

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.



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 with the subject line "Public Comment" to provide written public comment prior to the meeting.

- I. ROLL CALL**
- II. ACCEPTANCE OF MINUTES**
 - A.** Special Meeting: July 1, 2025
 - B.** Special Meeting: July 8, 2025
 - C.** Regular Meeting: July 8, 2025
- III. PUBLIC PARTICIPATION**
- IV. MAYOR**
 - A. RESIGNATIONS AND APPOINTMENTS**
 - 1. REAPPOINTMENTS**
 - a.** Judson Aley, Parking Authority
 - b.** Gary Leeds, Oak Hills Park Authority
 - c.** Manuel Salgado, Bike Walk Commission

- d. Robert Abriola, Arts and Culture Commission
- e. Melissa Matuska, Arts and Culture Commission
- f. Janay Sylvester, Arts and Culture Commission

B. MAYOR'S REMARKS

V. COUNCIL PRESIDENT

A. RESIGNATIONS AND APPOINTMENTS

B. CONSENT CALENDAR

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

B. BOARD OF ESTIMATE AND TAXATION

VII. COMMON COUNCIL COMMITTEES

A. FINANCE AND CLAIMS COMMITTEE

- 1. Narrative on Tax Collections dated July 2025
- 2. Monthly Tax Collector's Reports dated June 2025
- 3. Claims Committee Report dated July 2025
- 4. Authorize Mayor, Harry W. Rilling, to execute a five (5)-year (60 months) agreement with CBS for library printers. The annual amount not to exceed \$7,032 for a total not to exceed \$35,160 will come from Norwalk Public Library account number 016200-5294, machinery/equipment rental.
- 5.
 - a. Authorize the Purchasing Agent to issue a purchase order to Magic School, Inc., for AI Tools, for an amount not to exceed \$25,800.00 account 09265010-5777-C0112.
 - b. Authorize the Purchasing Agent to issue a purchase order to OpenAI, LLC, for AI Tools, for an amount not to exceed \$34,323.29 account 09265010-5777-C0112.
- 6. Authorize the Purchasing Agent to issue a purchase order to POWERSCHOOL GROUP LLC, for Student Information System software, for an amount not to exceed \$232,511.50, account 09265010-5777-C0112.
- 7. Authorize the Purchasing Agent to issue a purchase order to Environmental Systems Research Institute, Inc.(ESRI), in the amount of \$60,300.00 annually for three years, not to exceed a total of \$180,900.00, for the Geographic Information System Platform.

Account Allocation: 011370-5742.

8. a. Authorize the allocation of an additional \$320,000 in Special Capital Appropriation funds for the Naramake School HVAC Improvement Project. Acct. #09245010 5777 C0844.

b. Authorize the budget reduction in the amount of \$320,000 (the City's Share) from the Brookside School HVAC Improvement Project. Acct. #09245010 5777 C0840.
9. Authorize the Mayor, Harry W. Rilling, to enter into a five-year contract with Lightpath Technology, Inc. As secondary Internet Service Provider. Annual amount not to exceed \$26,400, for a total not to exceed \$132,000 Account # 011370-5245.

B. ORDINANCE

1. Approve changes to Chapter 9 Administration, Article IV, Registrars of Voters, Section 9-10
2. Approve changes to Chapter 63, Law Department - Sections 63-1 through 63-6

C. RECREATION, PARKS AND CULTURAL AFFAIRS

1. Authorize the Mayor, Harry W. Rilling, to enter into an easement agreement with Eversource Energy for the purpose of constructing, operating, maintaining, repairing and replacing a regulator facility station and related appurtenance on the southeast side of land owned by the City of Norwalk at Strawberry Hill Avenue (Tax Assessor Map Block and Lot # 05/3A/04/00) near where it abuts William Street.
2. Authorize the Mayor, Harry W. Rilling, to enter into an easement agreement with Eversource Energy for the purpose of constructing operating, maintaining, repairing and replacing a regulator facility station and related appurtenance on west side of land owned by the City of Norwalk at 15 Calf Pasture Beach Road #3, Norwalk, CT (Tax Assessor Map Block and Lot 03/76/01/03) near where it abuts Calf Pasture Beach Road.
3. Authorize the Mayor, Harry W. Rilling, to enter into an agreement for the use of Mathews Park and immediate surrounding grounds by The Norwalk Conservatory for their Broadway in the Park to be held on Saturday, August 16th, Saturday, August 23rd, Saturday, August 30th from 4:00 P.M. to 6:00 P.M. Set-up on Friday, August 15th with teardown by Sunday, August 31st. Approximately 400 people.
4. Authorize the Mayor, Harry W. Rilling, to enter into an agreement for the use of Mathews Park and immediate surrounding grounds by Tyson Tours for their Back Together Again with Family & Friends to be held on Sunday, August 17th from 12:00 P.M. to 8:00 P.M. Set-up time by 11:30 A.M. with tear-down by 8:30 P.M. Approximately 300 people.

5. Authorize the Mayor, Harry W. Rilling, to enter into an agreement for the use of Nathaniel Ely School Field and immediate surrounding grounds by Project 9 Foundation for their Community Fun Day to be held on Saturday, August 16th, 2025 from 12:00 P.M. to 6:00 P.M. Set-up time by 7:00 A.M. with tear-down by 7:00 P.M. Approximately 75 people.
6. Authorize the Mayor, Harry W. Rilling, to enter into an agreement for the use of Washington Street Plaza and immediate surrounding grounds by Gordon Fine Arts for their SoNo Arts Festival to be held on Saturday, August 2nd and Sunday, August 3rd, 2025 from 9:00 A.M. to 5:00 P.M. Set-up time by 6:00 A.M. Saturday with tear-down by 5:00 P.M. Sunday. Approximately 1000 people.
7. Authorize the Purchasing Agent to issue a sole source purchase order for a 2025 John Deere 310SJ Backhoe for an amount not to exceed \$137,519.00 from account 0926 6030 5777 C0486.
8. Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Terry Contracting & Materials Inc. for Project RNP2025-1 – Veteran’s Memorial Park Marina Docks for a sum not to exceed \$4,262,706.00 (Base Bid only, 80% SHIPP Grant).
9. Authorize the Chief of Operations and Public Works to execute Orders on Contract with Terry Contracting & Materials Inc. for Project RNP2025-1 – Veteran’s Memorial Park Marina Docks for a sum not to exceed \$639,405.90.

Account No.

09226030 5777 C0367

09236030 5777 C0367

09246030 5777 C0367

09256030 5777 C0367

09266030 4120 C0367

09266030 5799 C0367

D. PUBLIC SAFETY AND GENERAL GOVERNMENT

1. a. Authorize the Purchasing Agent, Sharon Connors, to execute a purchase order on behalf of the Norwalk Police Department to Sullivans Northwest Hills for the purchase of eight (8) police package utility vehicles under State of Connecticut government pricing (contract #24PSX0110) for a total not to exceed \$450,014.08. Account #09263010-5777-C0665.

b. Authorize the Purchasing Agent, Sharon Connors, to execute a purchase order on behalf of the Norwalk Police Department to Fleet Auto Supply under RFP project number 4123 for the upfit of emergency vehicle equipment in eight (8) police vehicles for a total not to exceed \$275,000.00.
2. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements and other

documents necessary for the Norwalk Fire Department to enroll its recruits in the Bridgeport Fire Academy, including an indemnification and hold harmless agreement.

VIII. RESOLUTIONS FROM COMMON COUNCIL

**A. RECOMMENDATIONS OF THE COMMON COUNCIL TO THE CHARTER REVISION COMMISSION, PURSUANT TO C.G.S. §7-191(b)
DATED: July 19, 2025**

WHEREAS, the Charter Revision Commission (hereinafter, “Commission”) submitted its draft report to the City Clerk and Town Clerk on May 30, 2025 (“Draft Report”); and,

WHEREAS, the Common Council has conducted a Public Hearing on the Draft Report in accordance with C.G.S. Sec. 7-191(b) and considered and reviewed said draft report; and,

WHEREAS, the Common Council generally accepts the substantial content of the Draft Report favorably; and,

WHEREAS, pursuant to C.G.S. Sec. 7-191(c) the Common Council, as the appointing authority of the Charter revisions is authorized to make recommendations to the Commission for changes in the Draft Report; and,

WHEREAS, the Common Council does have a number of issues in the Draft Report that should either be deleted or modified.

NOW, THEREFORE, BE IT RESOLVED BY THE NORWALK COMMON COUNCIL: That the Charter Revision Commission consider the following recommendations and adjustments to its Draft Report:

1. **(C) Article II, §2-2.B(10) “Common Council or Council”:** Please change the defined term to “City Council.”
2. **(C) Article II, §2-2.C(3) “Use of Terms”:** Please consider the following language to supplement the change to City Council: “The change in name of the legislative body of Norwalk from Common Council to City Council shall not affect the validity of any actions, ordinances, or decisions taken by the legislative body under its former name, even if the ordinance has not been amended to reflect the change. All such actions shall remain in full force and effect as actions of the City Council.”
3. **(C) Article III, §3-3.C(2): Council Districts.** Please retain current standard of fifteen Councilmembers.

4. **(D) Article III, 30-3.D(1) and (2): Term of Office for Mayor, Town Clerk and Common Council.** Please review with Council during conferral phase.
5. **(C) Article III, §3-4.A(1): Council Districts.** Please retain current standard of two Councilmembers per district.
6. **(D) Article III, 3-4-A(2): At-Large Councilmembers::** Add two at-large seat with two under MPR either by expanding to seventeen or retaining fifteen.
7. **(D) Article IV §4-7.C “Compensation Fixed by Council.** Please consider adding a baseline salary for the Council in an amount equal to 3% of the Mayor’s salary
8. **(D) Article IV §4-7.D Appointment of Common Council Employees.** Move 5-5.D to the Council Article and expand to permit the hiring of staff as follows:

“Appointment of the Common Council’s Employees. The Council may at any time appoint an Assistant Clerk who shall provide administrative assistance to the Council under the direction of the President, and shall, in the absence or in case of the disability or death of the Clerk, perform all the duties of the Clerk. All records and acts of the assistant shall have the same validity as the records of the Clerk. The Council may at any time also appoint by Majority Vote any additional employees as it finds necessary to effectively conduct the Council’s business and the Board of Estimate and Taxation shall appropriate compensation for any such employees as shall be fixed by the Council.”

9. **(C) Article VII, §7-1.H (NEW).** Please review language that would require disclosure of applicant names, backgrounds and credentials for Board and Commission appointments to the Council prior to appointment. The intent of this proposal is to monitor appointments in order to identify qualified, diverse and representative appointees in an open environment. The provision should be designed to encourage broader participation by our residents in the appointment process. Applicants should have the ability to request in writing to the City Clerk non-disclosure of such data (e.g. name, resume, background information); although such data would subsequently be made public when the applicant is nominated by the Mayor.
10. **(D) Article VII, §7-1.A(2) and (3). Appointment, term of Office, Qualification and Political Balance of the Board of Estimate.** Please consider requiring a member of the Common Council be appointed to serve either as an additional eighth non-voting member or a seventh voting member.
11. **(C) Article VIII, §8-4.C(2). Historical Provisions Pertaining to the Comptroller.** Please review historical provisions of the Comptroller’s Office derived from the Special Acts.

12. **(C) Article VIII, §8-4.D(4). Historical Provisions Pertaining to the Purchasing Agent.** Please review historical provisions of the Purchasing Agent derived from the Special Acts.
13. **(D) Article VIII, §8-7.B(2) and (3). Functions of the Chief and Department Heads of the Division of Operations and Public Works.** Please review historical provisions of the Division of Operations and Public Works derived from the Special Acts.
14. **(D) Chapter X, §10-5:** Please consider establishing two separate limits on total appropriations for the General Government and the Board of Education ("CAP Provision").
15. **(D) Chapter VII, §10-6.A – B:** Please consider requiring the Mayor and Board to submit line-item budgets compliant with the CAP Provision.
16. **(D) Chapter VII, §10-6.C:** Please consider requiring the Mayor or designee to submit a revised estimated mill rate aligned with the cap provision by March 21st.
17. **(C) Chapter VII, §10-6.D.:** Please consider amending the current language in §10-6 as §10-6(d) to require Board of Estimate hearings and a Joint Meeting with Council on or before April 18th.
18. **(C) Chapter VII, §10-7.A:** Please consider changing the BET submission date to the Council from April 1st to April 18th.
19. **(D) Chapter VII, §10-7.B:** Please consider (a) granting the Council authority to override BET action on the CAP Provisions by a 2/3rd vote, including the ability to adjust line-items of the impacted General Government provisions; (b) including a limitation on Council authority not to exceed of 1.5% of the total city side operating budget as original proposed by the Board of Estimate and Taxation.
20. **(C) Chapter VII, §10-8:** Please consider changing the final date to May 7th.
21. **(D) Chapter VII, §10-8.C:** Please consider prohibiting any BET action to modify the final budget as approved by the Council.

BE IT FURTHER RESOLVED: That the Common Council further recommends acceptance of such Scrivener's Edits as noted in the filed copy of the "Recommendations of the Common Council" approved on July __, 2025, and transmitted to the Town Clerk and City Clerk on July __, 2025.

BE IT FURTHER RESOLVED: That the Council authorizes the Town Attorney and Counsel to the Council to continually review the document for errata and other non-substantive editorial revisions, subject to the approval of the Council.

Approved at a Special Meeting of the Common Council, July __, 2025.

- IX. MOTIONS POSTPONED TO A SPECIFIC DATE**
- X. SUSPENSION OF RULES**
- XI. ADJOURNMENT**

COMMON COUNCIL CHAMBERS
AND VIA TELECONFERENCE

I. CALL TO ORDER

Council President Smyth called the meeting to order at 5:51 p.m. and led the Assembly in reciting the Pledge of Allegiance.

Ms. Dixon and Atty. Mednick were also in attendance.

II. ROLL CALL

Ms. Dixon called the Roll as follows:

Council at Large:	Mr. Gregory Burnett	<i>Mr. Joshua Goldstein</i>
	<i>Mr. Johan Lopez</i>	<i>Ms. Nora Niedzielski-Eichner</i>
	Ms. Barbara Smyth	
District A:	Mr. Jalin Sead	<i>Ms. Nicol Ayers</i>
District B:	<i>Mr. Dajuan Wiggins</i>	<i>Ms. Darlene Young</i>
District C:	Ms. Nicole Eaddy	Ms. Anne Wennerstrand
District D:	Ms. Heather Dunn	<i>Mr. Douglas W. Sutton</i>
District E:	Mr. James Frayer	<i>Ms. Lisa Shanahan</i>

There were seven (7) in attendance. This was a workshop and a quorum was not needed. Council President Smyth

III. PUBLIC PARTICIPATION

There was no one present who wished to address the Council at this time.

IV. REVIEW PROPOSED CHARTER REVISION

A. Proposed Charter Revision Redline Version

Atty. Mednick said that he wished to remind people that the Council was in the phase where the Council would be making recommendations to the Commission. There will be a public hearing next week. He reviewed the details of the timeline. He suggested that they have some Council Members attend the last Committee meeting so there can be some dialog back and forth. He noted that there were some Commissioners present.

Council President Smyth said that they would be scheduling a public hearing on July 8th and that they will be voting on this on the 22nd.

Council President Smyth stated that she had been reading through the various sections so that people can comment. She said that they would be considering Article IV-10 and gave the details. There were no comments on this Section or Sections V.

COMMON COUNCIL CHAMBERS
AND VIA TELECONFERENCE

Mr. Burnett asked why they were eliminating the role of the sheriff. Atty. Mednick said that the Committee felt that this was not a role that served any purpose. The constables still serve the City. He said that he was not sure if the Sheriff was up for election this year. If the Sheriff is on the ballot, he or she would serve their term and the position would cease to exist following that.

The discussion moved to Section VII. Atty. Mednick said that they were supposed to include the rules for Commissions and Board in the Ordinances, but forgot. This simply just included the requirements in the Charter.

Ms. Niedzielski-Eichner and Ms. Shanahan joined the meeting at 6:03 p.m.

Mr. Frayer asked for clarification on one of the changes for the Board of Estimate. Atty. Mednick said that the change was to insure that there was geographic representation across the districts. Mr. Frayer said he was concerned that residents with the necessary financial skills would be available in each District. Ms. Niedzielski-Eicher said that she felt that this was an excellent additions. Council President Smyth agreed.

Mr. Hempstead said that this was really good and very similar to how P&Z was changed to reflect the entire City. Mr. Frayer disagreed and felt that have a strong financial background was more important. Discussion followed.

Council President Smyth said that she would highlight this section.

Mr. Levin spoke about their concerns that some of the residents had expressed that they felt that the BET members were all appointed by the Mayor. He reviewed the details.

The discussion moved to Section VII-2b.

Ms. Niedzielski-Eicher asked if the Police and Fire Commission had changed to have a four year term concurrent with the Mayor.

The discussion moved to Section VIII-4, about the Library Board. There were no additional comments.

Atty. Mednick said that he would like to meet with Mr. Livingston to see if they could eliminate some of the sections in the back of the Charter because many of them are now redundant.

Article IX had no changes.

Council President Smyth said that she would like to put forth one recommendation. Mr. Lopez, who was in transit, recommended changing the name of the "Common Council" to "City Council". She asked if anyone had any strong feelings, but liked the idea.

COMMON COUNCIL CHAMBERS
AND VIA TELECONFERENCE

Mr. Burnett asked if there were any towns that used the title "Common Council". Atty. Mednick said that Hartford is still known as the Common Council but refers to itself as a City Council. The discussion moved to the cost of making such a change. Council President Smyth said that this could be done over a period of time. Discussion followed.

Mr. Lopez joined the meeting at 6:23 p.m.

The discussion moved back to Article X and a number of suggestions Ms. Niedzielski-Eichner had submitted. Atty. Mednick said that if the Council Members need to meet again, there is the possibility of meeting on a Saturday morning. Council President Smyth said that she would keep that in mind.

Atty. Mednick displayed Section 10-5 on screen, which was about dividing the cap into two pieces. There would be a cap for the BOE and an cap for the rest of the City. She outlined the reasons and indicated new language in Section 10-6 involving budget compliance. Section A would be for the City and Section B would be for the BOE. Section C addresses setting the mill rate.

Council President Smyth said that Ms. Niedzielski-Eichner had reached out to Atty. Mednick, Mr. Schmitt, the BOE and the Superintendent of Schools among others. Atty. Mednick confirmed that this was legally permissible. Discussion followed about the reasoning of the creation of two different caps.

Atty. Mednick reminded everyone that the Council cannot bind the BOE but this would require them to clearly state what their intentions would be. He reminded people that other BOEs had come forward and listed their programs, but then when the final budget documents are submitted, those programs were not included in the budget. A lengthy discussion regarding the details followed. Mr. Burnett and others felt that this was redundant.

Council President Smyth said that they were out of time and would continue this discussion at the next meeting.

ADJOURNMENT

**** MS. SHANAHAB MOVED TO ADJOURN.**

**** MOTION PASSED UNANIMOUSLY.**

The meeting was unanimously adjourned at 7:02 p.m.

ATTEST: _____
Irene Dixon, City Clerk

COMMON COUNCIL CHAMBERS
AND VIA TELECONFERENCE

I. CALL TO ORDER

Mayor Rilling called the meeting to order at 6:00 p.m. and led the Assembly in reciting the Pledge of Allegiance.

Ms. Dixon was also in attendance.

II. ROLL CALL

Ms. Dixon called the Roll as follows:

Council at Large:	Mr. Gregory Burnett	Mr. Joshua Goldstein
	Mr. Johan Lopez	Ms. Nora Niedzielski-Eichner
	Ms. Barbara Smyth	
District A:	Mr. Jalin Sead	<i>Ms. Nicol Ayers</i>
District B:	<i>Mr. Dajuan Wiggins</i>	<i>Ms. Darlene Young</i>
District C:	Ms. Nicole Eaddy	Ms. Anne Wennerstrand
District D:	Ms. Heather Dunn	Mr. Douglas W. Sutton
District E:	Mr. James Frayer	Ms. Lisa Shanahan

There were twelve (12) in attendance. A quorum was present.

III. PUBLIC HEARING ON PROPOSED CHARTER REVISION

A. Proposed Charter Revision

Mr. Chris Dwyer came forward and said that he wanted to support the changes the stipend for the Council Members. He felt it was important for the accessibility for the Council Member. It is important to keep the opportunity open for all.

Ms. Niedzielski-Eichner asked if they could pause the Public Hearing because she had some additional amendments she wished to bring forward. Mayor Rilling said that it was not included on the agenda, so it could not be addressed at this time.

Council President Smyth asked if there was anyone who wished to address the Council at this time. There was no response. She asked again if there was anyone who wished to address the Council at this time. Hearing no response, she closed the public hearing at 7:15 p.m.

Council President Smyth announced that there will be a Charter Revision Workshop Monday, the 14th at 7:00 p.m.

**COMMON COUNCIL CHAMBERS
AND VIA TELECONFERENCE**

Mayor Rilling encouraged the public to read the Charter and review the changes that have been proposed.

ADJOURNMENT

**** MS. SMYTH MOVED TO ADJOURN.**

**** MOTION PASSED UNANIMOUSLY.**

The meeting was unanimously adjourned at 7:15 p.m.

ATTEST: _____
Irene Dixon, City Clerk

COMMON COUNCIL CHAMBERS
AND VIA TELECONFERENCE

I. ROLL CALL

Mayor Rilling called the meeting to order at 7:30 p.m. and led the Assembly in reciting the Pledge of Allegiance.

Mayor Rilling requested a moment of silence in memory of the Texas flood victims, many of whom were children.

Ms. Dixon called the Roll as follows:

Council at Large:	Mr. Gregory Burnett	Mr. Joshua Goldstein
	Mr. Johan Lopez	Ms. Nora Niedzielski-Eichner
	Ms. Barbara Smyth	
District A:	Mr. Jalin Sead	<i>Ms. Nicol Ayers</i>
District B:	Mr. Dajuan Wiggins	<i>Ms. Darlene Young</i>
District C:	Ms. Nicole Eaddy	Ms. Anne Wennerstrand
District D:	Ms. Heather Dunn	Mr. Douglas W. Sutton
District E:	Mr. James Frayer	Ms. Lisa Shanahan

Ms. Dixon was also in attendance. There were thirteen (13) in attendance.

II. ACCEPTANCE OF MINUTES

A. Special Meeting: June 18, 2024.

The following correction was noted:

Page 4, paragraph 6, please change the following from:

“Ms. Dunn said that she believed it was Mr. Chris Dunn who made the suggestion.”

To:

Ms. Dunn said that she believed it was Mr. Chris Dwyer who made the suggestion.”

**** MS. SMYTH MOVED THE MINUTES OF THE JUNE 18, 2025 SPECIAL MEETING AS CORRECTED.**

**** THE MOTION PASSED WITH TWELVE (12) IN FAVOR (BURNETT, GOLDSTEIN, LOPEZ, NIEDZIELSKI-EICHNER, SMYTH, SEAD, WIGGINS, EADDY, WENNERSTRAND, DUNN, FRAYER AND SHANAHAN) AND ONE (1) ABSTENTION (SUTTON).**

B. Special Meeting: June 24, 2025

COMMON COUNCIL CHAMBERS
AND VIA TELECONFERENCE

**** MR. BURNETT MOVED THE MINUTES OF THE JUNE 24, 2025 SPECIAL MEETING.**

**** THE MOTION PASSED WITH TWELVE (12) IN FAVOR (BURNETT, GOLDSTEIN, LOPEZ, NIEDZIELSKI-EICHNER, SMYTH, SEAD, WIGGINS, EADDY, WENNERSTRAND, DUNN, FRAYER AND SHANAHAN) AND ONE (1) ABSTENTION (SUTTON).**

C. Regular Meeting: June 24, 2025

The following correction was noted:

Page 1, under ATTENDANCE: Ms. Shanahan stated that she was present via phone.

