03 -197.03 197.03 0.00 -197.03 -197.03  
 358080 70 MAPLE ST LINK # 2023-WV-0034931 /DMV CIVILS: 4680162-1047711-N 197.03 0.00 -197.03 0.00 0.00 -197.03 0.00

2023-03-0377347-00 REYES-MARTINEZ GUSTAVO A APS1204/STDDK3DC3FS098576/2015/TOYOT/SIENNA X 0.00 -441.94 -441.94 441.94 0.00 -441.94 -441.94  
 377347 70 MAPLE ST /DMV CIVILS: 4680162-2762080-0N 441.94 0.00 -441.94 0.00 0.00 -441.94 0.00

2023-03-0377353-00 REYES-MARTINEZ GUSTAVO A C147062/IGCWGAFPP8J1314443/2018/CHEVR/EXPRESS 0.00 -624.27 -624.27 624.27 0.00 -624.27 -624.27  
 377353 70 MAPLE ST /DMV CIVILS: 4680162-5375044-0N 624.27 0.00 -624.27 0.00 0.00 -624.27 0.00

2024-03-0357192-00 REYES-MARTINEZ GUSTAVO A AM00793/IGTEK19J982190180/2008/GMC/SIERRA K 91.30 -68.49 -68.49 91.30 0.00 -68.49 -68.49  
 357192 70 MAPLE ST LINK # 2024-WV-0037154 Back Taxes/DMV CIVILS: 4680162-1047711-N -91.30 0.00 -68.49 0.00 0.00 -68.49 0.00

2024-03-0357193-00 REYES-MARTINEZ GUSTAVO A APS1204/STDDK3DC3FS098576/2015/TOYOT/SIENNA X 258.50 -258.50 -258.50 258.50 0.00 -258.50 -258.50  
 357193 70 MAPLE ST LINK # 2024-WV-0037154 Back Taxes/DMV CIVILS: 4680162-2762080-N -258.50 0.00 -258.50 0.00 0.00 -258.50 0.00

2024-03-0357194-00 REYES-MARTINEZ GUSTAVO A C147062/IGCWGAFPP8J1314443/2018/CHEVR/EXPRESS 300.30 -300.30 -300.30 300.30 0.00 -300.30 -300.30  
 357194 70 MAPLE ST LINK # 2024-WV-0037154 Back Taxes/DMV CIVILS: 4680162-5375044-N -300.30 0.00 -300.30 0.00 0.00 -300.30 0.00

# Of Acct (s) : 9 1,683.69 -3,183.49 -3,183.49  
 -1,683.69 0.00 0.00  
 3,183.49 0.00 0.00

JAN 20 2026



**GENERAL DATA REAL ESTATE NORMALK TAX COLLECTOR**

**AS OF 01/30/2026**



BILL NO: 2024-01-0103529  
 UNIQUE ID: 1-62-4-0  
 LINK#

ORIGINAL OWNER: BPC CAPITAL MANAGEMENT V LLC  
 C/O:

FILE# 2025D00064580  
 BANK: 200  
 ESCROW: FORM  
 VOL/PAGE: 8470-84  
 LIEN VOL/PAGE: 1 -  
 DISTRICT: 1 -

ADDRESS: 20 MILL RIVER RD  
 ADDRESS2:  
 CITY ST ZIP: SOUTH SALEM NY 10590  
 COUNTRY:  
 PROP LOC.: 87 EAST AVE  
 EXR PROP LOC:

M/B/L: 1 62 4 0

PLAN CODE: FLO  
 PROP ASSESSED: 708,530  
 EXEMPTIONS:  
 COC CHANGE: 70,853  
 NET VALUE: 779,383  
 MILL RATE: 23.9001

DESCRIPTION:  
 ELD CODE: 0  
 EXMPT CHANGE:

TYPE	CYCLE	DATE	ADJ	TERM/BATCH/SEQ	INST	AMOUNT	INTEREST	LIENS	FEEES	TOTALS
INST1	7	01/28/2026		11/197/63	T	10,598.17	0.00	0.00	0.00	10,598.17
INST2	7	01/22/2026		20/1064/13	T	11,444.87	63.50	0.00	0.00	11,508.37
INST3	2	08/28/2025	10	99/9999/1	T	1,693.40	0.00	0.00	0.00	0.00
INST4	1	07/25/2025		11/165/51	T	9,751.47	0.00	0.00	0.00	9,751.47
TOTAL PAID:						31,794.51	63.50	0.00	0.00	31,858.01

**\*\*\* PAYMENTS \*\*\***

TOWN	SEWER	TOTALS
8,466.97	9,751.47	18,218.44
8,466.97	11,444.87	19,911.84
0.00	1,693.40	1,693.40
0.00	9,751.47	9,751.47
1,693.40	0.00	1,693.40
18,627.34	21,196.34	40,823.68
29,225.51	31,794.51	61,020.02

TOWN	SEWER	TOTAL
0.00	0.00	0.00
0.00	0.00	0.00
0.00	0.00	0.00
0.00	0.00	0.00
-10,598.17	-10,598.17	-21,196.34
-10,598.17	-10,598.17	-21,196.34
-10,598.17	-10,598.17	-21,196.34

**\*\*\* FLAGS \*\*\***  
 Circuit Breaker Amount 0  
 Invalid Address Flag No

Benefit Year 0

*REF PAID  
 MAILED  
 4/30/26*

**GENERAL DATA REAL ESTATE NORMALK TAX COLLECTOR**

**AS OF 02/09/2026**



BILL NO: 2024-01-0124611  
 LINK# 5-72-28-0

ORIGINAL OWNER: SIX-ONE-SEVEN CONN AVE ASSOC  
 C/O: PO BOX 138

BANK: DARIEN CT 06820  
 ESCROW: 909-106  
 VOL/PAGE: 4 -  
 LIEN VOL/PAGE: 617 CONNECTICUT AVE  
 DISTRICT: 4 -

PLAN CODE: FLD  
 PROP ASSESSED: 2,530,570  
 EXEMPTIONS: 0  
 COC CHANGE: 0  
 NET VALUE: 2,530,570  
 MILL RATE: 23.9459

DESCRIPTION: 5 72 28 0  
 ELD CODE: 0  
 EXMPT CHANGE:

**\*\*\* BILLED \*\*\***

TYPE	CYCLE	DATE	ADJ	TERM/BATCH/SEO	INST	AMOUNT	INTEREST	LIENS	FEES	TOTALS
INST1	7	01/23/2026		11/194/157	T	33,288.89	0.00	0.00	0.00	33,288.89
INST2	6	12/19/2025		1/422/21	T	33,288.89	0.00	0.00	0.00	33,288.89
INST3	12	06/30/2025		7/56/30	T	33,288.89	0.00	0.00	0.00	33,288.89
INST4	12	06/30/2025		7/56/29	T	-33,288.89	0.00	0.00	0.00	-33,288.89
ADJS				7/56/28	T	33,288.89	0.00	0.00	0.00	33,288.89
TOT TAX						66,577.78				66,577.78
TOTAL PAID:						99,866.67				99,866.67

**\*\*\* PAYMENTS \*\*\***

TYPE	CYCLE	DATE	ADJ	TERM/BATCH/SEO	INST	AMOUNT	INTEREST	LIENS	FEES	TOTALS
Pmt	7	01/23/2026		11/194/157	T	33,288.89	0.00	0.00	0.00	33,288.89
Pmt	6	12/19/2025		1/422/21	T	33,288.89	0.00	0.00	0.00	33,288.89
Pmt	12	06/30/2025		7/56/30	T	33,288.89	0.00	0.00	0.00	33,288.89
VOID	12	06/30/2025		7/56/29	T	-33,288.89	0.00	0.00	0.00	-33,288.89
Pmt	12	06/30/2025		7/56/28	T	33,288.89	0.00	0.00	0.00	33,288.89
TOTAL PAYMENTS						99,866.67				99,866.67

**TOTAL BALANCE DUE AS OF 02/09/2026**

	TOWN	SEWER	TOTAL
INT DUE	0.00	0.00	0.00
LIEN DUE	0.00	0.00	0.00
FEES DUE	0.00	0.00	0.00
TAX DUE NOW	-33,288.89	0.00	-33,288.89
TOT DUE NOW	-33,288.89	0.00	-33,288.89
BALANCE DUE	-33,288.89	0.00	-33,288.89

**\*\*\* FLAGS \*\*\***

Circuit Breaker Amount 0  
 Invalld Address Flag No  
 Benefit Year 0

REFUND APP  
 ENVAIED 01/02/26

**GENERAL DATA REAL ESTATE NORMALK TAX COLLECTOR**

**AS OF 01/28/2026**



BILL NO: 2024-01-0128018  
 UNIQUE ID: 6-32B-34-0

ORIGINAL OWNER: WAYLAND PATRICK S & SARAH  
 C/O:

LINK#  
 FILE#

ADDRESS: 11 LEDGE RD  
 ADDRESS2:  
 CITY ST ZIP: NORWALK CT 06853  
 COUNTRY:  
 PROP LOC.: 11 LEDGE RD  
 EXR PROP LOC:

BANK: 200  
 ESCROW: FORM  
 VOL/PAGE: 5612-96  
 LIEN VOL/PAGE: 6 -  
 DISTRICT: 6 -

M/B/L: 6 32B 34 0

PLAN CODE: S1  
 PROP ASSESSED: 1,306,470  
 EXEMPTIONS: 127,555  
 COC CHANGE: 6,665  
 NET VALUE: 1,185,580  
 MILL RATE: 22.3924

DESCRIPTION: 0  
 ELD CODE:  
 EXMPT CHANGE:

**\*\*\* BILLED \*\*\***

	TOWN	SEWER	TOTALS
INST1	13,273.99	216.00	13,489.99
INST2	13,273.99	216.00	13,489.99
INST3	0.00	0.00	0.00
INST4	0.00	0.00	0.00
ADUS	0.00	0.00	0.00
TOT TAX	26,547.98	432.00	26,979.98
TOTAL PAID:	40,037.97	432.00	40,469.97

**\*\*\* PAYMENTS \*\*\***

TYPE	CYCLE	DATE	ADJ	TERM/BATCH/SEQ	INST	AMOUNT	INTEREST	LIENS	FEEES	TOTALS
Pmt	7	01/22/2026		11/193/7785	T	13,489.99	0.00	0.00	0.00	13,489.99
Pmt	6	12/24/2025		20/1035/55	T	13,489.99	0.00	0.00	0.00	13,489.99
Pmt	1	07/28/2025		11/167/10577	T	13,489.99	0.00	0.00	0.00	13,489.99
TOTAL PAYMENTS						40,469.97	0.00	0.00	0.00	40,469.97

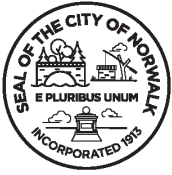
**TOTAL BALANCE DUE AS OF 01/28/2026**

	TOWN	SEWER	TOTAL
INT DUE	0.00	0.00	0.00
LIEN DUE	0.00	0.00	0.00
FEEES DUE	0.00	0.00	0.00
TAX DUE NOW	-13,489.99	0.00	-13,489.99
TOT DUE NOW	-13,489.99	0.00	-13,489.99
BALANCE DUE	-13,489.99	0.00	-13,489.99

**\*\*\* FLAGS \*\*\***

Circuit Breaker Amount: 0  
 Invalid Address Flag: No  
 Last Adjustment Reason: PRORATE  
 Benefit Year: 0

*Handwritten note:*  
 REF REQ  
 MAILED  
 1/29/26



# Transportation Mobility & Parking

CITY OF NORWALK  
Transportation Mobility & Parking  
P: 203-854-7335  
Norwalk City Hall  
125 East Avenue, PO Box 5125  
Norwalk, CT 06856-5125

To: Finance and Claims Committee of the Norwalk City Council

From: Benjamin Yeung, P.E. – Senior Traffic Engineer, Transportation, Mobility, and Parking (TMP)

CC: Chitsamay Lam – Comptroller  
Jared Schmitt – Chief Financial Officer  
Tom Ellis – Director of Management and Budgets  
James Travers – Director, TMP  
Garrett Bolella – Assistant Director, TMP

**Subject: March 2026 Agenda - Authorize the Appropriation of \$400,000 from the Municipal Grant in Aid (Fund 58) for the fiscal year ending June 30, 2026, for the Gregory Boulevard Roundabout Planning Study.**

**Date: March 12, 2026**

---

## **Background:**

The City of Norwalk aims to enhance road safety and mobility for all users – including motorists, bicyclists, and pedestrians. For years, local residents have called for action on addressing issues at the intersection around the Roger Ludlow Monument in East Norwalk and have voiced their concerns with Fifth Street operations. Public comments listing issues with this area were noted in the development of Norwalk’s 2022 Transportation Master Plan. Furthermore, we have a letter of support for our proposed improvements which was submitted by the Norwalk Bike-Walk Commission.

The issues include:

### **1. Non-standard circular intersection:**

The intersection of Gregory Boulevard, Marvin Street, and Fifth Street encircles Roger Ludlow Monument and serves as a gateway to the Marvin Beach neighborhood and to the major recreational destination of Calf Pasture Beach. However, the current intersection configuration lacks marked pedestrian crosswalks on some approaches and safe cyclist crossings. It also contains a lot of underutilized paved area, which leads to high vehicle turning speeds and a more treacherous environment for vulnerable road users. Finally, the intersection’s traffic control devices, including stop signs on some approaches and none on others, and a yield sign for the eastbound left turn from Fifth Street onto Gregory Blvd are not in accordance with a typical modern roundabout, leading to confusion among drivers on who has right-of-way. Past efforts to rectify this were not successful, so it was concluded that properly reconstructing the intersection as a modern roundabout would be the only way to make the changes to typical roundabout traffic control more intuitive to drivers.

### **2. Fifth Street traffic concerns:**

Fifth Street between Cove Avenue and Gregory Boulevard is a neighborhood street which also handles higher traffic volumes than nearby parallel streets since it leads directly to Marvin Street and Calf Pasture Beach Road. Fifth Street residents have noted to City staff in the past that the road is frequently used as a cut-through for traffic headed to or from Calf Pasture Beach,

especially in the summer months. This has led to more observations of speeding and calls for traffic calming to a level appropriate for a neighborhood street.

**3. Pedestrian crossings to Ludlow Park across Gregory Blvd:**

Ludlow Park is a popular recreational amenity for the East Norwalk neighborhood, with a baseball/softball field and pickleball courts that are frequently used throughout the year. The park is located on the east side of Gregory Boulevard, while many of the local park users live in the Marvin Beach neighborhood on the west side of Gregory Boulevard. The Marvin Beach Association has called on City staff to address safety concerns with the pedestrian crossings into the park at Roland Avenue and Alden Avenue by improving pedestrian visibility and lowering traffic speeds along Gregory Boulevard.

**4. NRVT and bike access to/from Calf Pasture Beach:**

The Norwalk River Valley Trail (NRVT) is currently routed from Calf Pasture Beach, northward on Calf Pasture Beach Road and straight through the intersection of Marvin Street at Gregory Boulevard onto Fifth Street. However, despite being located so close to the scenic southern end of one of Fairfield County’s longest trails, the NRVT lacks designated off-street facilities in the East Norwalk neighborhood. Calf Pasture Beach is one of the most popular recreational destinations in Norwalk and while there are bike lanes along Calf Pasture Beach Road, there is a lack of a seamless transition through the intersection at Gregory Boulevard, Marvin Street, and Fifth Street, which limits its potential as a bike route that can be safely used by all ages and abilities.

**Project Description:**

To address these various issues, the City has already begun planning and engineering design for the construction of a modern roundabout at the intersection of Gregory Boulevard, Marvin Street, and Fifth Street. Converting the existing non-standard traffic circle into a modern roundabout will improve safety for all road users. Roundabouts are proven to be better than traditional signalized intersections for traffic calming, crash reduction, and are more effective at processing seasonal and special event traffic demands without causing unnecessary delay at other times. Roundabouts are more efficient, environmentally sustainable, and offer smoother traffic flow along a hurricane/flood evacuation route. The proposed design will also safely accommodate pedestrians and bicyclists, while providing a beautiful gateway to the shore in East Norwalk.

Modifications are also proposed at the adjacent intersection of Marvin Street and Calf Pasture Beach Road. To reduce delay on the higher-volume northbound left turn from Calf Pasture Beach Road, the current concept includes curblines changes to keep traffic free-flowing between the west and south legs of the intersection, and to add more green space where Ludlow Manor currently intersects Marvin Street.

The project will also include a shared-use path along Fifth Street (to be signed as the NRVT) with consideration for traffic calming alternatives such as raised intersections or chicanes. The shared-use path would continue towards Calf Pasture Beach Road and wrap around the north and east sides of Ludlow Park. Finally, the project will incorporate new crosswalks on all sides of Ludlow Park with curb extensions or median refuge islands to support pedestrian safety. All new roadway improvements will only utilize the existing public right-of-way.

**Funding and Schedule:**

The City of Norwalk initiated a task order with engineering consultant VHB in November 2022 for an initial feasibility study and engineering design services for the roundabout project. As of now, the feasibility study and concept design have been completed, and the design team is preparing to advance to

preliminary engineering and public engagement. Since the initial task order, the scope of the project has been expanded to include the shared-use path along Fifth Street and the other roadway improvements around Ludlow Park. A task order amendment is needed to advance the roundabout and Fifth Street improvements to “shovel-ready” plans.

To date, the City has received \$850,000 in funding in a Federal earmark secured by Congressman Jim Himes. The additional State appropriation of \$400,000 secured by Senator Bob Duff is requested for acceptance here, and we are confident that utilizing these design funds will greatly improve our ability to obtain any gap funding. Lastly, we are maintaining \$200,000 in capital funding as a grant match for future construction.

