

**CITY OF NORWALK  
PUBLIC WORKS COMMITTEE  
REGULAR MEETING  
APRIL 7, 2026  
BY ZOOM VIRTUAL MEETING**

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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 Monique Cipriano at [mcipriano@norwalkct.gov](mailto:mcipriano@norwalkct.gov) with the subject line "Public Comment" to provide written public comment prior to the meeting.

**I. CALL TO ORDER**

Chair Wennerstrand called the meeting to order at 7:00p.m.

**II. ROLL CALL**

Chair Wennerstrand called the Roll: Anne Wennerstrand, Jim Frayer, Jan Degenshein, Richard Dellinger, Dajuan Wiggins, Jesse Buccolo, Darlene Young (7:06p.m.)

At Roll Call there were six (6) Committee members present, constituting a quorum. Darlene Young arrived at 7:06p.m.

**ATTENDANCE:** Anne Wennerstrand, Chair; Jim Frayer, Jan Degenshein, Richard Dellinger, Dajuan Wiggins, Jesse Buccolo, Darlene Young (7:06p.m.)

**STAFF:** Vanessa Valadares, Chief of Operations and Public Works; James Meehan,

Principal Engineer; Chris Torre, Superintendent of Operations; Thomas Szabo, Waste Programs Manager; Paul Sotnik, Senior Civil Engineer; Drew Bernldmaier, Senior Civil Engineer; Daniel Stanton, Senior Civil Engineer, Jodi Trendler, Director of Sustainability and Resilience; William Hnatuk, ADA Coordinator and Field Representative

**OTHERS:** Councilmember Jalin Sead

### III. ACCEPTANCE OF MINUTES

#### A. REGULAR MEETING: MARCH 3, 2026

There were no changes, deletions, or omissions to the minutes as presented.

**\*\*MR. DEGENSHEIN MOVED THE ITEM**

**\*\*MOTION PASSED UNANIMOUSLY**

### IV. PUBLIC PARTICIPATION

Diane Lauricella of East Norwalk. She said this is her favorite committee partially because of the work she does as a waste management professional. She is passionate about recycling. She leads the Norwalk Zero Waste Coalition and is helping the city with the sustainability task force as the co-chair of the waste subcommittee. She would like to know the status of the food scrap program. She feels the amendment to the NewGen contract as written is too narrow in scope, and it didn't look at the entirety of how to reduce food waste. She was hoping that the sustainability committee would be able to sit down and have a conversation about it. She talked about the policy of not having to go to council with anything under \$100,000.00 and asked them to rethink that policy. She thinks they are not optimizing the food waste program or the recycling program. She said waste increases the tipping fee and if they do a better job recycling right and have better educational opportunities, they will be able to reduce that waste. She asked that 20% be cut from the trash or waste hauling for this operating budget because she thinks it would add an incentive to the public and the committee. She has a phone call request to speak with Mr. Szabo, and he has yet to call her back, and it has been over two (2) months. She said she appreciates the staff, and she is not in any way criticizing them, she is merely looking at programs that cost a lot of money, and she has been trying to suggest solutions to reduce those costs and make Norwalk truly a greener city.

Councilmember Johan Lopez submitted a letter to the committee, and it will be attached to the minutes.

Chair Wennerstrand closed public participation at 7:07p.m.

## V. NEW BUSINESS

### A. A RESOLUTION OF THE CITY OF NORWALK ESTABLISHING A TEMPORARY MORATORIUM ON THE ACCEPTANCE AND PROCESSING OF NEW APPLICATIONS FOR THE HONORARY AND HISTORIC NAMING OF CITY STREETS.

WHEREAS, THE CITY OF NORWALK RECOGNIZES THAT THE NAMING OF CITY STREETS IS A SIGNIFICANT MATTER THAT REFLECTS THE HISTORY, CULTURE, AND VALUES OF THE COMMUNITY; AND

WHEREAS, A PROLIFERATION OF HONORARY AND HISTORIC NAMING REQUESTS CAN LEAD TO ADMINISTRATIVE INCONSISTENCY, PUBLIC CONFUSION REGARDING NAVIGATION AND EMERGENCY RESPONSE, AND INCREASED MAINTENANCE COSTS; AND

WHEREAS, THE CITY OF NORWALK FINDS IT NECESSARY TO REVIEW AND UPDATE THE EXISTING POLICIES AND CRITERIA FOR STREET NAMING TO ENSURE A FAIR, TRANSPARENT, AND RIGOROUS EVALUATION PROCESS; AND

WHEREAS, A TEMPORARY PAUSE ON THE ACCEPTANCE AND PROCESSING OF NEW APPLICATIONS WILL ALLOW STAFF AND ELECTED OFFICIALS THE TIME REQUIRED TO REVISE CHAPTER 95, ARTICLE II, SECTIONS 95-37, 95-38 AND 95-39 WITHOUT THE PRESSURE OF PENDING APPLICATIONS; AND

WHEREAS, THIS MORATORIUM IS INTENDED TO BE A REASONABLE AND TEMPORARY MEASURE IN THE INTEREST OF THE CITY OF NORWALK AND ITS RESIDENTS.