**** MS. WENNERSTRAND MOVED THE MINUTES OF THE JUNE 24, 2025 REGULAR MEETING AS CORRECTED.**

**** THE MOTION PASSED WITH ELEVEN (11) IN FAVOR (BURNETT, GOLDSTEIN, LOPEZ, SMYTH, SEAD, WIGGINS, EADDY, WENNERSTRAND, DUNN, FRAYER AND SHANAHAN) AND TWO (2) ABSTENTIONS (SUTTON AND NIEDZIELSKI-EICHNER).**

III. PUBLIC PARTICIPATION

There was no one present who wished to address the Council at this time.

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS -- None

B. MAYOR'S REMARKS

Mayor Rilling said that he had attending a meeting with Senator Blumenthal about car alarms to alert people to a child in the backseat. The auto makers have delayed implementing this change.

On Saturday, the fireworks were held at Calf Pasture and went well. He thanked the Public Works, the Police, Fire and Recreation and Parks.

In late June, the City started the Summer Meals program in partnership with the Norwalk Public Schools for those 18 years of age and younger. Details are on the City website.

There was a press conference about the lack of air conditioning in the schools. The State of Connecticut will be contributing \$21.5 million and the City will be contributing \$14.3 million. He listed the various schools including Brien McMahon High School, Brookside Elementary, Marvin Elementary, Naramake Elementary, Silvermine Elementary, and Rowayton Elementary.

COMMON COUNCIL CHAMBERS
AND VIA TELECONFERENCE

Mayor Rilling encouraged everyone to attend the concert series at the Beach and the Friday night film series at the Beach.

V. COUNCIL PRESIDENT

There will be another Charter Revision Workshop on Monday at 7:00 p.m. The Council will vote on the Charter changes on July 22nd.

A. RESIGNATIONS AND APPOINTMENTS – None at this time.

B. CONSENT CALENDAR

Ms. Smyth announced Ms. Eaddy would be reading the Consent Calendar.

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL – Nothing at this time.

B. BOARD OF ESTIMATE AND TAXATION – Nothing at this time.

VII. COMMON COUNCIL COMMITTEES

**** MS. EADDY MOVED THE FOLLOWING ITEMS:**

A. PUBLIC SAFETY AND GENERAL GOVERNMENT

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH MES FOR A TOTAL NOT TO EXCEED \$247,690.00 FOR THE PURCHASE OF NEW SELF-CONTAINED BREATHING APPARATUS (SCBA) FACEPIECES AND REGULATORS. (ACCT. 09-24-031-31100-0-5777-C0310)

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH MES FOR A TOTAL NOT TO EXCEED \$622,650.00 FOR THE PURCHASE OF NEW SELF-CONTAINED BREATHING APPARATUS (SCBA) HARNESES. (ACCT. 09-25-031-31100-0-5777-C0703)

4. A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS AND AGREEMENTS NECESSARY TO ACCEPT GRANT FUNDING UNDER THE DEPARTMENT OF TRANSPORTATION 2025 SPEED AND AGGRESSIVE DRIVING GRANT, PROJECT NUMBER 0205-0706-AR.

B. AUTHORIZE THE CHIEF OF POLICE, JAMES WALSH, TO EXECUTE ANY AND ALL DOCUMENTS AND AGREEMENTS AS MAY BE NECESSARY TO IMPLEMENT THE DEPARTMENT OF TRANSPORTATION

**COMMON COUNCIL CHAMBERS
AND VIA TELECONFERENCE**

2025 SPEED AND AGGRESSIVE DRIVING GRANT, PROJECT NUMBER 0205-0706-AR.

C. LAND USE AND BUILDING MANAGEMENT

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY FOR THE EVERSOURCE ENERGY EASEMENT FOR NEW ELECTRICAL SERVICE TO THE NORWALK HIGH SCHOOL PROJECT LOCATED AT 23 CALVIN MURPHY DRIVE.

**2. AUTHORIZE TO INCREASE THE CONTINGENCY ALLOWANCE WITH GILBANE BUILDING COMPANY FOR THE NORWALK HIGH SCHOOL PROJECT IN AN ADDITIONAL AMOUNT NOT TO EXCEED \$3,159,034 TOGETHER WITH REPROGRAMMING OF SET ASIDE ALLOWANCES IN THE GILBANE BUILDING COMPANY'S GMP FOR BLEACHER/PRESS BOX AND TENNIS COURTS IN ORDER TO ACCEPT THE BID FOR THE DEMOLITION OF THE EXISTING BUILDING.
ACCT. #09215010 5777 C0787**

D. PUBLIC WORKS

1. APPROVE THE PROPOSED SANITARY SEWER EXTENSION AT 2 MULLER AVENUE. THROUGH TECHNICAL ANALYSES, IT WAS CONFIRMED THAT THE CITY'S SANITARY SEWER COLLECTION SYSTEM AND WASTEWATER TREATMENT PLANT CAN ACCOMMODATE THE ADDITIONAL SANITARY SEWER FLOW GENERATED FROM THE PROPOSED CONNECTIONS. THE PROPOSED SANITARY SEWER EXTENSION SHALL BE CONSTRUCTED IN ACCORDANCE WITH DPW AND WPCA SANITARY SEWER PERMIT PROCESS AND SANITARY SEWER MAIN EXTENSION POLICY (ADOPTED JULY 7, 2021) AND BE REFERRED BACK TO THE WPCA BOARD FOR FINAL ACCEPTANCE (DRAWING ATTACHED).

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A FIFTH AMENDMENT TO THE ORIGINAL AGREEMENT(S) WITH H.W. LOCHNER FOR DESIGN AND COORDINATION SERVICES DATED SEPTEMBER 29, 2016 IN CONNECTION WITH WALK BRIDGE PROGRAM (STATE PROJECT NOS. 301-0176, 301-0188, 301-0187, 102-297, 301-0180) FOR A TOTAL SUM NOT TO EXCEED \$376,974.12. ACCOUNT NO. 09 18 4062 5799 C0613. 100% STATE REIMBURSABLE

4. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO AWARD A CONTRACT AGREEMENT WITH STAR CONSTRUCTION CORPORATION IN THE AMOUNT OF \$2,484,203.50 WITH A 10% CONTINGENCY OF \$248,420.35 FOR PROJECT 4439

COMMON COUNCIL CHAMBERS
AND VIA TELECONFERENCE

TMP2025-2 WEST ROCKS ROAD SIDEWALK PROJECT – STATE PROJECT(S) 102-365 AND 102-374.ACCOUNT NO.

09 25 3750 5777 C0706
09 25 3750 5777 C0824
09 26 3750 4120 C0851
09 26 3750 5777 C0706
09 26 3750 5799 C0851
09 26 3750 4120 C0852
09 26 3750 5799 C0852
09 26 3750 5777 C0824

5. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO AWARD A CONTRACT AGREEMENT WITH TECTONIC ENGINEERING CONSULTANTS, GEOLOGISTS & LAND SURVEYORS, D.P.C., INC. AND M&J ENGINEERING FOR TASK-BASED SERVICES RELATED TO PROJECT 4453 TMP2025-4 CONSTRUCTION INSPECTION AND ADMINISTRATION. THIS AGREEMENT WILL BE FOR A ONE (1) YEAR PERIOD, BILLABLE ON AN HOURLY BASIS, WITH AN OPTION TO NEGOTIATE AN EXTENSION FOR TWO (2) ADDITIONAL TERMS OF ONE (1) YEAR. ACCOUNT NO.

09 23 4120 5777 C0232
09 24 3750 5777 C0835
09 25 3750 5777 C0528
09 25 3750 5777 C0706
09 25 3750 5777 C0824
09 25 4120 5777 C0232
09 26 3750 5777 C0441
09 26 3750 5777 C0649
09 26 3750 5777 C0706
09 26 3750 5777 C0800
09 26 3750 5777 C0824
09 26 4120 5777 C0232
36 3701 5799 G0060

6. a. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A 3RD AMENDMENT TO THE DECEMBER 12, 2023, AGREEMENT BETWEEN THE CITY OF NORWALK AND M. RONDANO INC. FOR PURCHASING PROJECT 4322, DRG 2023-3 ON CALL DRAINAGE AT VARIOUS LOCATIONS FOR A SUM NOT TO EXCEED \$900,306.75. ACCOUNT NO.

09 20 4062 5777 C0361
09 24 4062 5777 C0361
09 24 4021 5777 C0302
09 25 4021 5777 C0302

COMMON COUNCIL CHAMBERS
AND VIA TELECONFERENCE

09 26 4021 5777 C0302
09 24 4021 5777 C0021
09 25 4021 5777 C0021
09 26 4021 5777 C0021
09 21 4021 5777 C0440
09 22 4021 5777 C0440
09 24 4021 5777 C0440
09 25 4021 5777 C0440
09 26 4021 5777 C0440
09 20 4027 5777 C0643
09 21 4021 5777 C0643
09 22 4021 5777 C0643
09 25 4021 5777 C0643
09 26 4021 5777 C0643
133110 5796 ARP05
134010 5796 APW05
134010 5796 APW10

b. AUTHORIZE THE CHIEF OF OPERATIONS AND PUBLIC WORKS TO EXECUTE ORDERS ON THE CONTRACT WITH M. RONDANO, INC. FOR PROJECT DRG2023-3 ON-CALL DRAINAGE IMPROVEMENTS AT VARIOUS LOCATIONS FOR A SUM NOT TO EXCEED \$90,030.68.

ACCOUNT NO.

09 20 4062 5777 C0361
09 24 4062 5777 C0361
09 24 4021 5777 C0302
09 25 4021 5777 C0302
09 26 4021 5777 C0302
09 24 4021 5777 C0021
09 25 4021 5777 C0021
09 26 4021 5777 C0021
09 21 4021 5777 C0440
09 22 4021 5777 C0440
09 24 4021 5777 C0440
09 25 4021 5777 C0440
09 26 4021 5777 C0440
09 20 4027 5777 C0643
09 21 4021 5777 C0643
09 22 4021 5777 C0643
09 25 4021 5777 C0643
09 26 4021 5777 C0643
133110 5796 ARP05
134010 5796 APW05

COMMON COUNCIL CHAMBERS
AND VIA TELECONFERENCE

134010 5796 APW10

**** THE MOTION PASSED UNANIMOUSLY**

A. PUBLIC SAFETY AND GENERAL GOVERNMENT

3. Authorize the Norwalk Police Department to utilize a noncompetitive procurement justification form with the Flock Safety Group for payment of hardware and software support of the ALPR's. This payment is for the first year of a 24- month agreement for services commencing August 25, 2025 and ending August 24, 2027.

**** Mr. SEAD MOVED THE ITEM.**

Mr. Sead explained that this was for license plate readers and the Department had the readers since 2022 and was later renewed in 2024. These plate readers have helped a great deal with Amber and Silver Alerts.

Ms. Niedzielski-Eichner said that she would be voting no. While she appreciates the usefulness of this for Amber and Silver Alerts. She said that the Federal Government had breached the wall of security and they have imprisoned people who were lawfully in the country over Free Speech issues. Because of this she cannot support something that would add to surveillance devices.

**** THE MOTION PASSED WITH ELEVEN (11) IN FAVOR (BURNETT, GOLDSTEIN, LOPEZ, SMYTH, SEAD, EADDY, WENNERSTRAND, DUNN, FRAYER, SUTTON AND SHANAHAN) AND TWO (2) OPPOSED (NIEDZIELSKI-EICHNER AND WIGGINS).**

B. ECONOMIC AND COMMUNITY DEVELOPMENT

Mr. Sutton and Mr. Sead recused themselves from the Chambers.

1. Authorize the Mayor, Harry W. Rilling, to execute any and all documents associated with submission of the PY51 Annual Action Plan and 2025-2029 Consolidated Plan to HUD.

2. Authorize the Mayor, Harry W. Rilling, to execute any and all documents consistent with the approved PY51 Annual Action Plan and 2025-2029 Consolidated Plan.

**** MR. GOLDSTEIN MOVED THE FOLLOWING ITEMS:**

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS ASSOCIATED WITH SUBMISSION OF THE PY51 ANNUAL ACTION PLAN AND 2025-2029 CONSOLIDATED PLAN TO HUD.

COMMON COUNCIL CHAMBERS
AND VIA TELECONFERENCE

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS CONSISTENT WITH THE APPROVED PY51 ANNUAL ACTION PLAN AND 2025-2029 CONSOLIDATED PLAN.

Mr. Goldstein thanked those who had worked on the CDBG Grant funding.

Mr. Stephen Ivan, the consultant, came forward and gave a brief overview of process, including the stakeholder and public comment meetings.

Ms. Dunn had a question about the Redevelopment administering the funding and whether any of the funding could be used for housing. Mr. Ivan explained that the Administrative Funding was limited to the administrative purposes regarding the reports and distribution of the funding.

**** THE MOTION CARRIED UNANIMOUSLY.**

Mr. Sutton and Mr. Sead rejoined the meeting.

D. PUBLIC WORKS

3. Approve the fee schedule for the proposed adjustments to the Public Works Rates and Fees to be set by the Department of Operations and Public Works, as per the attached schedule.

**** Mr. FRAYER MOVED THE ITEM.**

Mr. Frayer said that this was for a new contract with the refuse collection. There are new waste collection cans, and the City will be able to control more of the costs. He said that Ms. Valadares would be speaking about this contract.

Ms. Valadares, the Public Works Director, greeted the Council. She explained that the original vendor's contract had expired just as she became the Director and so they extended the contract for two years. Following COVID, the recycling market crashed and is no longer a revenue stream but an expense. The city is trying to minimize the amount of solid waste in the collection cans. She gave a brief listing of some of the special programs along with the free drop off sites for certain items.

She spoke about the changes for commercial properties which is for properties with four or more units. If residents have not received a bin, they should call the department. She outlined which Districts would be eligible for collection. The residents are limited to 1 can per unit. Those who may need an additional cans, they can purchase additional ones for \$800.00, which will cover the cost of two years of hauling, plus the cost of the can and delivery. Each bin has an individual bar

COMMON COUNCIL CHAMBERS
AND VIA TELECONFERENCE

code linked to the specific address. In the future, they will have a separate user fee for each address.

Every two years, they increase the tip fees and there is also a fee for the road signs for special events that require road closures.

Ms. Dunn said that she had heard from condo owners about the letter that they had received.

Ms. Smyth asked when the bins would be available for purchase. Ms. Valadares said that they would start compiling a list and she hoped to have them to the residents during the third week in August. Once the residents who are eligible pay, the bin will be ordered. She reminded everyone that loose bags will not be picked up. Discussion followed.

Mr. Sead said that many residents feel that they are losing services even while their taxes are increasing. Many people simply don't understand.

**** THE MOTION PASSED WITH TWELVE (12) IN FAVOR (BURNETT, GOLDSTEIN, LOPEZ, NIEDZIELSKI-EICHNER, SMYTH, SUTTON, WIGGINS, EADDY, WENNERSTRAND, DUNN, FRAYER AND SHANAHAN) AND ONE (1) ABSTENTION (SEAD).**

VIII. RESOLUTIONS FROM COMMON COUNCIL

There were no resolutions from the Council at this time.

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

There were no motions postponed at this time.

X. SUSPENSION OF RULES

There were no suspension of the rules at this time.

ADJOURNMENT

**** MS. SHANAHAN MOVED TO ADJOURN.**

**** MOTION PASSED UNANIMOUSLY.**

The meeting was unanimously adjourned at 8:27 p.m.

ATTEST: _____
Irene Dixon, City Clerk

Judson R. Aley

21 Splitrock Road, Norwalk Ct 06854 | C: 203-858-0526 H: 203-505-6669 | Email: jaley@rjaley.com

Education

- **B.A. in World History – Art & Architectural History**, 1996 – Southern Connecticut State University, New Haven, CT
- **Associate degree in Applied Science – Landscape Design & Development**, 1982 – State University of New York, Delhi, NY
- **Certificate in Motorcycle Mechanics**, 1979 – American Motorcycle Institute, Daytona Beach Florida

Volunteer and Community Work

- Village Creek Community Architectural Review Board, 2014 to current – Provides architectural consultation to community residents on remodeling, landscaping, and building requests
- Norwalk CT Mayors Bicycle & Pedestrian Task Force, 2014 to present
- Door to door campaigning for Harry Rilling mayoral race, 2013
- Connecticut Trust for Historic Preservation, 2006-2013 – Provided consultancy and pro-bono restoration work as needed
- Brien McMahon High School, 2011-2013 – Provided band instrument logistics for the school's marching band competitions
- Literacy Volunteers, Norwalk Ct., 2002-2004 – Taught English classes to Hispanic immigrants
- Norwalk/Nagarote Sister City Project, 1986 to 1989 – Worked with other members to obtain and deliver material aid to Nagarote

Published Articles

- "What Norwalk can do to help Wall St. succeed: Focus on People Traffic, not car traffic." - Norwalk Hour, September 24, 2013
- "Shattering the Myths of Replacement Windows." - Connecticut Trust for Historic Preservation, 2009
- "Quality Control Checklist" – Journal of Light Construction, 2007

Computer & Software skills.

- Strong working knowledge of Windows XP, Vista & Windows 7
- Strong working knowledge of MS Excel, Outlook, Project, Word and Smart Sheets
- Strong working knowledge of Goldenseal Construction Accounting & Estimating software.
- Basic knowledge of SAGE 100/Master Builder accounting software

Work Experience

OWNER | R.J. ALEY BUILDING CONTRACTOR, WESTPORT CT | 1995 TO CURRENT

Own and operate a residential construction firm that provides remodeling and historic preservation services to New Haven, Fairfield and Westchester county residents. The firm specializes in Design-Build, Historic Preservation, Home Energy Efficiency and Green Building. R.J. Aley is a **NAHB Certified Green Professional**, as well as an **ENERGY STAR® Partner**, and **LEED® homebuilder**.

- Exceptional knowledge of residential energy efficiency, long term durability and historic preservation
- Built one of Norwalk's first Energy Star home (5 star rating) NAHB Green home (Emerald rating) and LEED home (Silver rating)

JOHN CUNNIFF CONTRACTING, SANTA CRUZ CA. | 1990 TO 1992

Performed general carpentry for residential construction, remodeling and new homes, including concrete form work, framing, installation of windows and doors, siding, trim and interior finish carpentry.

OWNER | ASPETECK LANDSCAPE & DESIGN, WESTPORT CT | 1982 TO 1990

Own and operate a full service landscape firm with a crew of 7 full-time employees – responsible for business development, cost estimation, financial accounting, and landscape design

- Strong knowledge of plant material and large trees for residential and urban areas
- Well versed in drainage & general site work.

D

Gary L Leeds
50 Hunt Street
Norwalk, CT 06853

I am a retired Finance Executive with over 48 years of experience. As a graduate of Syracuse University with a Bachelor of Science degree in Accounting, I became a CPA. Then after over 8 years in public accounting, I worked for nearly 40 years within the corporate finance arena in various positions as Internal Auditor, Assistant Controller, Controller and Chief Financial Officer. My last 12 years I worked for the non-profit humanitarian organization, Americares Foundation, Inc., in Stamford.

I served as a board member of Visiting Nurse and Hospice for nearly 30 years including terms as Treasurer and Secretary. More recently, I have been an active volunteer with the Rowayton Gardeners and a Board member of the Oak Hills Men's Golf Association during the pandemic. I have lived in Norwalk since 2006 and have been a regular golfer at Oak Hills since 2009.

I have a vested interest in making Oak Hills Park a beautiful recreational area for use of our citizens. I hope that my experience in finance and as a lifelong golfer would be beneficial to the Oak Hills Park Authority in its mission to operate, maintain, protect and manage Oak Hills Park.

Manuel A. Salgado

Torrance, CA 90501 · (956) 4665881 · Masalgado85@gmail.com · in/MAbranSalgado

EXPERIENCE

Outreach Clinician/VOCA Case Manager

Family Centers

September 2022- Present

Greenwich, CT

- Provide case management and social/emotional support to 15 families participating in after school program.
- Connect victims of crimes to local community resources to assist with housing, mental health, & basic needs.
- Developed and conducted workshops and groups for after school program.
- Maintained case notes and documentation for clients.

Outreach Coordinator

Kingdom Causes Bellflower

December 2015- September 2022

Bellflower, CA

- Coordinates weekly street outreach in 8 cities, interviewing and administering assessment tools.
- Develops and implements case management plans to approximately 40 individuals experiencing vulnerabilities related to substance use, medical, mental health, and other systemic barriers, evaluating solutions towards goals.
- Utilizes outreach strategies, such as rapport building, cultural humility, and motivational interviewing to develop positive relationships and understand history of individual circumstances and barriers.
- Responds to calls and referrals from city officials, law enforcement, institutions, and community stakeholders on a weekly basis regarding encampments, hotspots and individuals requiring mental health and medical intervention and shelter.
- Collaborates and participates in case conferences involving partner organizations including mental health agencies, service providers, shelters, and medical facilities to provide case conferencing, coordination and evaluate appropriate next steps.

Social Work Intern

Kingdom Causes Bellflower

August 2021-May 2022

Bellflower, CA

- Interviewed and surveyed community members in order to asset map community and evaluate themes, community perceptions, strength and needs in the neighborhood in order to develop plans to address issues and connect individuals to resources.
- Researched and developed Lived Experience Advisory Board bylaws and initial plan for organization to implement within its homeless services program.

Social Work Intern

William Green Elementary

August 2020-June 2021

Lawndale, CA

- Interviewed students and parents, utilizing assessments and Bio/Psycho/Social to understand family, school, mental health history.
- Developed and conducted workshops, mindfulness sessions, support groups for approximately 3 classrooms.
- Provided psychoeducation and counseling to individuals referred by school social worker and teachers.

EDUCATION

California State University Long Beach

Masters in Social Work

May 2022

Long Beach, CA

University of North Texas

Bachelors in Radio, TV, & Film

May 2007

Denton, TX

SKILLS

Spanish speaking, strong intrapersonal communication, empathetic, effective problem-solving skills, proficient in Adobe Suite, videography/video editing.

ROBERT ABRIOLA

7 Blake Street Norwalk, CT 06851 • 203-257-9856 • babriola@ymail.com

CLIENT ACCOUNT DIRECTOR & BUSINESS LEADER

Dynamic account leader and relationship manager with extensive experience in building client partnerships across multiple geographies (NAM, LATAM, and EMEA). Expertise in marketing services and creative materials execution with full responsibility of managing multiple teams onsite at client locations. Managing forecasting, budget and P&L performance. Career history exhibits strong team management through:

- | | | |
|-----------------------------------|-----------------------------------|-------------------------------|
| + Team Leadership / Collaboration | + Creative / Marketing Operations | + Process Improvements |
| + Technology Deployment | + Supply Chain Management | + Cost Savings Strategies |
| + Account Growth / Development | + Procurement & Negotiation | + Operations / P&L Management |

SELECTED CAREER HIGHLIGHTS

- + Managing \$50m in client operations for HH Global across NAM, LATAM, and EMEA
- + Led business strategy, client partnerships, and marketing operations for LogicSource across multiple accounts across NAM delivering \$22MM in annual revenue
- + Managed a large team and creative operations of 500+ annual direct marketing programs at Affinion Group
- + Negotiated all annual RFP efforts over 9-year period that yielded \$72MM in total savings



BACARDÍ

★ Heineken



PROFESSIONAL HISTORY

HH Global – Chicago, IL

2019 - Present

HH Global is the first-choice partner in outsourced marketing execution for leading brands. Applying proven processes, industry-leading technology, HH Global develops innovative solutions that drive down the cost of clients' marketing print procurement and content development, while improving quality, sustainability, and speed to market.

Global Account Director

Accounts: BACARDI, HEINEKEN, PABST

- Full responsibility for the client relationship and performance of Bacardi and Heineken partnerships
- Client relationship management, contract governance, product delivery and management of business reviews
- Overall responsibility to meet all order window execution, KPI's, and savings targets
- Drive strategy, innovation, and sustainability across operating companies
- Oversee large scale projects including global sustainability and harmonization planning efforts
- P&L management of \$50m in annual revenue across countries

LogicSource – Norwalk, CT

2013 - 2019

LogicSource is a fully transparent, investment-based sourcing and procurement solutions firm that executes deployable, customized solutions. LogicSource delivers immediate savings and sustainable value with proven, pre-built assets, including its world-class supplier ecosystem, strategic sourcing center and leading OneMarket® technology.