**REQUESTED ACTION:**

**Authorize the Appropriation of \$400,000 from the Municipal Grant in Aid (Fund 58) for the fiscal year ending June 30, 2026, for the Gregory Boulevard Roundabout Planning Study.**

Sincerely,



Benjamin Yeung, P.E. – Senior Traffic Engineer, TMP



DEPT OF FINANCE - Purchasing Department

**NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM**

DATE: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_


Procurement by non-competitive proposals may be used only when the award of a contract is infeasible under informal competitive Quotations (§3-204), Informal Competitive Request for Proposals (§3-205), seal bids, or competitive proposals and at least one of the following circumstances applies:

**Check One:**

1	The item is available only from a single source (justification is attached). The provisions of this regulation apply to all sole source procurements unless emergency conditions exist as defined by Purchasing Guideline on Emergency Procurements
2	After solicitation of several sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
3	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
4	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote, and the contract/agreement number)
5	The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation (documented emergency contingency is attached). <b>Please forward this form and supporting documentation within 48 hours of the Emergency</b>
6	Other, please explain:

TOTAL COST: \_\_\_\_\_ MUNIS Account: \_\_\_\_\_

VENDOR: \_\_\_\_\_

Purchasing Agent Signature	The Purchasing Agent		Department Head Signature
	X	Supports	
Purchasing Agent Name		Does Not Support	
Date	X	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Date

**JUSTIFICATION:**

**ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes):** \_\_\_\_\_

**Vendor 1:** \_\_\_\_\_

**Vendor 2:** \_\_\_\_\_

---

**EMERGENCY:** Explain in detail the nature of the emergency

# Invoice

Date 02/13/2026  
 Invoice# **INV482177**  
 Terms Net 30  
 Due Date 07/01/2026  
 Customer ID 10003569

**Bill To**

Yeimy Ballesteros  
 Norwalk Public Schools  
 125 East Avenue Rm 315  
 Norwalk CT 06852  
 United States

**Ship To**

Yeimy Ballesteros  
 Norwalk Public Schools  
 125 East Avenue Rm 315  
 Norwalk CT 06852  
 United States

VAT: #42544564

PO#	Quote#	Sales Rep
Q-784287	Q-160551	Lavanya Hegde

Product Description	Qty	Unit	Tax	Extended Price
SW-NAV-S-NVPMAS: Naviance Premium: Assessment Center for Global Studies Invoice Period: 07/01/2026 - 06/30/2027	281	Students	\$0.00	\$0.00
SW-NAV-S-NVPM: Naviance Premium Center for Global Studies Invoice Period: 07/01/2026 - 06/30/2027	281	Students	\$0.00	\$1,768.87
SW-IS-S-ISSL: PowerSchool Enrollment School Locator Invoice Period: 07/01/2026 - 06/30/2027	1,156	Students	\$0.00	\$1,212.82
SW-REG-S-ENALSP: PowerSchool Enrollment Additional Language - Spanish Invoice Period: 07/01/2026 - 06/30/2027	1	Each	\$0.00	\$704.76
PS-PS-S-PDLS: PD+ Subscription Invoice Period: 07/01/2026 - 06/30/2027	1	Students	\$0.00	\$4,933.25

Thank you for your business

<b>Remit by Check (US Mail Only):</b> POWERSCHOOL GROUP LLC PO BOX 888408 LOS ANGELES, CA 90088-8408	<b>Remit by Check (Courier):</b> LOCKBOX SERVICES POWERSCHOOL GROUP LLC - Box 888408 3440 FLAIR DRIVE, 4th FLOOR EL MONTE, CA 91731	<b>Remit by Wire or ACH:</b> Wells Fargo Bank, NA Account Name: PowerSchool Group LLC ABA Routing No: 121000248 Account No: 4633847017 SWIFT: WFBIUS6S (Include invoice number in transmission)	<b>Customer Service:</b> ar@powerschool.com 888-265-7641 (Toll-Free) 916-357-9934 (Fax)
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Licensee shall be subject to a monthly charge of 1.5% on all amounts not paid when due (18% annually) , or, if a lower maximum rate is established by law, then such lower maximum rate.

Date 02/13/2026  
 Invoice# **INV482177**  
 Terms Net 30  
 Due Date 07/01/2026  
 Customer ID 10003569

Product Description	Qty	Unit	Tax	Extended Price
PS-PS-S-PCMSR: PowerSchool SIS Customizations Maintenance & Support Custom Screen Enhancements Invoice Period: 07/01/2026 - 06/30/2027	1	Each	\$0.00	\$924.98
HS-PS-S-PSSL: PowerSchool SIS Hosting SSL Certificate Invoice Period: 07/01/2026 - 06/30/2027	1	Each	\$0.00	\$416.00
SW-SIS-S-PSEF: PowerSchool Ecollect Forms SaaS Invoice Period: 07/01/2026 - 06/30/2027	11,560	Students	\$0.00	\$23,631.23
SW-NAV-S-NVPMAS: Naviance Premium: Assessment Norwalk High School Invoice Period: 07/01/2026 - 06/30/2027	1,396	Students	\$0.00	\$0.00
SW-NAV-S-NVPM: Naviance Premium Norwalk High School Invoice Period: 07/01/2026 - 06/30/2027	1,396	Students	\$0.00	\$8,787.70
SW-NAV-S-NVPMAS: Naviance Premium: Assessment Brien McMahon High School Invoice Period: 07/01/2026 - 06/30/2027	1,551	Students	\$0.00	\$0.00
SW-NAV-S-NVPM: Naviance Premium Brien McMahon High School Invoice Period: 07/01/2026 - 06/30/2027	1,551	Students	\$0.00	\$9,763.41

Thank you for your business

<b>Remit by Check (US Mail Only):</b> POWERSCHOOL GROUP LLC PO BOX 888408 LOS ANGELES, CA 90088-8408	<b>Remit by Check (Courier):</b> LOCKBOX SERVICES POWERSCHOOL GROUP LLC - Box 888408 3440 FLAIR DRIVE, 4th FLOOR EL MONTE, CA 91731	<b>Remit by Wire or ACH:</b> Wells Fargo Bank, NA Account Name: PowerSchool Group LLC ABA Routing No: 121000248 Account No: 4633847017 SWIFT: WFBIUS6S (Include invoice number in transmission)	<b>Customer Service:</b> ar@powerschool.com 888-265-7641 (Toll-Free) 916-357-9934 (Fax)
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Licensee shall be subject to a monthly charge of 1.5% on all amounts not paid when due (18% annually) , or, if a lower maximum rate is established by law, then such lower maximum rate.

# Invoice

Date 02/13/2026  
 Invoice# **INV482177**  
 Terms Net 30  
 Due Date 07/01/2026  
 Customer ID 10003569

Product Description	Qty	Unit	Tax	Extended Price
SW-NAV-S-NVPMAS: Naviance Premium: Assessment P-TECH Norwalk Invoice Period: 07/01/2026 - 06/30/2027	389	Students	\$0.00	\$0.00
SW-NAV-S-NVPM: Naviance Premium P-TECH Norwalk Invoice Period: 07/01/2026 - 06/30/2027	389	Students	\$0.00	\$2,448.72
SW-PU-S-IPR: PowerSchool Enrollment Registration Invoice Period: 07/01/2026 - 06/30/2027	11,560	Students	\$0.00	\$35,134.26
SW-NAV-S-NVPMAS: Naviance Premium: Assessment Roton Middle School Invoice Period: 07/01/2026 - 06/30/2027	544	Students	\$0.00	\$0.00
SW-NAV-S-NVPM: Naviance Premium Roton Middle School Invoice Period: 07/01/2026 - 06/30/2027	544	Students	\$0.00	\$3,424.43
SW-NAV-S-NVPMAS: Naviance Premium: Assessment West Rocks Middle School Invoice Period: 07/01/2026 - 06/30/2027	678	Students	\$0.00	\$0.00

Thank you for your business

<b>Remit by Check (US Mail Only):</b> POWERSCHOOL GROUP LLC PO BOX 888408 LOS ANGELES, CA 90088-8408	<b>Remit by Check (Courier):</b> LOCKBOX SERVICES POWERSCHOOL GROUP LLC - Box 888408 3440 FLAIR DRIVE, 4th FLOOR EL MONTE, CA 91731	<b>Remit by Wire or ACH:</b> Wells Fargo Bank, NA Account Name: PowerSchool Group LLC ABA Routing No: 121000248 Account No: 4633847017 SWIFT: WFBIUS6S (Include invoice number in transmission)	<b>Customer Service:</b> ar@powerschool.com 888-265-7641 (Toll-Free) 916-357-9934 (Fax)
---	--	--	--

Licensee shall be subject to a monthly charge of 1.5% on all amounts not paid when due (18% annually) , or, if a lower maximum rate is established by law, then such lower maximum rate.

Date	02/13/2026
Invoice#	<b>INV482177</b>
Terms	Net 30
Due Date	07/01/2026
Customer ID	10003569

Product Description	Qty	Unit	Tax	Extended Price
SW-NAV-S-NVPM: Naviance Premium West Rocks Middle School Invoice Period: 07/01/2026 - 06/30/2027	678	Students	\$0.00	\$4,267.95
SW-NAV-S-NVPMAS: Naviance Premium: Assessment Ponus Ridge Middle School Invoice Period: 07/01/2026 - 06/30/2027	679	Students	\$0.00	\$0.00
SW-NAV-S-NVPM: Naviance Premium Ponus Ridge Middle School Invoice Period: 07/01/2026 - 06/30/2027	679	Students	\$0.00	\$4,274.25
HS-PS-S-PSH: PowerSchool SIS Hosting Invoice Period: 07/01/2026 - 06/30/2027	11,560	Students	\$0.00	\$40,885.78
MS-PS-S-PSMSR: PowerSchool SIS Maintenance and Support Invoice Period: 07/01/2026 - 06/30/2027	11,560	Students	\$0.00	\$80,021.09
SW-IS-S-IPUBF: PowerSchool Enrollment School Choice for PS SIS Invoice Period: 07/01/2026 - 06/30/2027	3,000	Students	\$0.00	\$15,120.77
SW-NAV-S-NVPMAS: Naviance Premium: Assessment Nathan Hale Middle School Invoice Period: 07/01/2026 - 06/30/2027	650	Students	\$0.00	\$0.00

Thank you for your business

<b>Remit by Check (US Mail Only):</b> POWERSCHOOL GROUP LLC PO BOX 888408 LOS ANGELES, CA 90088-8408	<b>Remit by Check (Courier):</b> LOCKBOX SERVICES POWERSCHOOL GROUP LLC - Box 888408 3440 FLAIR DRIVE, 4th FLOOR EL MONTE, CA 91731	<b>Remit by Wire or ACH:</b> Wells Fargo Bank, NA Account Name: PowerSchool Group LLC ABA Routing No: 121000248 Account No: 4633847017 SWIFT: WFBIUS6S (Include invoice number in transmission)	<b>Customer Service:</b> ar@powerschool.com 888-265-7641 (Toll-Free) 916-357-9934 (Fax)
---	--	--	--

Licensee shall be subject to a monthly charge of 1.5% on all amounts not paid when due (18% annually) , or, if a lower maximum rate is established by law, then such lower maximum rate.

# Invoice

Date 02/13/2026  
 Invoice# **INV482177**  
 Terms Net 30  
 Due Date 07/01/2026  
 Customer ID 10003569

Product Description	Qty	Unit	Tax	Extended Price
SW-NAV-S-NVPM: Naviance Premium	650	Students	\$0.00	\$4,091.69
Nathan Hale Middle School Invoice Period: 07/01/2026 - 06/30/2027				

## Pay Now

By paying this invoice or continuing to access the services, you agree to renew the services on the same terms and conditions (plus any then-current annual uplift) that govern your access to the services during the immediately preceding subscription period.

Subtotal	Tax Total	Total (USD)
\$241,811.96	\$0.00	\$241,811.96
		Amt. Due (USD)
		<b>\$241,811.96</b>

Thank you for your business

<b>Remit by Check (US Mail Only):</b> POWERSCHOOL GROUP LLC PO BOX 888408 LOS ANGELES, CA 90088-8408	<b>Remit by Check (Courier):</b> LOCKBOX SERVICES POWERSCHOOL GROUP LLC - Box 888408 3440 FLAIR DRIVE, 4th FLOOR EL MONTE, CA 91731	<b>Remit by Wire or ACH:</b> Wells Fargo Bank, NA Account Name: PowerSchool Group LLC ABA Routing No: 121000248 Account No: 4633847017 SWIFT: WFBIUS6S (Include invoice number in transmission)	<b>Customer Service:</b> ar@powerschool.com 888-265-7641 (Toll-Free) 916-357-9934 (Fax)
---	--	--	--

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DEPT OF FINANCE - Purchasing Department

**NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM**

DATE: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_

Procurement by non-competitive proposals may be used only when the award of a contract is infeasible under informal competitive Quotations (§3-204), Informal Competitive Request for Proposals (§3-205), seal bids, or competitive proposals and at least one of the following circumstances applies:

**Check One:**

1	The item is available only from a single source (justification is attached). The provisions of this regulation apply to all sole source procurements unless emergency conditions exist as defined by Purchasing Guideline on Emergency Procurements
2	After solicitation of several sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
3	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
4	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote, and the contract/agreement number)
5	The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation (documented emergency contingency is attached). <b>Please forward this form and supporting documentation within 48 hours of the Emergency</b>
6	Other, please explain:

TOTAL COST: \_\_\_\_\_ MUNIS Account: \_\_\_\_\_

VENDOR: \_\_\_\_\_

Purchasing Agent Signature	The Purchasing Agent		Department Head Signature
	X	Supports	
Purchasing Agent Name		Does Not Support	
Date	X	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Date

**JUSTIFICATION:**

**ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes):** \_\_\_\_\_

**Vendor 1:** \_\_\_\_\_

**Vendor 2:** \_\_\_\_\_

---

**EMERGENCY:** Explain in detail the nature of the emergency



# Quote

Contact Name Cathy Orgovan  
 Account Name Norwalk Public SD (CT, 06852)  
 Bill To 125 East Avenue  
 PO Box 6001  
 Norwalk, United States United States  
 United States

Quote Number 00028442  
 Created Date 2/6/2026  
 Prepared By Chelsea Sree Ramchetty  
 Email chelsea.ramchetty@classlink.com  
 Expiration Date 8/1/2026  
 Subscription Term 8/1/2026 - 7/31/2027  
 Grand Total \$47,918.60

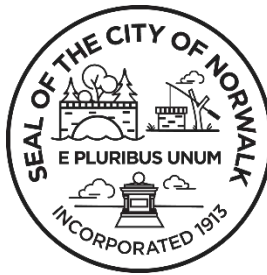
Please note that the ClassLink user count is the combined total of students and full-time teachers.

Product Code	Product	Sales Price	Quantity	Total Price
CL-USER-APLUS	ClassLink Analytics Plus Annual License - per user (501+ users)	\$0.25	12,472.00	\$3,118.00
CL-USER-LP-3	ClassLink Annual License - per user (10,001-15,000 users)	\$3.55	12,472.00	\$44,275.60
CL-USER-AT-BOGO-YR_2	ClassLink AppTrack License - per user (501+ users) - BOGO-Year 2	\$0.00	12,472.00	\$0.00
CL-HOST-OR1	ClassLink Roster Server Annual Hosting (up to 5,000 users)	\$525.00	1.00	\$525.00

Total Price \$47,918.60

Proposal supersedes all other proposals. Email purchase order to [billing@classlink.com](mailto:billing@classlink.com)  
 Remittance Address: ClassLink Inc. P.O.Box 51100 Newark, NJ, 07101

Providing excellent products and services at great cost value to our customers continues to be a key goal at ClassLink. Due to increased costs and our intent to continue to provide quality services, pricing changes have become necessary. The quote above includes the price changes, which are effective 01/01/2025.



DEPT OF FINANCE - Purchasing Department

**NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM**

DATE: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_


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6	Other, please explain:

TOTAL COST: \_\_\_\_\_ MUNIS Account: \_\_\_\_\_

VENDOR: \_\_\_\_\_

Purchasing Agent Signature	The Purchasing Agent	Department Head Signature
X	Supports	
Purchasing Agent Name	Does Not Support	Department Head Name
Date	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Date
X		

**JUSTIFICATION:**

**ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes):** \_\_\_\_\_

**Vendor 1:** \_\_\_\_\_

**Vendor 2:** \_\_\_\_\_

---

**EMERGENCY:** Explain in detail the nature of the emergency



Thank you for choosing CDW. We have received your quote.