Ms. Valadares stated in the past few months they have received numerous requests to honor the street name. One of the concerns that most of the council members have is that all requirements have been fulfilled. There weren't that many requirements before they were able to accept. That discussion was brought to Ordinance committee, and they are now revising the ordinance so it is very clear on who should be honored and that process. While the ordinance committee works on this, they would like to issue a moratorium until the ordinance gets voted on with the revisions. She emphasized that there are two (2) petitions that have been tabled by this committee. Those two (2) petitions will not be impacted by the moratorium. So, if they come forward with the committee's requests, they will move forward. All new applications will be on hold for now.

Ms. Young asked if this is just for the street naming and not the buildings.

Chair Wennerstrand answered yes it is only for the honorary naming of streets.

Mr. Sead stated the moratorium is just for the streets but in the future they will make some changes to the building naming to sync it with the street naming. It was more of an urgency with street naming because of all the recent requests received. There will be a revision to the building just so it matches up and the same criteria apply.

Mr. Buccolo stated he has a clarifying question about process and asked what the role of council versus city staff coming up with revisions.

Ms. Valadares replied that the council will make the revision because it is going through the Ordinance Committee. The staff is only to support what is needed to be put in place, so council can decide. There was a discussion about the change in ordinance last month to determine what will be brought in front of the full council. The Ordinance Committee members will have a chance to revise and there will be a public hearing about the change as well. Once it has been agreed upon by all the members of the Ordinance Committee, then it will go to full council for approval. The legal department wrote the resolution that they should pause for now if the committee approves until the Ordinance can decide what the requirements will be for the honorary street naming.

Mr. Dellinger spoke in favor of the resolution. He stated that he was on a committee, and they were provided with other cities' application process, and after looking at four (4) different cities, he can see that having a more formal process would be a benefit to the city. He supports the moratorium.

Chair Wennerstrand spoke in favor of the resolution. She supports it as well. She said it is really a pause so they can make this a more fair and equitable process, with transparency and standards as they move forward with this program.

**\*\*MR. FRAYER MOVED THE ITEM  
\*\*MOTION PASSED UNANIMOUSLY**

**B. AUTHORIZE THE MAYOR, BARBARA C. SMYTH, TO SIGN THE MAINTENANCE AGREEMENT NO. 3.20-02(26) WITH THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION FOR THE INSTALLATION AND MAINTENANCE OF A THERMOPLASTIC CROSSWALK ON ROUTE I95 SB EXIT 15 OFF RAMP.**

Mr. Meehan stated that the State Department of Transportation, as a normal operating

procedure, installs epoxy crosswalks. He said they are paving West Avenue, and they are looking to install a thermoplastic crosswalk at that particular location where the off-ramp goes onto West Avenue. It is about 40FT long. They reached an agreement with the state, and the state does not object to the installation of a thermoplastic crosswalk with the concept that the city will be installing and maintaining it.

Mr. Dellinger asked Mr. Meehan to explain what a thermoplastic crosswalk is.

Mr. Meehan replied that there are different variations. Thermoplastic is a regular epoxy type of paint that is used. It is a standard type of paint that is used on roadways. Thermoplastic is a lot more durable. It is melted plastic that actually goes onto surfaces. It could be applied in different ways, sometimes with regular striping. They are looking for a stamped crosswalk, similar to some of the other areas that they have done in the city. Heated plastic is going to be applied and some with glass beads installed on top of them. It is more reflective, stronger, lasts longer, and a lot more visible to pedestrians and motorists.

Mr. Degenshein asked if there was an anticipated cost for installation and maintenance? And how frequently it must be maintained.

Mr. Meehan answered it would be approximately \$8,000 to \$10,000 for installation because it is a relatively long crosswalk. The maintenance schedule itself is based on how long the thermoplastic lasts and that will vary depending on the durability and how much traffic it endures. He said they anticipate a lot of traffic in that area, so they anticipate every few years it may require some reinstallation.

Chair Wennerstrand asked where the funds for maintenance would come from.

