

**CITY OF NORWALK
LAND USE & BUILDING MANAGEMENT COMMITTEE
SPECIAL MEETING
JANUARY 7, 2025**

ATTENDANCE: Barbara Smyth, Chairman; Greg Burnett; Heather Dunn; James Frayer;
Dajuan Wiggins; Nicole Eaddy

OTHER: Bryan Lutz; Alan Lo; Robert Stowers; Bill Hodel; Dan Phillips; JoAnn
Acquarulo

CALL TO ORDER

Chairman Smyth called the meeting to order at 6:01 P.M. There was a quorum present.

PUBLIC HEARING

**A. PARKING AUTHORITY LEASING OF SONO TRAIN STATION TO SONO
BREWING COMPANY**

**1. AUTHORIZE THE LEASING OF APPROX. 1059± SQ. FT. OF SPACE AT THE
SOUTH NORWALK TRAIN STATION (INBOUND SIDE) TO SONO BREWING
COMPANY FOR A TERM OF 10 YEARS WITH THREE (3) LESSEE OPTIONS TO
EXTEND THE TERM FOR CONSECUTIVE (5) YEARS PERIOD EACH, RENT TO BE
NEGOTIATED AND APPROVED BY THE NORWALK PARKING AUTHORITY.**

No one wished to speak on this item. The public hearing was then closed.

ROLL CALL

A Roll Call of those present was performed.

ACCEPTANCE OF MINUTES

A. REGULAR MEETING: DECEMBER 4, 2024

**** MS. EADDY MOVED TO APPROVE THE MINUTES OF DECEMBER 4, 2024 AS
SUBMITTED.**

**** MR. FRAYER SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

PUBLIC PARTICIPATION

There was no Public Participation at this time.

OLD BUSINESS

A. PARKING AUTHORITY LEASING OF SONO TRAIN STATION TO SONO BREWING COMPANY

1. AUTHORIZE THE LEASING OF APPROX. 1059± SQ. FT. OF SPACE AT THE SOUTH NORWALK TRAIN STATION (INBOUND SIDE) TO SONO BREWING COMPANY FOR A TERM OF 10 YEARS WITH THREE (3) LESSEE OPTIONS TO EXTEND THE TERM FOR CONSECUTIVE (5) YEARS PERIOD EACH, RENT TO BE NEGOTIATED AND APPROVED BY THE NORWALK PARKING AUTHORITY.

**** MR. FRAYER MOVED TO APPROVE ITEM 1. AUTHORIZE THE LEASING OF APPROX. 1059± SQ. FT. OF SPACE AT THE SOUTH NORWALK TRAIN STATION (INBOUND SIDE) TO SONO BREWING COMPANY FOR A TERM OF 10 YEARS WITH THREE (3) LESSEE OPTIONS TO EXTEND THE TERM FOR CONSECUTIVE (5) YEARS PERIOD EACH, RENT TO BE NEGOTIATED AND APPROVED BY THE NORWALK PARKING AUTHORITY. AS SUBMITTED.**

If this item is approved it will go before the Planning & Zoning Commission. Mr. Lutz clarified the location for those present.

**** THE MOTION PASSED UNANIMOUSLY.**

NEW BUSINESS

A. REVIEW FINAL GMP FOR THE NORWALK COMMUNITY RECREATION CENTER AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A FINAL GUARANTEED MAXIMUM PRICE (GMP) AMENDMENT TWO TO NEWFIELD CONSTRUCTION GROUP, LLC'S CONTRACT FOR THE NEW NORWALK COMMUNITY RECREATION CENTER AT 98 SOUTH MAIN STREET FOR A TOTAL NOT TO EXCEED \$4,645,770.00. TERMS OF THE AGREEMENT SHALL INCLUDE THE FOLLOWING:

- TOTAL TRADE COSTS - \$3,570,686.00**
- CM FIXED FEES AT 1.95% FOR \$264,260.00**
- CM CONTINGENCY AT 1.5% FOR \$192,581.00 (BALANCE REVERT TO THE CITY AT PROJECT COMPLETION)**
- GENERAL CONDITIONS FEE - \$618,243.00**

FUNDS ARE AVAILABLE FROM ACCOUNTS:

134030 5796 ABL01 – ARPA FUNDS -FOR COMMUNITY REC CENTER
140000 5796 ACMF3 – ARPA FUNDS FOR 98 SOUTH MAIN STREET COMM. REC.
CENTER
510000 5796 GGP02 – GGP FUNDS FOR COMM. REC. CENTER
09191340 5796 C0634 – GGP FUNDS FOR COMM. REC. CENTER
09256030 5777 C0719 – CAPITAL BUDGET FUNDS FOR 98 S. MAIN COMM.
CENTER
ACCT. TBD - 2025 SPECIAL CAPITAL BUDGET APPROPRIATION
09247199 5799 G0050 – STATE DECD
09247100 5779 G0050 – HUD

**** MS. EADDY MOVED TO APPROVE 1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A FINAL GUARANTEED MAXIMUM PRICE (GMP) AMENDMENT TWO TO NEWFIELD CONSTRUCTION GROUP, LLC'S CONTRACT FOR THE NEW NORWALK COMMUNITY RECREATION CENTER AT 98 SOUTH MAIN STREET FOR A TOTAL NOT TO EXCEED \$4,645,770.00. TERMS OF THE AGREEMENT SHALL INCLUDE THE FOLLOWING: • TOTAL TRADE COSTS - \$3,570,686.00 • CM FIXED FEES AT 1.95% FOR \$264,260.00 • CM CONTINGENCY AT 1.5% FOR \$192,581.00 (BALANCE REVERT TO THE CITY AT PROJECT COMPLETION) • GENERAL CONDITIONS FEE - \$618,243.00 FUNDS ARE AVAILABLE FROM ACCOUNTS: 134030 5796 ABL01 – ARPA FUNDS -FOR COMMUNITY REC CENTER 140000 5796 ACMF3 – ARPA FUNDS FOR 98 SOUTH MAIN STREET COMM. REC. CENTER 510000 5796 GGP02 – GGP FUNDS FOR COMM. REC. CENTER 09191340 5796 C0634 – GGP FUNDS FOR COMM. REC. CENTER 09256030 5777 C0719 – CAPITAL BUDGET FUNDS FOR 98 S. MAIN COMM. CENTER ACCT. TBD - 2025 SPECIAL CAPITAL BUDGET APPROPRIATION 09247199 5799 G0050 – STATE DECD 09247100 5779 G0050 – HUD**

This item has been discussed extensively in prior meetings. The bids have come in higher than expected. Mr. Lo came forward to discuss this item. He provided further review of the financial details of the proposed contracts. He also reviewed where the proposal would be going pending approval. Discussion followed regarding what would be done in the recreation center in regards to the bids. Mr. Burnett asked if there were any other major dates in regards to moving the project forward which might require them to come back to the Committee. Mr. Lo said he did not want to come back to ask for more money for the project if possible. He felt the project had enough contingency money currently. He went into further detail about potential issues that might come up that would need contingency money. Mr. Burnett asked for more information regarding the status of parking for the project. Discussion followed regarding the status of the neighboring lots and how parking was being handled.

**** THE MOTION PASSED UNANIMOUSLY.**

**B. REVIEW GMP AMENDMENT FOR CRANBURY PARK/GALLAHER MANSION
IMPROVEMENT PROJECT AND REFER THE FOLLOWING ACTION TO THE
COMMON COUNCIL:**

**1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A
GUARANTEED MAXIMUM PRICE (GMP) AMENDMENT TO THE DOWNES
CONSTRUCTION COMPANY, LLC'S CONSTRUCTION MANAGER (CM)
CONTRACT FOR THE CRANBURY PARK/GALLAHER MANSION IMPROVEMENT
PROJECT FOR A TOTAL AMOUNT NOT TO EXCEED \$4,173,342.00. TERMS OF
THE AGREEMENT
SHALL INCLUDE:**

