

**CITY OF NORWALK
ADA TRANSITION COMMITTEE
REGULAR MEETING MINUTES - APRIL 1, 2026
ROOM 231 AND ZOOM VIRTUAL MEETING**

ATTENDEES: Carol Frank, Jan Degenshein, Derek DeMarche (City of Norwalk Tax Assessors Office), Suzanne Giannitti, Brett Davis (alternate- STAR, INC), Daisy Franklin, James McClellan, Beatrix Lane (Exec. Dir. Of the Norwalk Senior Center), Mike Scobo, Carol Frank.

STAFF: William Hnatuk (City of Norwalk ADA Coordinator).

I. CALL TO ORDER

The regular meeting of the ADA Transition Committee was called to order at 10:05 a.m. by Mr. Hnatuk.

II. ROLL CALL

Mr. Hnatuk conducted the roll call and noted the members present.

III. ACCEPTANCE OF MINUTES

A. Regular Meeting:

1. 02-04-2026

****MS. GIANNITTI MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 4, 2026, REGULAR MEETING.**

****MR. MCCLELLAN SECONDED THE MOTION.**

****THE MOTION PASSED. THE MINUTES WERE APPROVED AS PRESENTED (TWO ABSTENSTIONS INCLUDING MS. FRANK).**

IV. PUBLIC PARTICIPATION

There was no public participation.

V. OLD BUSINESS

A. On-going Projects:

Mr. Hnatuk reported that the SONO Railroad door upgrades project is now completed. The two door openers were installed at the garage entrance and are working fine. Bollards with paddles were installed and power is at one of the doors going to the platform at level 2. He noted that the project came in under budget and that leftover funds were used to accommodate the door installer at the new bathroom in the senior center. Mr. Hnatuk stated that issues remain with the senior center door going into sleep mode over the weekend and that Stanley Allegiant is scheduled to perform a service call. He explained the building code requirement for single-user restrooms to be able to lock and the need for an electronic locking system with extra buttons and wiring.

Mr. Hnatuk provided an update on the City Hall Drive curb ramps. The bid opening was held the previous Friday. The Department of Public Works is in the process of awarding the bid which will be finalized at the Public Works Committee meeting the following week. The base part of the project exceeded the one-hundred-thousand-dollar budget and the committee is proceeding with the first alternate which is the southern end of City Hall Drive from Eversley to the ball field. Mr. Hnatuk explained that costs were higher than expected because many existing sidewalks had non-compliant cross-slopes requiring removal and replacement of sidewalk panels in addition to the curb ramps. He shared his screen to illustrate the base bid area and the alternate area being constructed. Extensive discussion followed with questions and comments from Mr. Scobo, Ms. Frank, and Ms. Degenshein regarding the scope of work, sidewalk conditions, why the city is responsible for the sidewalks, departmental responsibilities for ADA compliance in their projects, the role of design professionals, and liability issues. Mr. Hnatuk responded to the discussion and explained his ongoing consultations with departments and the unique nature of Norwalk's ADA capital budget.

VI. NEW BUSINESS

A. ADA Capital Budget Submittal FY 2026-27

Mr. Hnatuk reported that the ADA capital budget submittal for fiscal year 2026-27 was zeroed out. The original request was four-hundred-eighty-thousand dollars with an additional one-hundred-fifty-thousand dollars phased for fiscal year 2027-28. The proposed allocations included eighty-thousand dollars for the Benjamin Franklin Community Center, one-hundred-fifty-thousand dollars for the Norwalk Senior Center, and four-hundred-thousand dollars for the Gallagher Mansion. The line item was deleted after a thirty-percent budget cut and reprioritization toward other projects including Cranberry Park trails and the sailing school boat launch at Calf Pasture Beach.

Mr. Hnatuk noted that the ongoing funded projects including the concert hall restroom renovation and the customer service counter upgrades still have their allocated funds. He stated that three-hundred-thousand dollars remains available for the concert hall bathrooms with some

amounts already spent on architectural and engineering work and three-hundred-thousand dollars remains available for the customer service counter upgrades. He presented drawings and renderings for the customer service counter upgrades including the security guard booth at the entrance and explained the priority order starting with the tax collector's office due to security needs followed by the assessor's office, town clerk, registrar's office, community services office, security guard, and building department. Mr. Hnatuk noted that the security guard booth design is currently in limbo pending a decision from the mayor's office on additional security measures such as turnstiles or ID checks.

Extensive discussion followed with input from Mr. Scobo regarding the booth design, size, visibility, potential bullet-resistant glass, and overall security considerations. Ms. Degenshein expressed frustration with the budget decision and thanked Mr. Hnatuk and those who submitted letters advocating for the projects. The committee discussed which project to prioritize if partial funding becomes available with Mr. Hnatuk stating that he would focus first on the ramp at the Norwalk Senior Center to coordinate with the new courtyard construction for accessibility and emergency egress reasons.

Ms. Lane provided input on the senior center courtyard doors and the safety issues for seniors using the area. The committee discussed preparing a letter advocating for one-hundred-fifty-thousand dollars for the senior center ramp and directing it to Economic and Community Development and City Council. Mr. Hnatuk advised on the process for submitting the letter.

VII. DISCUSSION

Ms. Franklin shared that she had reported a non-functional handicap door button at the mall to security guards and that it was subsequently repaired.

VIII. ADJOURNMENT

****MR. MCCLELLAN MOVED TO ADJOURN THE MEETING.**

****THE MOTION PASSED UNANIMOUSLY.**

UPCOMING MEETINGS

A. Wednesday 06-03-2026

Respectfully Submitted,
Courtney Baldwin
Recording Secretary