# QUOTE CONFIRMATION

**RALPH VALENZISI,**

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

**Convert Quote to Order**

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PTLR438	2/17/2026	PTLR438	7814472	<b>\$61,506.00</b>

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">GWFE PLUS -ANNUAL</a> Mfg. Part#: WS-EDU-PLUS-12M-ANNUAL Electronic distribution - NO MEDIA Contract: MARKET	11200	8522739	\$4.59	\$51,408.00
<a href="#">GWFE PLUS -ANNUAL</a> Mfg. Part#: WS-EDU-PLUS-12M-ANNUAL Electronic distribution - NO MEDIA Contract: MARKET	2200	8522739	\$4.59	\$10,098.00

<b>SUBTOTAL</b>	\$61,506.00
<b>SHIPPING</b>	\$0.00
<b>SALES TAX</b>	\$0.00
<b>GRAND TOTAL</b>	<b>\$61,506.00</b>

PURCHASER BILLING INFO	DELIVER TO
<b>Billing Address:</b> NORWALK PUBLIC SCHOOLS ACCTS PAYABLE PO BOX 6001 NORWALK, CT 06852-6001 <b>Phone:</b> (203) 854-4039 <b>Payment Terms:</b> NET 30 Days-Govt/Ed	<b>Shipping Address:</b> NORWALK PUBLIC SCHOOLS DAVID HOPP 125 EAST AVE DATA PROCESSING DEPT NORWALK, CT 06852 <b>Shipping Method:</b> ELECTRONIC DISTRIBUTION
	<b>Please remit payments to:</b> CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



## Sales Contact Info

**Vincent Mulvihill** | (866) 773-7348 | [vinny@cdwg.com](mailto:vinny@cdwg.com)

### Need Help?



My Account



Support



Call 800.800.4239

[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

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City of Norwalk Online  
125 East Ave.  
Norwalk, CT 06851

PHONE:(203) 854-7806  
EMAIL:[recreation@norwalkct.gov](mailto:recreation@norwalkct.gov)

**Permit #** R3225  
**Status** Tentative  
**Date of Issue** Mar 6, 2026 12:04 PM  
**Expiration Date** Mar 6, 2026

<b>Customer Name</b>	Josh Rosales - 3433	<b>Home Phone Number</b>	(646) 370-3679
<b>Customer Type</b>	General Public	<b>Cell Phone Number</b>	(631) 944-0469
<b>Mailing Address</b>	10 S. LaSalle Street Suite 3500 Chicago, IL 60603	<b>Email Address</b>	<a href="mailto:jrosales@nmma.org">jrosales@nmma.org</a>
<b>System User</b>	Internet User		

Rental Fee	\$3,300.00
Discounts	\$0.00
Subtotal	\$3,300.00
Deposits	\$0.00
Deposit Discounts	\$0.00
<b>Total Permit Fee</b>	<b>\$3,300.00</b>
<b>Total Payment</b>	<b>\$0.00</b>
Refunds	\$0.00
Balance	\$3,300.00

**Norwalk Boat Show** 2 resource(s) 8 booking(s) Subtotal: \$3,300.00

[Booking Summary](#)

Calf Pasture Beach (Event)		Center: Calf Pasture Beach	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Thu, Sep 24, 2026 7:00 AM	Thu, Sep 24, 2026 7:00 PM	1400	\$0.00
Fri, Sep 25, 2026 8:00 AM	Fri, Sep 25, 2026 7:00 PM	1700	\$0.00
Sat, Sep 26, 2026 8:00 AM	Sat, Sep 26, 2026 7:00 PM	2000	\$0.00
Sun, Sep 27, 2026 8:00 AM	Sun, Sep 27, 2026 7:00 PM	2000	\$0.00
Resource level fees			\$2,900.00
Taylor Farm (Event)		Center: Taylor Farm	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Thu, Sep 24, 2026 7:00 AM	Thu, Sep 24, 2026 7:00 PM	1	\$0.00
Fri, Sep 25, 2026 8:00 AM	Fri, Sep 25, 2026 7:00 PM	1	\$0.00
Sat, Sep 26, 2026 8:00 AM	Sat, Sep 26, 2026 7:00 PM	1	\$0.00
Sun, Sep 27, 2026 8:00 AM	Sun, Sep 27, 2026 7:00 PM	1	\$0.00
Resource level fees			\$400.00

[Custom Questions](#)

QUESTION	ANSWER
*Will you require lights? (Fields only)	No
Are you a Non-Profit or 501C3?	No
Are you requesting a tent? Any tent 10x10 or larger needs approval and permit from Code Enforcement Dept.	Yes
Are you using a food truck?	Yes
Are you using the pavilion? (Cranbury, Calf Pasture & Fodor Farm sites only)	No
Do you plan on serving alcohol at your event? (No glass or glass bottles allowed at City parks)	Yes
If so, how many (Up to 2 allowed. Food Trucks not allowed at beach)	Food trucks in Norwalk Cove Marina
Is there a 2nd date in mind or a rain date or location?	No
Number of people attending? (For the groups at the Cranbury Pavilion I, groups of over 70 are required to rent a portajohn)	10,000+
What is the setup time?	9/21 - 23 / 2026 8am-5pm daily
What type of event?	Boat Show - Consumer event
What will you be bringing onto the site? (No helium balloons, confetti or drones allowed on City property)	Consumer parking only
Will the group be going into the water? (Beach permits only)	No
Will the public be invited to the event?	Yes
Will there be music? No amplified music at the beach.	No
Will you be bringing a grill? (Not allowed on grass, propane only)	No
Will you be having portable restrooms?	Yes
Will you be selling food, beverages, goods or wares?	Yes
Will you be using any inflatables? (Bounce houses, climb on and slides strictly prohibited)	No
Will you be using display advertising?	Yes
Will you be using temporary electrical resources?	Yes
Will you have a catering tent? (Gallaher Mansion site only)	No
Will you have over 200 guests- if so police officer will be required.	Yes
Will you need the Showmobile? (Calf Pasture only)	No
Will you solicit contributions at your event?	Yes

### Waivers and Information

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
Facility- Facility Rental Event Application Form	Sep 24, 2026	Josh Rosales	Waiver Signed by: Josh Rosales on Jan 29, 2026

City of Norwalk Recreation & Parks Department Facility Rental Event Application Form

This Contract is further subject to the following covenants and agreements:

- 1.Renter is responsible to ensure that no accumulation of debris or waste or unsafe or hazardous condition is allowed on the premises; that the premises are at all times kept in a safe and clean condition; and that no damage to or destruction of property or the premises itself and its surrounding grounds, roadways and driveways occurs.
- 2.Dogs are strictly prohibited at all beaches, school grounds and parks except Taylor Farm and parts of Cranbury Park. This rule applies to all beaches at all times. Violation of this rule will result in issuance of a \$100 fine.
- 3.The City of Norwalk is not responsible for damage to or loss of Renter's property or that of Renter's licensees, invitees, agents and guests. Renter assumes all risks of damage and loss of its personal property. 4.The Renter may bring the following in or onto the Premises: \*Any tent (structure) 10 X 10 Feet or larger, including but not limited to; additional electrical lighting equipment, which requires a separate permit from the Code Enforcement Department. It is the Renter's responsibility to obtain this permit from Code Enforcement, Room 121 at Norwalk City Hall \*Dunking tanks and other forms of entertainment rentals must be preapproved prior to presenting to the Recreation & Parks subcommittee meeting. At no time will bounce houses be allowed on any city owned properties. Use of such rentals without approval may jeopardize future rental for the person/persons. Any and all rentals, machines, novelties will require a separate Insurance Certificate, which must be obtained prior to the event \*No other furniture, structures; machinery or other equipment shall be brought in or onto the premises without the prior written approval of the City of Norwalk, by the Director of Recreation and Parks \*Open fires are strictly prohibited from all our indoor facilities, tented areas, under pavilions, or on the Great Lawn in Cranbury Park. Items include candles, sparklers, tiki torches, fire pits, etc. Open wood burning grills are prohibited from being used at any City owned property, unless a separate permit is obtained from the Fire Marshall. Propane grills are allowed however they may not exceed 60" in length\*Recreation & Parks strictly prohibits the use of personal or commercial drones at any of the City of Norwalk's properties where private events are taking place. If such usage is reported, appropriate action will be taken immediately and violators will risk disqualification from all future rentals 5.HOLD HARMLESS: Additionally, Renter agrees to indemnify, defend and save harmless the City of Norwalk, it's employees, agents and officials, from and against any and all claims, demands, suits proceedings, liabilities, judgments, financial losses, costs or damages, including attorneys' fees and court costs, on account of bodily injury or death, damage or destruction to property or other financial losses, costs and expenses, of any nature and to any extent which may arise out of or be related in any way to the actions or omissions of the Renter, his or her employees, agents, servants, guests, invitees, or licensees, in connection with Renter's use of the Premises hereunder whether arising directly or indirectly there from. The provisions of this section shall survive the expiration or early termination of this Agreement and shall not be limited in any way by reason of any insurance coverage.
- 6.Renter hereby releases the City of Norwalk, its agents, officers and employees from and against any and all claims it may have at any time arising out of the condition of the Premises or any fixtures or installations thereon 7.ALL POLICIES OF INSURANCE REQUIRED HEREUNDER IN CONNECTION WITH THE ACTIVITIES CONTEMPLATED HEREIN SHOULD INCLUDE A WAIVER OF SUBROGATION 8.The renter is entitled to use only the Premises described herein, including parking areas, and designated means of ingress to and egress from the Premises on such date and during such hours as stated on application. If additional time is used beyond the contracted hours, the renter will be responsible for any and all costs incurred and will be subtracted from the security deposit 9.The City of Norwalk reserves the right to cancel the Event for public health or safety reasons as determined by the City of Norwalk in its sole discretion. The City of Norwalk shall not be liable for damages arising from the cancellation of the Event.10.CANCELLATION POLICY: If an event is cancelled by the Renter less than ninety (90) days prior to the confirmed date, there will be no refund of monies paid. If an event is cancelled more than ninety (90) days prior to the confirmed date, then any money paid to date will be refunded, less the non-refundable deposit- which will be retained by the City. However, if the scheduled date is thereafter booked by another event, then the deposit may, at the discretion of the City, be refunded The total fee for your use of the Premises are based upon rates pre-determined by the Recreation and Parks Committee. Facility application must be presented with a \$100 non-refundable deposit to confirm the date. Fees are payable by checks made out to Norwalk Recreation and Parks Department (please include phone number and driver's license number on check for processing purposes) or credit/debit card (NO American Express) Deposit is required at time of reservation to hold the date; the insurance, security deposit and balance of facility rental are due 45 days prior to the event date

MAIL TO: NORWALK RECREATION AND PARKS DEPARTMENT NORWALK CITY HALL ATTN: REBECCA KOVACS125 EAST AVENUE NORWALK, CT 06851 PHONE: 203-854-7806 FAX: 203-854-7869



Facility - Rental Agreement

Sep 24, 2026

Josh Rosales

Waiver Signed by: Josh Rosales on Jan 29, 2026

A REFUNDABLE SECURITY DEPOSIT IS REQUIRED TO COVER DAMAGE CREATED BY THE RENTER, THEIR GUESTS OR THEIR CONTRACTORS. THE SECURITY DEPOSIT IS DUE (30) DAYS IN ADVANCE OF THE EVENT DATE. IF THE FACILITY IS NOT LEFT IN PROPER ORDER, NORWALK RESERVES THE RIGHT TO HOLD THE ENTIRE DEPOSIT UNTIL ADJUSTMENTS ARE MADE TO CORRECT ANY DAMAGE. THE SECURITY DEPOSIT LESS ANY DEDUCTIONS FOR DAMAGES IS REFUNDABLE AFTER THE EVENT.

Separate arrangements for a police / security officer MUST be made with the Norwalk Police Department if attendance is expected to be 200 people or more for all events including weddings.

RENTAL AGREEMENT  
TERMS AND REQUIREMENTS

1.In consideration of RENTER agreeing to pay the user fee of, and having agreed to the terms and conditions set forth herein, the CITY hereby grants permission to the RENTER to utilize, (hereinafter the SITE) for the purpose of holding the EVENT described on the attached application, (hereinafter the EVENT) in compliance with all requirements, rules and regulations of the CITY.

2.The RENTER is permitted to use the SITE solely for purposes of the EVENT on the date(s) and time(s) set out on the application page. Such use must conform to all requirements of this agreement.

3.The RENTER agrees to pay in full all charges due under this Agreement 45 days prior to the date of the EVENT, in accordance with the payment schedule set forth herein.

4. This shall include on-site parking on the day of the EVENT for guests of the RENTER. The RENTER shall furnish sufficient personnel to manage the parking areas throughout the EVENT; shall adhere to and enforce all traffic and parking requirements of the CITY; and shall be fully responsible for the safety of all vehicles, their operators and passengers traveling along or parking on the Norwalk City Property in connection with the EVENT

5. The RENTER will provide, at its own expense, all equipment, staff and services necessary for its EVENT. The CITY has no responsibility for providing any equipment, personnel or services for the EVENT

6. The RENTER shall not assign this Agreement, nor permit any use of the SITE other than as is herein specified

7. The RENTER shall not:

- Commit any nuisance on the SITE or do or permit to be done anything which may result in the creation or commission of a nuisance on the SITE
- Allow or participate in any of the following: (1) activities related to the exposure or display for sale of any food, beverage, goods or wares on the SITE unless with the express, written permission of the Norwalk City Clerk; (2) the solicitation at the SITE of any contribution (except entry fees)
- The display of any advertising for commercial purposes on the SITE at any time—except for banners advertising the EVENT sponsors, which banners must be approved in writing by the Director of Recreation and Parks prior to installation at the SITE

8. The RENTER shall provide, at its expense, all reasonably necessary security, cleanup, garbage collection and removal services and shall be responsible for ensuring that the SITE is at all times maintained in a clean, orderly and safe condition. The RENTER is responsible for restoring the SITE and all surrounding areas at the conclusion of the EVENT. Representatives of the CITY shall inspect the SITE prior to the initial setup in order to establish the condition thereof and again, after the EVENT, in order to assess any resulting damage to the City’s property. Following the EVENT, the RENTER shall restore (or cause to be restored) the SITE to the condition established at the initial inspection, ordinary wear and tear accepted. If the SITE, any portion thereof, or any surrounding area, is in any way damaged by the actions, omissions, default or negligence of the RENTER, its agents, employees patrons, volunteers, guests, or any person admitted to the SITE by or with the knowledge of the RENTER, the RENTER shall be responsible to pay to the CITY, upon demand, such sums as may be necessary to restore the SITE to its condition immediately prior to RENTER’s use. The RENTER agrees to provide a certified bank check made payable to the City of Norwalk in the amount of Fifteen Hundred Dollars (\$1,500.00), to insure the satisfactory clean up, restoration, and/or repair of the SITE and surrounding areas following the completion of the EVENT. A check will be promptly returned by the CITY following inspection of the SITE and approval of its condition. [6]

9. The RENTER hereby assumes full responsibility for the character, acts and conduct of any and all persons admitted to the SITE by or with the consent of the RENTER or its employees, volunteers, agents, or any person acting for and on behalf of the RENTER. The RENTER agrees to have on SITE at all time, sufficient security to maintain order and protect all persons and property. If the expected attendance is to be 200 or more at any event, including weddings (200 is the maximum permitted at the Mansion) separate arrangements for security must be made with the Norwalk Police Department. All expenses related to such officer has to be paid directly to Norwalk Police Department – 203-854- 3023. The RENTER is responsible for taking any and all reasonable precautions necessary to ensure the safety of all persons coming into the SITE during its period of contracted use. The RENTER shall promptly notify the on-site staff member or the Director of the Recreation and Parks Department Office in writing (an email) of any physical defects impacting the safety of the SITE of which it is aware or should become aware of prior to or during its use. The RENTER is responsible for any damage to City property as a direct or indirect result of or in connection with the EVENT; and shall be responsible for making restitution to the City for any and all such damages based on the reasonable cost of restoration as determined by the City. Such restitution shall be due within thirty days following demand and may be deducted from the Security Deposit without the prior consent or permission of the RENTER.

10. The RENTER shall indemnify, defend, and save harmless the CITY OF NORWALK, and all of its officers, agents, and employees, from any and all suits, actions, claims, demands, financial losses and liabilities (including reasonable attorney’s fees), of any character, name or description arising out of the RENTER’s use of the SITE; or on account of any act or omission, neglect, default or misconduct of the RENTER, its agents, officers, employees, volunteers, guests, invitees or any other person on the SITE with RENTER’s permission or authorization. The provisions of this paragraph shall not be limited by the insurance coverage provided hereunder, shall be separate and independent of any other condition or requirement stated herein, and shall survive the termination or expiration of this Agreement.

11. The RENTER shall release and hold harmless the CITY from any and all liability, damages of any nature and claims that may arise directly or indirectly in connection with or as a result of the EVENT, regardless of whether caused by vendors or any individuals and/or entities participating in the EVENT or anyone directly or indirectly employed by or acting as an agent, volunteer or employee, on behalf of any of them or by anyone for whose actions or omission any of such actors, including RENTER, are or may be liable. RENTER is solely responsible for the conduct of the EVENT and for all actions undertaken by participants of the EVENT, and agrees not to look to the CITY in terms of any claim or liability arising out of the conduct of the EVENT except to the extent of any negligence or willful misconduct of any CITY employee. The City is not responsible for damage to or loss of RENTER’s property or that of RENTER’s licensees, invitees, agents and guests.

12. The RENTER may bring only the following in or onto the SITE:

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Unless listed above, no furniture, machinery or equipment may be brought onto the SITE without the prior written approval of the City of Norwalk, acting by its Director of Recreation and Parks Department.

13. Insurance Coverage: The RENTER shall maintain, at its own cost, insurance coverage applicable to its use of the SITE as stated herein. Such coverage shall be maintained in effect throughout the term of RENTER's use of the SITE until such time as the CITY indicates IN WRITING that RENTER has fulfilled its responsibilities hereunder. A Certificate of Insurance must be presented by the RENTER evidencing the coverage set out in the attached Insurance Rider. Insurance may be purchased through Recreation and Parks for the event.

14. If Alcoholic Beverages are being Served or Sold:

If alcoholic beverages will be SOLD at the EVENT, then the RENTER must:

- Contact the State Department of Consumer Protection Liquor Control Division and apply for a temporary permit. A copy of such permit must be provided to the City no later than two weeks prior to the date of the EVENT
- RENTER must provide Liquor Liability Insurance with minimum coverage of One Million Dollars and such Policy should name the City of Norwalk as an additional insured

If alcoholic beverages will be SERVED at the EVENT, then the RENTER must:

- Provide evidence of applicable Host Liquor Liability Insurance coverage in accordance with the requirements set out in the

Insurance Rider attached

- The Certificate of Insurance must indicate and the coverage must provide that the applicable insurance policies are written on a per occurrence basis and have been endorsed to name the City of Norwalk as an additional insured party. Such certificates must be presented with this Application and shall indicate that all coverage remain valid until the expiration of the RENTER's responsibilities hereunder

The City of Norwalk hereby issues the permit referenced above with the understanding that the RENTER has agreed to abide by and fulfill the conditions set forth herein and in the documents attached, which documents are incorporated into this Permit by reference.

15. The City may revoke this permit and any or all privileges hereby granted at any time if the RENTER fails to abide by the terms and requirements of

this permit or breaches any obligation or responsibility hereunder or if the CITY makes a determination that revoking this permit would be in its best interests. Effective upon revocation. [7]

16. Miscellaneous: No amendment of the Agreement shall be effective unless agreed to in writing by both parties. In the event that any provision of

this Agreement shall be held invalid or unenforceable, such provision shall be severed and the remainder of the Agreement shall continue in full force and effect, The Agreement, constitutes the entire Agreement between the parties and supersedes all prior written or oral understandings, bids,

offers, negotiations, or communications of every kind.

The undersigned hereby represents the following:

I hereby represent for myself and/ or the entity on behalf of which I am acting in connection with this permit that I have read, understood and agree to abide by the terms and conditions set forth above as a condition of being issued this permit.

If, as the undersigned, I am not acting as an individual but am acting on behalf of a corporation, LLC, partnership or other legal entity, I represent that I have been granted all necessary authority to execute this permit; to act on behalf of and bind the entity listed as the RENTER; and that I have complied with all applicable requirements necessary to bind such entity under the terms of this permit.

I hereby affirm my authority to act on behalf of and bind the RENTER to the terms set forth herein

SCHEDULE "B"

INSURANCE RIDER

The RENTER shall provide and maintain insurance coverage in compliance with the following requirements:

The insurance required shall be written for not less than the scope and limits of insurance specified hereunder, or required by applicable federal, state and/or municipal law, regulation or requirement, whichever coverage requirement is greater. It is agreed and understood that the scope and limits of insurance specified hereunder are minimum requirements and shall in no way limit or preclude the City from requiring additional limits and coverage to be provided under the RENTER's policies.