Managing Director, Client Relationship Management

Accounts: BOSTON BEER COMPANY, WEIGHT WATCHERS, BIG LOTS, BJ'S WHOLESALE CLUB, GYMBOREE, DISH, CENVEO, BEST BUY, MBI

- Led business strategy and account performance, P&L, delivery of services, KPI's, SLA's, and same account growth
- Managed the execution across marketing, consumer packaged goods, and retail clients
- Developed innovation and optimization strategies to ensure increased account value and creative operational success
- Realized \$2.3MM in same account revenue; negotiated 3 contract renewals in 2016 to delivery \$3.1MM in annual revenue

*Affinion is a global leader in affinity marketing of membership, insurance and package products and services.
Affinion services over 65 million members worldwide enrolled in over 30 products marketed in over 300 configurations*

Group Vice President, Marketing Services 2009 – 2013

- Directed the execution of all creative and graphics efforts from campaign development through delivery
- Supervised a large team of over 80+ associates across multiple site locations
- Handled all supplier negotiations and outsourcing procurement of \$100+ million in annual spend
- Managed 2,000+ performance based marketing membership and fulfillment programs annually across multiple channels
- Managed execution of over 500+ million pieces of direct mail annually
- Negotiated RFP efforts for all direct mail, advertising, point-of-sale, and retail; over \$72 million in total savings

Vice President, Marketing Services 2002 – 2009

- Supervised the design, creative and production of all marketing material and member communication
- Led the creative development of direct mail, advertising, in-branch marketing, fulfillment, POS, and publications
- Supervised a 60,000 square foot fulfillment and manufacturing facility in Cheyenne, WY

Creative Studio Director 1998 – 2002

- Supervised the execution of all marketing materials for direct mail acquisition, member communication, and publications
- Managed staff of 25 creative associates. Hired, trained and developed all new creative services team members

Director, Creative Services

- Supervised the design and production of all commercial packaging, advertising, merchandising, and point-of-sale material
- Managed 18 FTE's including art directors, designers, copywriters, print managers, photographers, and illustrators
- Developed in-house creative services department from out-sourced function saving \$650K in annual costs
- Hired personnel, instituted policy and procedures for high-level output of over 1,100 yearly CD releases

Creative Director

- Supervised and directed the design and production of marketing and promotional material for full service design agency
- Managed in-house creative staff and supervised outside support personnel

EDUCATION

Southern Connecticut State University – New Haven, CT

Bachelor of Science: Dual Major: Marketing / Graphic Design

Yale University – New Haven, CT

Communication Arts Internship

School of Visual Arts – New York, NY

Advanced Courses: Advertising / Design / Photography

TEACHING

Norwalk Community College, Norwalk, CT – Adjunct Professor 2020 - Present

Fashion Institute of Technology, New York, NY – Guest Lecturer 2020 - Present

Sacred Heart University, Fairfield, CT – Adjunct Professor 2000 - 2005

VOLUNTEERISM

Norwalk Arts Commission, Norwalk, CT – Vice Chair 2020 - Present

PROFESSIONAL AFFILIATIONS

Marketing Executives Group / Sales & Marketing Executives / Future Trends
DMA Direct Marketing Association / Print & Print Production / Direct and Database Marketing
Print Production Professionals / Direct Mail Group Financial Services Marketing / Database Marketers Marketing, PR,
Sales Innovators Network / Marketing Edge Print Industry Networking Group
Digital Marketing / eMarketing Association Network / Procurement Professionals

1 Longshore Avenue
Norwalk, CT 06854

479-283-4774
melissamatuska@yahoo.com

AREAS OF EXPERTISE

- Program Development
- Leadership
- Strategic Planning and Assessment
- Event Management
- Accounting and Budget Planning
- New Business Development
- Certified Volunteer Manager
- Partnership Development
- Logistics/Process Analysis

PROFESSIONAL EXPERIENCE

FAIRFIELD UNIVERSITY, FAIRFIELD, CT 2017-2020
EVENTS AND SALES MANAGER

- Managed front-of-house staff, building operations, interns and program deployment for the Regina A. Quick Center for the Arts
- Augmented the existing volunteer program by implementing a recruitment and training process for current and new volunteers
- Responsibilities included generating outside revenue resulting in management of over 400 university and external events annually
- Coordinated logistics for visiting artists, managing travel, accommodations, and other hospitality-related items
- Oversaw summer camp marketing, logistics, and sales, significantly expanding the program and tripling the number of attendees.

TWENTY ONES INC., NEW YORK, NY 2012-2017
SALES AND EVENTS MANAGER

- Oversaw organizational logistics management and production of top-tier events for celebrities, Fortune 500 companies, sports teams and other high-profile clients
- Exhibited strong project management skills with the ability to create and oversee events, programs and meetings
- Digital Content Lead for the 40/40 Club website (the4040club.com) including content development, product creation, eCommerce and some web development

LONG ISLAND UNIVERSITY, BROOKLYN, NY 2010-2011
DIRECTOR OF ALUMNI RELATIONS

- Developed, implemented and maintained Alumni Societies for the School of Health Professions and Nursing while building awareness for the LIU Brooklyn Campus Alumni Association
- Displayed well-developed leadership skills with the ability to motivate and develop staff and volunteers, inspiring the interest and cooperation of alumni and other offices throughout the university community
- Established an alumni benefits program by securing revenue of \$650K through an affinity program with insurance partners
- Planned alumni events surrounding the NCAA Basketball Tournament for LIU and the 125th Reunion for the Arnold and Marie Schwartz College of Pharmacy and Health Sciences

UNIVERSITY OF ARKANSAS, FAYETTEVILLE, AR 2003-2010
ASSISTANT DIRECTOR OF ALUMNI RELATIONS

- Managed nationwide territory of all alumni outside of Arkansas including 24 alumni chapter boards and 28 Regional Razorback programs, resulting in a 10% annual engagement increase
 - Displayed exceptional interpersonal, written, and oral communication skills with demonstrated ease in public speaking and advocacy, showing the ability to comfortably work with a sophisticated alumni population
 - Created, implemented and maintained alumni volunteer student recruitment program with the Office of Admissions. Annually produced over 250 events including events surrounding the Billion Dollar Campaign
 - Spearheaded completion of Missouri Razorback license plate program that contributed \$10K annually in scholarship money
-

EDUCATION & TRAINING

Master of Business Administration, Management, Long Island University, New York, NY, 3.8 GPA, Cum Laude
Bachelor of Science, Education and Health Professions, University of Arkansas, Fayetteville, AR

CERTIFICATIONS

Certified Volunteer Manager, Arkansas Public Administration Consortium and University of Arkansas
Diversity Certificate, University of Arkansas

CONFERENCES AND SPEAKING ENGAGEMENTS

Presenter at Summit Conference (2010)
 Judge at CASE District III Awards (2008-9)
 Attended “Building Lifelong Relationships” CASE conference (2008)
 Summit Volunteer Leadership Conference Planning Committee (2008-10)
 Speaker at Council for Advancement and Support of Education (CASE) (2007)
 Peer Connections Conference Head Chairman (2007)
 Educational Leadership Conference for U.S. Army (2005)

PROFESSIONAL AFFILIATIONS AND DEVELOPMENT

Life Member of the Arkansas Alumni Association
 Norwalk Arts Commission (2017-present) and Appointed Voting Member (2018)
 Sigma Beta Delta Honor Society (2014-present)
 Arkansas Volunteer Coordinators Association Chapter Secretary (2008-10)
 Alumni Professionals of Arkansas Committee Chair (2008-9)
 Arkansas Volunteer Coordinators Association State Board Member (2007) and Secretary (2009)
 Toastmasters International (2004-2006)
 Arkansas Letterman’s Club and Committee Chair (2003, 2011, 2014-15)

PUBLISHED ARTICLES

Published two articles in *ARKANSAS* Magazine
 Multiple contributions to *Anecdotes* newsletter for the Schwartz College of Pharmacy and Health Sciences

AWARDS & DISTINCTIONS

Honorable Mention for Volunteer Program ▪ University of Arkansas at Little Rock and the Arkansas Public Administration Consortium (2009)
 Advancement Program of the Quarter “Pride of Arkansas Tour” (2009)
 Council for Advancement and Support of Education Faculty Star (2007)
 University of Arkansas Staff Team of the Year Award (2004 and 2008)

TECHNICAL SKILLS

Mac and PC literate, Microsoft Office Suite (Outlook, Excel, Word, OneNote, Publisher, PowerPoint, and Access),
 PeopleSoft, AS400, Raiser’s Edge Fundraising Software, Tripleseat and Workday

Janay Sylvester

Norwalk, CT 06855 | jnsylvester@gmail.com | (203) 231-8727

D

EXPERIENCE

NIELSEN

Director, Marketing, Remote/New York, NY

November 2023 – Present

- Oversee the development and execution of Nielsen's paid media strategy for consumer audiences; liaise between agency partners and internal stakeholders to develop campaigns that amplify the brand and/or create efficiencies within our consumer research recruitment models
 - Managing a \$790k paid media budget incorporating proven and emerging tactics for recruitment, targeting U.S. general market and Hispanic audiences
- Serve as the marketing and consumer brand subject matter expert on select business critical projects for our consumer research panels in partnership with Data Science, Creative, Digital, Product, and Operations teams
 - Established a new microsite, Nielsen's destination for global consumer audiences, incorporated relaunched brand, enhanced SEO, and improved measurement tools; over 250k site visits in 2023

Director, Marketing Strategy, Remote/New York, NY

May 2023 – October 2023

- Co-led the development of a \$2-5M multi-channel marketing strategy and executive presentation slides for Nielsen's 100-year anniversary campaign to optimize brand performance with B2B, B2C, and internal audiences
- Conducted a comprehensive audit of the brand, provided recommendations for how to evolve the brand and increase brand value; began crafting a new narrative and executive presentation in partnership with the SVP, Brand Marketing (project was suspended due to company restructuring)

Senior Manager/Director, Consumer Marketing, Remote/New York, NY

January 2021 – April 2023

- Led the global business unit created to establish, evolve, and govern Nielsen's brand for consumer audiences in partnership with Data Science, Creative, Product, Brand (B2B), and Operations teams
 - Served as a people manager; completed two leadership courses to enhance managerial skills
- Conducted two brand advertising campaigns with \$1.8M investment across 13 DMAs targeting general market and U.S. Hispanic audiences with social, programmatic, and DOOH media; outperformed reach, cost efficiency, and website engagement benchmarks by 49-60%; saw 3-11% improvement on critical brand health KPIs in quarterly national brand health tracker
 - Developed the measurement strategy for the campaigns and led analysis and reporting
- Coordinated the initial phases of the Nielsen rebrand (launched October 2021) in partnership with the Chief Marketing & Communications Officer (CMCO), SVP, Marketing, and the agency of choice
- Established the quarterly brand health tracker for B2B and B2C audiences to properly measure the impact of the company's marketing and communications campaigns in partnership with the CMCO and Data Science
- Promoted from Senior Manager to Director in November 2021

Manager, Consumer Marketing, Remote/New York, NY

May 2019 – December 2020

- Developed the strategy and led the execution of Nielsen's inaugural consumer brand advertising efforts in the U.S in support of the TV Audience Measurement product and panel leading to +2-4% lift in web survey response rates
 - Conducted three advertising pilots with \$1.05M investment across six DMAs targeting general market and U.S. Hispanic audiences with social, programmatic, and OOH media
 - Led a cross-functional team of 30 (including two agencies) on baseline surveys, creative, measurement, contracting, invoicing, and executive stakeholder communication
 - Named "Quarterly MVP" for the 270+ global marketing and communications team in Q4 2019 for the execution of the three pilots
- Directed the optimization of 200+ panel recruitment and retention materials to create a consistent brand experience across our consumer touch-points aligned to the corporate messaging and design strategy

Specialist, Marketing & Communications, Wilton, CT/New York, NY

September 2017 – May 2019

- Managed key internal and external marketing and communications initiatives under the Chief Communications Officer's purview in a chief of staff capacity
 - Collaborated with department heads on brand marketing campaigns, event sponsorships, internal communications, social media campaigns, press releases, speech writing, and daily newsletter production
 - Cultivated engagement for a 270+ global marketing and communications team via department-wide trainings, town hall broadcasts, conferences, holiday receptions, email communications, and performance reports

CREATIVE PROJECTS

LANE SYVEN, LLC (ayminor.com)

Founder, Singer/Songwriter, Marketing Lead

2021 – Present

- Managing all operations for a media production company centered around my work as a music recording artist
- Create paid and organic advertising campaigns and social content across platforms leading to more than 11.5k streams and 8.4k video views for the first two releases

CLIMBING VINES (cvines.org)

Creator, Executive Editor, Executive Producer

2012 – Present

- Oversee a nonprofit project chronicling the personal and shared experiences of black University of Pennsylvania alumnae and undergraduate women through a published collection of narratives and a podcast series

HYPEFRESH (ayminor.com/category/clips/)

Music Content Contributor

2017 – 2018

- Conducted interviews and wrote profiles about up and coming artists and media & entertainment professionals for an emerging online publication for independent tastemakers, new-age culture, and contemporary styles

EDUCATION

UNIVERSITY OF PENNSYLVANIA

Bachelor of Arts PPE (Philosophy, Politics, Economics)

August 2012

Philadelphia, PA



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 Harry Rilling; Board of Estimate and Taxation; Finance and Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: July 10, 2025
Re: Tax Collector's Narrative for **June 2025** End of Month report

Please note that there are two end-of-month spreadsheets for June 2025, representing collections on the year ending June 30, 2025, as well as advance collections on the year that technically began on July 1, 2025, and ends on June 30, 2026.

As of the end of June 2025, having concluded the twelve-month fiscal year that began July 1, 2024, we collected nearly \$366 million against our nearly \$372 million adjusted levy. As noted in prior months, the net adjusted levy remained significantly reduced by more than \$2.8 million from the original budgeted levy, primarily due to credits resulting from stipulated judgments in property tax appeal cases. As of the end of June 2025, our current collection rate for all tax types, including the supplemental motor vehicle levy, was **98.49%**, up from 98.38% as of the end of May 2025. We also collected **99.16%** of our sewer use levy, more than \$18.8 million, and **88.82%** of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA. Compared with the prior fiscal year, we ended June 2025 very slightly behind last year for collection of taxes (-0.04%) , very slightly ahead for sewer use (0.01%) and ahead of last year for the IPP fee (2.18%).

We also collected an additional \$7.8 million in past due taxes, interest and fees. This amount is (net) nearly \$5.7 million more than what had been collected in back taxes during the immediately prior fiscal year. The increase is due to the tax sale we held on September 9, 2024. All these figures are net of refunds and credits, and in both the current and in the prior fiscal year, a sizeable portion of our past due collections were basically consumed by credits, as noted above.

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. We receive information monthly from the Connecticut Department of Revenue Services on what the gross sales were, and how much tax is owed to the city. 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 June 2025, we have collected \$323,551.33 in municipal cannabis tax. These funds are turned over to the Comptroller's office. We include cannabis tax receipts in a one-line notation at the bottom of our monthly reports.

Our new fiscal year began on July 1, 2025, but we were able to bill our 2024 grand list levy in advance. We collected more than \$20 million in taxes and sewer charges in advance collections during the month of June, even before the new bills technically came due on July 1. The second spreadsheet details advance collections on that levy. We were able to collect 5% of our tax levy in advance. This percentage may appear small, but in terms of volume, it included more than 25% of our motor vehicle bills, collected even before they were due. This money coming in early also assists our comptroller's division by providing an infusion of revenue prior to the beginning of the fiscal year, at a time when many of the city's bills come due.

Our division worked with our Assessor's office and our software provider to implement the significant changes to our motor vehicle assessment and taxation processes brought about by recent state legislation. We included an explanatory insert with our motor vehicle tax bills, at the direction of the Administration and of this Committee, and the explanation was well received by our taxpayers.

This billing is the second year of the four-year phase-in of assessment values for the 2023 citywide property revaluation of taxable real property, and we included an insert briefly describing this process with the real estate tax bills to ensure that taxpayers continue to be informed about the phase-in.

The last day on which to pay all these bills without penalty is Friday, August 1. Taxpayers have numerous options for making payment, including paying online, paying by telephone, using an ACH payment (electronic check), paying by mail, paying in person at one of ten participating Norwalk bank branch locations, or paying in person at our office. There is extensive information on our website, and on the back of each tax bill. Our office at City Hall is open 8:30 am – 4 pm and we do not close for lunch.

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 in order to renew a health permit. 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 June 2025, in conjunction with their efforts, we collected nearly \$1.4 million 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, and anticipate extending our current three-year contract with them for an additional year.

We expect that our division will soon be issuing tax bills for new motor vehicle accounts added by Municipal Tax Services (MTS), the vendor contracted by the city to identify unregistered or out of state motor vehicles garaged in Norwalk. The Assessor has reported on the activities of MTS at prior meetings, and that division is poised to begin adding these newly identified vehicles to the tax rolls. I will provide future updates on this initiative.

The Administration has tasked our division to assist the Planning and Zoning Department in collecting past due zoning violation fees through the tax sale process, in the same manner we now collect blight fees for the Blight Enforcement Division. Our initial set of letters went out on July 1, and we have scheduled this "mini" tax sale for Thursday, September 18, 2025. There are approximately a dozen properties involved, and we hope to collect approximately \$230,000 in delinquent zoning fees.

As nearly every monthly report from my division concludes, maintaining a high tax collection rate 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.

I hope this information is helpful. I will continue to keep all stakeholders informed of our progress.

TAX COLLECTOR'S REPORT
JUNE 2025

FISCAL YEAR 2024-2025 (2023 GRAND LIST)		ADJ. TAX COLLECTIONS JUN 24 - JUN 25		COLLECTION %		CORRECTED LEVY*		CHANGE IN LEVY		COLLECTION %	
AUTOMOBILE-REGULAR		ORIGINAL LEVY	JUN 24 - JUN 25	91.39%		\$29,984,456.66		(\$501,063.96)		92.92%	
AUTOMOBILE-SUPPLEMENTAL		\$30,485,520.62	\$27,862,194.32	86.51%		\$4,580,636.29		(\$37,312.06)		87.21%	
PERSONAL PROPERTY		\$4,617,948.35	\$3,994,920.57	96.88%		\$24,563,881.03		(\$96,766.59)		97.26%	
REAL ESTATE		\$24,660,647.62	\$23,891,052.17	96.59%		\$312,300,937.58		(\$2,211,222.37)		99.29%	
TOTAL TAX		\$314,512,159.95	\$310,069,710.08	97.74%		\$371,429,911.56		(\$2,846,364.98)		98.49%	
SEWER USE		\$374,276,276.54	\$365,817,877.14	98.87%		\$18,987,406.50		(\$56,808.50)		99.16%	
SEWER USE		\$19,044,215.00	\$18,828,464.69	103.37%		\$195,249.52		\$27,499.52		88.82%	
IPP FEE		\$167,750.00	\$173,411.52								
FISCAL YEAR 2023-2024 (2022 GRAND LIST)		ORIGINAL LEVY	JUN 23 - JUN 24	88.55%		\$29,438,872.31		(\$1,286,187.19)		92.42%	
AUTOMOBILE-REGULAR		\$30,725,059.50	\$27,206,426.30	86.73%		\$4,199,244.32		(\$11,444.71)		86.97%	
AUTOMOBILE-SUPPLEMENTAL		\$4,210,689.03	\$3,651,911.02	95.83%		\$22,246,760.50		(\$175,891.80)		96.58%	
PERSONAL PROPERTY		\$22,422,652.30	\$21,486,912.92	98.56%		\$323,266,714.92		(\$2,661,050.48)		99.37%	
REAL ESTATE		\$325,927,765.40	\$321,221,572.14	97.46%		\$379,151,592.05		(\$4,134,574.18)		98.53%	
TOTAL TAX		\$383,286,166.23	\$373,566,822.38	100.13%		\$18,419,672.00		\$179,613.00		99.15%	
SEWER USE		\$18,240,059.00	\$18,262,948.30	86.41%		\$198,749.84		(\$500.16)		86.63%	
IPP FEE		\$199,250.00	\$172,179.89								
TAX DIFFERENCE 2023 G.L. vs. 2022 G.L. INCREASE/(DECREASE)		(\$9,009,889.69)	(\$7,748,945.24)	0.28%		(\$7,721,680.49)		\$1,288,209.20		-0.04%	
SEWER DIFFERENCE 2023 G.L. vs. 2022 G.L. INCREASE/(DECREASE)		\$804,156.00	\$565,516.39	-1.26%		\$567,734.50		(\$236,421.50)		0.01%	
IPP DIFFERENCE 2023 G.L. vs. 2022 G.L. INCREASE/(DECREASE)		(\$31,500.00)	\$1,231.63	16.96%		(\$3,500.32)		\$27,999.68		2.18%	
BACK TAXES COLLECTED		FISCAL YR 2024-2025 (JUL 24 - JUN 25)	FISCAL YR 2023-2024 (JUL 23 - JUN 24)	CUR YR vs. PRIOR YR INC/(DEC)							
PRIOR TAXES		\$4,311,065.95	(\$901,051.32)	\$5,212,117.27							
PRIOR SEWER USE FEE		\$168,139.28	\$175,954.43	(\$7,815.15)							
PRIOR IPP FEE		\$13,811.57	\$11,086.59	\$2,724.98							
TOTAL PRIOR TAX, SEWER & IPP		\$4,493,016.80	(\$714,010.30)	\$5,207,027.10							
CURRENT INTEREST		\$1,174,734.47	\$1,209,795.74	(\$35,061.27)							
PRIOR INTEREST		\$1,458,302.73	\$1,370,118.31	\$88,184.42							
SEWER USE FEE INTEREST		\$99,671.86	\$87,023.11	\$12,648.75							
IPP FEE INTEREST		\$8,640.65	\$6,060.64	\$2,580.01							
TOTAL INTEREST COLLECTED		\$2,741,349.71	\$2,672,997.80	\$68,351.91							
PRIOR LIEN FEE		\$15,057.43	\$12,334.90	\$2,722.53							
CURRENT LIEN FEE		\$6,807.60	\$6,951.58	(\$143.98)							
TOTAL LIEN FEE COLLECTED		\$21,865.03	\$19,286.48	\$2,578.55							
MISC FEES COLLECTED**		\$550,730.79	\$151,775.87	\$398,954.92							
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES		\$7,806,962.33	\$2,130,049.85	\$5,676,912.48							
TOTAL TAX BILLED/PAID ON GROSS RECEIPTS FROM CANNABIS (2024 YTD)			\$	323,551.33							

