



REGULAR MEETING – ADA TRANSITION COMMITTEE AGENDA

DECEMBER 3, 2025, 10:00 AM
ROOM 231 AND ZOOM VIRTUAL MEETING

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 William Hnatuk at whnatuk@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

I. **CALL TO ORDER**

II. **ROLL CALL**

III. **ACCEPTANCE OF MINUTES**

A. **Regular Meeting: DATE 10-01-2025**

IV. **OLD BUSINESS**

A. **On-going Projects:**

- **SONO RR door upgrades**
- **City Hall Drive curb ramps**
- **Concert Hall Restroom Renovation**
- **Customer Service Counter Upgrades**

V. NEW BUSINESS

A.

- ADA Capital Budget Submittal FY 2026-27

VI. DISCUSSION

VII. ADJOURNMENT

UPCOMING MEETINGS

- A. Wednesday February 4 2026 10:00am, Room 231/Zoom**

**CITY OF NORWALK
ADA TRANSITION COMMITTEE
REGULAR MEETING MINUTES — OCTOBER 1, 2025**

Time: 10:00am

Location: Norwalk City Hall, Room 231 / Zoom Virtual Meeting

I. Attendance / Call to Order

The meeting was called to order by Mr. William Hnatuk at 10:05 a.m.

Members Present: Carol Frank, Terri Bell, Rev. Richard Clarke, Brett Davis (via zoom), Jan Degenshein, Derek Demarche, Daisy Franklin (via zoom) Susanne Giannitti, Mary Grace Giuliano (zoom), Beatrix Lane (zoom), James McClellan (zoom), Mike Sgobbo (zoom).

Staff Present: William Hnatuk.

II. Approval of Minutes: 06-04-25

The minutes from the August meeting were reviewed.

Motion: Upon a motion to accept by Michael Sgobbo

No Amendments or corrections were made.

Vote: all present voted in favor, and the minutes were approved.

III. Old Business/Updates

On-Going Projects:

Sign Project:

The project was completed. Mr. Hnatuk provided a detailed report. There are additional signs needed and this was expected. The cost of the additional signs will be approximately \$700. He explained that the quote was originally \$1400 but he negotiated the cost down due to issues with the workmanship of the installer. The agreement called for patching and painting where necessary from removal of old signs. He stated that the installer had to be called back twice to make repairs to walls and some areas were still lacking. Building management will make any needed repairs remaining. New signs will be installed by staff and will not require any wall repair. The project still remains under budget as \$35,000 was allocated and thus far, approximately \$29,000 has been spent. New signs are expected within 4-6 weeks.

SONO Station Door Project:

Mr. William Hnatuk stated that there was currently nothing new to report but expects to have the bid process completed and the project in motion by next meeting.

Other Projects: City Hall Drive, Concert Hall Rest Rooms:

Mr. Hnatuk reported that the City Hall Drive improvement is still in the design stage with the Department of Public Works. TM&P has requested some raised crosswalks be included in the project and that has slowed progress.

For the Concert Hall, bid documents for the accessible restroom renovation are scheduled to be published in February for a June start. The Concert Hall is usually not used in summer, so June is the best time to start.

IV. New Business

City Hall Service Counters:

Mr. Hnatuk reported that service counter upgrades are beginning with the Tax Collector's Office as this area presents the greatest challenge. Building management is having a contractor look in reconstruction design.

ADA Capital Budget:

Mr. Hnatuk gave a detailed report on the state of the ADA Capital Budget. He explained that the Sign Project for City Hall and the Health Department had \$35,000 allocated of which \$29,000 has been spent. \$700 will be added for additional signs leaving approximately \$5300 remaining. The SONO Station door project originally had \$65,000 allocated but the project has been scaled down to an estimated cost of approximately \$26,000 with an expected remainder of \$39,000. With that knowledge, the committee previously voted unanimously to allocate approximately \$10,000 towards the installation of a power opener for the new ADA restroom at the Senior Center where members with disabilities were having difficulty using the door manually. Mr. Hnatuk continued that the Concert Hall Restroom project had \$300,000 allocated. Approximately \$17,500 has been spent on architect and engineering fees leaving \$282,500 remaining. The City Hall Drive curb ramp project has \$100,000 allocated. DPW and TM&P are expected to fund any remaining costs as part of the master plan to upgrade the campus. The City Hall service counter project has \$300,000 allocated.

Committee Tour:

Mr. Hnatuk then advised the committee that as this meeting was open to the public on the zoom platform, specific details of the upcoming home tour would be discussed in private after the meeting. He did explain that there was a tour planned for October 21st at 10:00am. The committee was scheduled to tour an accessible home designed to allow its owners to age in place. The design features were intended to provide an example of accessible design that is aesthetically pleasing and affordable. Mr. Hnatuk reported that Channel 12 News was committed to recording the committee tour of the home for later broadcast.

V. Upcoming Meetings Dates/Times

The committee's next regular meeting will be held Wednesday, December 3rd, 2025, at 10:00 a.m., in Room 231 at Norwalk City Hall and via Zoom.

Adjournment

There being no further business, the meeting was adjourned by Ms. Frank at 10:55 a.m.

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