Mr. Meehan answered that it would come out of DPW's budget.

Ms. Young asked if this would be the first thermoplastic sidewalk and if this is going to be the norm and what the criteria would be.

Mr. Meehan said it is not the norm, but the decision for thermoplastic sidewalks will be decided by Transportation, Mobility and Parking. The criteria tend to be more about how much pedestrian and/or vehicle traffic you would have; areas of a larger duration will be more inclined to have that as opposed to standard crosswalks.

Ms. Young asked how many they were planning to do.

Mr. Meehan answered that they have a few other plans for West Avenue and areas around Orchard Street. It is hard to say how many, because that depends on how

many areas they are going to pave and what areas will require more pedestrian-friendly, safer types of crosswalks.

Ms. Valadares stated they always maintain the crosswalks. The only reason they do not need approval is that they are already in their right-of-way. This one is specific because they are encroaching on CONNDOT's right-of-way, and they are doing something that is different from CONNDOT's standard. They will approve that with the caveat that the city is going to maintain.

**\*\*MR. DELLINGER MOVED THE ITEM  
\*\*MOTION PASSED UNANIMOUSLY**

**C. AUTHORIZE THE MAYOR, BARBARA C. SMYTH, TO EXECUTE THE 1ST AMENDMENT TO THE JULY 20TH, 2023 AGREEMENT BETWEEN THE CITY OF NORWALK AND NEWGEN STRATEGIES AND SOLUTIONS, LLC FOR MUNICIPAL SOLID WASTE DISPOSAL CONSULTING SERVICES FOR A SUM NOT TO EXCEED \$42,500.**

**ACCOUNT NO. 01 40 43 5298**

Ms. Valadares gave an overview of the food scrap program. They have had this program for seven (7) years with three (3) sites. The residents drop off their food scrap, and a contractor picks it up and hauls it out of the city. This program began as a pilot program. A pilot program does not have a designated line item in the budget for it. They were able to put the cost in the 2025/2026 fiscal year budget as part of their operating costs. She explained how it works. She added that solid waste is the highest line item in their budget, and they are always looking for ways to reduce their budget. Ms. Valadares gave background on NewGen and why they chose them.

Mr. Szabo stated the program has seen a good amount of participation in the several years it's been running. It continues to grow. He said that task 4 of the program is important to recognize in the proposal, theoretical in-house service will really give a full spectrum analysis of their options. Smaller programs sometimes do better contracted out, but there is always an option to explore savings in-house. He said with NewGen's expertise they may offer a similar option as they do with recycling, maybe collecting at a central location and transferring it. It will provide them with insight into the industry. He said he thinks they can provide good insight into rates of voluntary program adoption they may have seen in other communities that'll help them gauge how quickly they can scale the program or just maintain it as a cost-effective strategy at the current scale it's at. As part of their Win Waste contract, they will be performing a waste characterization study. He explained what the study consists of. That could give them a clear picture of potential economic savings that they may see through implementing a different strategy.

Chair Wennerstrand thanked Director Trendler for her review of the contract and for her context and feedback.

Ms. Trendler commented that it is great to see that the program is doing so well and should expand it. Pleased to hear that the interest in the program is still growing. She said if a contractor could come up with a plan for creating a strategy that will be able to evolve either into their internal operations or if and when WestCOG develops a regional program, whatever is determined for what will work for them during this time period will be able to fold into that program expansion. She said it seems very doable. This is going to help build the foundation for their ultimate goal to be a zero-waste city by 2050. She said, having that focus of their long-term visions and ambitions in place while they are developing this current strategy is critical, and they can do that at this point in time. She thinks they should keep growing and expanding.

Mr. Buccolo asked if Ms. Trendler's recommendations for task 4 have been incorporated into the proposal.

Mr. Szabo responded that it was too late to incorporate her recommendations into the proposal. He said, to some extent, they do some education and outreach now. He said if they are looking to expand the food scrap locations, education is going to expand along with that as well. Community outreach is important to hear what the residents have to say because they do not want to have a program if there is no interest.

A small discussion ensued about regional infrastructure approaches.

Mr. Buccolo spoke in support of this item and feels the collaboration between NewGen and WestCOG should be emphasized.

Mr. Dellinger spoke in support of this matter. He said that hopefully this could be incorporated into the schools. He asked if someone could respond to Councilmember Lopez's letter to address some of the issues. He asked if they could discuss the data collection and how it compares from the WestCOG regional study to what this would involve.

