

**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, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at [www.norwalkct.org/meetings](http://www.norwalkct.org/meetings).



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## **AGENDA**

**I. ROLL CALL**

**II. ACCEPTANCE OF MINUTES May 12, 2020**

**III. PUBLIC PARTICIPATION**

**IV. MAYOR**

**A. RESIGNATION AND APPOINTMENTS**

**RESIGNATIONS:**

**APPOINTMENTS:**

**REAPPOINTMENTS:**

**MAYOR'S REMARKS:** Update Regarding City Response to COVID-19

**V. COUNCIL PRESIDENT**

**A. GENERAL COUNCIL BUSINESS:**

**RESIGNATION AND APPOINTMENTS**

**RESIGNATIONS:**

**APPOINTMENTS:**

**REAPPOINTMENTS:**

**B. CONSENT CALENDAR:**

**VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS**

**A. CORPORATION COUNSEL**

1. Authorization for discussion: Settlement: Jasmine Turner v. Norwalk Police Department  
**EXECUTIVE SESSION**

**VII. COMMON COUNCIL COMMITTEES**

**A. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE**

1. Authorize the Mayor, Harry W. Rilling, to execute an amendment to Atlas Pyrovision Entertainment Group, Inc. for the Annual Fireworks Display to extend their contract to include the July 3, 2021 with a rain date of July 5, 2021 and July 3, 2022 with a rain date of July 5, 2022 display for a sum not to exceed \$43,500.00 for each year. All remaining terms of the agreement to remain unchanged. Account #014103-5298.

**B. FINANCE COMMITTEE**

1. Accept and Approve the Report of the Claims Committee Dated: May 14, 2020
2. For informational purposes only: Narrative on Tax Collections Dated: May 14, 2020.
3. For informational purposes only: Monthly Tax Collector's Report Dated: April 2020.
4. Authorize the Mayor, Harry W. Rilling, to submit an application to the State of Connecticut Department of Emergency Services and Public Protection Division of Emergency Management & Homeland Security Grant for the Emergency Management Performance Grant which is approximately \$65,000.

5. Authorize the Mayor, Harry W. Rilling, to submit an application to the State of Connecticut for grant funds provided under the State of Connecticut's Local Capital Improvement Fund for Local Capital Improvement Program (\$647,076- 2020 Entitlement).

6. Approval of Budget:

a. Approval of FY 2020-21 Parking Authority Budget

b. Approval of FY 2020-21 WPCA Budget

7. Authorize the Mayor, Harry W. Rilling, to execute a contract with Shipman & Goodwin LLP to provide bond counsel services, with pricing for services based upon the proposal submitted by Shipman & Goodwin to the City on January 28, 2020 as amended by the May 1, 2020 email from Bruce Chudwick. Account #301340-5523.

8. RESOLUTION: Approve special capital appropriations totaling \$1,642,470 to increase the available funds in Board of Education Capital Project number 09-205010-C0112, Instructional Technology, for the purchase of e-tablet computers for students and teachers in grades K through 8.

**C. PUBLIC WORKS COMMITTEE**

1. Authorize the Mayor, Harry W. Rilling, to enter into a Temporary Right of Access and Entry Agreement with SoNo TOD, LLC to enter over a certain portion of 30 Monroe Street for construction access purposes.

**VIII. RESOLUTIONS FROM COMMON COUNCIL**

**IX. MOTIONS POSTPONED TO A SPECIFIC DATE**

**X. SUSPENSION OF RULES**

**XI. ADJOURNMENT**

COMMON COUNCIL  
NORWALK, CONNECTICUT

MAY 12, 2020  
VIA TELECONFERENCE

**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**

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### **I. ROLL CALL**

Mayor Rilling called the meeting to order at 7:32 p.m. and led all in reciting the Pledge of Allegiance.

Ms. King read the notice. Mayor Rilling explained that all votes would be done by Roll Call.

## **I. ROLL CALL**

Ms. King called the Roll. The following Common Council members were present:

|                   |                     |                          |
|-------------------|---------------------|--------------------------|
| Council at Large: | Mr. Gregory Burnett | Ms. Dominique Johnson    |
|                   | Mr. Manny Langella  | Mr. Nicholas Sacchinelli |
|                   | Ms. Barbara Smyth   |                          |

|             |                     |                    |
|-------------|---------------------|--------------------|
| District A: | Mr. David Heuvelman | Mr. Kadeem Roberts |
|-------------|---------------------|--------------------|

|             |                   |                  |
|-------------|-------------------|------------------|
| District B: | Ms. Darlene Young | Mr. Ernest Dumas |
|-------------|-------------------|------------------|

|             |                |                        |
|-------------|----------------|------------------------|
| District C: | Mr. John Kydes | Mr. George Theodoridis |
|-------------|----------------|------------------------|

|             |                       |                |
|-------------|-----------------------|----------------|
| District D: | Mr. George Tsiranides | Mr. Tom Keegan |
|-------------|-----------------------|----------------|

|             |                       |                   |
|-------------|-----------------------|-------------------|
| District E: | Mr. Thomas Livingston | Ms. Lisa Shanahan |
|-------------|-----------------------|-------------------|

At Roll Call there were fifteen (15) Common Council members present. A Quorum was present.