ALL POLICIES SHALL INCLUDE A WAIVER OF SUBROGATION

Minimum Scope and Limits of Insurance:

Commercial General Liability: Commercial General Liability insurance providing for a total limit of One Million Dollars (\$1,000,000.00) coverage per occurrence for all damages arising out of bodily injury, personal injury, property damage, products/completed operations, and contractual liability coverage for the indemnification obligations arising under this Agreement. The annual aggregate limit shall not be less than Two Million Dollars (\$2,000,000.00).

Liquor Liability: Whenever liquor will be served at an EVENT or on the SITE, RENTER shall carry a policy providing a minimum of one million dollars coverage for damages arising out of bodily injury and property damage imposed on the Renter as a result or by reason of the selling, serving or furnishing of any alcoholic beverage. Host Liquor Liability should be purchased with a minimum of one million dollars coverage for organizations not in

the business of manufacturing, distributing, selling or furnishing alcoholic beverages.

Acceptability of Insurers: The RENTER's policies shall be written by insurance companies licensed to do business in the State of Connecticut, with an AM Best rating of A-VII, or otherwise acceptable to the City. Additionally, all carriers are subject to approval by the City of Norwalk and/or the Norwalk Board of Education, as appropriate.

Aggregate Limits: Any aggregate limits must be declared to and be approved by the City. It is agreed that the RENTER shall notify the City

whenever fifty percent (50%) of the aggregate limits are eroded during the required coverage period. If the aggregate limit is eroded for the full limit, the RENTER agrees to reinstate or purchase additional limits to meet the minimum limit requirements stated herein. Any premium for such shall be paid by the RENTER.

Deductibles and Self-Insured Retentions: Any deductible or self-insured retention must be declared to and approved by the City. All deductibles or self-insured retentions are the sole responsibility of the RENTER to pay and/or to indemnify.

Notice of Cancellation or Nonrenewal: Each insurance policy required shall be endorsed to state that coverage shall not be suspended, voided or cancelled before the expiration date except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City. Notwithstanding this requirement, the RENTER is primarily responsible for providing such written notice to the CITY thirty (30) days prior to any policy change or cancellation that would result in a change of the amount or type of coverage provided. In the EVENT of any such change the RENTER shall provide comparable substitute coverage so that there is no lapse in applicable coverage or reduction in the amount of coverage available to the CITY related to the RENTER's services.

Waiver of Governmental Immunity: Unless requested otherwise by the City, the RENTER and its insurer shall waive governmental immunity as defense and shall not use the defense of governmental immunity in the adjustment of claims or in the defense of any suit brought against the City.

Additional Insured: The liability insurance coverage, except Errors and Omissions, Professional Liability, or Workers' Compensation, if included, required for the performance of the Project shall include the City as an Additional Insured with respect to the RENTER's activities to be performed under this Agreement. Coverage shall be primary and noncontributory with any other insurance and self-insurance.

Certificate of Insurance: As evidence of the insurance coverage required by this Agreement, the RENTER shall furnish Certificate(s) of Insurance to the City Clerk's Office prior to the RENTER's EVENT. The Certificate(s) will specify all parties who are endorsed on the policy as Additional Insured (or Loss Payees). The Certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. Renewals of expiring Certificates shall be filed thirty (30) days prior to expiration. The City reserves the right to require complete, certified copies of all required policies at any time.

All insurance documents required should be mailed to the City of Norwalk Corporation Counsel, 125 East Avenue, Room 237, and P.O. Box 5125, Norwalk, Connecticut 06856-5125.

Waiver of requirements: The Corporation Counsel may vary these insurance requirements at Corporation Counsel's sole discretion if Corporation Counsel determines that the City's interests will be adequately protected by the provision of different types or other amounts of coverage.

Signature



Payment Schedules

Original Balance: \$3,300.00 Current Balance: \$3,300.00

DUE DATE	AMOUNT DUE	AMOUNT PAID	WITHDRAWAL ADJUSTMENT	BALANCE
Sep 24, 2026	\$3,300.00	\$0.00	\$0.00	\$3,300.00

X: \_\_\_\_\_

X: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

City of Norwalk Online

Mailing Address: 125 East Ave., Norwalk, CT 06851  
Phone Number: (203) 854-7806  
Email Address: recreationt@norwalkct.gov

Josh Rosales

Customer ID: 3433  
Mailing Address: 10 S. LaSalle Street, Suite 3500, Chicago, IL 60603  
Home Phone Number: (646) 370-3679  
Cell Phone Number: (631) 944-0469  
Email Address: jrosales@nmma.org

City of Norwalk Online  
125 East Ave.  
Norwalk, CT 06851

PHONE:(203) 854-7806  
EMAIL:[recreationt@norwalkct.gov](mailto:recreationt@norwalkct.gov)

**Permit #** R3493  
**Status** Tentative  
**Date of Issue** Mar 9, 2026 10:09 AM  
**Expiration Date** Apr 8, 2026

<b>Customer Name</b>	Anna Breault - 1255	<b>Work Phone Number</b>	(203) 854-7336
<b>Customer Type</b>	General Public	<b>Home Phone Number</b>	(203) 854-7336
<b>Mailing Address</b>	125 East Avenue Norwalk, CT 06851	<b>Email Address</b>	<a href="mailto:abreault@norwalkct.gov">abreault@norwalkct.gov</a>
<b>System User</b>	Internet User		

Rental Fee	\$0.00
Discounts	\$0.00
Subtotal	\$0.00
Deposits	\$0.00
Deposit Discounts	\$0.00
<b>Total Permit Fee</b>	<b>\$0.00</b>
Total Payment	\$0.00
Refunds	\$0.00
Balance	\$0.00

**SoNo Saturday Market** 1 resource(s) 4 booking(s) Subtotal: \$0.00

[Booking Summary](#)

Washington St. Plaza (Event)		Center: Washington St. Plaza	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, May 30, 2026 9:00 AM	Sat, May 30, 2026 4:00 PM	100	\$0.00
Sat, Jun 27, 2026 9:00 AM	Sat, Jun 27, 2026 4:00 PM	100	\$0.00
Sat, Jul 25, 2026 9:00 AM	Sat, Jul 25, 2026 4:00 PM	100	\$0.00
Sat, Aug 29, 2026 9:00 AM	Sat, Aug 29, 2026 4:00 PM	100	\$0.00

[Custom Questions](#)

QUESTION	ANSWER
*Will you require lights? (Fields only)	No
Are you a Non-Profit or 501C3?	No
Are you requesting a tent? Any tent 10x10 or larger needs approval and permit from Code Enforcement Dept.	No
Are you using a food truck?	No
Are you using the pavilion? (Cranbury, Calf Pasture & Fodor Farm sites only)	No
Do you plan on serving alcohol at your event? (No glass or glass bottles allowed at City parks)	Yes

If so, how many (Up to 2 allowed. Food Trucks not allowed at beach)	na
Is there a 2nd date in mind or a rain date or location?	No
Number of people attending? (For the groups at the Cranbury Pavilion I, groups of over 70 are required to rent a portajohn)	1000
What is the setup time?	9am
What type of event?	Outdoor market
What will you be bringing onto the site? (No helium balloons, confetti or drones allowed on City property)	10' x 10' tents, lawn games, sound system
Will the group be going into the water? (Beach permits only)	No
Will the public be invited to the event?	Yes
Will there be music? No amplified music at the beach.	Yes
Will you be bringing a grill? (Not allowed on grass, propane only)	No
Will you be having portable restrooms?	Yes
Will you be selling food, beverages, goods or wares?	Yes
Will you be using any inflatables? (Bounce houses, climb on and slides strictly prohibited)	No
Will you be using display advertising?	No
Will you be using temporary electrical resources?	Yes
Will you have a catering tent? (Gallaher Mansion site only)	No
Will you have over 200 guests- if so police officer will be required.	Yes
Will you need the Showmobile? (Calf Pasture only)	No
Will you solicit contributions at your event?	No

### Waivers and Information

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
Facility- Facility Rental Event Application Form	May 30, 2026	Anna Breault	Waiver Signed by: Anna Breault on Mar 9, 2026

City of Norwalk Recreation & Parks Department Facility Rental Event Application Form

This Contract is further subject to the following covenants and agreements:

1. Renter is responsible to ensure that no accumulation of debris or waste or unsafe or hazardous condition is allowed on the premises; that the premises are at all times kept in a safe and clean condition; and that no damage to or destruction of property or the premises itself and its surrounding grounds, roadways and driveways occurs.
2. Dogs are strictly prohibited at all beaches, school grounds and parks except Taylor Farm and parts of Cranbury Park. This rule applies to all beaches at all times. Violation of this rule will result in issuance of a \$100 fine.
3. The City of Norwalk is not responsible for damage to or loss of Renter's property or that of Renter's licensees, invitees, agents and guests. Renter assumes all risks of damage and loss of its personal property.
4. The Renter may bring the following in or onto the Premises: \*Any tent (structure) 10 X 10 Feet or larger, including but not limited to; additional electrical lighting equipment, which requires a separate permit from the Code Enforcement Department. It is the Renter's responsibility to obtain this permit from Code Enforcement, Room 121 at Norwalk City Hall \*Dunking tanks and other forms of entertainment rentals must be preapproved prior to presenting to the Recreation & Parks subcommittee meeting. At no time will bounce houses be allowed on any city owned properties. Use of such rentals without approval may jeopardize future rental for the person/persons. Any and all rentals, machines, novelties will require a separate Insurance Certificate, which must be obtained prior to the event \*No other furniture, structures; machinery or other equipment shall be brought in or onto the premises without the prior written approval of the City of Norwalk, by the Director of Recreation and Parks \*Open fires are strictly prohibited from all our indoor facilities, tented areas, under pavilions, or on the Great Lawn in Cranbury Park. Items include candles, sparklers, tiki torches, fire pits, etc. Open wood burning grills are prohibited from being used at any City owned property, unless a separate permit is obtained from the Fire Marshall. Propane grills are allowed however they may not exceed 60" in length \*Recreation & Parks strictly prohibits the use of personal or commercial drones at any of the City of Norwalk's properties where private events are taking place. If such usage is reported, appropriate action will be taken immediately and violators will risk disqualification from all future rentals
5. HOLD HARMLESS: Additionally, Renter agrees to indemnify, defend and save harmless the City of Norwalk, its employees, agents and officials, from and against any and all claims, demands, suits proceedings, liabilities, judgments, financial losses, costs or damages, including attorneys' fees and court costs, on account of bodily injury or death, damage or destruction to property or other financial losses, costs and expenses, of any nature and to any extent which may arise out of or be related in any way to the actions or omissions of the Renter, his or her employees, agents, servants, guests, invitees, or licensees, in connection with Renter's use of the Premises hereunder whether arising directly or indirectly there from. The provisions of this section shall survive the expiration or early termination of this Agreement and shall not be limited in any way by reason of any insurance coverage.
6. Renter hereby releases the City of Norwalk, its agents, officers and employees from and against any and all claims it may have at any time arising out of the condition of the Premises or any fixtures or installations thereon
7. ALL POLICIES OF INSURANCE REQUIRED HEREUNDER IN CONNECTION WITH THE ACTIVITIES CONTEMPLATED HEREIN SHOULD INCLUDE A WAIVER OF SUBROGATION
8. The renter is entitled to use only the Premises described herein, including parking areas, and designated means of ingress to and egress from the Premises on such date and during such hours as stated on application. If additional time is used beyond the contracted hours, the renter will be responsible for any and all costs incurred and will be subtracted from the security deposit
9. The City of Norwalk reserves the right to cancel the Event for public health or safety reasons as determined by the City of Norwalk in its sole discretion. The City of Norwalk shall not be liable for damages arising from the cancellation of the Event.
10. CANCELLATION POLICY: If an event is cancelled by the Renter less than ninety (90) days prior to the confirmed date, there will be no refund of monies paid. If an event is cancelled more than ninety (90) days prior to the confirmed date, then any money paid to date will be refunded, less the non-refundable deposit- which will be retained by the City. However, if the scheduled date is thereafter booked by another event, then the deposit may, at the discretion of the City, be refunded. The total fee for your use of the Premises are based upon rates pre-determined by the Recreation and Parks Committee. Facility application must be presented with a \$100 non-refundable deposit to confirm the date. Fees are payable by checks made out to Norwalk Recreation and Parks Department (please include phone number and driver's license number on check for processing purposes) or credit/debit card (NO American Express) Deposit is required at time of reservation to hold the date; the insurance, security deposit and balance of facility rental are due 45 days prior to the event date

MAIL TO: NORWALK RECREATION AND PARKS DEPARTMENT NORWALK CITY HALL ATTN: REBECCA KOVACS 125 EAST AVENUE NORWALK, CT 06851 PHONE: 203-854-7806 FAX: 203-854-7869

Facility - Rental Agreement

May 30, 2026

Anna Breault

Waiver Signed by: Anna Breault on Mar 9, 2026

A REFUNDABLE SECURITY DEPOSIT IS REQUIRED TO COVER DAMAGE CREATED BY THE RENTER, THEIR GUESTS OR THEIR CONTRACTORS. THE SECURITY DEPOSIT IS DUE (30) DAYS IN ADVANCE OF THE EVENT DATE. IF THE FACILITY IS NOT LEFT IN PROPER ORDER, NORWALK RESERVES THE RIGHT TO HOLD THE ENTIRE DEPOSIT UNTIL ADJUSTMENTS ARE MADE TO CORRECT ANY DAMAGE. THE SECURITY DEPOSIT LESS ANY DEDUCTIONS FOR DAMAGES IS REFUNDABLE AFTER THE EVENT.

Separate arrangements for a police / security officer MUST be made with the Norwalk Police Department if attendance is expected to be 200 people or more for all events including weddings.

RENTAL AGREEMENT  
TERMS AND REQUIREMENTS

1. In consideration of RENTER agreeing to pay the user fee of, and having agreed to the terms and conditions set forth herein, the CITY hereby grants permission to the RENTER to utilize, (hereinafter the SITE) for the purpose of holding the EVENT described on the attached application, (hereinafter the EVENT) in compliance with all requirements, rules and regulations of the CITY.

2.The RENTER is permitted to use the SITE solely for purposes of the EVENT on the date(s) and time(s) set out on the application page. Such use must conform to all requirements of this agreement.

3.The RENTER agrees to pay in full all charges due under this Agreement 45 days prior to the date of the EVENT, in accordance with the payment schedule set forth herein.

4. This shall include on-site parking on the day of the EVENT for guests of the RENTER. The RENTER shall furnish sufficient personnel to manage the parking areas throughout the EVENT; shall adhere to and enforce all traffic and parking requirements of the CITY; and shall be fully responsible for the safety of all vehicles, their operators and passengers traveling along or parking on the Norwalk City Property in connection with the EVENT

5. The RENTER will provide, at its own expense, all equipment, staff and services necessary for its EVENT. The CITY has no responsibility for providing any equipment, personnel or services for the EVENT

6. The RENTER shall not assign this Agreement, nor permit any use of the SITE other than as is herein specified

7. The RENTER shall not:

- Commit any nuisance on the SITE or do or permit to be done anything which may result in the creation or commission of a nuisance on the SITE
- Allow or participate in any of the following: (1) activities related to the exposure or display for sale of any food, beverage, goods or wares on the SITE unless with the express, written permission of the Norwalk City Clerk; (2) the solicitation at the SITE of any contribution (except entry fees)
- The display of any advertising for commercial purposes on the SITE at any time—except for banners advertising the EVENT sponsors, which banners must be approved in writing by the Director of Recreation and Parks prior to installation at the SITE

8. The RENTER shall provide, at its expense, all reasonably necessary security, cleanup, garbage collection and removal services and shall be responsible for ensuring that the SITE is at all times maintained in a clean, orderly and safe condition. The RENTER is responsible for restoring the SITE and all surrounding areas at the conclusion of the EVENT. Representatives of the CITY shall inspect the SITE prior to the initial setup in order to establish the condition thereof and again, after the EVENT, in order to assess any resulting damage to the City’s property. Following the EVENT, the RENTER shall restore (or cause to be restored) the SITE to the condition established at the initial inspection, ordinary wear and tear accepted. If the SITE, any portion thereof, or any surrounding area, is in any way damaged by the actions, omissions, default or negligence of the RENTER, its agents, employees patrons, volunteers, guests, or any person admitted to the SITE by or with the knowledge of the RENTER, the RENTER shall be responsible to pay to the CITY, upon demand, such sums as may be necessary to restore the SITE to its condition immediately prior to RENTER’s use. The RENTER agrees to provide a certified bank check made payable to the City of Norwalk in the amount of Fifteen Hundred Dollars (\$1,500.00), to insure the satisfactory clean up, restoration, and/or repair of the SITE and surrounding areas following the completion of the EVENT. A check will be promptly returned by the CITY following inspection of the SITE and approval of its condition. [6]

9. The RENTER hereby assumes full responsibility for the character, acts and conduct of any and all persons admitted to the SITE by or with the consent of the RENTER or its employees, volunteers, agents, or any person acting for and on behalf of the RENTER. The RENTER agrees to have on SITE at all time, sufficient security to maintain order and protect all persons and property. If the expected attendance is to be 200 or more at any event, including weddings (200 is the maximum permitted at the Mansion) separate arrangements for security must be made with the Norwalk Police Department. All expenses related to such officer has to be paid directly to Norwalk Police Department – 203-854- 3023. The RENTER is responsible for taking any and all reasonable precautions necessary to ensure the safety of all persons coming into the SITE during its period of contracted use. The RENTER shall promptly notify the on-site staff member or the Director of the Recreation and Parks Department Office in writing (an email) of any physical defects impacting the safety of the SITE of which it is aware or should become aware of prior to or during its use. The RENTER is responsible for any damage to City property as a direct or indirect result of or in connection with the EVENT; and shall be responsible for making restitution to the City for any and all such damages based on the reasonable cost of restoration as determined by the City. Such restitution shall be due within thirty days following demand and may be deducted from the Security Deposit without the prior consent or permission of the RENTER.

10. The RENTER shall indemnify, defend, and save harmless the CITY OF NORWALK, and all of its officers, agents, and employees, from any and all suits, actions, claims, demands, financial losses and liabilities (including reasonable attorney’s fees), of any character, name or description arising out of the RENTER’s use of the SITE; or on account of any act or omission, neglect, default or misconduct of the RENTER, its agents, officers, employees, volunteers, guests, invitees or any other person on the SITE with RENTER’s permission or authorization. The provisions of this paragraph shall not be limited by the insurance coverage provided hereunder, shall be separate and independent of any other condition or requirement stated herein, and shall survive the termination or expiration of this Agreement.