Ms. Valadares responded that the data collection is one of the reasons they are still engaging with NewGen. She said NewGen has been with them for the past two (2) years trying to understand their system. NewGen was able to identify data markers that they didn't know. Ms. Valadares explained how they came up with the data, the process and findings. She explained the RFP process and financial responsibility.

Mr. Degenshein stressed the importance of educational components. He said bringing

it into schools as Mr. Dellinger suggested is a brilliant idea as it will prepare the next generation to make this a part of their everyday lives. He said for this program to be as successful as it can be, there needs to be an educational program for the constituents, to the actual users of the program. He wants to know if there are more details as to how that educational element will occur.

Ms. Valadares agreed with his statement. She said they are still working on the public outreach because they didn't have many resources. In the past two (2) years, there have been major changes to the program. The software was also changed at the scale. She explained the scale. They now have an employee working with Mr. Szabo and the main task is public outreach and the goal is to add more public outreach. She said they have a plan for the schools. They will start dispatching them to the schools and there have already been sessions at the schools to teach the students about recycling. Their resources are limited. They have only three (3) people working in solid waste while they serve over 18,000 units for solid waste pickup and close to 27,000 for recycling. She said they have a transfer station, yard waste and three (3) food scrap sites. She said they understand the importance, and they need a program to be successful. For the council members to become informed once all the approvals have been made, updates are brought to the committee and if it is a much bigger picture, a presentation is given to the full council. They usually set up a committee to assist with things like that and that is what they did with the strategic plan. She explained that procedure. There are two (2) benefits to this program, if approved. They will have a structured program instead of a pilot program, and it will give them grant opportunities. Ms. Valadares explained the sole source procurement process to the committee and why this contract is considered sole source.

Mr. Frayer commented on the solid waste statistics that are found in the monthly packet. He spoke in favor of the contract and the work Mr. Szabo has been doing.

**\*\*MR. DEGENSHEIN MOVED THE ITEM  
\*\*MOTION PASSED UNANIMOUSLY**

**D. AUTHORIZE THE PURCHASING AGENT, TO ISSUE A PURCHASE ORDER TO COLONNA MASONRY CONCRETE & ASPHALT PAVING, LLC IN AN AMOUNT NOT TO EXCEED \$759,132.00 (\$690,120 + 10% CONTINGENCY) FOR FUNDING OF PROJECT RA2026-1 - THE PINNACLE TOD STREETScape IMPROVEMENT PROJECT - ALTERNATE #1.**

**ACCOUNT NO:**

**09 19 4021 5777 C0021**

**09 20 4021 5777 C0021**

**09 22 4021 5777 C0021**

**09 23 4021 5777 C0021**

09 24 4021 5777 C0021  
09 25 4021 5777 C0021  
09 26 4021 5777 C0021  
09 21 4021 5777 C0318  
09 22 4021 5777 C0318  
09 24 4021 5777 C0318  
09 25 4021 5777 C0318  
09 26 4021 5777 C0318  
09 21 4021 5777 C0440  
09 25 4021 5777 C0440  
09 26 4021 5777 C0440

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Mr. Meehan reported that they have a paving list of roadways they intend to pave every year. He stated they intend to pave Orchard Street, by Quincy and Butler near West Avenue. It has been earmarked to pave for some time but held off since there was a major redevelopment project in the area. The project is completed, but the Redevelopment Agency is looking to do a streetscape project, sidewalks and other tree implementations. They are looking to pave Orchard Street by Quincy and Butler near West Avenue.

**\*\*MR. DELLINGER MOVED THE ITEM**  
**\*\*MOTION PASSED UNANIMOUSLY**

Chair Wennerstrand read Item E1 and E2 together.

**E. BLDG2026-1 CITY HALL DRIVE CURB RAMP PROJECT 2026**

**1. AUTHORIZE THE MAYOR, BARBARA C. SMYTH, TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF NORWALK AND A. VITTI EXCAVATORS, LLC FOR PROJECT BLDG2026-1 - CITY HALL DRIVE CURB RAMP PROJECT – 2026 - ALTERNATE 1 FOR A SUM NOT TO EXCEED \$73,620.**

**ACCOUNT NO.**

**09 25 2010 5777 C0536**  
**09 26 2010 5777 C0536**

**2. AUTHORIZE THE CHIEF OF OPERATIONS AND PUBLIC WORKS TO EXECUTE ORDERS ON THE CONTRACT WITH A. VITTI EXCAVATORS, LLC. FOR PROJECT BLDG2026-1 - CITY HALL DRIVE CURB RAMP PROJECT – 2026 FOR A SUM NOT TO EXCEED \$14,724 CONTINGENCY.**

**ACCOUNT NO.**

**09 25 2010 5777 C0536**  
**09 26 2010 5777 C0536**

Mr. Meehan stated that they are looking to implement this for the ADA compliance sector. They received bids for particular sidewalks and sidewalk ramps on the Eversley lot to make things more handicapped accessible for residents.