Also present were Mayor Harry Rilling and City Clerk, Donna King.

## **II. ACCEPTANCE OF MINUTES**

April 28, 2020

**\*\* MR. LIVINGSTON MOVED TO ACCEPT THE MINUTES AS PRESENTED**

**\*\* MOTION PASSED UNANIMOUSLY BY ROLL CALL VOTE (MR. BURNETT; MS. JOHNSON; MR. LANGELLA; MR. SACCHINELLI; MS. SMYTH; MR. HEUVELMAN; MR. ROBERTS; MR. DUMAS; MS. YOUNG; MR. KYDES; MR. THEODORIDIS; MR. KEEGAN; MR. TSIRANIDES; MR. LIVINGSTON; MS. SHANAHAN)**

### III. PUBLIC PARTICIPATION

*Public participation comments are not verbatim and represent a summarization of statements unless otherwise noted.*

Ms. Diane Lauricella said she wanted to talk about three items. She spoke about the capital budget and said Parks and Recreation needs to put the use of artificial turf on hold. She asked that they put in a covenant that they need to look at alternate materials.

Ms. Lauricella asked Land Use and Building Management to optimize green building designs.

Ms. Lauricella said she was disappointed that white men were appointed to the Conservation Commission. She asked this Common Council to ask the City Clerk and Assistant City Clerk to develop a list of current openings. She said she looks forward to talking to Ms. Smyth on how to find solutions to this. She said they need to discuss appointments and said there are at least a dozen boards and commissions where there are no women or only one or two.

Ms. Lauricella said that citizens have the right to have fairness when appointments are done.

No other members of the public signed up to speak this evening.

Ms. King read a letter submitted by Mr. Richard Bonenfant dated May 11, 2020 regarding the honorary naming of a portion of Chestnut Street. He said it should be withdrawn because the proper procedures were not followed.

There were no other comments.

### IV. MAYOR

#### A. RESIGNATION AND APPOINTMENTS RESIGNATIONS:

#### APPOINTMENTS:

**\*\* MS. SHANAHAN MOVED TO APPROVE THE APPOINTMENT OF  
MATT PENTZ AS A REGULAR MEMBER OF THE CONSERVATION  
COMMISSION**

**\*\* MOTION PASSED UNANIMOUSLY BY VOICE VOTE**

D. Seeley Hubbard, Conservation Commission, Alternate

Mr. Hubbard withdrew his application.

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#### REAPPOINTMENTS:

There were none.

#### MAYOR'S REMARKS:

Mayor Rilling said that he put out his daily briefing. He hosted another virtual Town Hall meeting on May 11, 2020 with Police Chief Kulhawik and State Senator Duff.

Mayor Rilling gave an update on COVID – 19. He said yesterday there were eight new positive cases reported and thankfully no new deaths to report. Mayor Rilling talked about Re-Open Norwalk and said the plan will follow State of CT Guidelines and recommendations by medical experts. The details of the plan will be available on the City of Norwalk's website.

Mayor Rilling cautioned the public that we are no where near being out of the woods. He said he wants to re-open cautiously and is going to pay attention to the medical professionals. He expressed appreciation to the public for their patience and acknowledge their frustration, but noted it may be a mistake if Norwalk opens too quickly. He said this is a situation where they are learning every day. This is not about any one individual; it is about all of us.

Mayor Rilling thanked everyone and said he was pleased to report that most people are complying with the Governor's guidelines.

### **V. COUNCIL PRESIDENT**

#### A. GENERAL COUNCIL BUSINESS:

Ms. Smyth addressed Ms. Lauricella's comments. She said that She and Ms. Young, Ms. Johnson and Ms. Shanahan had a Zoom meeting today about getting women more interested in serving on boards and commissions. She said they not only want to include women, but want to include minorities. She said they will continue to work on that.

Ms. Smyth thanked Mr. Bonenfant for catching an oversight and said it will be addressed.