11. The RENTER shall release and hold harmless the CITY from any and all liability, damages of any nature and claims that may arise directly or indirectly in connection with or as a result of the EVENT, regardless of whether caused by vendors or any individuals and/or entities participating in the EVENT or anyone directly or indirectly employed by or acting as an agent, volunteer or employee, on behalf of any of them or by anyone for whose actions or omission any of such actors, including RENTER, are or may be liable. RENTER is solely responsible for the conduct of the EVENT and for all actions undertaken by participants of the EVENT, and agrees not to look to the CITY in terms of any claim or liability arising out of the conduct of the EVENT except to the extent of any negligence or willful misconduct of any CITY employee. The City is not responsible for damage to or loss of RENTER’s property or that of RENTER’s licensees, invitees, agents and guests.

12. The RENTER may bring only the following in or onto the SITE:

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Unless listed above, no furniture, machinery or equipment may be brought onto the SITE without the prior written approval of the City of Norwalk, acting by its Director of Recreation and Parks Department.

13. Insurance Coverage: The RENTER shall maintain, at its own cost, insurance coverage applicable to its use of the SITE as stated herein. Such coverage shall be maintained in effect throughout the term of RENTER's use of the SITE until such time as the CITY indicates IN WRITING that RENTER has fulfilled its responsibilities hereunder. A Certificate of Insurance must be presented by the RENTER evidencing the coverage set out in the attached Insurance Rider. Insurance may be purchased through Recreation and Parks for the event.

14. If Alcoholic Beverages are being Served or Sold:

If alcoholic beverages will be SOLD at the EVENT, then the RENTER must:

- Contact the State Department of Consumer Protection Liquor Control Division and apply for a temporary permit. A copy of such permit must be provided to the City no later than two weeks prior to the date of the EVENT
- RENTER must provide Liquor Liability Insurance with minimum coverage of One Million Dollars and such Policy should name the City of Norwalk as an additional insured

If alcoholic beverages will be SERVED at the EVENT, then the RENTER must:

- Provide evidence of applicable Host Liquor Liability Insurance coverage in accordance with the requirements set out in the

Insurance Rider attached

- The Certificate of Insurance must indicate and the coverage must provide that the applicable insurance policies are written on a per occurrence basis and have been endorsed to name the City of Norwalk as an additional insured party. Such certificates must be presented with this Application and shall indicate that all coverage remain valid until the expiration of the RENTER's responsibilities hereunder

The City of Norwalk hereby issues the permit referenced above with the understanding that the RENTER has agreed to abide by and fulfill the conditions set forth herein and in the documents attached, which documents are incorporated into this Permit by reference.

15. The City may revoke this permit and any or all privileges hereby granted at any time if the RENTER fails to abide by the terms and requirements of

this permit or breaches any obligation or responsibility hereunder or if the CITY makes a determination that revoking this permit would be in its best interests. Effective upon revocation. [7]

16. Miscellaneous: No amendment of the Agreement shall be effective unless agreed to in writing by both parties. In the event that any provision of

this Agreement shall be held invalid or unenforceable, such provision shall be severed and the remainder of the Agreement shall continue in full force and effect, The Agreement, constitutes the entire Agreement between the parties and supersedes all prior written or oral understandings, bids,

offers, negotiations, or communications of every kind.

The undersigned hereby represents the following:

I hereby represent for myself and/ or the entity on behalf of which I am acting in connection with this permit that I have read, understood and agree to abide by the terms and conditions set forth above as a condition of being issued this permit.

If, as the undersigned, I am not acting as an individual but am acting on behalf of a corporation, LLC, partnership or other legal entity, I represent that I have been granted all necessary authority to execute this permit; to act on behalf of and bind the entity listed as the RENTER; and that I have complied with all applicable requirements necessary to bind such entity under the terms of this permit.

I hereby affirm my authority to act on behalf of and bind the RENTER to the terms set forth herein

SCHEDULE "B"

INSURANCE RIDER

The RENTER shall provide and maintain insurance coverage in compliance with the following requirements:

The insurance required shall be written for not less than the scope and limits of insurance specified hereunder, or required by applicable federal, state and/or municipal law, regulation or requirement, whichever coverage requirement is greater. It is agreed and understood that the scope and limits of insurance specified hereunder are minimum requirements and shall in no way limit or preclude the City from requiring additional limits and coverage to be provided under the RENTER's policies.

ALL POLICIES SHALL INCLUDE A WAIVER OF SUBROGATION

Minimum Scope and Limits of Insurance:

Commercial General Liability: Commercial General Liability insurance providing for a total limit of One Million Dollars (\$1,000,000.00) coverage per occurrence for all damages arising out of bodily injury, personal injury, property damage, products/completed operations, and contractual liability coverage for the indemnification obligations arising under this Agreement. The annual aggregate limit shall not be less than Two Million Dollars (\$2,000,000.00).

Liquor Liability: Whenever liquor will be served at an EVENT or on the SITE, RENTER shall carry a policy providing a minimum of one million dollars coverage for damages arising out of bodily injury and property damage imposed on the Renter as a result or by reason of the selling, serving or furnishing of any alcoholic beverage. Host Liquor Liability should be purchased with a minimum of one million dollars coverage for organizations not in

the business of manufacturing, distributing, selling or furnishing alcoholic beverages.

Acceptability of Insurers: The RENTER's policies shall be written by insurance companies licensed to do business in the State of Connecticut, with an AM Best rating of A-VII, or otherwise acceptable to the City. Additionally, all carriers are subject to approval by the City of Norwalk and/or the Norwalk Board of Education, as appropriate.

Aggregate Limits: Any aggregate limits must be declared to and be approved by the City. It is agreed that the RENTER shall notify the City

whenever fifty percent (50%) of the aggregate limits are eroded during the required coverage period. If the aggregate limit is eroded for the full limit, the RENTER agrees to reinstate or purchase additional limits to meet the minimum limit requirements stated herein. Any premium for such shall be paid by the RENTER.

Deductibles and Self-Insured Retentions: Any deductible or self-insured retention must be declared to and approved by the City. All deductibles or self-insured retentions are the sole responsibility of the RENTER to pay and/or to indemnify.

Notice of Cancellation or Nonrenewal: Each insurance policy required shall be endorsed to state that coverage shall not be suspended, voided or cancelled before the expiration date except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City. Notwithstanding this requirement, the RENTER is primarily responsible for providing such written notice to the CITY thirty (30) days prior to any policy change or cancellation that would result in a change of the amount or type of coverage provided. In the EVENT of any such change the RENTER shall provide comparable substitute coverage so that there is no lapse in applicable coverage or reduction in the amount of coverage available to the CITY related to the RENTER's services.

Waiver of Governmental Immunity: Unless requested otherwise by the City, the RENTER and its insurer shall waive governmental immunity as defense and shall not use the defense of governmental immunity in the adjustment of claims or in the defense of any suit brought against the City.

Additional Insured: The liability insurance coverage, except Errors and Omissions, Professional Liability, or Workers' Compensation, if included, required for the performance of the Project shall include the City as an Additional Insured with respect to the RENTER's activities to be performed under this Agreement. Coverage shall be primary and noncontributory with any other insurance and self-insurance.

Certificate of Insurance: As evidence of the insurance coverage required by this Agreement, the RENTER shall furnish Certificate(s) of Insurance to the City Clerk's Office prior to the RENTER's EVENT. The Certificate(s) will specify all parties who are endorsed on the policy as Additional Insured (or Loss Payees). The Certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. Renewals of expiring Certificates shall be filed thirty (30) days prior to expiration. The City reserves the right to require complete, certified copies of all required policies at any time.

All insurance documents required should be mailed to the City of Norwalk Corporation Counsel, 125 East Avenue, Room 237, and P.O. Box 5125, Norwalk, Connecticut 06856-5125.

Waiver of requirements: The Corporation Counsel may vary these insurance requirements at Corporation Counsel's sole discretion if Corporation Counsel determines that the City's interests will be adequately protected by the provision of different types or other amounts of coverage.

Signature



X: \_\_\_\_\_

X: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**City of Norwalk Online**

Mailing Address: 125 East Ave., Norwalk, CT  
06851  
Phone Number: (203) 854-7806  
Email Address: recreationt@norwalkct.gov

**Anna Breault**

Customer ID: 1255  
Mailing Address: 125 East Avenue, Norwalk, CT  
06851  
Work Phone Number: (203) 854-7336  
Home Phone Number: (203) 854-7336  
Email Address: abreault@norwalkct.gov

City of Norwalk Online  
125 East Ave.  
Norwalk, CT 06851

PHONE:(203) 854-7806  
EMAIL:[recreationt@norwalkct.gov](mailto:recreationt@norwalkct.gov)

**Permit #** R3218  
**Status** Tentative  
**Date of Issue** Mar 6, 2026 11:38 AM  
**Expiration Date** Mar 6, 2026

<b>Customer Name</b>	Janet Evelyn - 1633	<b>Home Phone Number</b>	(203) 919-3000
<b>Customer Type</b>	General Public	<b>Cell Phone Number</b>	(203) 919-3000
<b>Mailing Address</b>	20 Elmwood Ave Norwalk, CT 06854	<b>Email Address</b>	<a href="mailto:janet@norwalkknife.org">janet@norwalkknife.org</a>
<b>System User</b>	Internet User		

Rental Fee	\$0.00
Discounts	\$0.00
Subtotal	\$0.00
Deposits	\$1,000.00
Deposit Discounts	\$0.00
<b>Total Permit Fee</b>	<b>\$1,000.00</b>
Total Payment	\$0.00
Refunds	\$0.00
Balance	\$1,000.00

**10th Annual NICE Festival** 1 resource(s) 1 booking(s) **Subtotal: \$1,000.00**

**Event Notes:**  
\$1,000 site deposit added to permit which is refundable in case of damage.

[Booking Summary](#)

Oyster Shell Park (Event)		Center: Oyster Shell Park	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Oct 3, 2026 6:00 AM	Sat, Oct 3, 2026 10:00 PM	1	\$0.00
Resource level fees			\$1,000.00

[Custom Questions](#)

QUESTION	ANSWER
*Will you require lights? (Fields only)	Yes
Are you a Non-Profit or 501C3?	Yes
Are you requesting a tent? Any tent 10x10 or larger needs approval and permit from Code Enforcement Dept.	Yes
Are you using a food truck?	Yes
Are you using the pavilion? (Cranbury, Calf Pasture & Fodor Farm sites only)	No
Do you plan on serving alcohol at your event? (No glass or glass bottles allowed at City parks)	Yes
If so, how many (Up to 2 allowed. Food Trucks not allowed at beach)	Approx 15

Is there a 2nd date in mind or a rain date or location?	no
Number of people attending? (For the groups at the Cranbury Pavilion I, groups of over 70 are required to rent a portajohn)	500+
What is the setup time?	Beginning Friday October 2 at 6 AM
What type of event?	Festival
What will you be bringing onto the site? (No helium balloons, confetti or drones allowed on City property)	Food and craft vendors
Will the group be going into the water? (Beach permits only)	No
Will the public be invited to the event?	Yes
Will there be music? No amplified music at the beach.	Yes
Will you be bringing a grill? (Not allowed on grass, propane only)	Yes
Will you be having portable restrooms?	Yes
Will you be selling food, beverages, goods or wares?	Yes
Will you be using any inflatables? (Bounce houses, climb on and slides strictly prohibited)	No
Will you be using display advertising?	Yes
Will you be using temporary electrical resources?	Yes
Will you have a catering tent? (Gallaher Mansion site only)	No
Will you have over 200 guests- if so police officer will be required.	Yes
Will you need the Showmobile? (Calf Pasture only)	No
Will you solicit contributions at your event?	Yes

### Waivers and Information

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
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Facility- Facility Rental Event Application Form	Oct 3, 2026	Janet Evelyn	Waiver Signed by: Janet Evelyn on Jan 17, 2026
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City of Norwalk Recreation & Parks Department Facility Rental Event Application Form

This Contract is further subject to the following covenants and agreements:

- 1.Renter is responsible to ensure that no accumulation of debris or waste or unsafe or hazardous condition is allowed on the premises; that the premises are at all times kept in a safe and clean condition; and that no damage to or destruction of property or the premises itself and its surrounding grounds, roadways and driveways occurs.
- 2.Dogs are strictly prohibited at all beaches, school grounds and parks except Taylor Farm and parts of Cranbury Park. This rule applies to all beaches at all times. Violation of this rule will result in issuance of a \$100 fine.
- 3.The City of Norwalk is not responsible for damage to or loss of Renter's property or that of Renter's licensees, invitees, agents and guests. Renter assumes all risks of damage and loss of its personal property. 4.The Renter may bring the following in or onto the Premises: \*Any tent (structure) 10 X 10 Feet or larger, including but not limited to; additional electrical lighting equipment, which requires a separate permit from the Code Enforcement Department. It is the Renter's responsibility to obtain this permit from Code Enforcement, Room 121 at Norwalk City Hall \*Dunking tanks and other forms of entertainment rentals must be preapproved prior to presenting to the Recreation & Parks subcommittee meeting. At no time will bounce houses be allowed on any city owned properties. Use of such rentals without approval may jeopardize future rental for the person/persons. Any and all rentals, machines, novelties will require a separate Insurance Certificate, which must be obtained prior to the event \*No other furniture, structures; machinery or other equipment shall be brought in or onto the premises without the prior written approval of the City of Norwalk, by the Director of Recreation and Parks \*Open fires are strictly prohibited from all our indoor facilities, tented areas, under pavilions, or on the Great Lawn in Cranbury Park. Items include candles, sparklers, tiki torches, fire pits, etc. Open wood burning grills are prohibited from being used at any City owned property, unless a separate permit is obtained from the Fire Marshall. Propane grills are allowed however they may not exceed 60" in length\*Recreation & Parks strictly prohibits the use of personal or commercial drones at any of the City of Norwalk's properties where private events are taking place. If such usage is reported, appropriate action will be taken immediately and violators will risk disqualification from all future rentals 5.HOLD HARMLESS: Additionally, Renter agrees to indemnify, defend and save harmless the City of Norwalk, it's employees, agents and officials, from and against any and all claims, demands, suits proceedings, liabilities, judgments, financial losses, costs or damages, including attorneys' fees and court costs, on account of bodily injury or death, damage or destruction to property or other financial losses, costs and expenses, of any nature and to any extent which may arise out of or be related in any way to the actions or omissions of the Renter, his or her employees, agents, servants, guests, invitees, or licensees, in connection with Renter's use of the Premises hereunder whether arising directly or indirectly there from. The provisions of this section shall survive the expiration or early termination of this Agreement and shall not be limited in any way by reason of any insurance coverage.
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MAIL TO: NORWALK RECREATION AND PARKS DEPARTMENT NORWALK CITY HALL ATTN: REBECCA KOVACS125 EAST AVENUE NORWALK, CT 06851 PHONE: 203-854-7806 FAX: 203-854-7869

Facility - Rental Agreement

Oct 3, 2026

Janet Evelyn

Waiver Signed by: Janet Evelyn on Jan 17, 2026

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- Allow or participate in any of the following: (1) activities related to the exposure or display for sale of any food, beverage, goods or wares on the SITE unless with the express, written permission of the Norwalk City Clerk; (2) the solicitation at the SITE of any contribution (except entry fees)
- The display of any advertising for commercial purposes on the SITE at any time—except for banners advertising the EVENT sponsors, which banners must be approved in writing by the Director of Recreation and Parks prior to installation at the SITE

8. The RENTER shall provide, at its expense, all reasonably necessary security, cleanup, garbage collection and removal services and shall be responsible for ensuring that the SITE is at all times maintained in a clean, orderly and safe condition. The RENTER is responsible for restoring the SITE and all surrounding areas at the conclusion of the EVENT. Representatives of the CITY shall inspect the SITE prior to the initial setup in order to establish the condition thereof and again, after the EVENT, in order to assess any resulting damage to the City’s property. Following the EVENT, the RENTER shall restore (or cause to be restored) the SITE to the condition established at the initial inspection, ordinary wear and tear accepted. If the SITE, any portion thereof, or any surrounding area, is in any way damaged by the actions, omissions, default or negligence of the RENTER, its agents, employees patrons, volunteers, guests, or any person admitted to the SITE by or with the knowledge of the RENTER, the RENTER shall be responsible to pay to the CITY, upon demand, such sums as may be necessary to restore the SITE to its condition immediately prior to RENTER’s use. The RENTER agrees to provide a certified bank check made payable to the City of Norwalk in the amount of Fifteen Hundred Dollars (\$1,500.00), to insure the satisfactory clean up, restoration, and/or repair of the SITE and surrounding areas following the completion of the EVENT. A check will be promptly returned by the CITY following inspection of the SITE and approval of its condition. [6]

9. The RENTER hereby assumes full responsibility for the character, acts and conduct of any and all persons admitted to the SITE by or with the consent of the RENTER or its employees, volunteers, agents, or any person acting for and on behalf of the RENTER. The RENTER agrees to have on SITE at all time, sufficient security to maintain order and protect all persons and property. If the expected attendance is to be 200 or more at any event, including weddings (200 is the maximum permitted at the Mansion) separate arrangements for security must be made with the Norwalk Police Department. All expenses related to such officer has to be paid directly to Norwalk Police Department – 203-854- 3023. The RENTER is responsible for taking any and all reasonable precautions necessary to ensure the safety of all persons coming into the SITE during its period of contracted use. The RENTER shall promptly notify the on-site staff member or the Director of the Recreation and Parks Department Office in writing (an email) of any physical defects impacting the safety of the SITE of which it is aware or should become aware of prior to or during its use. The RENTER is responsible for any damage to City property as a direct or indirect result of or in connection with the EVENT; and shall be responsible for making restitution to the City for any and all such damages based on the reasonable cost of restoration as determined by the City. Such restitution shall be due within thirty days following demand and may be deducted from the Security Deposit without the prior consent or permission of the RENTER.

10. The RENTER shall indemnify, defend, and save harmless the CITY OF NORWALK, and all of its officers, agents, and employees, from any and all suits, actions, claims, demands, financial losses and liabilities (including reasonable attorney’s fees), of any character, name or description arising out of the RENTER’s use of the SITE; or on account of any act or omission, neglect, default or misconduct of the RENTER, its agents, officers, employees, volunteers, guests, invitees or any other person on the SITE with RENTER’s permission or authorization. The provisions of this paragraph shall not be limited by the insurance coverage provided hereunder, shall be separate and independent of any other condition or requirement stated herein, and shall survive the termination or expiration of this Agreement.