TAX COLLECTOR'S REPORT
JUNE 30, 2025
ADVANCE COLLECTIONS

FISCAL YEAR 2025-2026 (2024 GRAND LIST)		ADJ. TAX COLLECTIONS JUN 2025		COLLECTION %		CORRECTED LEVY*		COLLECTION %	
AUTOMOBILE-REGULAR	ORIGINAL LEVY	\$19,621,713.02	\$4,984,490.60	25.40%		\$19,568,695.26		25.47%	
PERSONAL PROPERTY	\$28,666,103.44	\$729,281.94		2.54%		\$28,634,084.32		2.55%	
REAL ESTATE	\$340,880,548.34	\$14,099,533.28		4.14%		\$339,900,677.70		4.15%	
TOTAL	\$389,168,364.80	\$19,813,305.82		5.09%		\$388,103,457.28		5.11%	
SEWER USE FEE	\$19,835,102.00	\$646,676.62		3.26%		\$20,036,720.00		3.23%	
IPP FEE	\$181,250.00	\$19,750.00		10.90%		\$184,250.00		10.72%	
FISCAL YEAR 2024-2025 (2023 GRAND LIST)									
AUTOMOBILE-REGULAR	ORIGINAL LEVY	\$30,485,520.62	\$5,522,489.75	18.12%		\$30,387,677.96		18.17%	
PERSONAL PROPERTY	\$24,660,647.62	\$186,559.98		0.76%		\$24,675,838.14		0.76%	
REAL ESTATE	\$314,512,159.95	\$4,351,144.79		1.38%		\$313,717,314.78		1.39%	
TOTAL	\$369,658,328.19	\$10,060,294.52		2.72%		\$368,780,830.88		2.73%	
SEWER USE FEE	\$19,044,215.00	\$508,671.31		2.67%		\$19,044,629.00		2.67%	
IPP FEE	\$197,750.00	\$1,250.00		0.63%		\$198,250.00		0.63%	
DIFFERENCE 2024 G.L. vs. 2023 G.L. TAX ONLY - INC/(DEC)	\$19,510,036.61	\$9,753,011.30		2.37%		\$19,322,626.40		2.38%	
DIFFERENCE 2024 G.L. vs. 2023 G.L. SEWER USE FEE ONLY - INC/(DEC)	\$790,887.00	\$138,005.31		0.59%		\$992,091.00		0.56%	
DIFFERENCE 2024 G.L. vs. 2023 G.L. IPP FEE ONLY - INC/(DEC)	(\$16,500.00)	\$18,500.00		10.26%		(\$14,000.00)		10.09%	

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION

AGENDA

CLAIMS COMMITTEE MEETING

JULY 10TH

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

PAY TO:

BILL No & AMOUNT REFUNDED

REASON

MOTOR VEHICLE

HERRERA-CASTILLO MARIA I	23-MV-331096 \$19.80 + \$2.08 INT	PRORATION
	23-MV-331097 \$25.87 + \$2.71 INT	PRORATION
HYUNDAI LEASE TITLING	24-MV-332456 \$459.58	ABATEMENT
	24-MV-332797 \$276.98	ABATEMENT
JOHNSON BRANDON L	23-MV-406726 \$60.35 + \$30.43 INT	DUPLICATE BILL
JP MORGAN CHASE BANK	23-MV-335837 \$325.54	PRORATION
LETTIERI JOHN	23-MV-340321 \$352.93	ABATEMENT
MEJIA RICARDO & YAMILCA	23-MV-345651 \$249.29 + \$7.48 INT	PRORATION
TOYOTA LEASE TRUST	23-MV-369091 \$423.70	PRORATION

PERSONAL PROPERTY

CRYSTAL RESTORATION SERV INC	22-PP-200750 \$7,238.45	DUPLICATE PAYMENT
------------------------------	-------------------------	-------------------

REAL ESTATE

CORELOGIC TAX SERVICE
10 ½ ELMWOOD AVENUE
2-5-24-0

23-RE-126145 \$3,048.53

PAID IN ERROR

SPECIAL REQUEST

BRANCALE EILEEN

111 MAYWOOD ROAD

5-62-168-0

21-RE-103434 \$14,429.56

DUP PAYMENT

GENERAL DATA REAL ESTATE NORMALK TAX COLLECTOR

AS OF 07/02/2025



BILL NO: 2021-01-0103436
 UNIQUE ID: 5-62-168-0
 LINK#: 2021K0207645
 FILE#
 BANK: 183
 ESCROW: LERE
 VOL/PAGE: 6195-130
 LIEN VOL/PAGE:
 DISTRICT: 5N -

ORIGINAL OWNER: BRANCALE EILEEN A
 C/O: BRANCALE CLEMENT
 ADDRESS: 111 MAYWOOD RD
 ADDRESS2:
 CITY ST ZIP: NORMALK CT 06850-4424
 COUNTRY:
 PROP LOC.:
 EXR PROP LOC:
 M/B/L: 5-62-168-0

PROP ASSESSED: 1,174,400
 EXEMPTIONS:
 COC CHANGE:
 NET VALUE: 1,174,400
 MILL RATE: 24.5735

ELD CODE: 0
 EXMPT CHANGE:

*** BILLED ***
 TOWN
 INST1 14,429.56
 INST2 14,429.56
 INST3 0.00
 INST4 0.00
 ADJS 0.00
 TOT TAX 28,859.12
 TOTAL PAID: 43,288.68
 SEWER
 0.00
 0.00
 0.00
 0.00
 0.00
 0.00
 0.00
 TOTALS
 14,429.56
 14,429.56
 0.00
 0.00
 0.00
 0.00
 0.00
 0.00

*** PAYMENTS ***

TYPE	CYCLE	DATE	ADJ	TERM/BATCH/SEQ	INST	AMOUNT	INTEREST	LIENS	FEES	TOTALS
Pmt	7	01/26/2023		50/58926/3606073	T	14,429.56	0.00	0.00	0.00	14,429.56
Pmt	7	01/23/2023		50/58872/3593969	T	14,429.56	0.00	0.00	0.00	14,429.56
Pmt	1	07/15/2022		50/57156/3501267	T	14,429.56	0.00	0.00	0.00	14,429.56
TOTAL PAYMENTS						43,288.68	0.00	0.00	0.00	43,288.68

TOTAL BALANCE DUE AS OF 07/02/2025

	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	-14,429.56	0.00	-14,429.56
TOT DUE NOW	-14,429.56	0.00	-14,429.56
BALANCE DUE	-14,429.56	0.00	-14,429.56

*** FLAGS ***
 Circuit Breaker Amount 0
 Invalid Address Flag No
 Benefit Year 0



TO: Finance and Claims Committee Members

FROM: Sherelle Harris, Library Director

DATE: July 8, 2025

RE: Xerox Multi-Year Contract

This memo requests approval for a 60-month contract with Connecticut Business Systems (CBS), a Xerox Company to replace our contract with TGI for printers.

We are currently contracted with TGI for 22 devices though only 15 are in use and of the 15 devices, there are 12 different models with different consumables. There has been no way to rectify this within the contract. Additionally, there is no base. We pay per print and are invoiced at \$699.04.

Benefits of contracting with CBS include:

- 6,000 black prints per month
- 4,000 color prints per month
- Overages are billed semi-annually
- (4) HP LaserJet Pro 4001dn
- (2) HP LaserJet Pro 4001w
- (4) HP Color LaserJet 4201dn
- (4) HP Color LaserJet 4201dw
- (1) HP Color LaserJet 4301fdw
- Retail value of printers is \$8,125

The CBS contract, too, is for 60 months. It includes toner, service and parts. The monthly cost for the CBS contract, however, is \$586.00, a savings of \$113.04 per month and the library will own the printers at the end of the term.

ACTION REQUESTED:

Authorize Mayor, Harry W. Rilling, to execute a five (5)-year (60 months) agreement with CBS for library printers. The annual amount not to exceed \$7,032 for a total not to exceed \$35,160 will come from Norwalk Public Library account number 016200-5294, machinery/equipment rental.

Proposal
Prepared for:

**Norwalk Public
Library**

May 2025



xerox™



Current Situation

Contract through TGI

Includes:

- *No base included, pay per print*
- *Invoiced - \$699.04*
- *22 devices on contract but only 15 devices in use*
- *Out of the 15 devices, 12 are different models with different consumables*

Print Assessment

Library Location ▾	Floor ▾	Department ▾	Make/ Model ▾	Serial # ▾↑	Black ▾	Color ▾	Date ▾	Black ▾	Color ▾	Date ▾	Black AMV ▾	Color AMV ▾
1 Belden Ave	2	CHM circ	HP P2035n	CNB9F02620	33332		5/15/2024	33334		10/15/2024	0	
1 Belden Ave	B	Teen Room	HP LaserJet M251nw	CND1H30569			5/15/2024	10188	10090	10/15/2024	50	50
10 Washington Street	SONO	ADSColor (Pharos)	HP LaserJet M452	CNDF259579	1022	7632	4/1/2024	1265	7711	10/15/2024	37	12
1 Belden Ave	2	CHM Color (Pharos)	HP CP2025	CNGSC09254	2219	9865	5/15/2024	2243	9911	10/15/2024	5	9
1 Belden Ave	1	ADSColor (Pharos)	HP PRO 400 Color M451w	JPBDQ12044	3206	6827	5/15/2024	3605	7730	10/15/2024	80	181
1 Belden Ave	1	Ref Desk (air)	HP M254dw	VNB3B04945	516	6908	4/1/2024	2924	10616	10/15/2024	370	570
10 Washington Street	SONO	CHSColor (Pharos)	HP LaserJet M452	VNB3B48662	1052	26970	4/1/2024	1206	37139	10/15/2024	24	1564
1 Belden Ave	B	Tech (Dorothea)	HP 200 M251nw	VNB3B49236	9337	6541	4/1/2024	9961	6753	10/15/2024	96	33
10 Washington Street	SONO	ADSPublic Wireless	HP Color LaserJet M254dw	VNB3N03754			4/1/2024	9735	4623	10/15/2024	150	50
10 Washington Street	SONO	ADSBW (Pharos)	HP LaserJet 400/M401	VNG3500104	155733		4/1/2024	156316		10/15/2024	90	
10 Washington Street	SONO	CHSB&W (Pharos)	HP LaserJet 400/M401	VNG3500113	19648		5/15/2024	20932		10/15/2024	257	
1 Belden Ave	1	ADSBW (Pharos)	HP PRO 400 401n	VNG3500122	254521		5/15/2024	275771		10/15/2024	4250	
1 Belden Ave	2	CHMBW (Pharos)	HP PRO400 M401n	VNG4610929	35283		5/15/2024	35541		10/15/2024	52	
10 Washington Street	SONO	Child Ref Desk	HP Color LaserJet PRO M176				5/15/2024			10/15/2024	50	50
10 Washington Street	SONO	Teen	HP M227 fdw				5/15/2024	removed		10/15/2024	50	50
											5561	2569

Printer Replacement Options

Library Location	Floor	Department	Make/ Model	Serial #	Printer Recommendation	Printer Configuration
1 Belden Ave	2	CHM circ	HP P2035n	CNB9F02620	HP Color LaserJet Pro 4201dn	Color print only, network
1 Belden Ave	B	Teen Room	HP LaserJet M251nw	CND1H30569	HP LaserJet Pro 4001dw	BWprint only, wireless
10 Washington Street	SONO	ADSColor (Pharos)	HP LaserJet M452	CNDF259579	HP Color LaserJet Pro 4201dn	Color print only, network
1 Belden Ave	2	CHM Color (Pharos)	HP CP2025	CNGSC09254	HP Color LaserJet Pro 4201dn	Color print only, network
1 Belden Ave	1	ADSColor (Pharos)	HP PRO 400 Color M451w	JPBDQ12044	HP Color Laser Jet Pro 4201dw	Color print only, wireless
1 Belden Ave	1	Ref Desk (air)	HP M254dw	VNB3B04945	HP Color LaserJet Pro 4201dw	Color print only, wireless
10 Washington Street	SONO	CHSColor (Pharos)	HP LaserJet M452	VNB3B48662	HP Color LaserJet Pro 4201dn	Color print only, network
1 Belden Ave	B	Tech (Dorothea)	HP 200 M251nw	VNB3B49236	HP Color Laser Jet Pro 4201dw	Color print only, wireless
10 Washington Street	SONO	ADSPublic Wireless	HP Color LaserJet M254dw	VNB3N03754	HP Color LaserJet Pro 4201dw	Color print only, wireless
10 Washington Street	SONO	ADSBW (Pharos)	HP LaserJet 400/M401	VNG3500104	HP LaserJet Pro 4001dn	BWprint only, network
10 Washington Street	SONO	CHSB&W (Pharos)	HP LaserJet 400/M401	VNG3500113	HP LaserJet Pro 4001dn	BWprint only, network
1 Belden Ave	1	ADSBW (Pharos)	HP PRO 400 401n	VNG3500122	HP LaserJet Pro 4001dn	BWprint only, network
1 Belden Ave	2	CHM BW (Pharos)	HP PRO400 M401n	VNG4610929	HP LaserJet Pro 4001dn	BWprint only, network
10 Washington Street	SONO	Child Ref Desk	HP Color LaserJet PRO M176		HP Color LaserJet Pro MFP 4301dw	Color MFP, wireless
10 Washington Street	SONO	Teen	HP M227 fdw		HP LaserJet Pro 4001dw	BWprint only, wireless

Proposed New Equipment

HP Color LaserJet MFP 4301fdw

- *35 pages per minute*
- *Duplex*
- *Wireless*
- *250 sheet input tray/50 sheet multi*



HP Color LaserJet Pro 4201dn (dw)

- *36 pages per minute*
- *Duplex*
- *Network and wireless options available*
- *Copy/scan/fax/print/email*
- *250 sheet input tray/50 sheet multi*



Both color printers take same consumables

Proposed New Equipment

HP LaserJet Pro 4001dn (dw)

- *42 pages per minute*
- *Duplex*
- *Wireless and Network options*
- *250 sheet paper tray*
- *100 sheet multipurpose tray*



Proposal

Contract \$586.00 month

60-month contract – Library owns printers at end of term

Includes:

- *6,000 black prints per month*
- *4,000 color prints per month*
- *(4) HP LaserJet Pro 4001dn*
- *(2) HP LaserJet Pro 4001w*
- *(4) HP Color LaserJet 4201dn*
- *(4) HP Color LaserJet 4201dw*
- *(1) HP Color LaserJet 4301fdw*

Includes toner, service and parts

Overages billed semi-annually

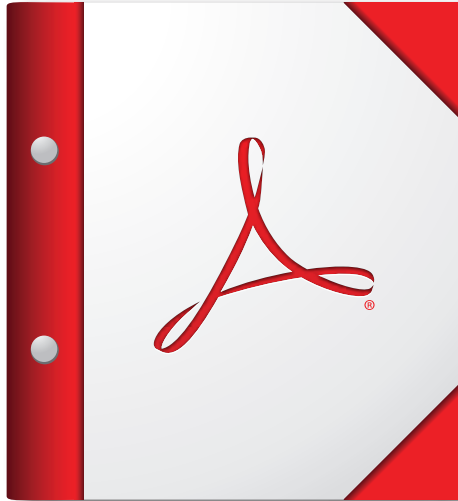
Savings - \$113.04 month

Retail value of printers - \$8,125

Thank
you

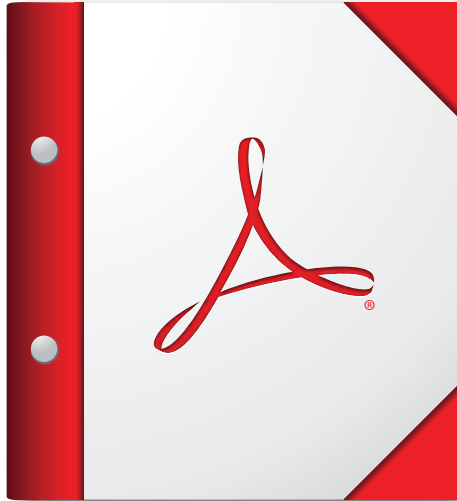


Laura Fairbrother & Brian Kroner
Connecticut Business Systems
A Xerox Company



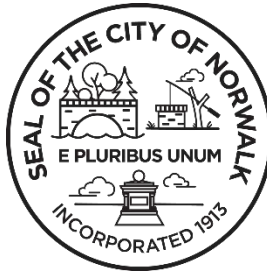
**For the best experience, open this PDF portfolio in
Acrobat X or Adobe Reader X, or later.**

Get Adobe Reader Now!



**For the best experience, open this PDF portfolio in
Acrobat X or Adobe Reader X, or later.**

Get Adobe Reader Now!



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). Please forward this form and supporting documentation within 48 hours of the Emergency
6	Other, please explain:

TOTAL COST: _____ MUNIS Account: _____

VENDOR: _____

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

JUSTIFICATION:

ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes): _____

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency



Environmental Systems Research Institute, Inc.
380 New York St
Redlands, CA 92373-8100
Phone: (909) 793-2853
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

*To expedite your order, please attach a copy of
this quotation to your purchase order.
Quote is valid from: 5/20/2025 To: 8/18/2025*

Quotation # Q-539057

Date: June 30, 2025

Customer # 103914 Contract #

City of Norwalk
IT Dept
125 East Ave
Norwalk, CT 06851-5702

ATTENTION: Joyce Liu
PHONE:
EMAIL: jliu@norwalkct.org

Material	Qty	Term	Unit Price	Total
193206	1	Year 1	\$60,300.00	\$60,300.00
Populations of 50,001 to 100,000 Small Government Enterprise Agreement Annual Subscription				
193206	1	Year 2	\$60,300.00	\$60,300.00
Populations of 50,001 to 100,000 Small Government Enterprise Agreement Annual Subscription				
193206	1	Year 3	\$60,300.00	\$60,300.00
Populations of 50,001 to 100,000 Small Government Enterprise Agreement Annual Subscription				

Subtotal: \$180,900.00

Sales Tax: \$0.00

Estimated Shipping and Handling (2 Day Delivery): \$0.00

Contract Price Adjust: \$0.00

Total: \$180,900.00

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact:

Claire Smith

Email:

clairesmith@esri.com

Phone:

(909) 793-2853

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, Esri may invoice at least 30 days in advance of each anniversary date without the issuance of a Purchase Order, and Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.

Esri Use Only:

Cust. Name _____
 Cust. # _____
 PO # _____
 Esri Agreement # _____



SMALL ENTERPRISE AGREEMENT COUNTY AND MUNICIPALITY GOVERNMENT (E214-3)

This Agreement is by and between the organization identified in the Quotation (“**Customer**”) and **Environmental Systems Research Institute, Inc. (“Esri”)**.

This Agreement sets forth the terms for Customer’s use of Products and incorporates by reference (i) the Quotation and (ii) the Master Agreement. Should there be any conflict between the terms and conditions of the documents that comprise this Agreement, the order of precedence for the documents shall be as follows: (i) the Quotation, (ii) this Agreement, and (iii) the Master Agreement. This Agreement shall be governed by and construed in accordance with the laws of the state in which Customer is located without reference to conflict of laws principles, and the United States of America federal law shall govern in matters of intellectual property. The modifications and additional rights granted in this Agreement apply only to the Products listed in Table A.

Table A
List of Products

Uncapped Quantities (annual subscription)

ArcGIS Enterprise Software and Extensions ArcGIS Enterprise (Advanced and Standard) ArcGIS Monitor ArcGIS Enterprise Extensions: ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst, ArcGIS Network Analyst, ArcGIS Data Reviewer	ArcGIS Enterprise Additional Capability Servers ArcGIS Image Server ArcGIS Online User Types ArcGIS Online Viewer User Type ArcGIS Enterprise User Types ArcGIS Enterprise Viewer User Type
---	---

Capped Quantities (annual subscription)

ArcGIS Online User Types		ArcGIS Enterprise User Types	
ArcGIS Online Contributor User Type	30	ArcGIS Enterprise Contributor User Type	30
ArcGIS Online Mobile Worker User Type	150	ArcGIS Enterprise Mobile Worker User Type	150
ArcGIS Online Creator User Type	150	ArcGIS Enterprise Creator User Type	150
ArcGIS Online Professional User Type	40	ArcGIS Enterprise Professional User Type	40
ArcGIS Online Professional Plus User Type	40	ArcGIS Enterprise Professional Plus User Type	40
ArcGIS Pro (Add-on Apps) for ArcGIS Online Creator or Professional User Type		ArcGIS Pro (Add-on Apps) for ArcGIS Enterprise Creator or Professional User Type	
ArcGIS 3D Analyst, ArcGIS Data Reviewer, ArcGIS Geostatistical Analyst, ArcGIS Network Analyst, ArcGIS Publisher, ArcGIS Spatial Analyst, ArcGIS Workflow Manager, ArcGIS Image Analyst	40 each	ArcGIS 3D Analyst, ArcGIS Data Reviewer, ArcGIS Geostatistical Analyst, ArcGIS Network Analyst, ArcGIS Publisher, ArcGIS Spatial Analyst, ArcGIS Workflow Manager, ArcGIS Image Analyst	40 each
ArcGIS Online Apps and Other		ArcGIS Enterprise Apps and Other	
ArcGIS Location Sharing for ArcGIS Online	40	ArcGIS Location Sharing for ArcGIS Enterprise	40
ArcGIS Online Service Credits	100,000	ArcGIS Advanced Editing User Type Extension for ArcGIS Enterprise	30

Other Benefits

Number of Esri User Conference registrations provided annually	4
Number of Tier 1 Help Desk individuals authorized to call Esri	4
Five percent (5%) discount on all individual commercially available instructor-led training classes at Esri facilities purchased outside this Agreement	

Customer may accept this Agreement by signing and returning the whole Agreement with (i) the Quotation attached, (ii) a purchase order, or (iii) another document that matches the Quotation and references this Agreement (“**Ordering Document**”). **ADDITIONAL OR CONFLICTING TERMS IN CUSTOMER’S PURCHASE ORDER OR OTHER DOCUMENT WILL NOT APPLY, AND THE TERMS OF THIS AGREEMENT WILL GOVERN.** This Agreement is effective as of the date of Esri’s receipt of an Ordering Document, unless otherwise agreed to by the parties (“**Effective Date**”).

Term of Agreement: Three (3) years

This Agreement supersedes any previous agreements, proposals, presentations, understandings, and arrangements between the parties relating to the licensing of the Products. Except as provided in Article 4—Product Updates, no modifications can be made to this Agreement.

Accepted and Agreed:

(Customer)

By: _____
Authorized Signature

Printed Name: _____

Title: _____

Date: _____

CUSTOMER CONTACT INFORMATION

Contact: _____

Telephone: _____

Address: _____

Fax: _____

City, State, Postal Code: _____

E-mail: _____

Country: _____

Quotation Number (if applicable): _____

1.0—ADDITIONAL DEFINITIONS

In addition to the definitions provided in the Master Agreement, the following definitions apply to this Agreement:

“Case” means a failure of the Software or Online Services to operate according to the Documentation where such failure substantially impacts operational or functional performance.

“Deploy”, “Deployed” and “Deployment” mean to redistribute and install the Products and related Authorization Codes within Customer’s organization(s).

“Fee” means the fee set forth in the Quotation.

“Maintenance” means Tier 2 Support, Product updates, and Product patches provided to Customer during the Term of Agreement.

“Master Agreement” means the applicable master agreement for Esri Products incorporated by this reference that is (i) found at <https://www.esri.com/en-us/legal/terms/full-master-agreement> and available in the installation process requiring acceptance by electronic acknowledgment or (ii) a signed Esri master agreement or license agreement that supersedes such electronically acknowledged master agreement.

“Product(s)” means the products identified in Table A—List of Products and any updates to the list Esri provides in writing.

“Quotation” means the offer letter and quotation provided separately to Customer.

“Technical Support” means the technical assistance for attempting resolution of a reported Case through error correction, patches, hot fixes, workarounds, replacement deliveries, or any other type of Product corrections or modifications.

“Tier 1 Help Desk” means Customer’s point of contact(s) to provide all Tier 1 Support within Customer’s organization(s).

“Tier 1 Support” means the Technical Support provided by the Tier 1 Help Desk.

“Tier 2 Support” means the Esri Technical Support provided to the Tier 1 Help Desk when a Case cannot be resolved through Tier 1 Support.

2.0—ADDITIONAL GRANT OF LICENSE

2.1 Grant of License. Subject to the terms and conditions of this Agreement, Esri grants to Customer a personal, nonexclusive, nontransferable license solely to use, copy, and Deploy quantities of the Products listed in Table A—List of Products for the Term of Agreement (i) for the applicable Fee and (ii) in accordance with the Master Agreement.

2.2 Consultant Access. Esri grants Customer the right to permit Customer’s consultants or contractors to use the Products exclusively for Customer’s benefit. Customer will be solely responsible for compliance by consultants and contractors with this Agreement and will ensure that the consultant or contractor discontinues use of Products upon completion of work for Customer. Access to or use of Products by consultants or contractors not exclusively for Customer’s benefit is prohibited. Customer may not permit its consultants or contractors to install Software or Data on consultant, contractor, or third-party computers or remove Software or Data from Customer locations, except for the purpose of hosting the Software or Data on Contractor servers for the benefit of Customer.