#### RESIGNATION AND APPOINTMENTS RESIGNATIONS:

#### APPOINTMENTS:

**\*\* MS. SMYTH MOVED TO APPROVE THE APPOINTMENT OF TONY LOPEZ AS A REGULAR MEMBER OF THE BOARD OF ETHICS**

Mr. Keegan spoke in support of the appointment. Mayor Rilling also spoke in support and congratulated the Common Council for coming up with an outstanding person.

**\*\* MOTION PASSED UNANIMOUSLY BY ROLL CALL VOTE (MR. BURNETT; MS. JOHNSON; MR. LANGELLA; MR. SACCHINELLI; MS. SMYTH; MR. HEUVELMAN; MR. ROBERTS; MR. DUMAS; MS. YOUNG; MR. KYDES; MR. THEODORIDIS; MR. KEEGAN; MR. TSIRANIDES; MR. LIVINGSTON; MS. SHANAHAN)**

REAPPOINTMENTS:

B. CONSENT CALENDAR

**\*\* MS. SHANAHAN MOVED THE FOLLOWING CONSENT CALENDAR:**

**VII.A.3, VII.B.1, VII.B.2, VII.B.3A, VII.B.3B, VII.B.4A, VII.B.4B, VII.B.5A, VII.B.5B, VII.B.6A, VII.B.6B, VII.B.7A, VII.B.7B, VII.B.8A, VII.B.8B, VII.B.8C, VII.B.9A, VII.B.9B, VII.B.9C, VII.B.10, VII.B.11A, VII.B.11B, VII.B.12, VII.B.13A, VII.B.13B, VII.B.14**

## **VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS**

### **VII. COMMON COUNCIL COMMITTEES**

#### **A. PUBLIC WORKS COMMITTEE**

**1. APPROVE THE REQUEST FOR THE HONORARY NAMING OF THE PORTION OF CHESTNUT STREET FROM MONROE STREET TO MERRITT PLACE TO OFFICER CESAR RAMIREZ DRIVE. *CONSENT TO TABLE BACK TO COMMITTEE***

**2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO A TEMPORARY RIGHT OF ACCESS AND ENTRY AGREEMENT WITH SONO TOD, LLC TO ENTER OVER A CERTAIN PORTION OF 30 MONROE STREET FOR CONSTRUCTION ACCESS PURPOSES. (SEE ATTACHED MEMORANDUM OF JESSICA CASEY DATED APRIL 30, 2020). *CONSENT TO TABLE TO 5/26/2020 COMMON COUNCIL MEETING***



**3. 8-24 REFERRAL – DPW – TEMPORARY RIGHT OF ENTRY AND ACCESS AGREEMENT OVER 30 MONROE STREET – REPORT AND RECOMMENDATION ACTION. APPROVED**

**B. LAND USE AND BUILDING MANAGEMENT COMMITTEE**

**1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A THIRD AMENDMENT TO THE MANAGEMENT AGREEMENT WITH ODYSSEY LEARNING INC. FOR THE OPERATION OF EARLY CHILDHOOD PROGRAMS AT NATHANIEL ELY CENTER TO EXTEND THE TERMS OF THE AGREEMENT FROM JULY 1, 2020 TO JUNE 30, 2022. ALL REMAINING AGREEMENT TERMS TO REMAIN UNCHANGED.**

**2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A THIRD AMENDMENT TO THE MANAGEMENT AGREEMENT WITH GROWING SEEDS TOO CHILD DEVELOPMENT CENTER, INC. FOR THE OPERATION OF EARLY CHILDHOOD PROGRAMS AT BENJAMIN FRANKLIN CENTER TO EXTEND THE TERMS OF THE AGREEMENT FROM JULY 1, 2020 TO JUNE 30, 2022. ALL REMAINING AGREEMENT TERMS TO REMAIN UNCHANGED.**

**3A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SOLE SOURCE AGREEMENT WITH GABRIELLI TRUCK SALES OF MILFORD FOR THE PURCHASE OF A PROPANE FUELED BOX TRUCK REPLACEMENT FOR A TOTAL NOT EXCEED \$71,832.00. FUNDS ARE AVAILABLE IN ACCT. #09195010 5777 C0523.**

**3B. AUTHORIZE THE NPS FACILITIES DEPT. TO ISSUE ADDITIONAL CHARGES FOR TRUCK BODY LETTERING FOR A TOTAL NOT TO EXCEED \$1,700.00. FUNDS ARE AVAILABLE IN ACCT. #09195010 5777 C0523.**