11. The RENTER shall release and hold harmless the CITY from any and all liability, damages of any nature and claims that may arise directly or indirectly in connection with or as a result of the EVENT, regardless of whether caused by vendors or any individuals and/or entities participating in the EVENT or anyone directly or indirectly employed by or acting as an agent, volunteer or employee, on behalf of any of them or by anyone for whose actions or omission any of such actors, including RENTER, are or may be liable. RENTER is solely responsible for the conduct of the EVENT and for all actions undertaken by participants of the EVENT, and agrees not to look to the CITY in terms of any claim or liability arising out of the conduct of the EVENT except to the extent of any negligence or willful misconduct of any CITY employee. The City is not responsible for damage to or loss of RENTER’s property or that of RENTER’s licensees, invitees, agents and guests.

12. The RENTER may bring only the following in or onto the SITE:

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Unless listed above, no furniture, machinery or equipment may be brought onto the SITE without the prior written approval of the City of Norwalk, acting by its Director of Recreation and Parks Department.

13. Insurance Coverage: The RENTER shall maintain, at its own cost, insurance coverage applicable to its use of the SITE as stated herein. Such coverage shall be maintained in effect throughout the term of RENTER's use of the SITE until such time as the CITY indicates IN WRITING that RENTER has fulfilled its responsibilities hereunder. A Certificate of Insurance must be presented by the RENTER evidencing the coverage set out in the attached Insurance Rider. Insurance may be purchased through Recreation and Parks for the event.

14. If Alcoholic Beverages are being Served or Sold:

If alcoholic beverages will be SOLD at the EVENT, then the RENTER must:

- Contact the State Department of Consumer Protection Liquor Control Division and apply for a temporary permit. A copy of such permit must be provided to the City no later than two weeks prior to the date of the EVENT
- RENTER must provide Liquor Liability Insurance with minimum coverage of One Million Dollars and such Policy should name the City of Norwalk as an additional insured

If alcoholic beverages will be SERVED at the EVENT, then the RENTER must:

- Provide evidence of applicable Host Liquor Liability Insurance coverage in accordance with the requirements set out in the

Insurance Rider attached

- The Certificate of Insurance must indicate and the coverage must provide that the applicable insurance policies are written on a per occurrence basis and have been endorsed to name the City of Norwalk as an additional insured party. Such certificates must be presented with this Application and shall indicate that all coverage remain valid until the expiration of the RENTER's responsibilities hereunder

The City of Norwalk hereby issues the permit referenced above with the understanding that the RENTER has agreed to abide by and fulfill the conditions set forth herein and in the documents attached, which documents are incorporated into this Permit by reference.

15. The City may revoke this permit and any or all privileges hereby granted at any time if the RENTER fails to abide by the terms and requirements of

this permit or breaches any obligation or responsibility hereunder or if the CITY makes a determination that revoking this permit would be in its best interests. Effective upon revocation. [7]

16. Miscellaneous: No amendment of the Agreement shall be effective unless agreed to in writing by both parties. In the event that any provision of

this Agreement shall be held invalid or unenforceable, such provision shall be severed and the remainder of the Agreement shall continue in full force and effect, The Agreement, constitutes the entire Agreement between the parties and supersedes all prior written or oral understandings, bids,

offers, negotiations, or communications of every kind.

The undersigned hereby represents the following:

I hereby represent for myself and/ or the entity on behalf of which I am acting in connection with this permit that I have read, understood and agree to abide by the terms and conditions set forth above as a condition of being issued this permit.

If, as the undersigned, I am not acting as an individual but am acting on behalf of a corporation, LLC, partnership or other legal entity, I represent that I have been granted all necessary authority to execute this permit; to act on behalf of and bind the entity listed as the RENTER; and that I have complied with all applicable requirements necessary to bind such entity under the terms of this permit.

I hereby affirm my authority to act on behalf of and bind the RENTER to the terms set forth herein

SCHEDULE "B"

INSURANCE RIDER

The RENTER shall provide and maintain insurance coverage in compliance with the following requirements:

The insurance required shall be written for not less than the scope and limits of insurance specified hereunder, or required by applicable federal, state and/or municipal law, regulation or requirement, whichever coverage requirement is greater. It is agreed and understood that the scope and limits of insurance specified hereunder are minimum requirements and shall in no way limit or preclude the City from requiring additional limits and coverage to be provided under the RENTER's policies.

ALL POLICIES SHALL INCLUDE A WAIVER OF SUBROGATION

Minimum Scope and Limits of Insurance:

Commercial General Liability: Commercial General Liability insurance providing for a total limit of One Million Dollars (\$1,000,000.00) coverage per occurrence for all damages arising out of bodily injury, personal injury, property damage, products/completed operations, and contractual liability coverage for the indemnification obligations arising under this Agreement. The annual aggregate limit shall not be less than Two Million Dollars (\$2,000,000.00).

Liquor Liability: Whenever liquor will be served at an EVENT or on the SITE, RENTER shall carry a policy providing a minimum of one million dollars coverage for damages arising out of bodily injury and property damage imposed on the Renter as a result or by reason of the selling, serving or furnishing of any alcoholic beverage. Host Liquor Liability should be purchased with a minimum of one million dollars coverage for organizations not in

the business of manufacturing, distributing, selling or furnishing alcoholic beverages.

Acceptability of Insurers: The RENTER's policies shall be written by insurance companies licensed to do business in the State of Connecticut, with an AM Best rating of A-VII, or otherwise acceptable to the City. Additionally, all carriers are subject to approval by the City of Norwalk and/or the Norwalk Board of Education, as appropriate.

Aggregate Limits: Any aggregate limits must be declared to and be approved by the City. It is agreed that the RENTER shall notify the City

whenever fifty percent (50%) of the aggregate limits are eroded during the required coverage period. If the aggregate limit is eroded for the full limit, the RENTER agrees to reinstate or purchase additional limits to meet the minimum limit requirements stated herein. Any premium for such shall be paid by the RENTER.

Deductibles and Self-Insured Retentions: Any deductible or self-insured retention must be declared to and approved by the City. All deductibles or self-insured retentions are the sole responsibility of the RENTER to pay and/or to indemnify.

Notice of Cancellation or Nonrenewal: Each insurance policy required shall be endorsed to state that coverage shall not be suspended, voided or cancelled before the expiration date except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City. Notwithstanding this requirement, the RENTER is primarily responsible for providing such written notice to the CITY thirty (30) days prior to any policy change or cancellation that would result in a change of the amount or type of coverage provided. In the EVENT of any such change the RENTER shall provide comparable substitute coverage so that there is no lapse in applicable coverage or reduction in the amount of coverage available to the CITY related to the RENTER's services.

Waiver of Governmental Immunity: Unless requested otherwise by the City, the RENTER and its insurer shall waive governmental immunity as defense and shall not use the defense of governmental immunity in the adjustment of claims or in the defense of any suit brought against the City.

Additional Insured: The liability insurance coverage, except Errors and Omissions, Professional Liability, or Workers' Compensation, if included, required for the performance of the Project shall include the City as an Additional Insured with respect to the RENTER's activities to be performed under this Agreement. Coverage shall be primary and noncontributory with any other insurance and self-insurance.

Certificate of Insurance: As evidence of the insurance coverage required by this Agreement, the RENTER shall furnish Certificate(s) of Insurance to the City Clerk's Office prior to the RENTER's EVENT. The Certificate(s) will specify all parties who are endorsed on the policy as Additional Insured (or Loss Payees). The Certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. Renewals of expiring Certificates shall be filed thirty (30) days prior to expiration. The City reserves the right to require complete, certified copies of all required policies at any time.

All insurance documents required should be mailed to the City of Norwalk Corporation Counsel, 125 East Avenue, Room 237, and P.O. Box 5125, Norwalk, Connecticut 06856-5125.

Waiver of requirements: The Corporation Counsel may vary these insurance requirements at Corporation Counsel's sole discretion if Corporation Counsel determines that the City's interests will be adequately protected by the provision of different types or other amounts of coverage.

Signature \_\_\_\_\_



**Deposit**

EVENT	RESOURCE	DEPOSIT FEE	CHARGE	TAX	AMOUNT PAID	REFUNDS	BALANCE
10th Annual NICE Festival	Oyster Shell Park	Security Deposit	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00

**Payment Schedules**

Original Balance: \$1,000.00 Current Balance: \$1,000.00

DUE DATE	AMOUNT DUE	AMOUNT PAID	WITHDRAWAL ADJUSTMENT	BALANCE
Mar 6, 2026	\$600.00	\$0.00	\$0.00	\$600.00
Oct 3, 2026	\$400.00	\$0.00	\$0.00	\$400.00

X: \_\_\_\_\_

X: \_\_\_\_\_

Date: \_\_\_\_\_

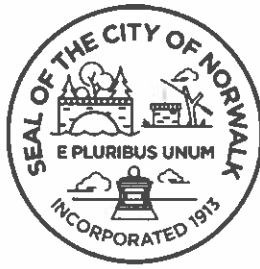
Date: \_\_\_\_\_

**City of Norwalk Online**

Mailing Address: 125 East Ave., Norwalk, CT 06851  
 Phone Number: (203) 854-7806  
 Email Address: recreationt@norwalkct.gov

**Janet Evelyn**

Customer ID: 1633  
 Home Phone Number: (203) 919-3000  
 Cell Phone Number: (203) 919-3000  
 Email Address: janet@norwalknice.org



DEPT OF FINANCE - Purchasing Department

**NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM**

DATE: 3/2/2026

DEPARTMENT: Rec and Parks


Procurement by non-competitive proposals may be used only when the award of a contract is infeasible under informal competitive Quotations (§3-204), Informal Competitive Request for Proposals (§3-205), seal bids, or competitive proposals and at least one of the following circumstances applies:

Check One:

<input checked="" type="checkbox"/>	1	The item is available only from a single source (justification is attached). The provisions of this regulation apply to all sole source procurements unless emergency conditions exist as defined by Purchasing Guideline on Emergency Procurements
<input type="checkbox"/>	2	After solicitation of several sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
<input checked="" type="checkbox"/>	3	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
<input type="checkbox"/>	4	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote, and the contract/agreement number)
<input type="checkbox"/>	5	The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation (documented emergency contingency is attached). <b>Please forward this form and supporting documentation within 48 hours of the Emergency</b>
<input type="checkbox"/>	6	Other, please explain:

TOTAL COST: \$28,750.00 MUNIS Account: 380000 5790 G0058

VENDOR: PlanIt Geo

Purchasing Agent Signature	The Purchasing Agent		Department Head Signature
	<input checked="" type="checkbox"/>	Supports	
Purchasing Agent Name	<input type="checkbox"/>	Does Not Support	Department Head Name
Date	<input type="checkbox"/>	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Robert Stowers
			Date <u>3/2/26</u>

**JUSTIFICATION:**

Rec and Parks has a current contract with PlanIt Geo for geo-spatial mapping and analysis, development of a Tree Master Plan, and tree inventory services. We are requesting to continue their software services for the completion of the Public Tree Inventory and continuation of associated public facing software utilization from our grant account 380000 5790 G0058.

**PA review/comments:** The proposal is to extend the services till 5/2029, option 2

**ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes):** \_\_\_\_\_

**Vendor 1:** \_\_\_\_\_

**Vendor 2:** \_\_\_\_\_

**EMERGENCY:** Explain in detail the nature of the emergency

February 2026

**To:** Sarah Cruz, City of Norwalk, CT

**For:** software pricing options

**Prepared by:** PlanIT Geo

## Current software and plan:

Norwalk is currently one year into a two year Inventory subscription which ends/ renews in May of 2027. The below pricing scenarios are options to extend PlanIT Geos software into 2029.

## Pricing options

1. \$25,000: Inventory software, Ecosystem Benefits addon, Canopy software
  - Inventory renews (May 2027- May 2029) for \$10,500
  - Add Ecosystem Benefits to Inventory (May 2027-May 2029) for \$2000
  - Canopy begins (May 2027 - May 2029) for \$12,500
  - If more funding is available I recommend adding additional asset layers to track parks, playgrounds, and other city assets
2. \$28,500: Inventory software, Canopy software
  - Canopy software starts (May 2026 - May 2029) for \$18,000
  - Inventory renews (May 2027 - May 2029) for \$10,500
3. \$26,000: Inventory software, Ecosystem Benefits addon, Canopy software
  - Ecosystem Benefits starts (May 2026 - May 2029) for \$3000
  - Canopy begins (May 2027 - May 2029) for \$12,500
  - Inventory renews (May 2027- May 2029) for \$10,500

# Memo

<b>To:</b>	City Council and Public Safety and General Government Committee
<b>From:</b>	Deputy Chief Melissa Lepore
<b>CC:</b>	
<b>Re:</b>	Connecticut Department of Transportation Highway Safety Project Number 0206-0712-AH, FY26 Distracted Driving High Visibility Enforcement Grant
<b>Date:</b>	March 6, 2026

The Connecticut DOT has awarded the Norwalk Police Department funding for Project Number 0206-0712-AH, FY26 Distracted Driving High Visibility Enforcement Grant. The grant award is approved for the amount of \$69,992.38. The grant funds are effective from April 01, 2026 to April 30, 2026.

According to the UCONN Connecticut Crash Data Repository, 95 motor vehicle crashes from 2023 to 2025 were caused by cell phone usage while driving in Norwalk. 29 of those crashes resulted in personal injuries. That 11% of motorists are using their cell phones at any given time and 26% of all crashes are dues to cell phone usage while driving. Norwalk was selected by the Highway Safety Office (HSO) based on a combination of data where traffic volumes are highest and the most crashes occur to include: fatal and injury crashes, daily vehicle miles traveled, population, crash rate per population, and past high visibility enforcement grant performance.

This grant will allow the Norwalk Department of Police Service to enhance road safety, increase public awareness, encourage compliance, deter risky behavior, and protect vulnerable road users and pedestrians. Officers will monitor traffic at locations that have been determined through statistics to be the most problematic for distracted driving and crashes. Officers will conduct motor vehicle stops and will issue verbal warnings, written warnings, infraction tickets, or make arrests when appropriate and necessary. All enforcement efforts applied through this grant will be tailored to distracted driving violations.

We are requesting the following authorization:

1. Authorize Mayor, Barbara Smyth, to execute any and all documents and agreements necessary to accept grant funding under The Connecticut Department of Transportation Highway Safety Project Number 0206-0712-AH, FY26 Distracted Driving High Visibility Enforcement Grant.
2. Authorize Chief of Police, James Walsh, to execute any and all documents and agreements as may be necessary to implement The Connecticut Department of Transportation Highway Safety Project Number 0206-0712-AH, FY26 Distracted Driving High Visibility Enforcement Grant.

CONNECTICUT DEPARTMENT OF TRANSPORTATION  
HIGHWAY SAFETY OFFICE



**GRANT APPROVAL CONFIRMATION**

DELIVERED BY EMAIL TO: Rita Nigri

APPROVED PROJECT PERIOD:	April 01, 2026 - April 30, 2026
STATE PROJECT NUMBER:	0206-0712-AH
PROJECT NAME:	Distracted Driving Enforcement
GOVERNMENTAL UNIT:	City of Norwalk
APPLICANT:	Norwalk Police Department
FEDERAL FUNDS:	\$69,992.38
CFDA:	20.600

The Department of Transportation would like to notify you of the approval of the Norwalk Police Department's Highway Safety project application entitled Distracted Driving Enforcement effective April 01, 2026 - April 30, 2026.

Federal funds in the amount of \$69,992.38 are allocated to this project in accordance with the approved 2026 Fiscal Year Connecticut Annual Grant Application. The total project cost may not exceed this amount for the approved project period and no funds may be used for Research and Development.

All grants greater than or equal to \$30,000.00 are subject to FFATA (Federal Funding Accountability and Transparency Act) sub-award reporting requirements. For more information go to <https://sam.gov>.

All costs incurred under this project must be in full compliance with both federal and State regulations, policies and procedures that govern the use of highway safety funds. Costs are subject to review by both Internal and External Auditors.

Please note that deviations from the specifics of the approved budget must be reviewed and approved by the Highway Safety Office prior to their implementation in order for related costs to be eligible for reimbursement.

Reimbursement instructions will be sent to your agency point of contact. All final claims against this project, together with all supporting financial documentation, must be submitted to the Highway Safety Office no later than thirty (30) days after the project period ending date.