Mr. Hnatuk introduced himself. He is the ADA Coordinator for the city. The idea for this project goes back to the 2024/25 fiscal year. Part of his responsibility with the city is to prioritize capital projects to improve accessibility and remove architectural barriers within the city and support equitable use of city facilities. There has been an ADA Transition Plan since 2013 and there is currently a new draft that is forthcoming. These are federally required, and the city is required to show progress on removing items that have been identified as not providing accessible and equitable use. City Hall Drive is more of a parking lot for city hall than anything else. His job is to prioritize projects that would otherwise be overlooked. He said they are making it more accessible for everyone and not just for those with mobility issues. He gave a brief background on the project area and needs. He shared his screen with the committee. He explained the project showing what would be completed now and in the future using the color-coded slide. It is his hope that this project will provide more accessibility for the residents.

Mr. Degenshein commended Mr. Hnatuk and his committee for all the work they do. He wants to know what the DPW Engineers think about the reason the funding was not adequate for the base bid. He said the Americans with Disabilities Act goes back to 1991, and if those requirements are not met, there are consequences, so when was the sidewalks first installed and why weren't the basic ADA requirements considered at that time?

A discussion ensued about the project. The project ended up being more expensive than they initially thought because the connecting sidewalks had compliance issues. Quite a number of ramps were added when they last paved the parking lot. The ADA requirements were explained for that time. City Hall was first opened around 1990. That is when the ramps were put in. The standards have changed quite a bit since then. The project was bid to complete the blue markings on the plans, then the red markings as funding becomes available. Changing the scope to add some red markings along with the blue now would be changing the work, and they would need an amendment for that, or they would have to start from the beginning.

Ms. Young commented that the red markings on his slide should be done as soon as the funding allows, as that is really needed as well. She thanked Mr. Hnatuk for the work he was doing.

Mr. Degenshein commented that he supports and appreciates the support from the committee on this matter. He hopes that there is an opportunity to do more next year

to continue to improve and correct what they might not have considered in the past. He would like to move this item to the full council.

**\*\*MR. DEGENSHEIN MOVED THE ITEM  
\*\*MOTION PASSED UNANIMOUSLY**

Chair Wennerstrand read Item F1 and F2 together.

**F. NORWALK PUBLIC WORKS CENTER SALT SHED FOUNDATION WALL REPLACEMENT PROJECT**

**1. AUTHORIZE THE MAYOR, BARBARA C. SMYTH, TO EXECUTE AN AGREEMENT WITH TITAN ENTERPRISES INC FOR THE NORWALK PUBLIC WORKS CENTER SALT SHED FOUNDATION WALL REPLACEMENT PROJECT FOR A TOTAL NOT TO EXCEED \$1,240,000.00.**

**ACCOUNT NO.**

**09 19 7100 5777 C0119**  
**09 21 7100 5777 C0119**  
**09 23 7100 5777 C0119**  
**09 24 7100 5777 C0119**  
**09 25 7100 5777 C0119**  
**09 26 7100 5777 C0119**  
**09 27 7100 5777 C0119**  
**09 22 4021 5777 C0798**  
**09 23 4021 5777 C0798**  
**09 24 4021 5777 C0798**  
**09 23 4021 5777 C0815**

**2. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED \$124,000.00.**

**ACCOUNT NO.**

**09 19 7100 5777 C0119**  
**09 21 7100 5777 C0119**  
**09 23 7100 5777 C0119**  
**09 24 7100 5777 C0119**  
**09 25 7100 5777 C0119**  
**09 26 7100 5777 C0119**  
**09 27 7100 5777 C0119**  
**09 22 4021 5777 C0798**  
**09 23 4021 5777 C0798**

**09 24 4021 5777 C0798**

**09 23 4021 5777 C0815**

Ms. Valadares reported on this item. She explained the condition of the salt shed. She discussed the options of replacing the shed or building a new one. Ms. Valadares went over the budget for the shed. She said that this is time-sensitive. Due to the condition of the salt shed and the lack of capacity, they couldn't hold the same amount of salt. They would normally hold 7,000 tons; this year they could only hold less than 4,000 tons. With the salt shortage in the winter, we had quite a challenge. The project should take about four (4) months. They would like to buy salt and have the shed full in October.