**4A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH INNOVATIVE ENGINEERING SERVICES, LLC. TO PROVIDE BUILDING COMMISSIONING SERVICES FOR THE JEFFERSON ELEMENTARY SCHOOL – RENOVATE AS NEW PROJECT FOR A TOTAL NOT TO EXCEED OF \$58,300. FUNDS ARE AVAILABLE IN ACCOUNT # 0919/205010 5777 C0619**

**4B. AUTHORIZE A CONTINGENCY FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT TO EXCEED \$5,000.**

**5A. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER WITH OMNI DATA FOR WIRELESS ACCESS POINTS FOR THE PONUS RIDGE SCHOOL ADDITION AND ALTERATIONS PROJECT FOR A TOTAL SUM OF \$91,368.44. FUNDS ARE AVAILABLE IN ACCT. #09185010 5777 C0608**

**5B. AUTHORIZE THE PURCHASING AGENT TO ISSUE A CHANGE ORDER ON PURCHASE ORDER FOR A TOTAL NOT TO EXCEED \$4,568.00.**

**6A. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER WITH CDW-G, LLC FOR CHARGING CARTS FOR THE PONUS RIDGE SCHOOL ADDITION AND ALTERATIONS PROJECT FOR A TOTAL SUM OF \$27,300.00. FUNDS ARE AVAILABLE IN ACCT. #09185010 5777 C0608**

**6B. AUTHORIZE THE PURCHASING AGENT TO ISSUE A CHANGE ORDER ON PURCHASE ORDER FOR A TOTAL NOT TO EXCEED \$1,365.00.**

**7A. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER WITH RAPTOR TECHNOLOGIES FOR THE VISITOR MANAGEMENT SYSTEM FOR THE PONUS RIDGE SCHOOL ADDITION AND ALTERATIONS PROJECT FOR A TOTAL SUM OF \$1,408.00. FUNDS ARE AVAILABLE IN ACCT. #09185010 5777 C0608**

**7B. AUTHORIZE THE PURCHASING AGENT TO ISSUE A CHANGE ORDER'S ON PURCHASE ORDERS FOR A TOTAL NOT TO EXCEED \$140.00.**

**8A. RESOLVED, THAT THE NORWALK FACILITIES CONSTRUCTION COMMISSION (NFCC) IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE NEW CRANBURY ELEMENTARY SCHOOL, NEW SCHOOL CONSTRUCTION PROJECT.**

**8B. RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE NEW CRANBURY ELEMENTARY SCHOOL, NEW SCHOOL CONSTRUCTION PROJECT.**

**8C. RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE CITY OF NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES AND TO ACCEPT OR REJECT A GRANT FOR THE NEW CRANBURY ELEMENTARY SCHOOL, NEW SCHOOL CONSTRUCTION PROJECT.**

**9A. RESOLVED, THAT THE NORWALK FACILITIES CONSTRUCTION COMMISSION (NFCC) IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE NARAMAKE ELEMENTARY SCHOOL KITCHEN ADDITION AND CAFETERIA ALTERATION PROJECT.**

**9B. RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE NARAMAKE ELEMENTARY SCHOOL KITCHEN ADDITION AND CAFETERIA ALTERATION PROJECT.**

**9C. RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE CITY OF NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES AND TO ACCEPT OR REJECT A GRANT FOR THE NARAMAKE ELEMENTARY SCHOOL KITCHEN ADDITION AND CAFETERIA ALTERATION PROJECT.**

**10. AUTHORIZE THE PURCHASING AGENT TO INCREASE CHANGE ORDERS ALLOWANCE TO INSALCO CORPORATION FOR THE PURCHASE OF VARIOUS FURNITURE ITEMS FOR THE PONUS SCHOOL ADDITION AND ALTERNATIONS PROJECT FROM \$11,648.00 TO \$20,000.00. ACCT. #09185010 5777 C0608**

**11. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH ORION SECURITY SERVICES, INC. TO PROVIDE SECURITY SERVICES AT:**

**A. CITY HALL DAY TIME AND NIGHT TIME SECURITY GUARD SERVICES. BASE CONTRACT SERVICES FOR FY 2020 - 2021 SHALL NOT EXCEED \$101,836.80; FY 2021 - 2022- \$103,500.80; FY 2022 - 2023 - \$105,580.80; WITH TWO (2) ONE-YEAR OPTIONS FOR 2023 -24 AND 2024 - 2025, ACCOUNT NUMBER 014075-5296.**