3.0—TERM, TERMINATION, AND EXPIRATION

3.1 Term. This Agreement and all licenses hereunder will commence on the Effective Date and continue for the duration identified in the Term of Agreement, unless this Agreement is terminated earlier as provided herein. Customer is only authorized to use Products during the Term of Agreement. For an Agreement with a limited term, Esri does not grant Customer an indefinite or a perpetual license to Products.

3.2 No Use upon Agreement Expiration or Termination. All Product licenses, all Maintenance, and Esri User Conference registrations terminate upon expiration or termination of this Agreement.

3.3 Termination for a Material Breach. Either party may terminate this Agreement for a material breach by the other party. The breaching party will have thirty (30) days from the date of written notice to cure any material breach.

3.4 Termination for Lack of Funds. For an Agreement with government or government-

owned entities, either party may terminate this Agreement before any subsequent year if Customer is unable to secure funding through the legislative or governing body's approval process.

3.5 Follow-on Term. If the parties enter into another agreement substantially similar to this Agreement for an additional term, the effective date of the follow-on agreement will be the day after the expiration date of this Agreement.

4.0—PRODUCT UPDATES

4.1 Future Updates. Esri reserves the right to update the list of Products in Table A—List of Products by providing written notice to Customer. Customer may continue to use all Products that have been Deployed, but support and upgrades for deleted items may not be available. As new Products are incorporated into the standard program, they will be offered to Customer via written notice for incorporation into the Products schedule at no additional charge. Customer's use of new or updated Products requires Customer to adhere to applicable additional or revised terms and conditions in the Master Agreement.

4.2 Product Life Cycle. During the Term of Agreement, some Products may be retired or may no longer be available to Deploy in the identified quantities. Maintenance will be subject to the individual Product Life Cycle Support Status and Product Life Cycle Support Policy, which can be found at <https://support.esri.com/en/other-resources/product-life-cycle>. Updates for Products in the mature and retired phases may not be available. Customer may continue to use Products already Deployed, but Customer will not be able to Deploy retired Products.

5.0—MAINTENANCE

The Fee includes standard maintenance benefits during the Term of Agreement as specified in the most current applicable Esri Maintenance and Support Program document (found at <https://www.esri.com/en-us/legal/terms/maintenance>). At Esri's sole discretion, Esri may make patches, hot fixes, or updates available for download. No Software other

than the defined Products will receive Maintenance. Customer may acquire maintenance for other Software outside this Agreement.

a. Tier 1 Support

1. Customer will provide Tier 1 Support through the Tier 1 Help Desk to all Customer's authorized users.
2. The Tier 1 Help Desk will be fully trained in the Products.
3. At a minimum, Tier 1 Support will include those activities that assist the user in resolving how-to and operational questions as well as questions on installation and troubleshooting procedures.
4. The Tier 1 Help Desk will be the initial point of contact for all questions and reporting of a Case. The Tier 1 Help Desk will obtain a full description of each reported Case and the system configuration from the user. This may include obtaining any customizations, code samples, or data involved in the Case.
5. If the Tier 1 Help Desk cannot resolve the Case, an authorized Tier 1 Help Desk individual may contact Tier 2 Support. The Tier 1 Help Desk will provide support in such a way as to minimize repeat calls and make solutions to problems available to Customer's organization.
6. Tier 1 Help Desk individuals are the only individuals authorized to contact Tier 2 Support. Customer may change the Tier 1 Help Desk individuals by written notice to Esri.

b. Tier 2 Support

1. Tier 2 Support will log the calls received from Tier 1 Help Desk.
2. Tier 2 Support will review all information collected by and received from the Tier 1 Help Desk including preliminary documented troubleshooting provided by the Tier 1 Help Desk when Tier 2 Support is required.
3. Tier 2 Support may request that Tier 1 Help Desk individuals provide verification of information, additional information, or answers to additional questions to

supplement any preliminary information gathering or troubleshooting performed by Tier 1 Help Desk.

4. Tier 2 Support will attempt to resolve the Case submitted by Tier 1 Help Desk.
5. When the Case is resolved, Tier 2 Support will communicate the information to Tier 1 Help Desk, and Tier 1 Help Desk will disseminate the resolution to the user(s).

6.0—ENDORSEMENT AND PUBLICITY

This Agreement will not be construed or interpreted as an exclusive dealings agreement or Customer's endorsement of Products. Either party may publicize the existence of this Agreement.

7.0—ADMINISTRATIVE REQUIREMENTS

7.1 OEM Licenses. Under Esri's OEM or Solution OEM programs, OEM partners are authorized to embed or bundle portions of Esri products and services with their application or service. OEM partners' business model, licensing terms and conditions, and pricing are independent of this Agreement. Customer will not seek any discount from the OEM partner or Esri based on the availability of Products under this Agreement. Customer will not decouple Esri products or services from the OEM partners' application or service.

7.2 Annual Report of Deployments. At each anniversary date and ninety (90) calendar days prior to the expiration of this Agreement, Customer will provide Esri with a written report detailing all Deployments. Upon request, Customer will provide records sufficient to verify the accuracy of the annual report.

8.0—ORDERING, ADMINISTRATIVE PROCEDURES, DELIVERY, AND DEPLOYMENT

8.1 Orders, Delivery, and Deployment

- a. Upon the Effective Date, Esri will invoice Customer and provide Authorization Codes to activate the nondestructive copy protection program that enables Customer to download,

operate, or allow access to the Products. If this is a multi-year Agreement, Esri may invoice the Fee up to thirty (30) calendar days before the annual anniversary date for each year.

- b. Undisputed invoices will be due and payable within thirty (30) calendar days from the date of invoice. Esri reserves the right to suspend Customer's access to and use of Products if Customer fails to pay any undisputed amount owed on or before its due date. Esri may charge Customer interest at a monthly rate equal to the lesser of one percent (1.0%) per month or the maximum rate permitted by applicable law on any overdue fees plus all expenses of collection for any overdue balance that remains unpaid ten (10) days after Esri has notified Customer of the past-due balance.

- c. Esri's federal ID number is 95-2775-732.

- d. If requested, Esri will ship backup media to the ship-to address identified on the Ordering Document, FOB Destination, with shipping charges prepaid. Customer acknowledges that should sales or use taxes become due as a result of any shipments of tangible media, Esri has a right to invoice and Customer will pay any such sales or use tax associated with the receipt of tangible media.

8.2 Order Requirements. Esri does not require Customer to issue a purchase order. Customer may submit a purchase order in accordance with its own process requirements, provided that if Customer issues a purchase order, Customer will submit its initial purchase order on the Effective Date. If this is a multi-year Agreement, Customer will submit subsequent purchase orders to Esri at least thirty (30) calendar days before the annual anniversary date for each year.

- a. All orders pertaining to this Agreement will be processed through Customer's centralized point of contact.
- b. The following information will be included in each Ordering Document:
 - (1) Customer name; Esri customer number, if known; and bill-to and ship-to addresses
 - (2) Order number
 - (3) Applicable annual payment due

9.0—MERGERS, ACQUISITIONS, OR DIVESTITURES

If Customer is a commercial entity, Customer will notify Esri in writing in the event of (i) a consolidation, merger, or reorganization of Customer with or into another corporation or entity; (ii) Customer's acquisition of another entity; or (iii) a transfer or sale of all or part of Customer's organization (subsections i, ii, and iii, collectively referred to as "**Ownership Change**"). There will be no decrease in Fee as a result of any Ownership Change.

- 9.1 If an Ownership Change increases the cumulative program count beyond the maximum level for this Agreement, Esri reserves the right to increase the Fee or terminate this Agreement and the parties will negotiate a new agreement.
- 9.2 If an Ownership Change results in transfer or sale of a portion of Customer's organization, that portion of Customer's organization will transfer the Products to Customer or uninstall, remove, and destroy all copies of the Products.
- 9.3 This Agreement may not be assigned to a successor entity as a result of an Ownership Change unless approved by Esri in writing in advance. If the assignment to the new entity is not approved, Customer will require any successor entity to uninstall, remove, and destroy the Products. This Agreement will terminate upon such Ownership Change.



TO: Finance & Claims Committee

FROM: Joyce Liu, City IT Director

RE: Request for Approval: Purchase of GIS software from Environmental Systems Research Institute for the City of Norwalk

DATE: 7/8/2025

Subject: Request for Approval – ESRI ArcGIS Software 3-Year Purchase

Dear Finance Committee Members,

We are requesting the Committee's approval to enter into a 3-year agreement with ESRI (Environmental Systems Research Institute) for the continued use of its ArcGIS software, which is essential to the City of Norwalk's Geographic Information Systems (GIS) operations.

ArcGIS is the industry standard for GIS platforms and is critical to many City functions, including mapping, spatial analysis, infrastructure planning, emergency response, and public engagement. Our existing GIS workflows, data, and integrations are built around the ArcGIS system.

This purchase qualifies as a sole-source procurement for the following reasons:

- **Proprietary Software:** ArcGIS is proprietary software developed and licensed exclusively by ESRI. There are no third-party vendors authorized to sell, support, or service this product.
- **Direct Support and Enhancements:** Purchasing directly from ESRI ensures we continue to receive technical support, security updates, product enhancements, and access to new tools and features over the 3-year term.
- **Cost Stability and Expanded Value:** ESRI has announced that there will be no price increases for ArcGIS user types used by state and local governments for the next two years. Additionally, they have paused annual price increases for Small Government Programmatic Enterprise Agreements through the end of 2027. As part of this program, the number of included user types will also increase which providing greater value and flexibility for the City.

This agreement will ensure continuity of operations and long-term cost predictability while allowing us to expand and modernize our GIS capabilities.

Thank you for considering this request. Please let me know if you have any questions or need additional information.

Sincerely,

Joyce Liu

City IT Director



ACTION REQUESTED:

Authorize the purchasing agent to issue a purchase order to Environmental Systems Research Institute, Inc.(ESRI), in the amount of \$60,300.00 annually for three years, not to exceed a total of \$180,900.00, for the Geographic Information System Platform. Account Allocation: 011370-5742



This agenda item is asking for Finance & Claims committee's approval for a three-year renewal agreement with Varonis. Varonis is a data security platform that the City IT has been using since 2019 to help protect sensitive information.

Varonis provides clear visibility into who is accessing City files, when access occurs, and what actions are taken with that data. It issues alerts for suspicious activity to IT staffs, which helps prevent data breaches, respond to audits, and maintain compliance with privacy regulations.

Before committing to a longer-term agreement, we evaluated several other solutions on the market. After a thorough comparison, Varonis remains the best fit for our needs.

Given the growing frequency and cost of cyberattacks, I am sure that this agreement will be a proactive and strategic investment for the City.

I'm happy to answer any questions.



CITY OF NORWALK
Alan Lo, Buildings and Facilities Manager
alo@norwalkct.gov P: 203-854-7877
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06856-5125

TO : HARRY W. RILLING, MAYOR
JARED SCHMITT, CFO

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER

RE : NARAMAKE SCHOOL HVAC IMPROVEMENT PROJECT –
SPECIAL APPROPRIATION REQUEST

DATE: JUNE 17, 2025

In 2022, the State created a school HVAC (Heating Ventilation and Air Conditioning) improvement program. Typically, facility repairs and replacement work are not eligible for reimbursement by the State. However, this program offers an opportunity for communities to receive State reimbursement at their normal reimbursement rate. With the recent State Special Legislative action, the City's current reimbursement rate is 60%.

In December of 2023, the City submitted 6 projects to the State for the second round of HVAC improvement program. These HVAC projects include Brien McMahon, Brookside, Marvin, Silvermine, Naramake and Rowayton schools. The estimated total cost is approximately \$36 million and the City, through Special Capital Budget Appropriation process, approved the City's share as follows:

School Name	Project Budget	City Share at 40%
Brien McMahon High School	\$8,302,296	\$3,320,918
Brookside Elementary School	\$3,327,252	\$1,330,900
Marvin Elementary School	\$4,125,212	\$1,650,085
Silvermine Elementary School	\$3,025,516	\$1,210,206
Rowayton Elementary School	\$10,658,618	\$4,263,447
Naramake Elementary School	\$6,461,876	\$2,584,750

As we retained the engineering firms, proceeded through various design phases and developed project schedules, we realized that the total volume of work, hazardous material remediation and mechanical equipment procurement schedule will require both summer of 2025 and 2026 to implement these projects. Additionally, some of the projects will require second shift work during the school year in order for timely completion. The State's project completion deadline is December 2025 and we have since requested and have received approval to extend the completion date to December of 2026.

As the scope for each project differs from each other, we find that since Brookside School currently has rooftop equipment that are in disrepair, the replacement of the existing rooftop equipment is less complex and we were able to expedite this project for 2025 summer installation separate from the other five HVAC projects. Because of the complexity of the other projects, the City has retained Newfield Construction as our Construction Manager (CM) to implement these other projects.

With the completion of the design, Newfield Construction in conjunction with City's Purchasing Department, issued trade contractors' bid for all five remaining projects. At the present time, there is a high demand for mechanical contractors who specialize with municipal construction projects. Newfield Construction has expended a great deal of efforts to recruit mechanical bidders for these projects. However, we are only able to secure one bidder for four of the five projects. Given our project time constraints to start construction this summer, our needs to carry a number of allowances to cover unknown conditions and limited bid interest, the bid results are substantially higher than our conceptual budgets which were developed back in the fall of 2023.

In regard to Rowayton, McMahon, Silvermine and Naramake, we determined that the City has the ability to negotiate with our bidder as there is no other contractor submitted bids. Newfield Construction conducted scope review with our bidder and together with our design engineers and Board of Education facility staff we modified our project scope to only include what we absolutely needed while leaving less priority items for the future. Our priority items include necessary electrical upgrade to support new air conditioning equipment and building energy management system for all new equipment. Through all of our efforts, we are able to enter into contracts for Brookside School, Naramake School, Silvermine School, Rowayton School and Brien McMahon High School for start of construction this summer. Please note that for Marvin School, the entire project needs to be "re-scoped" and rebid in the fall of 2025 for summer 2026 construction. It is likely that additional funds would be required for this project.

In regard to Naramake School, total project budget is \$6,461,876. The final GMP with Newfield Construction is \$6,076,633. We have sufficient funding to execute the contract, however, an additional Special Appropriation in the amount of \$320,000 is required in order to fund project contingencies (about 3%), engineering design services and other soft costs.

In an effort to avoid the needs for additional city bonding, we have identified a surplus balance in the Brookside School HVAC project account in the amount of \$800,000 of which 40% (\$320,000) is City share and 60% (\$480,000) is State share. The recommendation is to reduce the City's share for Brookside School and reallocate \$320,000 to support Naramake School project.

ACTION REQUESTED:

- a. **Recommend the allocation of additional \$320,000 in Special Capital Appropriation funds for the Naramake School HVAC Improvement Project. Acct. #09245010 5777 C0844**
- b. **Recommend the budget reduction in the amount of \$320,000 (the City's Share) from the Brookside School HVAC Improvement Project. Acct. #09245010 5777 C0840**

MEMORANDUM

June 27th, 2025

To: Members of the Board of Estimate & Taxation
 Members of the Planning & Zoning Commission
 Members of the Common Council

From: Tom Ellis, Director of Management & Budgets

Re: Special Capital Appropriation Request from the Building Department for funding the Naramake School HVAC Project

In December of 2023, the City submitted 6 projects to the State for the second round of HVAC improvement program. These HVAC projects include Brien McMahon, Brookside, Marvin, Silvermine, Naramake and Rowayton schools. The total cost is \$35.9MM and the City, through the Special Capital Budget Appropriation process, approved the City's share as follows:

School Name	Project Budget	City Share at 40%
Brien McMahon High School	\$8,302,296	\$3,320,918
Brookside Elementary School	\$3,327,252	\$1,330,900
Marvin Elementary School	\$4,125,212	\$1,650,085
Silvermine Elementary School	\$3,025,516	\$1,210,206
Rowayton Elementary School	\$10,658,618	\$4,263,447
Naramake Elementary School	\$6,461,876	\$2,584,750
Total	\$35,900,770	\$14,360,360

For Naramake School, the total project budget is \$6,461,876. The final GMP (Guaranteed Maximum Price) with Newfield Construction is \$6,076,633. We have sufficient funding to execute the contract, however, an additional Special Appropriation in the amount of \$320,000 is required in order to fund project contingencies (about 3%), engineering design services and other soft costs.

In an effort to avoid the need for additional city bonding, we have identified a surplus balance in the Brookside School HVAC project account in the amount of \$800,000 of which 40% (\$320,000) is City share and 60% (\$480,000) is State share. The recommendation is to reduce the City's share for Brookside School and reallocate \$320,000 to support Naramake School project.

ACTION REQUESTED:

- a. Recommend the allocation of additional \$320,000 in Special Capital Appropriation funds for the Naramake School HVAC Improvement Project. Acct. #09245010 5777 C0844**
- b. Recommend the budget reduction in the amount of \$320,000 (the City's Share) from the Brookside School HVAC Improvement Project. Acct. #09245010 5777 C0840**

Finance recommends approval.



**CITY OF NORWALK
Office of the Mayor**

P: 203-854-7701 / F: 203-854-7939

125 East Avenue, PO BOX 5125
Norwalk, CT 06856-5125

MEMORANDUM

June 27th, 2025

To: Members of the Board of Estimate & Taxation
Members of the Planning Commission
Members of the Common Council

From: Harry W. Rilling, Mayor -- City of Norwalk

Re: Special Capital Appropriation Request from the Building Department for funding the Naramake School HVAC Project

In December of 2023, the City submitted 6 projects to the State for the second round of HVAC improvement program. These HVAC projects include Brien McMahon, Brookside, Marvin, Silvermine, Naramake and Rowayton schools. The total cost is \$35.9MM and the City, through the Special Capital Budget Appropriation process, approved the City's share At \$14.4MM.

For Naramake School, the total project budget is \$6,461,876. The final GMP (Guaranteed Maximum Price) with Newfield Construction is \$6,076,633. We have sufficient funding to execute the contract, however, an additional Special Appropriation in the amount of \$320,000 is required in order to fund project contingencies (about 3%), engineering design services and other soft costs.

In an effort to avoid the need for additional city bonding, we have identified a surplus balance in the Brookside School HVAC project account in the amount of \$800,000 of which 40% (\$320,000) is City share and 60% (\$480,000) is State share. The recommendation is to reduce the City's share for Brookside School and reallocate \$320,000 to support Naramake School project.

ACTION REQUESTED:

- a. **Recommend the allocation of additional \$320,000 in Special Capital Appropriation funds for the Naramake School HVAC Improvement Project. Acct. #09245010 5777 C0844**
- b. **Recommend the budget reduction in the amount of \$320,000 (the City's Share) from the Brookside School HVAC Improvement Project. Acct. #09245010 5777 C0840**



Joyce Liu
Director of Information Technology
Jliu@norwalkct.gov

TO: Finance & Claim Committee

FROM: Joyce Liu, Director of Information Technology

RE: Authorization to Enter Contract with Lightpath Technology, Inc. – Bid Project #4455

DATE: July 10th, 2025

Dear Finance Committee Members,

I am writing to request the Finance and Claims Committee's authorization for the Mayor to enter into a contract with Lightpath Technology, Inc., the selected vendor for Bid Project #4455.

Over the past several months, the City's IT Department has collaborated closely with the Purchasing Department to develop and issue a Request for Proposals (RFP) for a second Internet Service Provider (ISP). This initiative supports the City's broader goal of improving internet service redundancy and resilience across all departments, particularly those supporting critical operations such as public safety and emergency response.

Through a competitive bidding process, Lightpath was the only qualified bidder, meeting all technical and service-level requirements. Although Lightpath currently serves as the City's primary ISP, the company proposed a physically separate and redundant path for the secondary internet connection, which meets the City's specifications for true network diversity. Lightpath has also provided supporting documentation verifying that this secondary route operates independently of the primary, ensuring continuity of operations in the event of a service disruption.

The secondary internet connection will utilize dedicated fiber infrastructure and deliver high-speed, reliable connectivity. It is a key element of our IT continuity plan and significantly enhances the City's network resilience and disaster recovery capabilities.

We respectfully request the committee's approval to move forward with executing the contract with Lightpath Technology, Inc., to secure these essential services. Please let me know if additional information or supporting documentation is required.

Sincerely,

Joyce Liu



Joyce Liu
Director of Information Technology
Jliu@norwalkct.gov

Joyce Liu

IT Director

ACTION REQUESTED:

Authorize the Mayor to entering Five years contract with Lightpath Technology, Inc. As secondary Internet Service Provider annual amount not to exceed \$26,400, for a total not to exceed \$132,000
Account # 011370-5245

Chapter 9, Administration. Article IV, Registrar of Voters

§ 9-10. Office and office hours.

An office for the Registrar of Voters shall be provided in such place as the ~~Mayor City Council~~ shall direct, and such office shall be open ~~during such hours as the Mayor shall direct. on all weekdays, except Saturdays and legal holidays, between the hours of 8:30 a.m. and 5:00 p.m.~~ The Registrars, ~~or their designees,~~ shall be in attendance in the office during such office hours, except on such occasions when official duties require their presence elsewhere.

Chapter 9, Administration. Article IV, Registrar of Voters

§ 9-10. Office and office hours.

An office for the Registrar of Voters shall be provided in such place as the Mayor shall direct, and such office shall be open during such hours as the Mayor shall direct. The Registrars, or their designees, shall be in attendance in the office during such office hours, except on such occasions when official duties require their presence elsewhere.

§ 63-1. Creation of Law Department.

Pursuant to the authority granted to the Common Council by § 8-3 of the Charter of the City of Norwalk (2024 Edition), a Law Department for the City of Norwalk (the "City") is hereby created and established.

§ 63-2. Duties.

The Law Department shall be the legal representative of the municipal corporation, and shall perform the following duties:

- A. Represent and advise the Mayor, Common Council, and all City officers, agencies, boards and commissions in all matters of law pertaining to their respective offices and/or duties.
- B. Upon request of the Common Council or any committee or any member thereof, assist in the preparation of any ordinance or other legislation affecting the City. The Corporation Counsel may require that such requests be in writing.
- C. Represent and appear as and be the attorney of record in all actions and proceedings for the enforcement of ordinances, other regulations and claims of the City and in all actions or proceedings in any court or before any board wherein the City or its officers, officials, boards, agencies or commissions or employees, by reason of any suits growing out of their official duties, shall be parties defendant or parties in interest.
- D. ~~Prepare or supervise~~ Supervise the preparation of all ordinances, regulations, resolutions, contracts and any other legal papers of whatever nature.
- E. Render formal opinions and give necessary legal counsel and advice when requested by the Common Council or any member thereof, the Mayor or any board, agency, commission or department. The Corporation Counsel may require that such requests be in writing.

§ 63-3. Administration.

- A. The Corporation Counsel shall be the administrative head of the Law Department, and all attorneys and other personnel employed by the City as part of the Department shall be subject to their supervision. The compensation of the Corporation Counsel shall be established by the Common Council.
- B. There shall be one Deputy Corporation Counsel who will be a full-time permanent employee of the City and they shall be subject to removal from office only for just cause. The compensation of the Deputy Corporation Counsel shall be established by the Common Council.
- C. ~~The compensation of the Corporation Counsel and the Deputy Corporation Counsel shall be established by the Common Council.~~ There shall be full-time or part-time Assistant Corporation Counsels ~~or attorneys employed for special cases~~, as established by the Common Council, and they shall be subject to removal from office only for just cause, for a term and compensation as adopted by the Common Council, but in no event shall the appointment of a full-time or part-time Assistant Corporation Counsel be for longer than four years at a time. The Corporation Counsel, the Deputy Corporation Counsel and the full-time or part-time Assistant Corporation Counsels shall be entitled to such pension and other benefits as are provided for full-time and part-time permanent employees of the City. Pursuant to 63-5(A), the City may employ attorneys outside the Law Department for special cases or other matters, provided that such employment shall not be the basis for reducing the number of

Assistant Corporation Counsel positions.