- TOTAL TRADE COSTS - \$3,298.884.00**
- CM FIXED FEES AT 2.5% FOR \$102,991.00**
- CM CONTINGENCY AT 3% FOR \$121,554.00 (BALANCE REVERT TO THE CITY
AT PROJECT COMPLETION)**
- GENERAL CONDITIONS FEE - \$649,914.00.**

**FUNDS FOR THIS AGREEMENT ARE AVAILABLE FROM THE STATE DECD
GRANT. ACCT #09236030 5782 C0831**

**** MR. FRAYER MOVED TO APPROVE ITEM B. REVIEW GMP AMENDMENT FOR CRANBURY PARK/GALLAHER MANSION IMPROVEMENT PROJECT AND REFER THE FOLLOWING ACTION TO THE COMMON COUNCIL: 1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A GUARANTEED MAXIMUM PRICE (GMP) AMENDMENT TO THE DOWNES CONSTRUCTION COMPANY, LLC'S CONSTRUCTION MANAGER (CM) CONTRACT FOR THE CRANBURY PARK/GALLAHER MANSION IMPROVEMENT PROJECT FOR A TOTAL AMOUNT NOT TO EXCEED \$4,173,342.00. TERMS OF THE AGREEMENT SHALL INCLUDE: • TOTAL TRADE COSTS - \$3,298.884.00 • CM FIXED FEES AT 2.5% FOR \$102,991.00 • CM CONTINGENCY AT 3% FOR \$121,554.00 (BALANCE REVERT TO THE CITY AT PROJECT COMPLETION) • GENERAL CONDITIONS FEE - \$649,914.00. FUNDS FOR THIS AGREEMENT ARE AVAILABLE FROM THE STATE DECD GRANT. ACCT #09236030 5782 C0831**

Mr. Lo came forward to discuss this item. He provided an overview of the property for those present. He outlined the reasoning for adding a large septic system and air conditioning. Further discussion followed regarding the air conditioning.

**** THE MOTION PASSED UNANIMOUSLY.**

**C. BOARD OF EDUCATION BUILDING MANAGEMENT SYSTEM FOR THE
KENDALL SCHOOL**

1. AUTHORIZE THE CITY'S PURCHASING AGENT TO EXECUTE A SOLE SOURCE AGREEMENT WITH CONNECTICUT TEMPERATURE CONTROLS, LLC FOR THE KENDALL SCHOOL BUILDING MANAGEMENT SYSTEM FOR A TOTAL NOT TO EXCEED \$94,127.00. FUNDING IS AVAILABLE IN THE FOLLOWING ACCOUNT: ACCT. #09255010 5777 C0721

**** MS. DUNN MOVED TO APPROVE ITEM C. BOARD OF EDUCATION BUILDING MANAGEMENT SYSTEM FOR THE KENDALL SCHOOL. 1. AUTHORIZE THE CITY'S PURCHASING AGENT TO EXECUTE A SOLE SOURCE AGREEMENT WITH CONNECTICUT TEMPERATURE CONTROLS, LLC FOR THE KENDALL SCHOOL BUILDING MANAGEMENT SYSTEM FOR A TOTAL NOT TO EXCEED \$94,127.00. FUNDING IS AVAILABLE IN THE FOLLOWING ACCOUNT: ACCT. #09255010 5777 C0721**

It was noted that the building could not be properly heated currently due to outdated heating systems. The issues with the current system were reviewed and discussed.

**** THE MOTION PASSED UNANIMOUSLY.**

D. BUILDING MANAGEMENT - LED RETROFIT LIGHTING PROJECTS AT VARIOUS LOCATIONS:

1. A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH ENERGY RESOURCES USA, LLC TO PROVIDE LED LIGHTING RETROFIT IMPROVEMENTS AT CITY HALL FOR A TOTAL NOT TO EXCEED \$199,102.56.