**B. NORWALK HEALTH DEPARTMENT DAY TIME SECURITY GUARD SERVICES. BASE CONTRACT SERVICES FOR FY 2020 - 2021 SHALL NOT EXCEED \$32,730.88; FY 2021 - 2022- \$33,313.28; FY 2022 - 2023 - \$34,041.28; WITH TWO (2) ONE-YEAR OPTIONS FOR 2023 -24 AND 2024 - 2025, ACCOUNT NUMBER 012012- 5296.**

**12. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO GUARDIAN SERVICE INDUSTRIES INC.'S CONTRACT TO PROVIDE BUILDING MANAGEMENT SERVICES TO EXTEND THE AGREEMENT PERIOD FROM JULY 1, 2020 TO DECEMBER 31, 2020 FOR A TOTAL NOT TO EXCEED \$945,590.19. ALL REMAINING TERMS OF THE AGREEMENT TO REMAIN UNCHANGED. FUNDS ARE AVAILABLE FROM VARIOUS 2020-2021 OPERATING BUDGET ACCOUNTS.**

**13A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH INNOVATIVE ENGINEERING SERVICES, LLC TO PROVIDE BUILDING COMMISSIONING SERVICES FOR THE NORWALK MARITIME AQUARIUM FUNCTIONAL REPLACEMENT PROJECT FOR A TOTAL NOT TO EXCEED \$37,150.00. FUNDS ARE AVAILABLE FROM THE STATE'S MARITIME AQUARIUM FUNCTIONAL REPLACEMENT PROJECT ACCOUNT #09194031 5799 C0635**

**13B. AUTHORIZE AN ADDITIONAL PROFESSIONAL SERVICES CONTINGENCY ALLOWANCE FOR A TOTAL NOT TO EXCEED \$3,000.**

**14. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY FOR THE SALE OF CITY SURPLUS PROPERTIES LOCATED ON BOUTON STREET (DISTRICT 5, BLOCK 81, LOTS 169 & 173) TO A1Z7 LLC FOR A TOTAL OF \$34,000.**

**\*\* MOTION PASSED UNANIMOUSLY BY ROLL CALL VOTE (MR. BURNETT; MS. JOHNSON; MR. LANGELLA; MR. SACCHINELLI; MS. SMYTH; MR. HEUVELMAN; MR. ROBERTS; MR. DUMAS; MS. YOUNG; MR. KYDES; MR. THEODORIDIS; MR. KEEGAN; MR. TSIRANIDES; MR. LIVINGSTON; MS. SHANAHAN)**

## **VII. COMMON COUNCIL COMMITTEES**

### **C. PLANNING COMMITTEE**

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Due to a potential conflict of interest, Ms. Smyth recused herself and left the meeting.

**\*\* MR. KYDES MOVED TO APPROVE THE 2020-2021 CAPITAL BUDGET OF THE CITY OF NORWALK WITH MODIFICATIONS AS OUTLINED IN THE ATTACHED MEMO.**

Mr. Kydes reviewed the \$154 million capital budget request. He explained that \$25 million will come from grants and other non-operational sources. He highlighted department requests including Public Works for road maintenance and the implementation of watercourse maintenance. He talked about Recreation and Parks and that various sports fields were in the budget request.

Mr. Kydes said that \$102.7 million will go to the Board of Education, with the largest amount going to Cranbury Elementary School and the new Norwalk High School where 80% would be State of Connecticut funded.

Mr. Livingston said this is a very large budget with very important items, including flood mitigation. About \$100 million is for major school projects; each is subject to approval by the State. He said that while he strongly supports the capital budget, they need to be prepared to make changes.

Mr. Keegan said that after listening to Mr. Dachowitz presentation last week, he noted these are different times. He said that he is watching how communities are making cuts, but we aren't. He said that we have people who are out of work and concerned about being able to feed their families. He said that he feels we are being a bit aloof. He added that he did not know why we think we are different.

Mr. Heuvelman said he echoed some of what Mr. Keegan said. He said that Mr. Dachowitz' comments were sobering. He added that the future is uncertain. He said that it may get worse or it may stay the same, but we are in a position to help the most needy.

Mr. Heuvelman said that it is concerning that we are not making cuts. He said he did not know what to cut, because he does not know the future. He said they need to look at this with an eye to the future and may have to make cuts.

Mayor Rilling explained that this is an authorization to bond only; not an authorization to spend. He said he understands the need to be frugal, but if they do not move this forward, they will not be able to move this. He said they have been very carefully crafting the budget and some of the projects will help the economy by putting people back to work. Mayor Rilling said there are a lot of things that need to happen before they can spend the money.

Mayor Rilling said this budget addresses infrastructure that was neglected prior to this administration. She said that they consulted with the bond counsel and found that this

budget does not jeopardize their bond rating. He said he is looking at this as a place holder. If they do not invest in the infrastructure now, they will have to pay later.