§ 63-4. Appointment of Corporation Counsel.

The Corporation Counsel shall be appointed in the manner set forth in ~~§ 8-2A(1)~~ of the Charter of the City of Norwalk, and they shall perform such duties as set forth in said Charter. Any person appointed as Corporation Counsel shall be an attorney of at least seven years' experience and shall be a member of the Connecticut Bar in good standing.

§ 63-5. Deputy and Assistant Corporation Counsels or Special Counsels.

- A. The Deputy Corporation Counsel, and the Assistant Corporation Counsels ~~and the attorneys employed for special cases~~ shall be appointed by the Mayor, subject to the confirmation of the Common Council.
- B. Upon good cause, the Corporation Counsel or Deputy Corporation Counsel may retain an attorney or attorneys, not employed by the Law Department, on behalf of the City for purposes of performing any of the duties of the Law Department as set forth in § 63-2. This shall not be the basis for reducing the number of Assistant Corporation Counsel positions.

§ 63-6. Deputy Corporation Counsel.

- A. The Deputy Corporation Counsel shall be appointed by the Mayor for a permanent full-time position, and shall serve until such time as their successor is duly appointed and qualified, unless removed for just cause.
- B. Any person appointed to the office of Deputy Corporation Counsel shall be an attorney of at least ~~five three~~ years' experience and shall be a member of the Connecticut Bar in good standing.

§ 63-1. Creation of Law Department.

Pursuant to the authority granted to the Common Council by § 8-3 of the Charter of the City of Norwalk (2024 Edition), a Law Department for the City of Norwalk (the "City") is hereby created and established.

§ 63-2. Duties.

The Law Department shall be the legal representative of the municipal corporation, and shall perform the following duties:

- A. Represent and advise the Mayor, Common Council, and all City officers, agencies, boards and commissions in all matters of law pertaining to their respective offices and/or duties.
- B. Upon request of the Common Council or any committee or any member thereof, assist in the preparation of any ordinance or other legislation affecting the City. The Corporation Counsel may require that such requests be in writing.
- C. Represent and appear as and be the attorney of record in all actions and proceedings for the enforcement of ordinances, other regulations and claims of the City and in all actions or proceedings in any court or before any board wherein the City or its officers, officials, boards, agencies or commissions or employees, by reason of any suits growing out of their official duties, shall be parties defendant or parties in interest.
- D. Prepare or supervise the preparation of all ordinances, regulations, resolutions, contracts and any other legal papers of whatever nature.
- E. Render formal opinions and give necessary legal counsel and advice when requested by the Common Council or any member thereof, the Mayor or any board, agency, commission or department. The Corporation Counsel may require that such requests be in writing.

§ 63-3. Administration.

- A. The Corporation Counsel shall be the administrative head of the Law Department, and all attorneys and other personnel employed by the City as part of the Department shall be subject to their supervision. The compensation of the Corporation Counsel shall be established by the Common Council.
- B. There shall be one Deputy Corporation Counsel who will be a full-time permanent employee of the City and they shall be subject to removal from office only for just cause. The compensation of the Deputy Corporation Counsel shall be established by the Common Council.
- C. There shall be full-time or part-time Assistant Corporation Counsels, as established by the Common Council, and they shall be subject to removal from office only for just cause. The Corporation Counsel, the Deputy Corporation Counsel and the full-time or part-time Assistant Corporation Counsels shall be entitled to such pension and other benefits as are provided for full-time and part-time permanent employees of the City. Pursuant to 63-5(A), the City may employ attorneys outside the Law Department for special cases or other matters, provided that such employment shall not be the basis for reducing the number of Assistant Corporation Counsel positions.

§ 63-4. Appointment of Corporation Counsel.

The Corporation Counsel shall be appointed in the manner set forth in the Charter of the City of Norwalk, and they shall perform such duties as set forth in said Charter. Any person appointed as Corporation Counsel shall be an attorney of at least seven years' experience and shall be a member of the Connecticut Bar in good standing.

§ 63-5. Deputy and Assistant Corporation Counsels or Special Counsels.

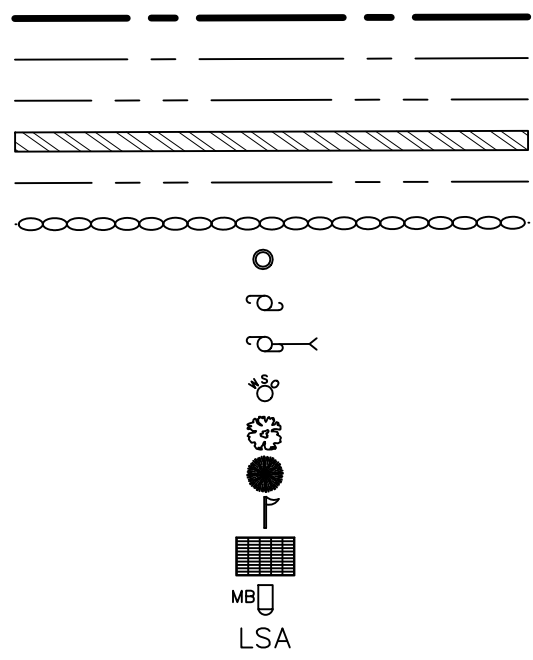
- A. The Deputy Corporation Counsel and the Assistant Corporation Counsels shall be appointed by the Mayor, subject to the confirmation of the Common Council.
- B. Upon good cause, the Corporation Counsel or Deputy Corporation Counsel may retain an attorney or attorneys, not employed by the Law Department, on behalf of the City for purposes of performing any of the duties of the Law Department as set forth in § 63-2. This shall not be the basis for reducing the number of Assistant Corporation Counsel positions.

§ 63-6. Deputy Corporation Counsel.

- A. The Deputy Corporation Counsel shall be appointed by the Mayor for a permanent full-time position, and shall serve until such time as their successor is duly appointed and qualified, unless removed for just cause.
- B. Any person appointed to the office of Deputy Corporation Counsel shall be an attorney of at least five years' experience and shall be a member of the Connecticut Bar in good standing.

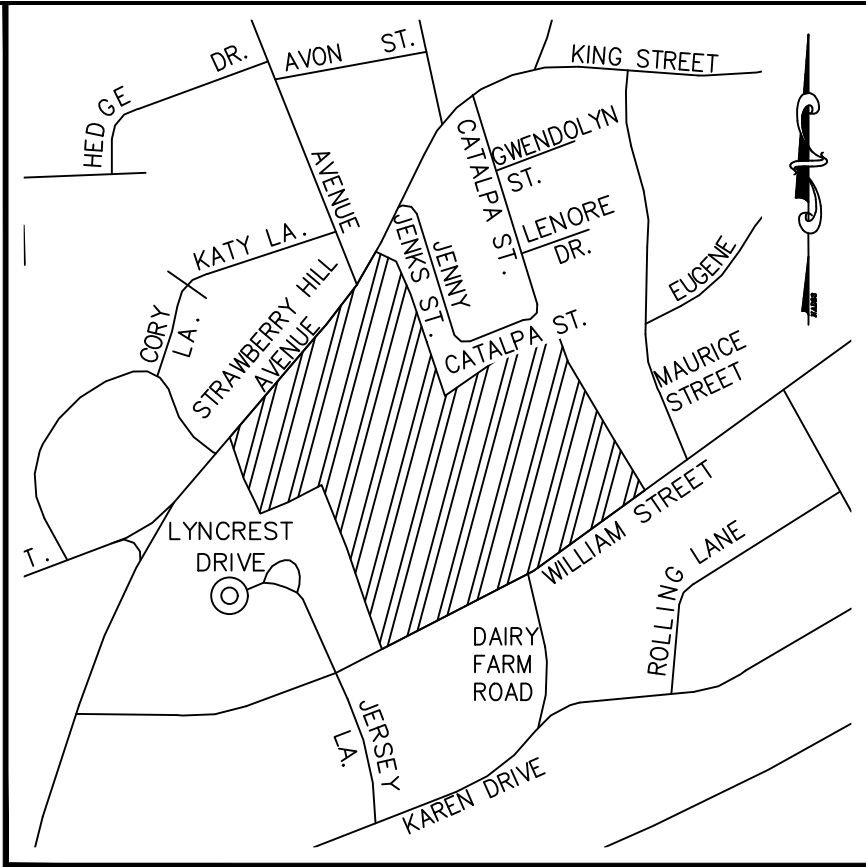
LEGEND

PROPERTY LINE
PROPERTY SIDE LINE
PROPOSED EASEMENT LINE
OVERHEAD WIRES
STONEWALL
IRON PIN
UTILITY POLE
UTILITY POLE WITH GUY
WATER SHUT OFF
DECIDUOUS TREE
CONIFEROUS TREE
FLAGPOLE
CURBLESS CATCH BASIN
MAILBOX
LANDSCAPED AREA



NOTES

1. This survey and map has been prepared in accordance with Sections 20-300b-1 thru 20-300b-20 of the Regulations of Connecticut State Agencies - "Minimum Standards for Surveys and Maps in the State of Connecticut" as endorsed by the Connecticut Association of Land Surveyors, Inc. It is a **LIMITED PROPERTY SURVEY** and conforms to a Horizontal Accuracy Class **A-2**.
2. Horizontal datum based on N.A.D. 83, CT. State Plane Coordinate System.
3. Vertical datum based on N.A.V.D. 88.
4. All measurements depicted on this map are horizontal ground distances. Coordinates shown are referenced to N.A.D. 83, CT State Plane Coordinate System.
5. Field survey performed by GM2 Associates Inc. from December 6, 2024 through December 13, 2024 by robotic total station and network corrected RTK GPS utilizing a local base and rover procedure.
6. Control established by network corrected RTK GPS utilizing the KeyNetGPS network, Trimble R12i rover and GEOID18. Supplemental control set with robotic total station.
7. Right to connect to water pipe in favor of 584 Gianotti Court - Vol. 218 - Page 439.

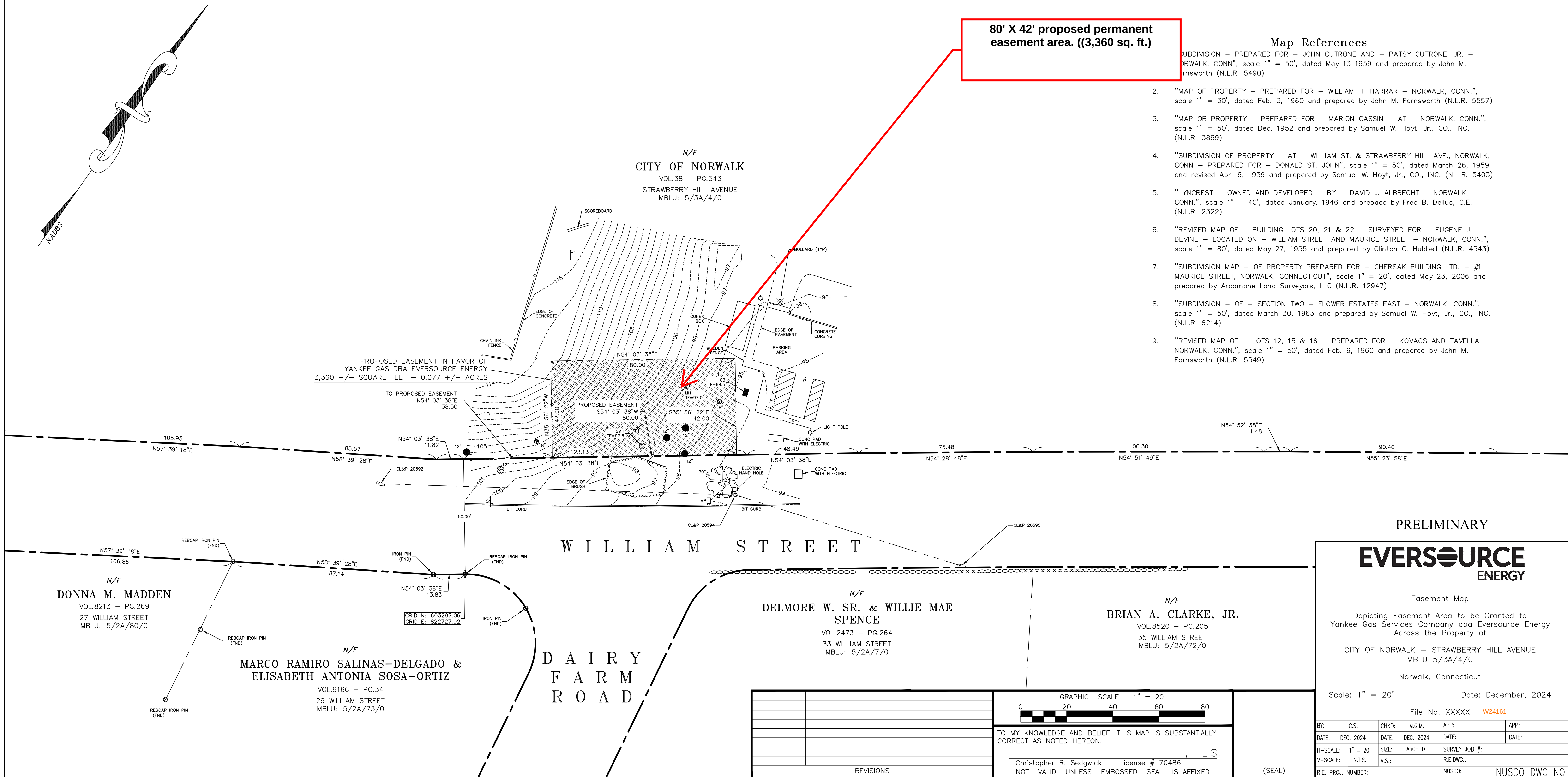


LOCUS MAP
N.T.S.

80' X 42' proposed permanent
easement area. ((3,360 sq. ft.))

Map References

- SUBDIVISION - PREPARED FOR - JOHN CUTRONE AND - PATSY CUTRONE, JR. - NORWALK, CONN", scale 1" = 50', dated May 13 1959 and prepared by John M. Farnsworth (N.L.R. 5490)
1. "MAP OF PROPERTY - PREPARED FOR - WILLIAM H. HARRAR - NORWALK, CONN.", scale 1" = 30', dated Feb. 3, 1960 and prepared by John M. Farnsworth (N.L.R. 5557)
 2. "MAP OF PROPERTY - PREPARED FOR - MARION CASSIN - AT - NORWALK, CONN.", scale 1" = 50', dated Dec. 1952 and prepared by Samuel W. Hoyt, Jr., CO., INC. (N.L.R. 3869)
 3. "SUBDIVISION OF PROPERTY - AT - WILLIAM ST. & STRAWBERRY HILL AVE., NORWALK, CONN - PREPARED FOR - DONALD ST. JOHN", scale 1" = 50', dated March 26, 1959 and revised Apr. 6, 1959 and prepared by Samuel W. Hoyt, Jr., CO., INC. (N.L.R. 5403)
 4. "LYNCREST - OWNED AND DEVELOPED - BY - DAVID J. ALBRECHT - NORWALK, CONN.", scale 1" = 40', dated January, 1946 and prepaed by Fred B. Deilus, C.E. (N.L.R. 2322)
 5. "REVISED MAP OF - BUILDING LOTS 20, 21 & 22 - SURVEYED FOR - EUGENE J. DEVINE - LOCATED ON - WILLIAM STREET AND MAURICE STREET - NORWALK, CONN.", scale 1" = 80', dated May 27, 1955 and prepared by Clinton C. Hubbell (N.L.R. 4543)
 6. "SUBDIVISION MAP - OF PROPERTY PREPARED FOR - CHERSAK BUILDING LTD. - #1 MAURICE STREET, NORWALK, CONNECTICUT", scale 1" = 20', dated May 23, 2006 and prepared by Arcamone Land Surveyors, LLC (N.L.R. 12947)
 7. "SUBDIVISION - OF - SECTION TWO - FLOWER ESTATES EAST - NORWALK, CONN.", scale 1" = 50', dated March 30, 1963 and prepared by Samuel W. Hoyt, Jr., CO., INC. (N.L.R. 6214)
 8. "REVISED MAP OF - LOTS 12, 15 & 16 - PREPARED FOR - KOVACS AND TAVELLA - NORWALK, CONN.", scale 1" = 50', dated Feb. 9, 1960 and prepared by John M. Farnsworth (N.L.R. 5549)



PRELIMINARY

EVERSOURCE
ENERGY

Easement Map

Depicting Easement Area to be Granted to
Yankee Gas Services Company dba Eversource Energy
Across the Property of

CITY OF NORWALK - STRAWBERRY HILL AVENUE
MBLU: 5/3A/4/0

Norwalk, Connecticut

Scale: 1" = 20' Date: December, 2024

File No. XXXXX W24161

BY:	C.S.	CHKD:	M.G.M.	APP:	APP:
DATE:	DEC. 2024	DATE:	DEC. 2024	DATE:	DATE:
H-SCALE:	1" = 20'	SIZE:	ARCH D	SURVEY JOB #:	
V-SCALE:	N.T.S.	V.S.:		R.E.DWG.:	
R.E. PROJ. NUMBER:		NUSCO:		NUSCO DWG NO	

GRAPHIC SCALE 1" = 20'
0 20 40 60 80
TO MY KNOWLEDGE AND BELIEF, THIS MAP IS SUBSTANTIALLY
CORRECT AS NOTED HEREON.
L.S.
Christopher R. Sedgwick License # 70486
NOT VALID UNLESS EMBOSSED SEAL IS AFFIXED

(SEAL)

REVISIONS

1. This map and survey have been prepared in accordance with the Regulations of Connecticut State Agencies, Sections 20-300b-1 through 20-300b-20, "Minimum Standards of Accuracy, Content and Certification for Surveys and Maps" in the State of Connecticut, effective June 21, 1996, amended October 26, 2018.

Boundary determination/opinion is based upon a resurvey of the maps referenced in note 3.

Field survey was completed on March 13, 2025.

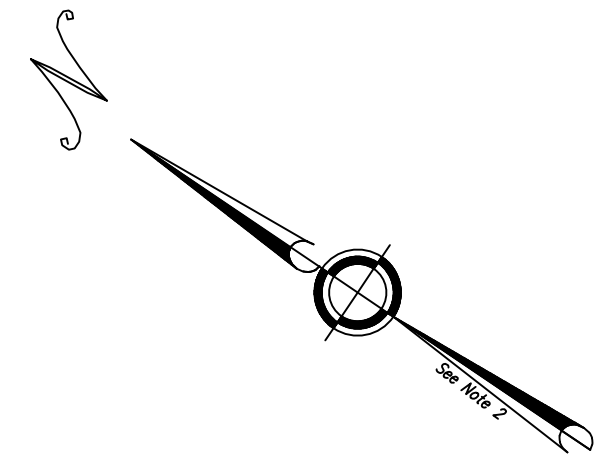
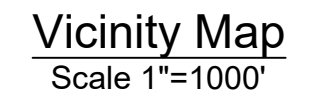
3. Reference is made to the following maps:

B. Marvin Elementary School Expansion, Calf Pasture Beach Road, Norwalk, Existing Conditions Plan, SP-1, Scale 1"=40', Prepared By Wiles and Associates, Dated March 14, 1996; Depicting Map Showing Topographic Survey Prepared for Marvin Elementary School, Norwalk, Connecticut, Dated March 5, 1996, Prepared By The Huntington Company

5. A portion of the subject property lies within an "AE & X Zone" as depicted on Flood Insurance Rate Map (FIRM) Fairfield County, CT. (All Jurisdictions) Panel 532 & 534 of 626 Community of City of Norwalk, Number 090012 Panel 532 & 534, Suffix G, Map No. 09001C0532G & 09001C0534G with an effective date of July 8, 2013.

- Sanitary Sewer: QLC
- Storm Sewer: QLC
- Water: QLC and QLD
- Natural Gas: QLC and QLD
- Electric: QLC and QLD
- Communications: QLC and QLD

The contractor is required to utilize the local utility one call system prior to excavation for the purpose of verifying the subsurface utilities in the area.



GRAPHIC SCALE

(FEET)
1 inch = 20 ft.

Property Line
Easement Line
Retaining Wall
Storm Sewer
Monument
Iron Pin, Pipe, Rebar, Drill Hole
Sign
Sanitary Manhole
Drainage Manhole
Electric Manhole
Manhole, Utility Type Unknown



- EVERSOURCE**
ENERGY

BY: DV/ NDB	CHKD: NDB	APP:	APP:
DATE: 5/30/2025	DATE: 5/30/2025	DATE:	DATE:
H-SCALE: 1"=20'	SIZE: ARCH C	SURVEY JOB #:	S23456
V-SCALE:	V.S.:	R.E.DWG.:	
R.F. PROJ. NUMBER:		NUSCO:	

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

PHONE:(203) 854-7806
EMAIL:
recregistrationsupport@norwalkct.gov

Permit # R2608

Status Tentative
Date Jul 7, 2025 1:58 PM
Expiration Date Jul 8, 2025

Customer Name	Olivia Lapine - 13255	Home Phone Number	(203) 524-9066
Customer Type	General Public	Email Address	olivia.l@thenorwalkconservatory.org
Mailing Address	69 Wall Street Norwalk, CT 06850		
System User	Internet User		

Rental Fee	\$2,250.00
Discounts	\$0.00
Subtotal	\$2,250.00
Deposits	\$0.00
Deposit Discounts	\$0.00
Total Permit Fee	\$2,250.00
Total Payment	\$0.00
Refunds	\$0.00
Balance	\$2,250.00

Broadway In The Park

1 resource(s)3 booking(s)Subtotal: \$2,250.00

Event Notes:
-Event pending date change approval at RPCA on 7/9
-Additional fee for leaving stage up at Mathews to be determined by department
-Special Event permit started

Booking Summary

Mathews Park (Event)		Center: Mathews Park	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Aug 16, 2025 4:00 PM	Sat, Aug 16, 2025 6:00 PM	400	\$0.00
Sat, Aug 23, 2025 4:00 PM	Sat, Aug 23, 2025 6:00 PM	400	\$0.00
Sat, Aug 30, 2025 4:00 PM	Sat, Aug 30, 2025 6:00 PM	400	\$0.00
Resource level fees			\$2,250.00

Custom Questions

QUESTION	ANSWER
*Will you require lights? (Fields only)	No
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.	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)	0
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)	400
What is the setup time?	set up for each concert will begin at 3:00
What type of event?	Concert
What will you be bringing onto the site? (No helium balloons, confetti or drones allowed on City property)	Stage decks, wooden set pieces, an aluminum truss system, tools, sound equipment
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?	Yes

Waivers and Information

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
Facility- Facility Rental Event Application Form	Aug 16, 2025	Olivia Lapine	Waiver Signed by: Olivia Lapine on May 22, 2025

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 thereon7.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

Olivia J Lapine

Payment Schedules

Original Balance: \$2,250.00 Current Balance: \$2,250.00

DUE DATE	AMOUNT DUE	AMOUNT PAID	WITHDRAWAL ADJUSTMENT	BALANCE
Jun 6, 2025	\$750.00	\$0.00	\$0.00	\$750.00
Aug 16, 2025	\$1,500.00	\$0.00	\$0.00	\$1,500.00

X: _____

Date: _____

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

X: _____

Date: _____

Olivia Lapine
Customer ID: 13255
Home Phone Number: (203) 524-9066
Email Address: olivia.l@thenorwalkconservatory.org

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

PHONE:(203) 854-7806
EMAIL:
recregistrationsupport@norwalkct.gov

Permit # R2353

Status Tentative
Date Jun 25, 2025 1:50 PM
Expiration Date Jun 25, 2025

Customer Name	Marvedia Tyson - 10591	Work Phone Number	(203) 952-5473
Customer Type	General Public	Home Phone Number	(203) 952-5473
		Cell Phone Number	(203) 952-5473
		Email Address	tysonstoursent@gmail.com
System User	Internet User		