B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS WITH EVERSOURCE ENERGY TO APPLY FOR ENERGY INCENTIVES AND ENERGY EFFICIENT UPGRADE FINANCING THROUGH EVERSOURCE ON-BILL FINANCING PROGRAM FOR THE CITY HALL LED LIGHTING RETROFIT IMPROVEMENTS PROJECT.

2. A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH ENERGY RESOURCES USA, LLC TO PROVIDE LED LIGHTING RETROFIT IMPROVEMENTS AT THE NORWALK HEALTH DEPARTMENT FOR A TOTAL NOT TO EXCEED \$35,622.16.

B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS WITH EVERSOURCE ENERGY TO APPLY FOR ENERGY INCENTIVES AND ENERGY EFFICIENT UPGRADE FINANCING THROUGH EVERSOURCE ON-BILL FINANCING PROGRAM FOR THE NORWALK HEALTH DEPARTMENT LED LIGHTING RETROFIT IMPROVEMENTS PROJECT.

3. A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH ENERGY RESOURCES USA, LLC TO PROVIDE LED LIGHTING RETROFIT IMPROVEMENTS AT THE NATHANIEL ELY CENTER FOR A TOTAL NOT TO EXCEED \$60,493.39.

B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS WITH EVERSOURCE ENERGY TO APPLY FOR ENERGY INCENTIVES AND ENERGY EFFICIENT UPGRADE FINANCING THROUGH EVERSOURCE ON-BILL FINANCING PROGRAM FOR THE NATHANIEL ELY CENTER LED LIGHTING RETROFIT IMPROVEMENTS PROJECT.

4. A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH ENERGY RESOURCES USA, LLC TO PROVIDE LED LIGHTING RETROFIT IMPROVEMENTS AT ROOSEVELT CENTER FOR A TOTAL NOT TO EXCEED \$41,548.66.

B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS WITH EVERSOURCE ENERGY TO APPLY FOR ENERGY INCENTIVES AND ENERGY EFFICIENT UPGRADE FINANCING THROUGH EVERSOURCE ON-BILL FINANCING PROGRAM FOR THE ROOSEVELT SENIOR CENTER LED LIGHTING RETROFIT IMPROVEMENTS PROJECT.

**** MS. EADDY MOVED TO APPROVE ITEMS ‘D. BUILDING MANAGEMENT - LED RETROFIT LIGHTING PROJECTS AT VARIOUS LOCATIONS: 1. A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH ENERGY RESOURCES USA, LLC TO PROVIDE LED LIGHTING RETROFIT IMPROVEMENTS AT CITY HALL FOR A TOTAL NOT TO EXCEED \$199,102.56. B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS WITH EVERSOURCE ENERGY TO APPLY FOR ENERGY INCENTIVES AND ENERGY EFFICIENT UPGRADE FINANCING THROUGH EVERSOURCE ON-BILL FINANCING PROGRAM FOR THE CITY HALL LED LIGHTING RETROFIT IMPROVEMENTS PROJECT. 2. A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH ENERGY RESOURCES USA, LLC TO PROVIDE LED LIGHTING RETROFIT IMPROVEMENTS AT THE NORWALK HEALTH DEPARTMENT FOR A TOTAL NOT TO EXCEED \$35,622.16. B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS WITH EVERSOURCE ENERGY TO APPLY FOR ENERGY INCENTIVES AND ENERGY EFFICIENT UPGRADE FINANCING THROUGH EVERSOURCE ON-BILL FINANCING PROGRAM FOR THE NORWALK HEALTH DEPARTMENT LED LIGHTING RETROFIT IMPROVEMENTS PROJECT. 3. A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH ENERGY RESOURCES USA, LLC TO PROVIDE LED LIGHTING RETROFIT IMPROVEMENTS AT THE NATHANIEL ELY CENTER FOR A TOTAL NOT TO EXCEED \$60,493.39. B. AUTHORIZE THE**

MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS WITH EVERSOURCE ENERGY TO APPLY FOR ENERGY INCENTIVES AND ENERGY EFFICIENT UPGRADE FINANCING THROUGH EVERSOURCE ON-BILL FINANCING PROGRAM FOR THE NATHANIEL ELY CENTER LED LIGHTING RETROFIT IMPROVEMENTS PROJECT. 4. A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH ENERGY RESOURCES USA, LLC TO PROVIDE LED LIGHTING RETROFIT IMPROVEMENTS AT ROOSEVELT CENTER FOR A TOTAL NOT TO EXCEED \$41,548.66. B. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS WITH EVERSOURCE ENERGY TO APPLY FOR ENERGY INCENTIVES AND ENERGY EFFICIENT UPGRADE FINANCING THROUGH EVERSOURCE ON-BILL FINANCING PROGRAM FOR THE ROOSEVELT SENIOR CENTER LED LIGHTING RETROFIT IMPROVEMENTS PROJECT.'

Mr. Lo came forward to discuss this item. He said that Eversource was looking to restructure their incentive programs. He reviewed the previous work done on the buildings and what replacements would be happening. Further discussion regarding electrical aspects followed.

**** THE MOTION PASSED UNANIMOUSLY.**

E. SOUTH NORWALK SCHOOL- REVIEW BID RECOMMENDATION FOR FURNITURE PURCHASE AND REFER RECOMMENDATION TO THE COMMON COUNCIL FOR ACTION:

1. A. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO W.B. MASON CO. INC. FOR VARIOUS FURNITURE ITEMS FOR THE SOUTH NORWALK ELEMENTARY SCHOOL FOR A TOTAL SUM OF \$1,108,466. FUNDS ARE AVAILABLE IN ACCT. #0922 5010 5777 C0808.

B. AUTHORIZE THE PURCHASING AGENT TO ISSUE CHANGE ORDERS ON PURCHASE ORDER FOR A TOTAL NOT TO EXCEED \$100,000.

**** MR. FRAYER MOVED TO APPROVE ITEMS 'E. SOUTH NORWALK SCHOOL- REVIEW BID RECOMMENDATION FOR FURNITURE PURCHASE AND REFER RECOMMENDATION TO THE COMMON COUNCIL FOR ACTION: 1. A. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO W.B. MASON CO. INC. FOR VARIOUS FURNITURE ITEMS FOR THE SOUTH NORWALK ELEMENTARY SCHOOL FOR A TOTAL SUM OF \$1,108,466. FUNDS ARE AVAILABLE IN ACCT. #0922 5010 5777 C0808. B. AUTHORIZE THE PURCHASING AGENT TO ISSUE CHANGE ORDERS ON PURCHASE ORDER FOR A TOTAL NOT TO EXCEED \$100,000.'**

Mr. Philips came forward to discuss this item. He said the architect had previously presented the FFN and Technology packages to the Board of Education and Facilities in September of 2024.

The final package was also approved by the Board of Education in October 2024. Three bids were received for the FFN package. No compliant technology bids were received at the time. WB Mason was decided to be the lowest responsible bidder. Review of the bid followed.

**** THE MOTION PASSED UNANIMOUSLY.**

DISCUSSION

A. BOARD OF EDUCATION MONTHLY PROJECT UPDATES

Mr. Phillips came forward to provide an update. He provided a slide-show for those present. The following updates were provided:

- South Norwalk Elementary School
 - Project Scope, Budget, and Project update.
- Photos of the buildings under construction.
 - Roofing updates
- Norwalk High School / P-TECH
 - Project Scope, Budget, and Project update.
- Photos of utilities installation status.
- Indoor Air Quality Upgrades for Norwalk Public Schools

ADJOURNMENT

**** MS. DUNN MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:22 P.M.

Respectfully Submitted,
Ian A. Soltes
Telesco Secretarial Services