Mr. Dachowitz, City of Norwalk CFO said these are challenging times. He said he has been in Norwalk for about a year and inherited a financially strong City. He said that is why they have been able to weather the storm better than others. They had a strong balance sheet, but going forward have to watch what is going to happen.

If the requests for Norwalk High School and Cranbury Elementary School are not approved, they will not get reimbursement from the State. There have been projects that were delayed or underfunded that need to move forward. He said they can scale down the projects or stretch out the projects so there is no impact on the AAA rating.

**\*\* MOTION PASSED BY ROLL CALL VOTE WITH 13 (THIRTEEN) IN FAVOR ((MR. BURNETT; MS. JOHNSON; MR. LANGELLA; MR. SACCHINELLI; MR. HEUVELMAN; MR. ROBERTS; MR. DUMAS; MS. YOUNG; MR. KYDES; MR. THEODORIDIS; MR. TSIRANIDES; MR. LIVINGSTON; MS. SHANAHAN) AND ONE (1) VOTE IN OPPOSITION (MR. KEEGAN)**

Ms. Smyth returned to the meeting.

#### D. FINANCE COMMITTEE

1. Review the summary of the FY 2020 - 21 Tentative Approved Operating Budget adopted by the Board of Estimate and Taxation (BET) on May 4, 2020, along with the associated mill rates by taxing district. The BET's net appropriation is equal to the cap established by the Common Council on February 25, 2020.

Mr. Burnett explained they are approaching the final phase of the budget cycle. The Board of Estimate and Taxation made some changes to the recommended operating budget. The next step is for the Board of Estimate and Taxation to approve the 2021 budget on Monday, June 1, 2020 and the associated tax bills.

Mr. Burnett said they will continue to measure the impact of COVID-19 as they prepare the 2021-2020 budget.

Mr. Dachowitz reviewed the recommended allocation changes to the operating budget.

Ms. Fogel, Director of Management and Budgets have an overview of the operating budget requests.

**X. MOTIONS POSTPONED TO A SPECIFIC DATE**

There were none.

**XI. SUSPENSION OF THE RULES**

There were none.

**XI. ADJOURNMENT**

**\*\* MR. HEUVELMAN MOVED TO ADJOURN**

**\*\* MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned by voice vote at 8:41 p.m.

ATTEST:\_\_\_\_\_

Donna King, City Clerk

AGREEMENT  
BY AND BETWEEN  
THE CITY OF NORWALK  
AND  
ATLAS PYROVISION ENTERTAINMENT GROUP, INC.

This Agreement made and entered into this 19th day of December, 2017, by the **CITY OF NORWALK**, Connecticut, acting herein by Harry W. Rilling, its Mayor, duly authorized (hereinafter referred to as "CITY") and **ATLAS PYROVISION ENTERTAINMENT GROUP, INC.**, a New Hampshire corporation licensed to do business in the State of Connecticut, acting herein by Sarah C. Bergeron, its President, duly authorized, whose mailing address is 136 Old Sharon Road, P.O. Box 498, Jaffrey, New Hampshire 03452 (hereinafter referred to as "CONTRACTOR").

**W I T N E S S E T H:**

WHEREAS, the CITY intends to have a fireworks display to celebrate Independence Day; and

WHEREAS, the CONTRACTOR has represented to the CITY that it is capable of producing a fireworks display according to the CITY's requirements; and

WHEREAS, based on CONTRACTOR's representations, the CITY desires to purchase fireworks from the CONTRACTOR and to retain the services of the CONTRACTOR to conduct the fireworks display according to the terms and conditions set forth in this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties agree as follows:

**1. SERVICES TO BE PERFORMED BY CONTRACTOR**

The CONTRACTOR agrees to perform its services in a diligent and professional manner and to provide all materials, including a barge, required to fire the display in a location to be designated by the CITY, in accordance with the specifications and terms of this Agreement, the CITY's Request for Proposals for Fireworks Display, dated August 29, 2017; Addendum No. 1 dated September 12, 2017 and the CONTRACTOR's Response dated September 15, 2017, which documents are attached hereto and incorporated herein as **Exhibits A, A-1, and B**, respectively.



The CONTRACTOR shall furnish all specified firework materials and, through the employment of a sufficient number of skilled and licensed personnel, it shall perform all services needed to set up and carry out the fireworks display as described in Exhibit B in a most timely and professional manner, consistent with best practices for the protection and safety of the general public. In the performance of its services hereunder, the CONTRACTOR shall faithfully observe and comply with all applicable laws, regulations and requirements including all requirements for licensing and training of its personnel.