If you have any additional questions or concerns regarding this program, please contact me at [Joseph.Cristalli@ct.gov](mailto:Joseph.Cristalli@ct.gov) or 860-594-2412.

cc'd by email to: [clam@norwalkct.gov](mailto:clam@norwalkct.gov)  
[dorr@norwalkct.gov](mailto:dorr@norwalkct.gov)

Joseph T. Cristalli, Jr.  
Transportation Assistant Planning Director

# Project Number Form

**Applicant:** *Norwalk Police Department*  
**Project Title:** *Distracted Driving Enforcement*

## Project Number

**Approved Project Start Date: \*** *04/01/2026*

**Program Area: \*** *Distracted Driving: 402 (DD)*

**Project Number Code: \*** *AH*

**Project Number:** *0206-0712-AH*

**CFDA Number:** *20.600*

**FAIN Numbers:**  
*69A37523300004020CT0*  
*69A3752330SUP4020CT0*  
*69A37524300004020CT0*  
*69A3752430SUP4020CT0*  
*69A37525300004020CT0*  
*69A3752530SUP4020CT0*  
*69A37526300004020CT0*  
*69A3752630SUP4020CT0*

# Applicant Organization Information

## Agency Specific Information

**Name of Agency \*** *Norwalk Police Department*

**Agency Type \*** *Municipal PD*

**Federal ID number (FEIN) \*** *06-6011881*

**UEI Number \*** *V7ZTXNBKJM9*

**Address \*** *1 Monroe Street*

**City \*** *Norwalk*                      **County \*** *Fairfield County*

**State \*** *Connecticut*                      **Zip \*** *06854*

**Website**                                      **Phone \*** *(203) 854-3007*

## Governmental Unit/Agency Information

**Name of Governmental Unit/Agency \*** *City of Norwalk*

**Address \*** *125 East Avenue*

**City \*** *Norwalk*                                      **County \*** *Connecticut*

**State \*** *Connecticut*                                      **Zip \*** *06851*

## Project Contacts

<b>Project Director</b>  (Required)	Name: * <i>David Orr</i>	Title: * <i>Lieutenant</i>
	Street Address: * <i>125 East Ave</i>	Street Address 2:
	City: * <i>Norwalk</i>	State: * <i>Connecticut</i> Zip: * <i>06851-5702</i>
	Phone: * <i>(203) 854-3007</i>	Email: * <i>dorr@norwalkct.gov</i>
<b>Authorized Official</b>  (Required)	Name: * <i>Rita Nigri</i>	Title: * <i>Grant Administrator</i>
	Street Address: * <i>125 East Ave</i>	Street Address 2:
	City: * <i>Norwalk</i>	State: * <i>Connecticut</i> Zip: * <i>06851</i>
	Phone: * <i>(203) 506-4159</i>	Email: * <i>migri@norwalkct.gov</i>
<b>Fiscal Contact</b>  (Required)	Name: * <i>Chitsamay Lam</i>	Title: * <i>Comptroller</i>
	Street Address: * <i>125 East Ave</i>	Street Address 2:
	City: * <i>Norwalk</i>	State: * <i>Connecticut</i> Zip: * <i>06851-5702</i>
	Phone: * <i>(203) 854-7711</i>	Email: * <i>clam@norwalkct.gov</i>

# Problem ID, Objectives & Activities

**Project Title:** *Distracted Driving Enforcement \**

Requested Project Start Date	Project Period Start Date	Project Period End Date
04/01/2026 *	04/01/2026	04/30/2026

## Problem ID

### Statement of the Problem and Background Information

To date, identifying the role distracted driving has played in fatality and serious injury crashes has been a challenge in Connecticut, due to the way crash data is collected and limitations of the crash reporting form (PR-1) itself. In order to effectively allocate funds to multiple areas including enforcement mobilizations, the HSO chose to use an index of a combination of factors to best identify where the largest volumes of crashes, non-interstate roadway use, and population centers intersect. The goal of which is to target suspected locations where distraction as a result of hand held mobile phone use by drivers leads to crashes; and to identify areas where enforcement of Connecticut's hand held mobile phone for drivers can most be effective.

The applicant was selected by the HSO to conduct High Visibility Enforcement (HVE) based on a combination of the following data, weighted and ranked to determine areas where traffic volumes are highest, and the most crashes occur by town. The following ranking system was used by our data consultant.

- Fatal and injury crashes
- Daily Vehicle Miles Traveled(DVMT)
- Population
- Crash rate per DVMT
- Crash Rate per population
- Past High Visibility Enforcement grant performance

**Crash data can be obtained from the Connecticut Crash Data Repository at:** <http://www.ctcrash.uconn.edu/>

*Since 2000, when the population was 82,951, Norwalk grew by 9.8% to 91,100 in 2022. The current population of Norwalk, CT, is estimated to be between approximately 93,500 and 95,000 residents, according to 2024–2026 data. The advent of the smartphone in 2007 has led to greater use of mobile technology for social media, email, video, mapping, and the internet. Smartphone usage while driving poses a significant risk to roadway safety and has been the cause of an increase in motor vehicle crashes, causing injuries and fatalities. According to the National Highway Traffic Safety Administration, in 2022, 3,308 people were killed nationwide in motor vehicle crashes involving distracted drivers. The NHTSA estimates that 11% of motorists use cell phones at any given time and that 26% of all crashes are caused by cell phone use while driving. The UConn Crash Data Repository indicates that 95 motor vehicle crashes in Norwalk, CT, from 2023 to 2025 were caused by cell phone use while driving, with 29 of those crashes resulting in injuries. The UConn Crash Repository indicates that the most problematic areas in Norwalk are along the major thoroughfares of Rt. 1, Rt. 7, Rt. 123, Rt. 136, East Ave, West Ave. Additionally, the municipal arterial roadways such as Main Ave, Flax Hill Rd, Strawberry Hill Ave, Silvermine Ave, Newtown Ave, West Norwalk Rd, Gregory Blvd, and Fillow St are also problematic. Most crashes occur during the workweek (Monday - Friday) during the morning, midday, and evening rush hours. On the weekends, distracted driving-related crashes happen all day and into the late hours of the night. \**

## Objectives

**To decrease fatalities and injuries as a result of crashes caused by driver distraction, especially those caused by hand held mobile phone use by:**

- **Increasing enforcement, especially HVE of Connecticut's hand held mobile phone ban for drivers in areas identified to have high rates of fatal and injury crashes.**

**Examples:**

- **Reduce distracted driving crashes by X% over a one-month period**
- **Increase citations for distracted driving arising from the use of electronic devices by X% during the grant period**
- **Educate drivers on the dangers and consequences of distracted driving by reaching X people through media outreach efforts during the grant period.**

*The objectives of this distracted driving enforcement initiative include:*

*Enhancing Road Safety – Reduce the number of accidents, injuries, and fatalities caused by distracted driving. The success of this enforcement initiative towards meeting this particular objective will be prospectively measurable through favorable statistical results made available through the UConn Crash Data Repository.*

*Increasing Public Awareness – Educate drivers on the dangers of using cell phones or engaging in other distractions while driving.*

*Encouraging Compliance – Ensure drivers follow laws prohibiting the use of handheld devices and other distractions while driving. The success of this enforcement initiative in meeting this objective will be prospectively measurable through favorable statistical results available through the UConn Crash Data Repository. The desired result will be a 25% decrease in observed and documented violations from the first two weeks of April to the last two weeks of that month. Also, a 25% decrease in distracted-driving-related crashes from 2025 to 2026 would indicate success in achieving this objective.*

*Detering Risky Behavior – Discourage drivers from using cell phones through visible enforcement and penalties.*

*Protecting Vulnerable Road Users – Reduce the risk to pedestrians, cyclists, and other road users who are often victims of distracted driving incidents.*

*Strengthening Law Enforcement Efforts – Support police officers with resources and strategies to effectively detect and penalize distracted drivers. The availability of funds towards this effort will enable officers to focus their efforts on distracted driving enforcement, rather than conducting enforcement in between calls for service and other public safety needs.*

*Gathering Data and Insights – Collect statistics on violations, accidents, and trends to improve future enforcement and policy decisions.*

*Supporting Legislative Measures – Reinforce existing laws and advocate for stronger regulations if needed. \**

## Activities

**Describe activities and procedures you will undertake to achieve each objective.**

**Identify project personnel and responsibilities. Include activity timelines.**

*Officers will employ established motor vehicle enforcement tactics and industry standards such as single-officer roving uniformed patrols in marked police vehicles. Officers will physically monitor traffic at locations that have been determined through statistics to be hot spots for distracted driving violations and crashes. Officers will conduct motor vehicle stops and will issue verbal warnings, written warnings, and infraction tickets, and they will make arrests when appropriate and necessary. Enforcement efforts applied through this grant will be tailored to distracted driving violations. \**

	2022	2023	2024	Project Period Target Goals 2026
<b>Distracted Driving Crashes</b>	30	20	39	20
<b>Distracted Driving Fatalities</b>	0	0	0	0
<b>Distracted Driving Injuries</b>	8	9	9	5
<b>Distracted Driving Citations Issued</b>	464	911	1,288	1,500

### Problem Identification

List at least 3 of the following:

Locations with the highest problems:	Day(s) of the week where data shows increased problems:
Route 1*	Sunday*
Route 136*	Monday*
Route 123*	Tuesday*
Route 7	Wednesday
East Ave	Thursday
West Ave	Friday

**Time(s) of Day where data shows increased problems:**

7:00 AM	-	10:00 AM	*
11:00 AM	-	1:00 PM	*
4:00 PM	-	6:00 PM	*
7:00 PM	-	2:00 AM	

### Additional Documentation

**Attachment Description:**

# Budget Selection Form

**Applicant:** \* *Norwalk Police Department*

**Project Title:** \* *Distracted Driving Enforcement*

**Agency Type:** \* *Municipal PD*

**Please select all budget categories that apply to your project or grant.**

*Note: Selecting a category will open a corresponding form where you can enter specific budget details.*

**Important:**

If you decide to deselect a category, please make sure to **clear or delete any information entered** in that category's form **before** unchecking the box.

Toggleing these checkboxes only controls the visibility of the budget forms—it does not automatically remove any data previously entered.

- Enforcement - Municipal PD**
- Fringe**
- Indirect Costs**

# Fringe

**Applicant:** \* *Norwalk Police Department*

**Project Title:** \* *Distracted Driving Enforcement*

**Project Period:** **Start:** *04/01/2026* \*

**End:** *04/30/2026* \*

**If fringe rate is being charged/reimbursed, this page should be completed.**

## Fringe Benefits

I hereby certify that the information below is the true and accurate and authorized by "*Norwalk Police Department*" for hours worked by personnel for the following time period:

**From:** *04/01/2026* \*

**To:** *04/30/2026* \*

<i>Actual Cost Category</i>	<i>Municipal PD Fringe Rate</i>			
<i>FICA-Medicare</i>	<i>1.45000 %</i>	<i>%</i>	<i>%</i>	<i>%</i>
<b>Other Cost Category</b>				
	<i>%</i>	<i>%</i>	<i>%</i>	<i>%</i>
<b>Total Fringe Rate</b>	<i>1.45000 %</i>	<i>%</i>	<i>%</i>	<i>%</i>

# Enforcement Municipal PD

**Applicant:** \* *Norwalk Police Department*  
**Project Title:** \* *Distracted Driving Enforcement*

## Enforcement Activiy

	<b>Start</b>	<b>End</b>
<i>Enforcement Period</i>	04/01/2026	04/30/2026
<b>Date Location and Manpower Changes</b>		

Dates, manpower and locations chosen for this grant application should reflect intended enforcement dates but are for planning purposes. While these changes do not have to be "pre-approved" they must fall within the grant parameters. Any changes outside of grant parameter MUST be pre-approved (i.e. 10 officers working an 8 hour shift).

**8 OFFICERS PER ENFORCEMENT ACTIVITY MAXIMUM. 8 HOUR SHIFTS MAXIMUM.**

**Enforcement Grand Total:** \$68,992.00

**Please select the Enforcement Types applicable to this grant**  Spotter  Non-Spotter  Spotter/Self-initiated

*Spotter type enforcement can be done in teams or individually. If working in teams, identify a spotter and other officers working the shift (non-spotter). If working alone, spotter – self initiated is the correct category. Please note – spotter -self initiated is not roving. Rather, this category involves an officer choosing a strategic, covert location advantageous to the observation of all types of hand held mobile phone use. When this behavior is observed, the officer then “self-initiates the stop.*

## Spotter/Self-initiated

Subgrantee Type	Number of Hours	Hourly Rate	Total
<i>Municipal PD</i>	32	\$77.00	\$2,464.00
<b>Roving Subtotal</b>			<b>\$2,464.00</b>

## Wave Breakdown

<b>Enforcement Subtotal:</b>	\$2,464.00	
	<b>Number of Planned Days</b>	<b>Enforcement Total</b>
<i>Enforcement Period</i>	28	\$68,992.00

## Planned Locations

List planned locations:

<b>Location</b>
<i>Route 1</i>
<i>Route 7</i>
<i>Route 123</i>
<i>Route 136</i>
<i>West Ave</i>
<i>East Ave</i>
<i>Taylor Ave</i>
<i>Fellow St</i>
<i>Strawberry Hill Ave</i>
<i>Highland Ave</i>

# Budget Summary

<b>Total Federal Budget</b>		\$69,992.38		
<b>Budget Category</b>	<b>Grant Funds Requested</b>	<b>Match</b>	<b>Total</b>	<b>HSO Conditions Apply</b>
<b>Salaries</b>				
Municipal PD	\$68,992.00		\$68,992.00	[]
<b>Fringe</b>				
Municipal PD - 1.45000 %	\$1,000.38		\$1,000.38	[]
<b>Other Costs</b>				
Indirect costs	\$0.00		\$0.00	[]
<b>Total Budget</b>	<b>\$69,992.38</b>		<b>\$69,992.38</b>	

Notes

# Fringe & Indirect Certification

**Applicant:** *Norwalk Police Department*

**Project Title:** *Distracted Driving Enforcement*

**Project Period:** **Start:** *04/01/2026*

**End:** *04/30/2026*

## Fringe Benefits

**Has a Fringe Rate been submitted?** *Yes*

\* I hereby certify that the information below is the true and accurate and authorized by *Norwalk Police Department* for hours worked by personnel for the following time period:

**From To**

*04/01/2026*

*04/30/2026*

<b>Actual Cost Category:</b>	<i>Municipal PD</i>			
<i>FICA-Medicare</i>	<i>1.45000</i>			
<b>Other Cost Category:</b>				
<b>Total Fringe Rate</b>	<i>1.45000</i>			

## Indirect Costs

**Have Indirect Costs applicable to this grant been charged?** *No*

\* I further certify that this statement is correct in all respects and that the Indirect Costs Rate identified below accurately identifies what is allowable.

**Is your Indirect Cost de minimus?**

**Effective Date Range:**  
**Start End**

**Approved Indirect Rate:** *0.00 %*

Please attach your approved Indirect Rate Agreement:

**Grant**

**Indirect Cost Rates for this grant: \***

0.00 %

Budget Category	Total	Grant - Applicable Rate Base Categories	Grant Funds Requested
Municipal PD - Salaries	\$0.00	[]	\$0.00
Municipal PD - Fringe	\$0.00	[]	\$0.00
<b>Total Budget</b>	<b>\$0.00</b>		<b>\$0.00</b>

Sum of Indirect Cost Base Categories: \$0.00

**Total Indirect Costs: \$0.00**

**Certification**

**Designated Signatories:** **Authorized Official** OR **Financial Officer**  
*Rita Nigri* *Chitsamay Lam*

**Upon saving this page, the Name and Title of the individual that checks this box will appear with the date.**

\* By checking this box, Applicant certifies it has read the foregoing acknowledgement and makes the representations, warranties, and certifications within.

*Rita Nigri*  
Name

*Grant Administrator*  
Title

*02/10/2026*  
Date

# Reimbursement Requirements

Requested Project Start Date	Approved Project Start Date	Billing Period Start Date	Billing Period End Date	Reimbursement Deadline
04/01/2026	04/01/2026	04/01/2026	04/30/2026	05/30/2026

The HSO-Approved Project Start Date will populate here once the submitted grant has been reviewed by HSO staff.

**NOTE: This is a federally reimbursable program. The cost of all expenses incurred under this project must first be paid for with municipal or state agency funds. The sub-grantee may then apply for reimbursement based on the procedures and policies listed below.**

- All reimbursements must be signed and dated by the sub-grantee's authorizing official.
- Reimbursements should be submitted on a quarterly/monthly basis, per program, per program manager, during the term of the approved grant.
- Under the terms and conditions of this project application, ALL SUPPORTING DOCUMENTATION must be submitted to the Highway Safety Office no later than thirty (30) days after the project's ending date. Please verify the project start date, project ending date, and reimbursement deadline prior to any project activity.
- All reimbursements must include the invoice as well as proof of payment (examples: for airfare or hotel; a billing statement showing a zero balance, a screen shot from system showing vendor and payment amount with voucher number, copy of front and back of canceled check, or notarized letter which includes check number and date when expenditure was paid).
- Deadline for all federal reimbursements for salary positions must be invoiced to the CT Highway Safety Office (HSO) no later than October 30th. Failure to do so may jeopardize your reimbursement.
- All salary reimbursements must be accompanied by signed timesheets and/or reports. Signature of both the employee and authorizing Supervisor is required.
- Deadline for all federal reimbursements for commodity purchases and other pre-approved grant items should be submitted to the HSO no later than October 30th.
- Photocopies of any media coverage (if applicable) or supportive documentation can be included. Grant category budgets should be adhere to, funding is not fluid between budget categories. Only expenses contained in the approved Highway Safety Project application may be claimed for reimbursement.

FAILURE TO MEET THE REIMBURSEMENT REQUIREMENTS SET FORTH MAY RESULT IN YOUR CLAIM BEING DENIED.

## Certification

Designated Signatories:  Authorized Official  OR  Financial Officer  
*Rita Nigri* *Chitsamay Lam*

Upon saving this page, the Name and Title of the individual that checks this box will appear with the date.

\* By checking this box, Applicant certifies it has read the foregoing acknowledgement and makes the representations, warranties, and certifications within.

*Rita Nigri*  
Name

*Grant Administrator*  
Title

*02/10/2026*  
Date

# Certifications & Assurances

Please review the documents attached in the below statements. Once reviewed, please check the box beside each statement confirming your organization complies with the statements within each PDF.

- NONDISCRIMINATION**
- POLITICAL ACTIVITY (HATCH ACT)**
- CERTIFICATION REGARDING FEDERAL LOBBYING**
- RESTRICTION ON STATE LOBBYING**
- CERTIFICATION REGARDING DEBARMENT AND SUSPENSION**
- BUY AMERICA ACT**
- PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE**

## Certification

**Authorized Official**

**Financial Officer**

**Designated Signatories:**

**OR**

*Rita Nigri*

*Chitsamay Lam*

**Upon saving this page, the Name and Title of the individual that checks this box will appear with the date.**

By checking this box, I understand that my statements in support of the State's application for Federal grant funds are statements upon which the Federal Government will rely in determining qualification for grant funds, and that knowing misstatements may be subject to civil or criminal penalties under 18 U.S.C. 1001. I sign these Certifications and Assurances based on personal knowledge, and after appropriate inquiry.

*Rita Nigri*  
**Name**

*Grant Administrator*  
**Title**

*02/10/2026*  
**Date**

# Full Certifications & Assurances

## NONDISCRIMINATION

### (applies to subrecipients as well as States)

The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities). These include but are not limited to:

- **Title VI of the Civil Rights Act of 1964** (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- **The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970**, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- **Federal-Aid Highway Act of 1973**, (23 U.S.C. 324 et seq.), and **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- **Section 504 of the Rehabilitation Act of 1973**, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- **The Age Discrimination Act of 1975**, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of age);
- **The Civil Rights Restoration Act of 1987**, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- **Titles II and III of the Americans with Disabilities Act** (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- **Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations** (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and
- **Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency** (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100).

The State highway safety agency—

- Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted;
- Will administer the program in a manner that reasonably ensures that any of its subrecipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the NonDiscrimination Authorities identified in this Assurance;
- Agrees to comply (and require its subrecipients, contractors, subcontractors, and consultants to comply) with all

applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;

- Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
- Agrees to insert in all contracts and funding agreements with other State or private entities the following clause:  
“During the performance of this contract/funding agreement, the contractor/funding recipient agrees—
  - a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
  - b. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 21 and herein;
  - c. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
  - d. That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and
  - e. To insert this clause, including paragraphs (a) through (e), in every subcontract and subagreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.”