Rental Fee	\$750.00
Discounts	\$0.00
Subtotal	\$750.00
Deposits	\$0.00
Deposit Discounts	\$0.00
Total Permit Fee	\$750.00
Total Payment	\$0.00
Refunds	\$0.00
Balance	\$750.00

Back Together Again with Family & Friends

1 recourse(s)1 booking(s)Subtotal: \$750.00

Event Notes:
-Event pending June RPCA approvals and Common Council final approval
-\$1,000,000 Liability insurance needed
-Special Event permit started

Booking Summary

Mathews Park (Event)		Center: Mathews Park	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sun, Aug 17, 2025 12:00 PM	Sun, Aug 17, 2025 8:00 PM	300	\$0.00
Resource level fees			\$750.00
Rental Fee- Park- Groups 250-499	\$750.00 / Day x 1	\$750.00	

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?	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)	2
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)	300
What is the setup time?	12:00 PM
What type of event?	Family & Friends gathering
What will you be bringing onto the site? (No helium balloons, confetti or drones allowed on City property)	Stage, generators, 10x10 tents
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?	No

Waivers and Information

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
Facility- Facility Rental Event Application Form	Aug 17, 2025	Marvedia Tyson	Waiver Signed by: Marvedia Tyson on Apr 7, 2025
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 thereon7.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



Signature

Payment Schedules

Original Balance: \$750.00 Current Balance: \$750.00

DUE DATE	AMOUNT DUE	AMOUNT PAID	WITHDRAWAL ADJUSTMENT	BALANCE
Aug 17, 2025	\$750.00	\$0.00	\$0.00	\$750.00

X:

Date:

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

X:

Date:

Marveda Tyson
Customer Id: 10591
Work Phone Number: (203) 952-5473
Home Phone Number: (203) 952-5473
Cell Phone Number: (203) 952-5473
Email Address: tyson_toursent@gmail.com

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

PHONE:(203) 854-7806
EMAIL:
recregistrationsupport@norwalkct.gov

Permit # R2213
Status Approved
Date Jun 4, 2025 8:58 AM

Customer Name	Terrence Fuller - 8418	Home Phone Number	(203) 515-7775
Customer Type	General Public	Cell Phone Number	(203) 515-7775
		Email Address	project9foundation@yahoo.com
System User	Internet User	Payer	Terrence Fuller

Rental Fee	\$400.00
Discounts	\$0.00
Subtotal	\$400.00
Deposits	\$0.00
Deposit Discounts	\$0.00
Total Permit Fee	\$400.00
Total Payment	\$400.00
Refunds	\$0.00
Balance	\$0.00

Community Fun Day	1 recourse(s)	1 booking(s)	Subtotal: \$400.00
Booking Summary			
Nathaniel Ely School Field (Field Rental)		Center: Nathaniel Ely	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Aug 16, 2025 12:00 PM	Sat, Aug 16, 2025 6:00 PM	75	\$0.00
Resource level fees			\$400.00
Rental Fee- Park- Groups 1-99	\$400.00 / Day x 1	\$400.00	

Custom Questions	
QUESTION	ANSWER
*Will you require lights? (Fields only)	No
Are you a Non-Profit or 501C3?	Yes
Do you have a 2nd date in mind or a rain date	August 24th 2024
Field Requested- Type in your selected facility/field.	Nathaniel Ely Park
Is there a 2nd date in mind or a rain date or location?	Yes
What will you be bringing onto the site? (No helium balloons, confetti or drones allowed on City property)	Grill, Food, porta potties, field games

Payment and Refund

RECEIPT #	DATE	FEE DESCRIPTION	EVENT	RESOURCE	PAYMENT / REFUND
1005451.002	Jun 30, 2025	Rental Fee- Park- Groups 1-99	Community Fun Day	Nathaniel Ely School Field	\$400.00

X: _____

Date: _____

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

X: _____

Date: _____

Terrence Fuller
Customer Id: 8418
Home Phone Number: (203) 515-7775
Cell Phone Number: (203) 515-7775
Email Address: project9foundation@yahoo.com

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

PHONE:(203) 854-7806
EMAIL:
recregistrationsupport@norwalkct.gov

Permit # R2524
Status Tentative
Date Jun 25, 2025 1:45 PM
Expiration Date Jun 25, 2025

Customer Name	Susan Brown Gordon - 8809	Home Phone Number	(518) 852-6478
Customer Type	General Public	Cell Phone Number	(518) 852-6478
		Email Address	Suebg.art@gmail.com
System User	Internet User		

Rental Fee	\$4,160.00
Discounts	\$0.00
Subtotal	\$4,160.00
Deposits	\$0.00
Deposit Discounts	\$0.00
Total Permit Fee	\$4,160.00
Total Payment	\$0.00
Refunds	\$0.00
Balance	\$4,160.00

SoNo Art Festival

1 recourse(s)2 booking(s)**Subtotal: \$4,160.00**

Event Notes:
-Permit pending approval at June 11th Recreation & Parks Committee
-\$1,000,000 liability insurance naming City of Norwalk as additional insured required.
-Permit contingent on finalization of Special Event permit and all requirements met.

Booking Summary

Washington St. Plaza (Event)		Center: Washington St. Plaza	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Aug 2, 2025 9:00 AM	Sat, Aug 2, 2025 5:00 PM	99	\$2,080.00
Rental Fee- Park- Groups 1000 -1499	\$2,080.00 / Day x 1	\$2,080.00	
Sun, Aug 3, 2025 9:00 AM	Sun, Aug 3, 2025 5:00 PM	99	\$2,080.00
Rental Fee- Park- Groups 1000 -1499	\$2,080.00 / Day x 1	\$2,080.00	

Custom Questions

QUESTION	ANSWER
*Will you require lights? (Fields only)	No
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.	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)	No
If so, how many (Up to 2 allowed. Food Trucks not allowed at beach)	0
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?	6:30 am
What type of event?	Arts Festival
What will you be bringing onto the site? (No helium balloons, confetti or drones allowed on City property)	art and crafts
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?	No
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?	No
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

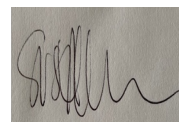
WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
Facility- Facility Rental Event Application Form	Aug 2, 2025	Susan Brown Gordon	Waiver Signed by: Susan Brown Gordon on May 8, 2025
City of Norwalk Recreation & Parks Department Facility Rental Event Application Form This Contract is further subject to the following 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 thereon7.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

Signature



Payment Schedules

Original Balance: \$4,160.00 Current Balance: \$4,160.00

DUE DATE	AMOUNT DUE	AMOUNT PAID	WITHDRAWAL ADJUSTMENT	BALANCE
May 16, 2025	\$3,775.00	\$0.00	\$0.00	\$3,775.00
Aug 2, 2025	\$385.00	\$0.00	\$0.00	\$385.00

X:

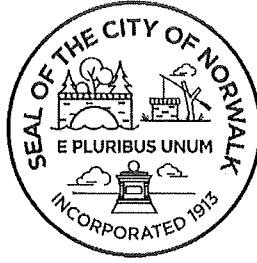
Date:

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

X:

Date:

Susan Brown Gordon
Customer Id: 8809
Home Phone Number: (518) 852-6478
Cell Phone Number: (518) 852-6478
Email Address: Suebg.art@gmail.com



DEPT OF FINANCE - Purchasing Department

NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 7/1/2025

DEPARTMENT: Rec and Parks

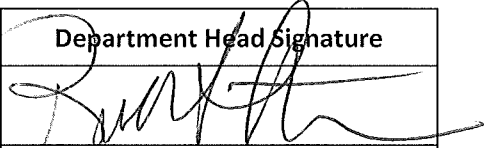
Procurement by non-competitive proposals may be used only when the award of a contract is infeasible under informal competitive Quotations (§3-204), Informal Competitive Request for Proposals (§3-205), seal bids, or competitive proposals and at least one of the following circumstances applies:

Check One:

☐	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). Please forward this form and supporting documentation within 48 hours of the Emergency
☐	6	Other, please explain:

TOTAL COST: \$137,519.00 MUNIS Account: 0926 6030 5777 C0486

VENDOR: The W.I. Clark Company

Purchasing Agent Signature	The Purchasing Agent		Department Head Signature
	☒	Supports	
Purchasing Agent Name	☐	Does Not Support	
Date	☐	Single Source Requires Common Council Authorization (in excess of \$20,000.00)?	Department Head Name
			Robert Stowers
			Date <u>7/1/2025</u>

JUSTIFICATION:

This purchase will replace an existing backhoe. Sourcewell ID #97613

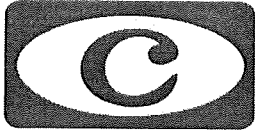
PA Review/Comments: Correct Sourcewell contract # for John Deere products is 011723-JDC

ANY OTHER VENDORS CONTACTED FOR PRICING? (Please attach quotes): _____

Vendor 1: _____

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency



SINCE 1925
www.wiclark.com

THE W.I. CLARK COMPANY

30 BARNES INDUSTRIAL PARK RD
WALLINGFORD, CT 06492 203-265-6781
DANBURY 203-775-1203 - PLAINFIELD 860-642-3500

ALL REMITTANCES TO:
P.O. BOX 300, WALLINGFORD, CT 06492



JOHN DEERE

June 30, 2025

Prepared for

CITY OF NORWALK-DPW (# 1575100)
15 SOUTH SMITH ST / ATT:FLEET SERVIES CLERK
NORWALK, CT 06855

Quote # 83639 Prepared by

Peter Clark
mobile # : 860-836-6951
pclark@wiclark.com

Machine Specifications

2025 JOHN DEERE 320 P-TIER Stock #: Serial #: FACTORY ORDER Hours:

JOHN DEERE LIST: \$240,843
SOURCEWELL DISCOUNT 43% OFF LIST(CONTRACT #011723-JDC)
SOURCEWELL PRICE AFTER DISCOUNT: \$137,280
INCOMING FREIGHT & DELIVERY: \$4,200
PDI: \$1,740
(3)MANUALS, LIC PLATE BRACKET: \$2,124
WERK BRAU 24" POWER GRIP BUCKET: \$11,223
AUX HYD FOR AUGER: \$952

Purchase Price \$157,519

CITY OF NORWALK SOURCEWELL ID#97613

(PRICE SUBJECT TO CHANGE)

Trade Details

JOHN DEERE 310SJ S/N T0310SJ171386

Allowance
\$20,000

Total Trade Allowance	- \$20,000.00
Net Purchase Price	\$137,519.00
Sales Tax	\$0.00
Quote Amount	\$137,519.00
Cash or Financed Amount	\$137,519.00

Warranty

12 month full coverage (no hour limit). Includes 5yr/3000hr Emission and 3yr/10000 StructurALL coverage. Ask sales representative for Complete Warranty Details.

Quote Terms & Conditions

This quote is good for 10 days from the date printed on the top and is subject to prior sale of the machine offered. This offer is also contingent on approval by the renting/leasing/financing source. On delivery we will provide a walk around to instruct your personnel on the machine's basic operation. All operators should read the operator's manual provided to insure safe and efficient use of the machine. Machine is provided FOB CUST YARD.

The W.I. Clark Company is grateful for the opportunity to assist with your Construction Equipment and Worksite products needs. All of our employees at our three locations will continue to work hard to earn your future business.

Customer signature

Date



July 2, 2025

RESPONSE SUMMARY - PROJECT #4457
RNP2025-1 Veteran's Memorial Park Marina Dock

Thank you for your response to our Bid. The following pages are a summary of the responses received.

#	Bid Security	Vendor	Electronic Submission	Hard Copy Submission	Amount
1	Yes	Terry Contracting & Materials Inc.	Yes	Yes	\$4,262,706.00 Base Bid \$837,895.00 Alternate 1 \$35,000.00 Alternate 2 \$321,830.00 Alternate 3

Note: Only one bid was received.

Project Number : RNP2025-1

Project Name : VETERAN'S MEMORIAL PARK MARINA DOCK REPLACEMENT

Items		Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0201030		CLEARING AND GRUBBING	1	\$270,066.00	\$270,066.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00	\$150,000.00
0202000		EARTH EXCAVATION	30	\$70.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$2,250.00
0211000		ANTI-TRACKING PAD	2	\$3,500.00	\$7,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$3,000.00
0212000		SUBBASE	165	\$164.00	\$27,060.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	\$6,600.00
0216000		PERVIOUS STRUCTURE BACKFILL	45	\$176.00	\$7,920.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$2,250.00
0218001		SEDIMENTATION CONTROL BALES	200	\$5.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$10,000.00
0219002		SEDIMENTATION CONTROL (SILT FENCE) SYSTEM	200	\$7.00	\$1,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00	\$2,000.00
0219011		SEDIMENTATION CONTROL SYSTEM AT CATCH BASIN	3	\$425.00	\$1,275.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$750.00
0406208A		BITUMINOUS CONCRETE PERMANENT PAVEMENT REPAIR (PARKING LOT)	500	\$95.00	\$47,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$50,000.00
0503945A		FLOATING DOCKS	1	\$931,843.00	\$931,843.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,499,999.00	\$1,499,999.00
0506002A		STONE SEAWALL RESTORATION	1	\$18,219.00	\$18,219.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49,999.00	\$49,999.00
0506045A		CONCRETE HEADWALL	1	\$98,792.00	\$98,792.00	\$0.00	\$0.00	\$0.00	\$0.00	\$199,999.00	\$199,999.00
0506047A		APPROACH HEADWALL	1	\$93,516.00	\$93,516.00	\$0.00	\$0.00	\$0.00	\$0.00	\$199,999.00	\$199,999.00
0663514A		ALUMINUM GANGWAYS	2	\$141,977.00	\$283,954.00	\$0.00	\$0.00	\$0.00	\$0.00	\$299,999.00	\$599,998.00
0706035A		FLOAT ANCHOR PILES - EPOXY COATED STEEL	1	\$361,203.00	\$361,203.00	\$0.00	\$0.00	\$0.00	\$0.00	\$999,999.00	\$999,999.00
0815001		BITUMINOUS CONCRETE LIP CURBING	550	\$15.00	\$8,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$8,250.00
0912698A		GUIDERAIL SYSTEM - WOOD	1	\$25,239.00	\$25,239.00	\$0.00	\$0.00	\$0.00	\$0.00	\$99,999.00	\$99,999.00
0913839A		SECURITY GATES	2	\$20,707.00	\$41,414.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49,999.00	\$99,998.00
0944003A		FURNISHING AND PLACING TOPSOIL	800	\$18.00	\$14,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$12,000.00
0949001A		LANDSCAPING	1	\$4,921.00	\$4,921.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,999.00	\$24,999.00
0950005A		TURF ESTABLISHMENT (MODIFIED)	800	\$6.00	\$4,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.00	\$1,600.00
0969800A		CITY OF NORWALK BUILDING PERMIT	1	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00
0975003		MOBILIZATION (MAX 3% OF BID)	1	\$114,606.00	\$114,606.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125,000.00	\$125,000.00
0980002A		PROJECT SURVEY AND STAKEOUT	1	\$14,000.00	\$14,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00
1000010A		MISCELLANEOUS TRANSITIONS TO MEET EXISTING PROPERTY CONDITIONS	1	\$195,000.00	\$195,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$195,000.00	\$195,000.00
1017075A		PAD FOR UTILITIES	1	\$36,672.00	\$36,672.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,999.00	\$9,999.00
12080101		SIGN FACE - SHEET ALUMINUM	48	\$187.00	\$8,976.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$14,400.00
1210101		4" WHITE EPOXY RESIN PAVEMENT MARKINGS	200	\$3.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.00	\$400.00
1210102		4" YELLOW EPOXY RESIN PAVEMENT MARKINGS	700	\$3.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.00	\$1,400.00

Project Number : RNP2025-1

Project Name : VETERAN'S MEMORIAL PARK MARINA DOCK REPLACEMENT

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1210105	EPOXY RESIN PAVEMENT MARKINGS - SYMBOLS AND LEGENDS	50	\$21.00	\$1,050.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12.00	\$600.00
1211001	REMOVAL OF PAVEMENT MARKINGS	200	\$1.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8.00	\$1,600.00
1300009A	UTILITY INSTALLATION (COMPLETE)	1	\$622,630.00	\$622,630.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,999.00	\$29,999.00
			\$4,262,706.00		\$0.00		\$0.00		\$4,467,087.00	

Apparent Low Bidder : Terry Contracting & Materials, Inc.

Second Bidder :

Third Bidder :

Project Number : RNP2025-1 (Alternate 1)

Project Name : VETERAN'S MEMORIAL PARK MARINA DOCK REPLACEMENT - TIMBER FLOATING DOCKS

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0503946A	TIMBER FLOATING DOCKS	1	\$837,895.00	\$837,895.00	\$0.00	\$0.00	\$0.00	\$0.00	\$899,999.99	\$899,999.99
			\$837,895.00		\$0.00		\$0.00		\$899,999.99	

Apparent Low Bidder : Terry Contracting & Materials, Inc.

Second Bidder :

Third Bidder :

Project Number : RNP2025-1 (Alternate 2)

Project Name : VETERAN'S MEMORIAL PARK MARINA DOCK REPLACEMENT - GUIDERAIL SYSTEM - METAL

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0912699A	GUIDERAIL SYSTEM - METAL	1	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49,999.99	\$49,999.99
				\$35,000.00		\$0.00		\$0.00		\$49,999.99

Apparent Low Bidder : Terry Contracting & Materials, Inc.

Second Bidder :

Third Bidder :

Project Number : RNP2025-1 (Alternate 3)
Project Name : VETERAN'S MEMORIAL PARK MARINA DOCK REPLACEMENT - FLOAT ANCHOR PILES

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0706036A	FLOAT ANCHOR PILES - STEEL	1	\$321,830.00	\$321,830.00	\$0.00	\$0.00	\$0.00	\$0.00	\$499,999.99	\$499,999.99
			\$321,830.00		\$0.00		\$0.00		\$499,999.99	

Apparent Low Bidder : Terry Contracting & Materials, Inc.
Second Bidder :
Third Bidder :



July 2, 2025

RESPONSE SUMMARY - PROJECT #4457
RNP2025-1 Veteran's Memorial Park Marina Dock

Thank you for your response to our Bid. The following pages are a summary of the responses received.

#	Bid Security	Vendor	Electronic Submission	Hard Copy Submission	Amount
1	Yes	Terry Contracting & Materials Inc.	Yes	Yes	\$4,262,706.00 Base Bid \$837,895.00 Alternate 1 \$35,000.00 Alternate 2 \$321,830.00 Alternate 3

Note: Only one bid was received.

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0201030	CLEARING AND GRUBBING	1	\$270,066.00	\$270,066.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00	\$150,000.00
0202000	EARTH EXCAVATION	30	\$70.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$2,250.00
0211000	ANTI-TRACKING PAD	2	\$3,500.00	\$7,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$3,000.00
0212000	SUBBASE	165	\$164.00	\$27,060.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	\$6,600.00
0216000	PERVIOUS STRUCTURE BACKFILL	45	\$176.00	\$7,920.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$2,250.00
0218001	SEDIMENTATION CONTROL BALES	200	\$5.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$10,000.00
0219002	SEDIMENTATION CONTROL (SILT FENCE) SYSTEM	200	\$7.00	\$1,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00	\$2,000.00
0219011	SEDIMENTATION CONTROL SYSTEM AT CATCH BASIN	3	\$425.00	\$1,275.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$750.00
0406208A	BITUMINOUS CONCRETE PERMANENT PAVEMENT REPAIR (PARKING LOT)	500	\$95.00	\$47,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$50,000.00
0503945A	FLOATING DOCKS	1	\$931,843.00	\$931,843.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,499,999.00	\$1,499,999.00
0506002A	STONE SEAWALL RESTORATION	1	\$18,219.00	\$18,219.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49,999.00	\$49,999.00
0506045A	CONCRETE HEADWALL	1	\$98,792.00	\$98,792.00	\$0.00	\$0.00	\$0.00	\$0.00	\$199,999.00	\$199,999.00
0506047A	APPROACH HEADWALL	1	\$93,516.00	\$93,516.00	\$0.00	\$0.00	\$0.00	\$0.00	\$199,999.00	\$199,999.00
0663514A	ALUMINUM GANGWAYS	2	\$141,977.00	\$283,954.00	\$0.00	\$0.00	\$0.00	\$0.00	\$299,999.00	\$599,998.00
0706035A	FLOAT ANCHOR PILES - EPOXY COATED STEEL	1	\$361,203.00	\$361,203.00	\$0.00	\$0.00	\$0.00	\$0.00	\$999,999.00	\$999,999.00
0815001	BITUMINOUS CONCRETE LIP CURBING	550	\$15.00	\$8,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$8,250.00
0912698A	GUIDERAIL SYSTEM - WOOD	1	\$25,239.00	\$25,239.00	\$0.00	\$0.00	\$0.00	\$0.00	\$99,999.00	\$99,999.00
0913839A	SECURITY GATES	2	\$20,707.00	\$41,414.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49,999.00	\$99,998.00
0944003A	FURNISHING AND PLACING TOPSOIL	800	\$18.00	\$14,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$12,000.00
0949001A	LANDSCAPING	1	\$4,921.00	\$4,921.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,999.00	\$24,999.00
0950005A	TURF ESTABLISHMENT (MODIFIED)	800	\$6.00	\$4,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.00	\$1,600.00
0969800A	CITY OF NORWALK BUILDING PERMIT	1	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00
0975003	MOBILIZATION (MAX 3% OF BID)	1	\$114,606.00	\$114,606.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125,000.00	\$125,000.00
0980002A	PROJECT SURVEY AND STAKEOUT	1	\$14,000.00	\$14,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00
1000010A	MISCELLANEOUS TRANSITIONS TO MEET EXISTING PROPERTY CONDITIONS	1	\$195,000.00	\$195,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$195,000.00	\$195,000.00
1017075A	PAD FOR UTILITIES	1	\$36,672.00	\$36,672.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,999.00	\$9,999.00
12080101	SIGN FACE - SHEET ALUMINUM	48	\$187.00	\$8,976.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$14,400.00
1210101	4" WHITE EPOXY RESIN PAVEMENT MARKINGS	200	\$3.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.00	\$400.00
1210102	4" YELLOW EPOXY RESIN PAVEMENT MARKINGS	700	\$3.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.00	\$1,400.00

Project Number : RNP2025-1

Project Name : VETERAN'S MEMORIAL PARK MARINA DOCK REPLACEMENT

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1210105	EPOXY RESIN PAVEMENT MARKINGS - SYMBOLS AND LEGENDS	50	\$21.00	\$1,050.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12.00	\$600.00
1211001	REMOVAL OF PAVEMENT MARKINGS	200	\$1.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8.00	\$1,600.00
1300009A	UTILITY INSTALLATION (COMPLETE)	1	\$622,630.00	\$622,630.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,999.00	\$29,999.00
			\$4,262,706.00		\$0.00		\$0.00		\$4,467,087.00	

Apparent Low Bidder : Terry Contracting & Materials, Inc.

Second Bidder :

Third Bidder :

Project Number : RNP2025-1 (Alternate 1)

Project Name : VETERAN'S MEMORIAL PARK MARINA DOCK REPLACEMENT - TIMBER FLOATING DOCKS

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0503946A	TIMBER FLOATING DOCKS	1	\$837,895.00	\$837,895.00	\$0.00	\$0.00	\$0.00	\$0.00	\$899,999.99	\$899,999.99
				\$837,895.00	\$0.00		\$0.00		\$899,999.99	

Apparent Low Bidder : Terry Contracting & Materials, Inc.

Second Bidder :

Third Bidder :

Project Number : RNP2025-1 (Alternate 2)

Project Name : VETERAN'S MEMORIAL PARK MARINA DOCK REPLACEMENT - GUIDERAIL SYSTEM - METAL

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0912699A	GUIDERAIL SYSTEM - METAL	1	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49,999.99	\$49,999.99
				\$35,000.00		\$0.00		\$0.00		\$49,999.99

Apparent Low Bidder : Terry Contracting & Materials, Inc.