The CONTRACTOR shall provide a sufficient number of trained and licensed pyrotechnicians, with a valid Connecticut State Police Certificate of Competency, who will be responsible for the display. The pyrotechnicians' names as well as certificate numbers will be submitted to the CITY no later than May 1 of each contracted year.

## 2. RESPONSIBILITIES TO BE PERFORMED BY CITY

A. The CITY shall be responsible for the following:

- obtaining and paying for the appropriate fireworks display permit needed in connection with the display and sending the permit documents to the CONTRACTOR for its records no later than thirty (30) days prior to the display date;

- providing the CONTRACTOR with all forms required in connection with any local and/or state license/permit that may be needed for the transportation and/or display of the fireworks, and a written statement of the local Fire Marshal's requirements for security of the fireworks truck upon its arrival, security of the fireworks materials prior to the display and the security of the designated fire zone before and during the display;

- providing to the CONTRACTOR travel route directions from the nearest U.S. Interstate to the display area, based on a route approved by the local authority having jurisdiction over the same;

- notifying the FAA of the plans for the display, according to instructions set out in the FAA Letter of Approval, to be provided by the CONTRACTOR, in sufficient time prior to the display;

- obtaining any required U.S. Coast Guard permits needed for the display, the handling of hazardous materials, including but not limited to a Coast Guard Marine Event Permit; and

- providing necessary police and fire protection at all times during the preparation of the displays, during the firing of the same and for a period of at least fifteen (15) minutes after the exhibition terminates.

B. CITY security responsibilities:

- The CITY will provide and maintain before, during and after the display until the pyrotechnician in charge declares the area "clear", any reasonably necessary security lines, police protection, snow fencing, rope lines, and/or barricades.

The CITY shall also provide and maintain an area clear of any buildings, cars and spectators with a minimum radius of 800 feet, as specified by NFPA Code 1123-1995, as a Fire Safety Zone (FSZ) during the entire period commencing from the time the fireworks are delivered to the display site until after the conclusion of the exhibition.

- The CITY shall supply and set up all rope lines when required for the protection of the public, and will supervise the cleaning of the area after the display is completed.

- Any inspections made by or on behalf of the CITY shall be in accordance with NFPA 1123-1995 and under the direct supervision of the CONTRACTOR's technician in charge. Any such inspection shall not in any way interfere with the safety, setup or schedule of the installation and disassembly of the fireworks exhibition.

C. CONTRACTOR security responsibilities:

- The CONTRACTOR will cease all fireworks discharge upon any security breach of the FSZ.

- The CONTRACTOR shall be responsible for personal injuries and vehicle or property damages occurring within the FSZ to the extent the same is a result of the failure of the CONTRACTOR to act in a reasonable manner relative to the aforementioned FSZ. The CONTRACTOR's technician in charge shall, at his reasonable discretion, cancel any inspection that in his opinion may reasonably compromise the safety of the public or the setup schedule.

### 3. TIME OF PERFORMANCE

A. This Agreement shall commence on the date hereof and shall be in effect for three (3) calendar years until the completion of the fireworks display in July 2020, unless otherwise terminated by the parties in accordance with the provisions set out herein.

B. The 2018, 2019, and 2020 fireworks displays shall be carried out on the evening of July 3rd of each year unless otherwise specified by CITY in writing and agreed to by the CONTRACTOR. The CONTRACTOR agrees that in the event of rain or inclement weather which would make it impossible or unsafe to fire the display, a postponement will be made to July 5th of the year in course, and if needed, to any date mutually acceptable to the parties. The CONTRACTOR shall authorize an individual to act as its agent to request inclement weather rescheduling of the delivery and display of the fireworks on the CONTRACTOR's part. Such a request shall be directed to the CITY's Director of Recreation and Parks, or a designated representative, who shall be authorized to act on the CITY's behalf for purposes of this Agreement.

B. Time shall be considered of the essence with regard to the scheduling of the performance of any fireworks display hereunder. Any request for rescheduling shall be made by 12:00 Midnight on July 2nd of the year in course, in order to avoid any rescheduling charge. If the CITY reschedules after that time, there will be a rescheduling charge of no more than ten percent (10%) of the compensation amount set out in Article 5.

C. It is also agreed that in the event the fireworks have been taken out and set up before any rain occurs, with fair weather prevailing at the time, then the exhibition of fireworks must be carried out in the best possible manner without any deductions from the compensation to be paid to the CONTRACTOR and regardless of current conditions at the time of the display.