Mr. Torre gave one of the reasons for keeping the salt shed as is. He said the salt shed is a footprint of Norwalk as it was built along with the Public Works Center to be seen from traveling over the I95 Bridge. They would like to keep the building as is.

**\*\*MR. FRAYER MOVED THE ITEM**

**\*\*MOTION PASSED UNANIMOUSLY**

## **VI. REPORTS**

### **A. TREE OPERATIONS AND PROGRAMMING**

Mr. Torre stated February was a slow month for trees because they had a lot more snow than usual. He then went through his report.

### **B. MUNICIPAL SOLID WASTE & RECYCLING REPORT**

Mr. Szabo went over the solid waste and recycling report with the committee. February through March are typically slower months of the year, so the food scrap numbers are low. It usually picks up in the spring. They are increasing their food scrap education programs. He said that the 1<sup>st</sup> week of yard waste collection and bulky waste in Zone 2 during Thursday and Friday garbage collection days. 110 residents signed up for zone 2 collection. Zone 3 begins next month and expect between 110 and 130 residents to sign up. Sign up begins between the week of April 13<sup>th</sup> through April 23<sup>rd</sup>. Residents can call to sign up. Cans and Bottles collection will be on April 20<sup>th</sup>. Mattress and box spring recycling event on Saturday, April 18, 2026, at the Public Works Center. He talked about social media posts. They have been focusing on why people should recycle in hopes it will help to educate. They also have a video about recycling and later this month they will put out a video about food scrap locations. Earth Day falls in April. They will have an information table on best practices at the Earth Day festival.

Mr. Dellinger asked when the next hazardous waste program would be and then talked about a composting program he read about and thought it could be a good educational program.

Mr. Szabo said that is something they could try.

Chair Wennerstrand stated that she is on the Earth Day Committee. The festival will be on the Norwalk Green and this will be the third year they are having an Eco-Trashion Show. People make costumes out of recycled materials and said she hopes to see everyone there on Earth Day.

### **C. ONGOING PROJECTS STATUS**

No report on this item.

## **VII. DISCUSSION**

### **A. DRAINAGE PRESENTATION**

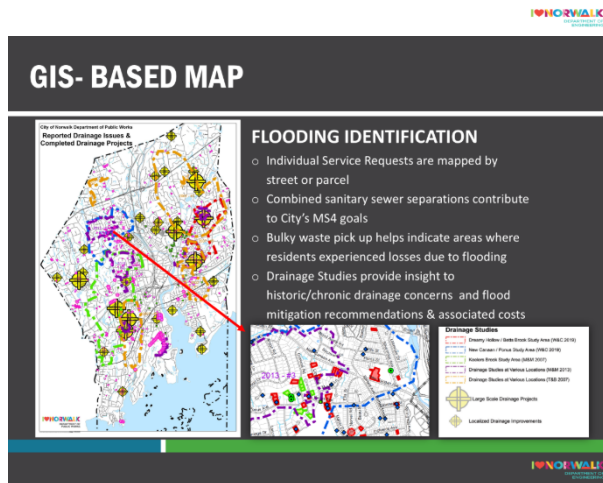
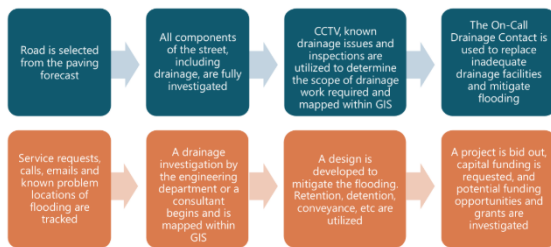
Mr. Meehan gave an overview of the drainage project. He shared his screen with the committee. He said the watercourse maintenance design is an integral part of their entire project overview. He gave the details of the reasons for watercourse work.

Mr. Sotnik reported on GIS. He explained that GIS is a data gathering tool and how it is used. Source of that data is from residents calling in and from areas they have inspected and observed in the field. They use that information to create the map. He went through the different types of storms and flooding. To create the GIS mapping, they identify flooding and storm types, the classification of the flooding type and study areas created based upon the concertation of calls and observations of areas in the city. He explained the legend on the map.

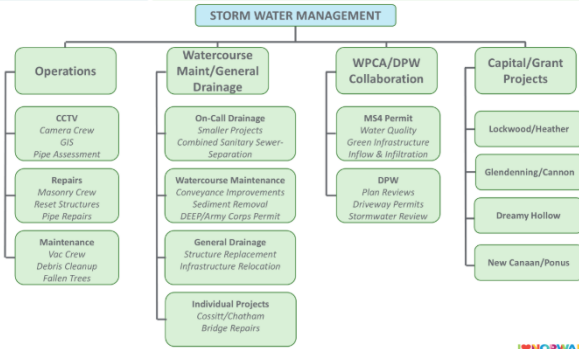
Dan gave an overview and discussed how project execution is handled. He gave many examples.