Second Bidder :

Third Bidder :

Project Number : RNP2025-1 (Alternate 3)
Project Name : VETERAN'S MEMORIAL PARK MARINA DOCK REPLACEMENT - FLOAT ANCHOR PILES

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0706036A	FLOAT ANCHOR PILES - STEEL	1	\$321,830.00	\$321,830.00	\$0.00	\$0.00	\$0.00	\$0.00	\$499,999.99	\$499,999.99
			\$321,830.00		\$0.00		\$0.00		\$499,999.99	

Apparent Low Bidder : Terry Contracting & Materials, Inc.
Second Bidder :
Third Bidder :

Memo

To: City of Norwalk, Common Council
From: Deputy Chief Melissa Lepore
CC:
Re: Common Council Authorization for the purchase and upfit of police utility vehicles
Date: July 16, 2025

The Police Department has received funding for new marked police utility vehicles in the 2025/2026 Capital Budget. The purchase is within the City of Norwalk purchasing guidelines as the vehicles are under the State of Connecticut contract (# 24PSX0110) pricing. The quote from Sullivans Northwest Hills is for eight (8) Chevy police package utility vehicles. The price per unit is \$56,251.76 for a total of \$450,014.08. This is an annual purchase to maintain the safety, readiness, and dependability of our fleet.

The Police Department has funding in the 2025/2026 Capital Budget for the upfit and installation of emergency equipment in the police utility vehicles. A fully executed agreement is in place with Fleet Auto Supply until February 27, 2026, for these services (RFP Project #4123). The cost to upfit these vehicles is not to exceed \$275,000.

We are requesting the following authorization:

1. Authorize Purchasing Agent, Sharon Connors, to execute a purchase order on behalf of the Norwalk Police Department to Sullivans Northwest Hills for the purchase of eight (8) police package utility vehicles under State of Connecticut government pricing (contract #24PSX0110) for a total not to exceed \$450,014.08. Account #09263010-5777-C0665.
2. Authorize Purchasing Agent, Sharon Connors, to execute a purchase order on behalf of the Norwalk Police Department to Fleet Auto Supply under RFP project number 4123 for the upfit of emergency vehicle equipment in eight (8) police vehicles for a total not to exceed \$275,000.00.

Northwest Hills Automotive, LLC
2065 East Main Street
Torrington, CT 06790
www.northwesthillsdealerships.com
(203)528-6674



Quote # : 07/15/2025

Prepared For: NORWALK PD

State Contract Award # : 24PSX0110		
Make	Model Year	
CHEVROLET	2025	
		BASE BID MODEL DESCRIPTION
		TAHOE PPV 4X4
		Base Warranty 36Mos 360000 Miles
		Powertrain Warranty 5yr 100000 miles

Base Contract Price	\$51,110.00
---------------------	-------------

Vehicle to include all manufacturers standard and optional equipment as described in the original bid specifications plus the following options:

Option or Model #	Discount %	Upgrades / Factory Options	QTY	MSRP (\$)	Discount (\$)	Net Amount (\$)
PQA	12.00%	IFL SAFETY PKG	1	\$825.00	\$99.00	\$726.00
6C7	12.00%	INTERIOR RED WHITE DOME LIGHT	1	\$170.00	\$20.40	\$149.60
7X3	12.00%	LEFT HAND SPOT LIGHT	1	\$800.00	\$96.00	\$704.00
6.00E+08	12.00%	FLEET CALIBRATION KEYS	1	\$25.00	\$3.00	\$22.00
6N5	12.00%	REAR WINDOWS INOPT	1	\$57.00	\$6.84	\$50.16
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00
Totals:				\$1,877.00	\$225.24	\$1,651.76

Item #	MFR	Over Cost	Description	QTY	List Price	Over Cost	Net Amount (\$)
1	GMPP		5YR 100000 MILE BUMPER TO BUMPER	1	\$ 3,490.00	\$ -	3,490.00
2			NO DEC			\$ -	0.00
3			Labor			\$ -	0.00
4			Labor			\$ -	0.00
5			Labor		\$ -	\$ -	0.00
6			Labor			\$ -	0.00
Parts Accessories and Labor							
Connecticut Motor Vehicle Fees							
Total Standard, Optional, and Aftermarket Equipment : each \$ 56,251.76							
Units: 8 Exterior Interior							
QTY 7 BLACK							
VIN: 1 DARK ASH							



Signature

07/15/2025

Date

funding from account 134010 5796 ARP03, into account 134010 5796 ARP04 to supplement an existing contract with the City's Arborist.

8. Authorize the Department of Public Works to transfer \$491,000.00 in ARPA funding from account 134010 5796 APW01, into account 134010 5796 APW10 for the Pavement Management Program.
9. Authorize the Department of Public Works to transfer \$21,500.00 in ARPA funding from account 134010 5796 APW03, into account 134010 5796 APW10 for the Pavement Management Program.
10. RESOLUTION: requesting authorization to transfer \$300,000 to ARPA Account #140100-5796-ACMF7 (Lockwood Matthews Mansion) from ARPA Account #140100-5796-ACMF1 (6 Butler Acquisition).
11. RESOLUTION: requesting authorization to transfer up to \$25,000 to ARPA Account #130100-5796-AEC21 (Harbor Use Plan Study) from ARPA Account #130100-5796-AEC16 (Event Planner).

B. PUBLIC SAFETY AND GENERAL GOVERNMENT

1. Authorize the Mayor, Harry W. Rilling, to execute an extension Agreement with Fleet AutoSupply, under RFP project number 4123 for the upfit of police vehicles until February 27, 2026, in the amount not to exceed \$275,000.00 per year.
2. Authorize Purchasing Agent, Sharon Connors, to execute the purchase orders on behalf of the Norwalk Police Department to Fleet Auto Supply under RFP project number 4123 for the upfit of police vehicles based on unit pricing and the availability of funds not to exceed \$275,000.00.
3. Authorize arrangement for Corporation Counsel position to be changed from an employee to a contract and to authorize the Mayor to execute an agreement with Berchem Moses, PC to provide legal services and representation to City of Norwalk.
4. Salary Recommendation for Registrar of Voters and Deputy Registrar of Voters
 - a. Pursuant to Chapter 1, Section 6-2 of the Charter of the City of Norwalk, effective upon the commencement of the next term of office of the Registrar of Voters, the Common Council fixes the salary of the Registrar of Voters at \$79,000.00 annually, and hereby orders the City Clerk to updated Appendix, Part VII of Chapter 131, Section 3 of The Code of the City of Norwalk to reflect this salary.
 - b. Pursuant to Chapter 1, Section 6-2 of the Charter of the City of Norwalk, effective upon the commencement of the next term of office of the Deputy Registrar of Voters, the Common Council fixes the salary of the Deputy Registrar of Voters at \$70,000.00 annually, and hereby orders the City Clerk to updated Appendix, Part VII of Chapter 131, Section 3 of The Code of the City of Norwalk to reflect this salary.

C. ECONOMIC AND COMMUNITY DEVELOPMENT

Agenda Memorandum

To: Mayor Harry W. Rilling
Members of the Common Council

From: Darin L. Callahan, Assistant Corporation Counsel

Date: July 17, 2025

Re: Indemnification and Hold Harmless Agreement

.....

The Norwalk Fire Department (the “Department”) is onboarding 7 new recruits next month. Instead of sending them to the Connecticut Fire Academy, the Department is proposing a partnership with the Bridgeport and Fairfield Fire Departments to enroll them in the Bridgeport Fire Academy, with orientation beginning August 8th.

This change offers several key advantages:

- Smaller class sizes mean more one-on-one, hands-on training
- Recruits will receive 10 days of live fire burn experience
- They’ll be able to return home each night, allowing easier oversight
- The shift is expected to save the City at least \$45,000

The City of Bridgeport requires municipalities enrolling their recruits in the Bridgeport Fire Academy to execute an indemnification and hold harmless agreement. A copy of the Agreement is attached as Exhibit 1.

PROPOSED AUTHORIZATION:

Authorize the Mayor, Harry W. Rilling to execute any and all agreements and other documents necessary for the Norwalk Fire Department to enroll its recruits in the Bridgeport Fire Academy, including an indemnification and hold harmless agreement.

EXHIBIT 1



Hold Harmless Agreement

Hold Harmless Agreement

This Hold Harmless Agreement (the “Agreement”) is made and entered into as of _____ by and between The City of Bridgeport, Connecticut, a municipal corporation, by and through its Fire Department located at 30 Congress St, Bridgeport CT 06604 (the City”), and [Customer Name/Municipality and Participant], with a mailing address at [Address] (collectively the “Customer”).

1. Indemnification. To the extent permitted by law, Customer agrees to indemnify, defend, release and hold harmless the City of Bridgeport and its Fire Department, its officers, directors, elected officials, department heads, employees, and agents from and against any and all claims, damages, losses, liabilities, costs, and expenses of any kind and nature, including but not limited to attorney’s fees, arising out of or in any way connected with Customer’s participation in the Bridgeport recruit academy or fire training ground, including but not limited to bodily injury, personal injury, death or disease and/or property damage to Customer for any harm arising from Customer’s participation in the foregoing program(s). The foregoing obligation shall not be limited by the existence of any insurance coverage or by any limitation on the amount or type of damages, compensation or benefits payable. This provision shall apply regardless of whether the training is conducted on City owned property or on property owned by others.

2. Assumption of Risk. Customer acknowledges and agrees that the Bridgeport Recruit academy involves inherent risks. Customer voluntarily assumes all risks associated with such use and assumes full responsibility for all risk of loss associated therewith.

3. Insurance. Customer shall maintain statutory workers’ compensation insurance and comprehensive general liability insurance with limits providing for a total limit of One Million Dollars (\$1,000,000) coverage per occurrence for all damages arising out of bodily injury, personal injury, property damage, products/completed operations. The Annual Aggregate limit shall not be less than Two Million Dollars (\$2,000,000). Consultant’s insurance shall be primary and shall not seek contribution from any other insurance carried by the additional insured in the payment of a claim. The City shall be named as an Additional Insured. Certificates of Insurance and

endorsement(s) for each insurance policy shall be produced prior to program commencement. Certificates shall designate the City in the following form and manner:

“City of Bridgeport, its elected officials, officers, department heads, employees, agents, servants, successors and assigns ATIMA
Margaret E. Morton Government Center
999 Broad Street, 2nd Floor
Bridgeport, Connecticut 06604”

4. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes all prior or contemporaneous communications, representations, or agreements, whether oral or written.

5. Governing Law and Jurisdiction. This Agreement shall be governed by and construed in accordance with the laws of the State of Connecticut and any dispute arising hereunder shall be brought exclusively in the Courts of the State of Connecticut, Judicial District of Fairfield at Bridgeport.

6. The Participant’s relationship to the City is that of an independent contractor and shall not be considered, as having an “employee” status or as being entitled to participate in any benefits accrued by or given to City employees.

7. This Agreement may be executed and delivered via facsimile or electronic mail by either of the parties and the receiving party may rely on the receipt of such document so executed and delivered via facsimile or electronically as if the original had been received.

2025 CHARTER REVISION COMMISSION CITY OF NORWALK

May 30, 2025

Hon. Richard McQuaid
Town Clerk
125 East Ave, Room 102
Norwalk, CT 06851

Hon. Barbara Smyth
Council President
Norwalk Common Council
125 East Ave.
Norwalk, CT 06851

Re: Draft Report and Submission of the Charter Revision Commission

Dear President Smyth, Members of the Common Council and Clerk McQuaid:

Pursuant to §7-191(b) of the Connecticut General Statutes we are pleased to submit to you the Draft Report of the Charter Revision Commission in the form of a Proposed Charter Revision for the City of Norwalk, dated May 27, 2025 ("Proposed Revised Charter"). This report is the culmination of a Charter Revision Commission process that began with an organizational meeting on October 16, 2024, and continued with fourteen additional meetings, including the first statutory public hearing on October 29, 2024, and a final statutory hearing on May 20, 2025. The final meeting of the Commission adjourned on May 27, 2025.

This commission was mandated by the Charter adopted in 2023. The last Commission ("2023 Commission") was designed to address the deficiencies of a charter that was the product of Special Acts that were originally adopted over one hundred and twelve years ago that had been supplanted by Special Acts enacted almost fifty years before the Home Rule Act was adopted in 1957. The 2023 Commission updated, reorganized and reconstructed a document that had been subject to piecemeal amendments¹ first by Special Act (at least ten times)² and under the Home Rule Act through charter revision (at least thirteen times)³. With the support of your predecessors on the Common Council and the support of the voters on November 7, 2023, the era of piecemeal alterations was over.

The resolution creating the 2025 Commission specifically included the following charge: to build upon the work of the 2023 Charter Commission by considering ways and means to improve public access, understanding and investment in the operations of its municipal government. True to this mandate the 2025 Commission undertook a comprehensive review of issues pertaining to Norwalk's city government that were unresolved following the 2023 revision. The 2025 Commission considered previously reviewed issues in the Charter, as well as input from Norwalk residents received throughout the process that began in October 2024.

The Charter of the City is essentially our constitution. It lays out the form of government, the procedures to be followed in creating laws and the rules that govern the conduct of our public officials. When a citizen picks up the Charter, they should be able to find what they are looking for. The 2023 Commission had the daunting task of making sense out

Members

Tyler Fairbairn, Chair – Douglas Hempstead, Vice Chair – Jo Bennett – Ed Camacho
James Clark – Carl Dickens – John Levin – Hon. Richard McQuaid – Tanya Rhodes-Small

Attorney Steven G. Mednick, Counsel

2025 CHARTER REVISION COMMISSION CITY OF NORWALK

of the document, while the 2025 Commission has the opportunity to refine and contour our charter to the needs of the second quarter of the 21st century

The 2023 Commission built a document that replaced the muddled and unmethodical document that the City relied upon for self-governance since 1913. There were no earth-shattering changes in the form of government. The intent was to reform the document...not the government.

As you will see, the 2025 Commission does take some steps on the path to government reform. We will discuss the **four-year term** for Mayor, Town Clerk and Common Council and the **size of the Council** in the body of this letter.

On the other hand, in spite of testimony during our public hearings and public comment sessions the majority of Commission members were not convinced by the advocates who sought to codify minority party representation for the at-large members of the Common Council. We believe that over the years Norwalk has been a far more competitive political environment than other large cities in Connecticut. Among the last eight Mayors from 1975 through 2023 included one independent,⁴ four Democrats⁵ and three Republicans⁶. Democrats served 24 years during that time while Republicans served 14 years. By way of comparison during that same period New Haven had three Democratic Mayors (in point of fact there has not been a Republican Mayor since 1953), Bridgeport had two Republican Mayors for a total of six years and Stamford had three Republican Mayors for ten years. Each of those cities have district systems that results in overwhelming Democratic majorities over the years with no minority party representation.

As recently as the last year of Mayor Moccia's term there were 6 Republicans including 3 at-large. During Mayor Rilling's first term there were 8 Republicans and 7 Democrats which shifted to a 10-5 Democratic advantage after the 2015 election. From 2017 through the current term only 3 Republicans and 1 Independent have served on the Council in total. We will not get into the national political dynamics that may be responsible for that trend. The only point we want to make is that as there once was healthy political competition, there is no reason to believe that it may not happen in the future. The Commission believes that its proposal to expand the Council to twenty members and delink the Council election from the election for Mayor in 2031 will afford minority parties the opportunity to thrive in Norwalk.

The other general comment is that the Commission has either eliminated or integrated the Special Act provisions that were contained in Part 3 of the Charter, which concludes a process that was initiated by the 2023 Commission. Finally, there are no changes to Part 2 of the Charter. The issue of revision of those provisions is entirely within the authority of the Taxing Districts.

Approved Actions of the Charter Revision Commission.

Article I: No changes.

Article II: This article was significantly altered in 2023 to facilitate the public understanding of the terms used throughout the Charter. There were a number of minor edits and revision of the terms: “Capital Budget” [§2-2.B(7)], “Capital Improvement Plan” [§2-2.B(9)] and “Operating Budget” [§2-2.B(25)].

Article III. The revisions in this article pertain to the following:

- **§3-3.D(1).** Increasing the number of Councilmembers to twenty, by adding one more District member for each Council District.
- **§3-4.A(1).** Four-year terms for Mayor and Town Clerk following the 2029 election and for the Common Council following the 2031 election.
- **§3-4.A(1)** also contains a clarification that formalizes the practice of documenting the reapportionment of Council Districts by Ordinance. The Commission also recommends two significant revisions:

Article IV. The revisions in this article pertain to the following:

- **§4-4.C(3)(b) and (c).** Transfer of appeals provisions pertaining to the assessment of damages for the taking of land for creating sewers and drains from Special Act provisions contained in §13-4.C(3);
- **§4-7.C.** Minor modifications to the authority of the Council to establish “compensation” for “all officers and employees of the City” by recognizing the requirements of collective bargaining agreements. The provision also eliminates the language requiring a referendum for Council salary increases, since the General Statutes already provide for such a referendum.
- **§4-10.** In this section the Commission recommends (1) reducing the percentage of Electors required to sign a referendum petition from eight percent to four percent [§4-10.A, D and F(2) and (3)]; and (2) reducing the number of Electors filing a referendum petition from five to four [4-10.b];

Article V. No changes.

Article VI: The Commission has recommended the repeal of the Office of Sheriff as set forth in §6-4.

Article VII. The Commission has recommended the following revisions:

2025 CHARTER REVISION COMMISSION
CITY OF NORWALK

- **§7-1.B(2).** The Commission modified this sub-section addressing administrative requirements of boards and commissions to require compliance with these provisions in lieu of adopting the provisions in an Ordinance establishing a board or commission.
- **§7-1.B(2)(c).** The Commission repealed the requirement to comply with minority party representation as it was already addressed in §7-1.B(7).
- **§7-1.B(2)(d).** The Commission clarified the requirement for boards and commissions to establish a standard for frequency of meeting unless otherwise addressed by Ordinance.
- **§7-1.B(4).** The Commission eliminates the language that a board or commission “must not cancel Meetings for two consecutive months” since certain entities may not need to hold monthly meetings.
- **§7-1.E(2).** The removal standard permits the board or commission to establish a standard for attendance by its members for purposes of removal from office.
- **§7-2.A(2).** The Commission recommend that the term of office for the Board of Estimate and Taxation commence on the 1st day of February on a staggered basis for a term of four years.
- **§7-2.A(3).** The Commission recommends a provision that requires the Board of Estimate and Taxation to include at least one member from each of the five Council Districts. Current language restricts membership to “...not more than two members from any one Council district.” belonging to the same political party.
- **§7-2.B(1)(a) and §7-2.C(1)(a).** The Commission recommends that members of the Police and Fire Commissions serve coterminously with the Mayor, subject to approval by the Common Council.

Article VIII. The Commission recommends the following technical changes:

- **§8-2.A(2).** The Commission recommends elimination of the word “unclassified” prior to “employee” since it is not a term used by the City.
- **§8-2.A(4).** The Commission recommends that the appointment of the Library Director by the Mayor, subject to approval by the Council, be made following consultation with the Public Library Board.

- **§8-3.B.** The Commission recommends repeal of the role of the Board of Estimate and Taxation with regard to the structure of the office of the Corporation Counsel.
- **§8-4.B.4, §8-4.C(2) and (3), §8-4.D, §8-4.E(1) and (2) and §8-7.B(2) and (3).** The Commission recommends recodification of §14-2, §14-3, §14-4, §14-5(N) and (O) and §14-6.A-M regarding Special Act Authority. We recommend that the Council address the delineation of provisions in §8-7.B(2) and (3) for further refinement.

Article IX. No changes.

Article X. The Commission recommends a number of changes. Some of those changes are stylistic or organizational, others may point the process to another direction in the future.

- **§10-1.A(1) and (2).** The Commission recommends moving these two definitions to §2-2.B.
- **§10-1.C(4).** The Commission recommends adding the Superintendent and Chief Financial Officer of the Norwalk School System as well as the Chair of the Planning and Zoning Commission to the joint hearing panel which currently consists of the (a) Mayor; (b) Chief Financial Officer; (c) President of the Common Council; (d) Chair of the Council committee authorized to review the budget; (e) Chair pro tempore of the Board of Education; (f) Chair of the Planning and Zoning Commission; and, (f) a member if the Board of Estimate and Taxation designated by the Mayor.
- **§10-1.D and E.** The Commission recommends recodifying these provisions, which are currently §10-2 A and B and §10-11 in order to consolidate the estimate and pre-submission requirements for both the operating and capital budgets in one place.
- **§10-2.A.** The Commission recommends the new introductory language in this provision.
- **§10-2.B.** The Commission, building on the 2023 Commission's affirmation for public accountability, adds another public meeting of the chief financial officers of the City and Board of Education with the committee(s) of jurisdiction of the Council and Board of Education to give the members and the public a preview of the budget status.

2025 CHARTER REVISION COMMISSION
CITY OF NORWALK

- **§10-3.** The Commission recommends submitting the operating budget to the Common Council on the same day it is submitted to the Board of Estimate and Taxation (February 15th).
- **§10-5.** The Commission recommends adding a provision that would effectuate the “cap” established by the Mayor in the event the Council fails to do so on or before February 28th.
- **§10-5.C.** The Commission recommends deleting the term “taxation” and replacing it with “total appropriations” which seems to align with the actual practice.
- **§10-6.** The Commission recommends replacing the term “any alterations” and replacing it with “proposed changes”.
- **§10-10.A.** The Commission proposes elimination of the requirement to establish a limit on expenditures at a “special meeting.”
- **§10-11.A.** The Commission merged this provision with §10-1.D(2).
- **§10-11.B and C.** The Commission recommends these new provisions that establish (1) submission; (2) notice and publication; and (3) public hearing requirements for the Mayor’s Proposed Capital Budget and Capital Improvement Plan.
- **§10-12.** The Commission recommends minor alterations of the content of the CFO’s report.
- **§10-13.** The Commission recommends restricting the Planning and Zoning Commission hearings to the Capital Budget, not including the Capital Improvement Plan. We also recommend including members of the Common Council among those who shall meet with the Planning and Zoning Commission. The recommendations make it clear that the “sole function” of the Planning and Zoning Commission is to assess the alignment of the Capital Budget with the Plan of Conservation and Development.
- **§10-15.** The Commission clarifies the role of the Board of Estimate and Taxation as an advisory function insofar as the Capital Budget is concerned.
- **§10-16.** The Commission recommends several changes, including clarification of the “reinstatement” authority and establishing a clear public hearing requirement.

2025 CHARTER REVISION COMMISSION
CITY OF NORWALK

- **§10-17.** The Commission recommends modification of the grounds for termination or abandonment of capital items.

Article XI. Under this provision the Commission recommends retention of the mandatory charter revision every five years.

Article XII. No changes.

Article XIII and XIV. These provisions will be repealed or recodified as set forth in Articles I – XI.

There are some final issues that the Commission was not able to address that we think you should consider. First, many municipalities have experienced difficulties recruiting members to serve on Boards and Commissions. The second issue is the related matter of diversity on Boards and Commissions that better reflects the composition of our community. Again, these issues came up late in the process; however, we believe they both merit consideration by the Council. We ask that you review the issue with Attorney Mednick to see if there are ways and means the issue can be addressed in the Charter.

Respectfully submitted,

NORWALK CHARTER REVISION COMMISSION



By: _____
Tyler Fairbairn
Chair

¹ According to the historical annotations of the Charter.

² 1913, 1915, 1921, 1927, 1929, 1931, 1933, 1947, 1951, 1969.

³ 1970, 1971, 1972, 1974, 1976, 1978, 1980, 1981, 1989 (inexplicably by resolution), 1995, 1996, 2000, 2003, 2005, 2011, 2014.

⁴ Jennie Cave (1975-1977).

⁵ Bill Collins (1977-1981 and 1983-1987), Alex Knopp (2001-2005) and Harry Rilling (2013-present)

⁶ Thomas C. O'Connor (1981-1983), Frank Esposito (1987-2001) and Richard A. Moccia (2005-2013).