## POLITICAL ACTIVITY (HATCH ACT)

**(applies to subrecipients as well as States)**

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

## CERTIFICATION REGARDING FEDERAL LOBBYING

**(applies to subrecipients as well as States)**

## Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure

**RESTRICTION ON STATE LOBBYING****(applies to subrecipients as well as States)**

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

**CERTIFICATION REGARDING DEBARMENT AND SUSPENSION**

**(applies to subrecipients as well as States)**

## Instructions for Primary Tier Participant Certification (States)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. *The terms covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction, provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov>).
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency may terminate the transaction for cause or default.

*Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Tier Covered Transactions*

- (1) The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:
  - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from

participating in covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

(2) Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

#### Instructions for Lower Tier Participant Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances

4. The terms covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.

7. The participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov>).

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9,

subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, department the or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

*Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions:*

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

## BUY AMERICA ACT

**(applies to subrecipients as well as States)**

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

## PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

**(applies to subrecipients as well as States)**

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

# Audit Requirements

Designated Signatories: **Authorized Official** OR **Financial Officer**

*Rita Nigri* *Chitsamay Lam*

**(NOTE: PLEASE DO NOT SIGN FOR BOTH STATEMENTS)**

## Attachment A

### SINGLE AGENCY AUDITING REQUIREMENTS AND PROCEDURES EFFECTIVE OCTOBER 1, 2026

#### AUDIT REQUIREMENT STATEMENT:

The town/city/agency of *Norwalk Police Department* declares that for the fiscal year ending September 30, 2026, the sum total of Federal funds awarded to local government agencies from all sources **DOES exceed \$1,000,000.00** and that it will conduct an audit report as required under 2 CFR part 200 subpart F (REVISED) AUDITS OF STATES, LOCAL GOVERNMENTS, AND NON-PROFIT ORGANIZATIONS AND 49 CFR UNIFORM ADMINISTRATIVE REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS TO STATE AND LOCAL GOVERNMENTS PART 18.26.

\* Check this box to sign & certify the above Audit **Requirement** statement

<i>Rita Nigri</i>	<i>Grant Administrator</i>	
<b>Name</b>	<b>Title</b>	<b>Date</b>

#### AUDIT EXEMPTION STATEMENT:

The town/city/agency of *Norwalk Police Department* declares that for the fiscal year ending September 30, 2026, the sum total of Federal funds awarded to local government agencies from all sources **DOES NOT exceed \$1,000,000.00** and that an independent audit is not required under 2 CFR part 200 subpart F (REVISED) AUDITS OF STATES, LOCAL GOVERNMENTS, AND NON-PROFIT ORGANIZATIONS AND 49 CFR UNIFORM ADMINISTRATIVE REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS TO STATE AND LOCAL GOVERNMENTS PART 18.26.

\* Check this box to sign & certify the above Audit **Exemption** statement

<b>Name</b>	<b>Title</b>	<b>Date</b>

The following sanctions policy will be in effect for sub grantees who do not submit Audit Reports or who do not correct findings in those reports:

- a. Any sub grantee receiving \$1,000,000.00 or more in Federal funds from all sources who fails to submit an audit report two or more sequential fiscal years will not be eligible for highway safety grants until all audit reporting requirements are met.
- b. Any sub grantee who has not taken corrective action on an audit finding within six months of the submission of an audit report will have funds automatically deducted from any pending claims. If there are no pending claims with the HSO, the sub grantee will not be eligible for highway safety grants until a corrective action has been negotiated with the HSO.

# Applicant Signatures

## Project Director

**Designated Signatory:**

\* Check this box to sign & certify this application

*David Orr*  
**Name**

*Lieutenant*  
**Title**

*03/03/2026*  
**Signature Date**

## Financial Officer

**Designated Signatory:**

\* Check this box to sign & certify this application

*Chitsamay Lam*  
**Name**

*Comptroller*  
**Title**

*02/11/2026*  
**Signature Date**

## Authorizing Official

**Designated Signatory:**

\* Check this box to sign & certify this application

*Rita Nigri*  
**Name**

*Grant Administrator*  
**Title**

*02/11/2026*  
**Signature Date**

# HSO Application Signatures

## Program Manager

\* Check this box to sign & certify this application

*Ellie Stamp*  
Name

*Transportation Planner*  
Title

*03/04/2026*  
Date

## Supervisor

\* Check this box to sign & certify this application

*Phyllis DiFiore*  
Name

*Transportation Supervising Planner*  
Title

*03/04/2026*  
Date

## Fiscal

\* Check this box to sign & certify this application

*Anila Hafeez*  
Name

*Associate Accountant*  
Title

*03/04/2026*  
Date

## Program Coordinator

\* Check this box to sign & certify this application

*Joseph Cristalli*  
Name

*Transportation Assistant Planning Director*  
Title

*03/05/2026*  
Date

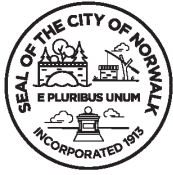
## Governor's Representative

\* Check this box to sign & certify this application

*Garrett Eucalitto*  
Name

*HSO Governor's Representative*  
Title

*03/05/2026*  
Date



# Transportation Mobility & Parking

CITY OF NORWALK  
Transportation Mobility & Parking  
P: 203-854-7335  
Norwalk City Hall  
125 East Avenue, PO Box 5125  
Norwalk, CT 06856-5125

To: The Norwalk City Council

From: Nathan Fankhanel – Junior Engineer, Transportation, Mobility, and Parking (TMP)

CC: Councilmember Anne Wennerstrand -  
James Travers – Director, TMP  
Garrett Bolella – Assistant Director, TMP

**Subject: April 7, 2026 Agenda - TECHNICAL CORRECTION requested to action items VII.D.1, VII.D.2, VII.D.3 and VII.D.4 approved during October 28, 2025 City Council meeting**

Date: March 17, 2026

**I. TECHNICAL CORRECTION OF THE COMMON COUNCIL ACTION OF OCTOBER 28, 2025 ITEMS VII.D.1 & VII.D.2 TO ADD ACCOUNT NUMBER 580000-5796-AID01**

The Soundview Avenue Retaining Wall project (TMP 2024-08) will utilize funds from a Special Appropriation from the Municipal account (580000-5796-AID01), as approved during the October 28, 2025 City Council meeting

TMP is requesting the following authorizations to add the account to this project:

1. Authorize the Mayor, Barbara C. Smyth, to execute a Master Agreement for Construction Services with Colonna Concrete & Asphalt Paving LLC for a sum not to exceed \$381,556.00.

**ADD Account: 580000-5796-AID01**

2. Authorize the Director of Transportation, Mobility, and Parking to execute orders on the contract with Colonna Concrete & Asphalt Paving LLC for a sum not to exceed \$76,312.00.

**ADD Account: 580000-5796-AID01**

**II. TECHNICAL CORRECTION OF THE COMMON COUNCIL ACTION OF OCTOBER 28, 2025 ITEMS VII.D.3 & VII.D.4 TO ADD ACCOUNT NUMBER 580000-5796-AID06**

The Route 1 (Connecticut Avenue) Pedestrian Bridge project will utilize funds from a Special Appropriation from the Municipal account (580000-5796-AID06), as approved during the October 28, 2025 City Council meeting

TMP is requesting the following authorizations to add the account to this project:

1. Authorize the Director of Transportation, Mobility, and Parking to execute a purchase order for Design and Permitting Services with IMEG Corp (Formally FHI Studio) for a sum not to exceed \$90,500.00

**ADD Account: 580000-5796-AID06**

2. Authorize the Director of Transportation, Mobility, and Parking to execute orders on the agreement with IMEG Corp (Formally FHI Studio) for a sum not to exceed \$9,050.00

**ADD Account: 580000-5796-AID06**

Sincerely,

Nathan Fankhanel – Junior Engineer, TMP

**ALL COMMON COUNCIL ACTIONS TAKEN AT THIS MEETING TO APPROVE EXPENDITURES AND CONTRACTS OR TO ACCEPT BIDS AND OTHER PROPOSALS REQUIRING THE EXPENDITURE OF CITY FUNDS ARE SUBJECT TO THE AVAILABILITY OF FUNDS**

To allow public access, anyone may access a meeting by telephone and/or Zoom, or a recording in the City of Norwalk YouTube channel. Specific instructions and links can be found at [norwalkct.gov/meetings](https://norwalkct.gov/meetings).



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial \*9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide "live comments" may also 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 by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Irene Dixon at [idxon@norwalkct.gov](mailto:idxon@norwalkct.gov) with the subject line "Public Comment" to provide written public comment prior to the meeting.

- I. **ROLL CALL** 12 at Roll Call, Mr. Wiggins arrived at 7:40 PM, Mr. Frayer absent.
- II. **ACCEPTANCE OF MINUTES**
  - A. **Regular Meeting: October 14, 2025** **APPROVED**
- III. **PUBLIC PARTICIPATION** 3
- IV. **MAYOR**
  - A. **RESIGNATIONS AND APPOINTMENTS**
    - 1. **APPOINTMENTS**
      - a. John Cusano, Historical Commission **APPROVED**
      - b. Devan S. Healy, Conservation Commission, Regular **APPROVED**
      - c. Elise Allum, Conservation Commission, Alternate **APPROVED**
      - d. Anthony Simari, Zoning Board of Appeals, Regular **APPROVED**
      - e. John Hubers, Planning and Zoning Commission, Alternate **APPROVED**

- f. Elizabeth Sile, Bike/Walk Commission **APPROVED**
- 2. REAPPOINTMENTS
  - a. Jalin Sead, Fair Housing Advisory Commission **APPROVED**
  - b. Carol Frank, Fair Housing Advisory Commission **APPROVED**
  - c. Charles Pirro, Pension Board - subject to approval of the proposed amendments to Chapter 126 **APPROVED**

**B. MAYOR'S REMARKS** The Mayor spoke about available resources for those affected by the government shutdown and its effects on SNAP (food assistance) benefits. On Saturday, the annual Halloween Nightfair on Washington Street took place. The Mayor thanked the Economic and Community Development team, the Police Department and the vendors and the business community for a successful event. The Mayor reminded residents that early voting is underway at City Hall in the Community Room. Early voting is every day until Sunday November 2 from 10am to 6pm. Earlier this morning the City cut the ribbon for the Hospital Hill Neighborhood Streetscape Improvement project. The Mayor thanked the City's Transportation, Mobility and Parking Department's Jim Travers and Garrett Bolella as well as the Common Council. The Mayor also shared that the City has been recognized for achieving Sustainable CT's Gold certification, he thanked Jodi Trendler and the City's Green Team for helping in achieving this standard. The Mayor reminded the public that this Saturday November 1 from 10am to 1pm is the fifth annual Keep Kids Safe Connecticut Statewide Gun Buyback and Gun Safe Giveaway Day at the Police Headquarters. He thanked the Newtown Action Alliance, the Newtown Action Alliance Foundation, and the Wilton Quaker Organization for partnering with the city on this event. Lastly, the Mayor acknowledged the Norwalk Police Department for their work on maintaining National Accreditation and they are currently going through the process of being re-accredited.

**V. COUNCIL PRESIDENT**

**A. RESIGNATIONS AND APPOINTMENTS**

**B. CONSENT CALENDAR** VII.A.1, VII.A.2, VII.A.3, VII.B.1, VII.B.2, VII.B.3, VII.C.1a, VII.C.1b, VII.C.2a, VII.C.2b, VII.D.1, VII.D.2, VII.D.3, VII.D.4

**VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS**

**A. CORPORATION COUNSEL**

**VII. COMMON COUNCIL COMMITTEES**

**A. ORDINANCE**

- 1. Approve changes to Chapter 126, Pension Plan, Sections 126-1, 126-2, 126-3, 126-4, 126-5 and 126-6 **APPROVED**

2. Approve changes to Chapter 84, Retirement Benefits, Article I, Post-Employment Benefits Trust, Sections 84-2 and 84-3 **APPROVED**
3. Approve changes to Chapter 112, Trees, Sections 112-1, 112-2, 112-3, 112-4, 112-5, 112-6, 112-7, 112-8, 112-9, 112-10, 112-11, 112-12, 112-13, 112-14 and 112-15 **APPROVED**
4. Approve new ordinance - Residential Parking Permit Program **APPROVED**

**B. RECREATION, PARKS AND CULTURAL AFFAIRS**

1. Authorize the Mayor, Harry W. Rilling, to enter into an agreement for the use of Calf Pasture Beach and immediate surrounding grounds by City of Norwalk Recreation & Parks for their Jingle Bell 5k to be held on Saturday, December 13<sup>th</sup>, 2025 from 8:00 A.M. to 11:00 A.M. Approximately 200 people. **AUTHORIZED**
2. Authorize the Mayor, Harry W. Rilling, to enter into an agreement for the use of Washington Street Park and immediate surrounding grounds by City of Norwalk Department of Economic & Community Development for their Holiday Extravaganza to be held on Saturday, December 6<sup>th</sup>, 2025 from 1:00 P.M. to 9:00 P.M. Set-up time by 9:00 A.M. with tear-down by 10:00 P.M. Approximately 1500 people. **AUTHORIZED**
3. Approve the use of Veterans' Park and immediate surrounding grounds by Norwalk Public Schools & City of Norwalk Department of Recreation & Parks for their 34<sup>th</sup> Annual Norwalk River Fun Run to be held on Saturday, December 6<sup>th</sup>, 2025 from 10:00 A.M. to 11:00 A.M. Rain date of Sunday, December 7<sup>th</sup> Set-up time by 9:00 A.M. Saturday, with tear-down by 11:30 A.M. Approximately 350 people. **APPROVED**

**C. PUBLIC SAFETY AND GENERAL GOVERNMENT**

1. a. Authorize Mayor, Harry W. Rilling, to execute any and all documents and agreements necessary to accept grant funding under The Connecticut Department of Transportation Highway Safety, FY26 DUI Enforcement Grant, Project number 0206-0722-1-BD. **AUTHORIZED**  
  
b. Authorize Chief of Police, James Walsh, to execute any and all documents and agreements as may be necessary to implement the Connecticut Department of Transportation Highway Safety, FY26 DUI Enforcement Grant, Project number 0206-0722-1-BD **AUTHORIZED**
2. a. Authorize Mayor, Harry W. Rilling, to execute any and all documents and agreements necessary to accept grant funding under The Connecticut Department of Transportation Highway Safety Project Name NWK10103-CIOT-2026-36 Click it or Ticket (CIOT) Enforcement Grant **AUTHORIZED**

b. Authorize Chief of Police, James Walsh, to execute any and all documents and agreements as may be necessary to implement The Connecticut Department of Transportation Highway Safety Project Name NWK10103-CIOT-2026-36 Click it or Ticket (CIOT) Enforcement Grant **AUTHORIZED**

**D. PUBLIC WORKS**

1. Authorize the Mayor, Harry W. Rilling, to execute a Master Agreement for Construction Services with Colonna Concrete & Asphalt Paving LLC for a sum not to exceed \$381,556.00. **AUTHORIZED**
2. Authorize the Director of Transportation, Mobility, and Parking to execute orders on the contract with Colonna Concrete & Asphalt Paving LLC for a sum not to exceed \$76,312.00. **AUTHORIZED**
3. Authorize the Director of Transportation, Mobility, and Parking to execute a purchase order for Design and Permitting Services with IMEG Corp (Formally FHI Studio) for a sum not to exceed \$90,500.00 **AUTHORIZED**
4. Authorize the Director of Transportation, Mobility, and Parking to execute orders on the agreement with IMEG Corp (Formally FHI Studio) for a sum not to exceed \$9,050.00 **AUTHORIZED**

**VIII. RESOLUTIONS FROM COMMON COUNCIL**

**IX. MOTIONS POSTPONED TO A SPECIFIC DATE**

**X. SUSPENSION OF RULES**

**XI. ADJOURNMENT 8:47 PM**

**APPOINTMENTS**

<b>HISTORICAL COMMISSION</b>	<b>M/C</b>	<b>Nwlc Code 57A</b>
<b>JOHN CUSANO (D)</b> 29 Poplar Street Norwalk, CT 06855	APPROVED	Term Expires - 12/31/2029

<b>CONSERVATION COMMISSION</b>	<b>M/C</b>	<b>Nwlc Code 35-2</b>
<b>DEVAN S. HEALY (U)</b> 30 Stronybrook Road Norwalk, CT 06851	APPROVED	Term Expires - 01/01/2030 Regular

**COMMON COUNCIL  
NORWALK, CONNECTICUT**

**ACTION  
7:30 PM**

**OCTOBER 28, 2025  
COUNCIL CHAMBERS**

**ELISE ALLUM (U)**  
67 Beacon Street  
Norwalk, CT 06851

APPROVED

Term Expires - 01/01/2027  
Alternate

**ZONING BOARD OF APPEALS**

**M/C**

**Nwtk Code 116**

**ANTHONY SIMARI (U)**  
16 Toilsome Avenue  
Norwalk, CT 06851

APPROVED

Term Expires - 11/01/2026

**PLANNING & ZONING  
COMMISSION**

**M/C**

**Nwtk Code 79**

**JOHN HUBERS (D)**  
10 Monroe Street #212  
Norwalk, CT 06854

APPROVED

Term Expires - 01/01/2027  
Alternate  
District B

**BIKE/WALK COMMISSION**

**M/C**

**Nwtk Code 20-01**

**ELIZABETH SILE (D)**  
18 Knobhill Road  
Norwalk, CT 06851

APPROVED

Term Expires - 06/30/2028

**REAPPOINTMENTS**

**FAIR HOUSING ADVISORY  
COMMISSION**

**M/C**

**Nwtk Code 59-A**

**JALIN SEAD (D)**  
140 Main Street  
Norwalk, CT 06851

APPROVED

Term Expires - 09/01/2028

**CAROL L. FRANK (R)**  
5 Cranbury Woods Road  
Norwalk, CT 06851

APPROVED

Term Expires - 09/01/2028

**PENSION BOARD OF TRUSTEES**

**M/C**

**Nwtk Appx II**

**CHARLES PIRRO (R)**  
3 Baker Lane  
Norwalk, CT 06851

APPROVED

Term Expires - 09/01/2029