Mr. Berndlmaier gave an overview on the New Canaan / Ponus Avenue Watershed Project. This area runs from the Norwalk River outfall up to Silvermine Avenue through the field at Broad River across New Canaan Avenue over where Mystic and Lloyd are to Ponus Avenue past Hunters Lane and end at Rebel Lane at the furthest reaches of that watershed. He explained the map and the remediation plan for a 25-year storm. He went through the funding process for this project.

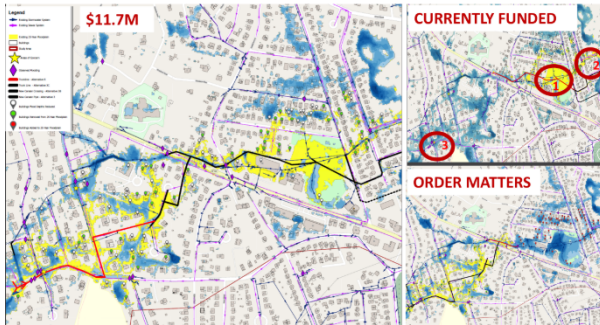
A discussion began about the watershed. The engineers answered all questions the committee had.



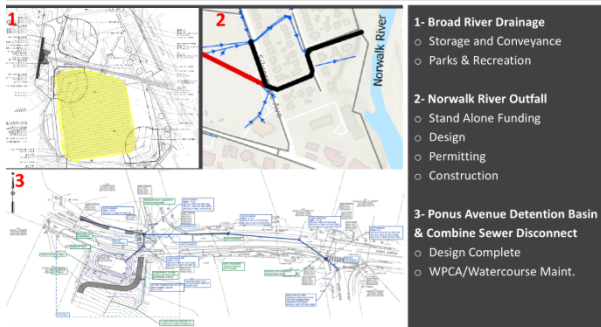
# PROJECT EXECUTION



# NEW CANAAN AVE /PONUS AVE STUDY



# NEW CANAAN AVE /PONUS AVE PROJECTS



- 1- Broad River Drainage**
  - o Storage and Conveyance
  - o Parks & Recreation
- 2- Norwalk River Outfall**
  - o Stand Alone Funding
  - o Design
  - o Permitting
  - o Construction
- 3- Ponus Avenue Detention Basin & Combine Sewer Disconnect**
  - o Design Complete
  - o WPCA/Watercourse Maint.





VIII. ADJOURNMENT

Mr. Dellinger moved to adjourn  
Motion passed unanimously  
Meeting was adjourned at 9:29p.m.

UPCOMING MEETINGS

**TUESDAY, MAY 5, 2026**  
**PUBLIC WORKS COMMITTEE**  
**7:00 P.M. REGULAR MEETING BY WAY**  
**OF VIDEOCONFERENCE/TELECONFERENCE**

To: Public Works Committee  
From: Johan Lopez, City Council Member  
Re: Independent Review of Proposed Food Waste Procurement Assistance  
Amendment  
April 6, 2026

**Summary Position**

Based on a desk review of the proposed amendment and the WestCOG Regional Waste Authority Study (October 2025), the proposal is framed as the desire to transition the food waste pilot program into a permanent program; however, it does not clearly advance the implementation-focused strategies identified in the WestCOG study. Rather than moving toward execution, the scope remains centered on planning and coordination, raising questions as to whether this approach meaningfully addresses the permanent program it seeks to justify. While procurement guidelines

may be needed, it remains unclear whether this proposal—at its current scope and cost—has demonstrated that it is the most effective or necessary way to achieve the desired outcome of a permanent organic waste program. While staffing and capacity constraints are always a contributing factor, they do not, on their own, establish that this approach is the most effective or appropriately scoped response. **Importance of Procurement Design and RFP Development**

While this proposal is focused on procurement framework development rather than direct service delivery, this stage is consequential in that it defines how vendors are selected, how services are structured, and ultimately what the City pays for. As such, the proposal should clearly demonstrate added value beyond existing analysis and align with the implementation-oriented direction outlined in the WestCOG study<sup>1</sup>.

Given the cost of this proposal, the expectation is a more clearly defined scope with identifiable outputs. More broadly, there is a distinction between process-oriented activities and decision-ready deliverables. Tools such as a decision matrix support analysis but do not, in themselves, constitute procurement-ready outputs. Greater clarity on specific deliverables—such as draft RFP materials, evaluation criteria, or an implementation framework—is necessary to understand how this work will translate into actionable outcomes. **Data Duplication and Justification for Additional Analysis**

The WestCOG Regional study previously collected, compiled, and evaluated detailed data across participating municipalities, including Norwalk, covering waste streams, contracts, costs, and operational practices<sup>2</sup>. The proposal references additional data collection, but does not identify what data is outdated, what new information is required, or how it would materially influence procurement decisions or outcomes. This lack of clarity creates the risk of duplication of prior analysis rather than providing the potential for new insights. The study's purpose was to identify additional opportunities for regional collaboration and implementation, not to initiate additional rounds of data collection. **Local Analysis and Regional Direction**

The proposal appears to revisit analysis that has already been completed, rather than advancing the next logical step toward implementation. The WestCOG study evaluated municipal systems at the local level. This evaluation included costs, contract, and infrastructure, but did so to identify opportunities for regional coordination and joint procurement<sup>3</sup>. The study's direction is therefore not simply further internal analysis, but movement toward coordinated, implementation-oriented approaches across municipalities. In contrast, the current proposal emphasizes internal planning and coordination, without clearly demonstrating how it builds toward or supports that regional direction. As a result, it remains unclear how this effort advances the transition from analysis to implementation identified in the study. **Timing and Strategic Alignment**

It is also not clear that this is the optimal timing for this level of expenditure, particularly given uncertainty around regional coordination. This work appears to inform a future procurement whose scope and value are not yet clearly defined. As currently presented, the work may need to be revisited depending on how regional efforts evolve, creating a risk of premature or duplicative spending.

Furthermore, the proportionality between the cost of this effort and the scale of the resulting procurement is an important consideration. If the downstream contract is relatively modest, the cost of this effort may not be justified to the value of the procurement it is intended to support. While the need to formalize the pilot program and preserve associated funding may introduce urgency, it does not, on its own, establish that the proposed scope and cost is justified relative to the value. It is important to clarify how this work directly supports those requirements, and whether a more targeted approach could achieve the desired outcome. **Cost Relative to Scope** While proposals of this nature may be general, and the intent may be to develop a pricing and bidding strategy, such outputs should be clearly defined in terms of its structure, inputs, and how it will be directly applied to procurement quality. The proposed dollar amount is primarily associated with coordination, meetings, and drafting activities; however, the absence of clearly defined deliverables or decision-relay outputs makes it difficult to assess the value of this investment. Although the proposal references procurement-related work, it remains unclear whether the outputs will result in procurement-ready materials. This includes a draft RFP, defined and directly applicable pricing structures, or evaluation criteria, or a more general guidance level that would require further development prior to implementation. The basis for the sole-source approach is unclear. It is not evident how continuity with prior work justifies foregoing the possible benefits of a competitive process, including benchmarking cost, comparing approaches, and refining scope and deliverables. The inclusion of a contingency is intended to address uncertainty; however, the nature of the services raises the question of whether the scope should already be sufficiently defined to minimize reliance on such provision. Since the full amount, including contingency, is being authorized, it is unclear what uncertainties justify the contingency and how its use would be controlled. Lastly, the scope appears to complement existing internal capacity, including the function of a Director of Sustainability. This raises the question of whether elements of this work should have been reasonably anticipated and developed internally over time, particularly in relation to the establishment and evolution of the Sustainability function. To the extent that core elements of this work are developed externally, it may reflect a risk-averse approach that may constrain the City's ability to build internal capacity and knowledge over time. **Summary of Observations** Overall, the proposal reflects a process-oriented approach that does not clearly build upon existing analysis or advance implementation of the strategies already identified. While the broader direction is appropriate, it remains unclear whether this proposal is necessary, appropriately timed, or sufficiently defined in terms of scope and value. Given its role in shaping future procurement, greater clarity on deliverables, alignment with existing work, and a direct connection to implementation would be important to support informed decision-making. More broadly, this assessment raises general process considerations regarding how procurement decisions are, and have been, evaluated by the department of public works. In particular, the considerations are the rigor and independence of internal review

processes, lifecycle costs, including change orders, cost overruns, and vendor performance. Ensuring that these factors are consistently accounted for may be important not only for this proposal, but for the procurement process moving forward. Such considerations contribute to stronger decision making by city council members, in the review of expenditures of public funds. The central question is not whether the direction is appropriate, but whether this is the correct step, at the right time, and with clearly defined value. Respectfully, Johan Lopez City Councilmember Chair, Ad-Hoc Sustainability and Resilience Committee