### 4. EXPLOSIVES ON CITY PROPERTY

When the explosives to be used in the displays contemplated hereunder are located on CITY property, they must be stored in containers that comply with the Connecticut State Blasting Code and all other applicable laws, and only with the written approval of the CITY's Fire Marshal. The CONTRACTOR hereby agrees that, in addition to the insurance and indemnification provisions set forth herein, it shall provide security personnel

for said explosives and shall insure against harm from said explosives with a policy of general liability insurance during the period of storage of not less than Two Million Dollars (\$2,000,000.00) and shall release, indemnify and hold harmless the CITY, which indemnity shall include all attorney's fees, from any claims, losses, costs, damages, judgments, or suits arising from the storage of explosive material upon CITY property. The CITY shall be named as an additional insured on said policy.

## 5. COMPENSATION

Subject to these conditions, the contract price for the fireworks display and all materials and services related thereto, including transportation, delivery and travel expenses, insurance costs and any costs due to delays or postponements, shall not exceed the sum of **FORTY-THREE THOUSAND FIVE HUNDRED DOLLARS AND 00/100 (\$43,500.00)** for each display. This amount shall include the cost of a barge rental, sand and tug boat service as set out in Exhibit B. One-half of the amount shall be paid by the CITY upon delivery of the fireworks materials each year and the balance will be paid following the satisfactory performance of the display. No direct costs shall be reimbursed by the CITY.

This compensation constitutes full and complete payment for all costs assumed by the CONTRACTOR in performing this Agreement subject to the following:

A. It is agreed that the cost of any shells that fail to fire or fail to explode after being fired shall be fully credited to the CITY and deducted from the compensation to be paid to the CONTRACTOR hereunder.

The acceptance by the CONTRACTOR, its successors or assigns, of any payment made on the final requisition under this Agreement, or of any final payment due on termination, shall constitute a full and complete release of the CITY from any and all claims, demands and causes of action whatsoever which the CONTRACTOR, its successors or assigns have or may have against the CITY under the provisions of this Agreement.

B. The parties understand and acknowledge that the CITY, as a municipal government, is dependent upon receiving continued appropriations or budgeted funds sufficient for each fiscal year throughout the term of this Agreement. Notwithstanding provisions herein to the contrary, the Contractor understands

and agrees that the CITY has the right to terminate this Agreement in whole or in part, without penalty, at the end of any fiscal year of this Contract term if sufficient appropriations or budgeted funds are not authorized and made available for purposes of this Contract. In such event the CITY will give thirty (30) days written notice to the CONTRACTOR that the necessary funding has been denied.

#### 6. LICENSES AND PERMITS

This Agreement and CONTRACTOR's obligations hereunder are subject to all governing Federal, State, Municipal and local laws, rules, ordinances, regulations and codes, now or hereinafter in effect, and the conditions and limitations contained in the permits required for the delivery and exhibition of the fireworks. In the event any Federal, State, municipal or local law, rule, regulation or ordinance shall be enacted which in any way prohibits, limits or restricts the sale, performance or operation of the exhibition of the fireworks described herein or in the event CITY's permit in any way limits or restricts the sale, performance or operation of said exhibition, CONTRACTOR shall limit or restrict its performance or exhibition of the fireworks and/or substitute such equivalent fireworks so as to comply with such law, rule, regulation or ordinance of CITY's permit. In such event the CITY shall be entitled to a commensurate reduction or abatement in the contract price based on negotiation of the parties.

#### 7. INSURANCE

The CONTRACTOR agrees to obtain at its sole cost, all insurance coverage required by the CITY in compliance with the terms set out in the attached Insurance Rider. Each insurance policy shall be endorsed to provide that the City of Norwalk shall be named an additional insured and that the insurance company shall notify the CITY by certified mail at least thirty (30) days in advance of termination of or any change to the coverage. No change shall be made without the prior written approval of the CITY.

#### 8. GENERAL PROVISIONS

A. The CITY may at any time and for any reason, with or without cause, terminate this Agreement by written notice specifying the termination date, which shall be not less than fifteen (15) days from the date such notice is given. In the event of such termination, a lump sum amount equal to fifty

percent (50%) of the display fee provided herein shall be paid to the CONTRACTOR to compensate it for all services performed prior to the date of termination. Termination under this section shall not give rise to any claim against the CITY for damages or for compensation in addition to that provided hereunder.

B. The CONTRACTOR shall not assign or subcontract this Agreement or any of the services to be performed by it hereunder without prior consent of the CITY in writing. The CONTRACTOR shall be as fully responsible to the CITY for the acts and omissions of its subcontractors as it is for the acts and omissions of people directly employed by it. The CONTRACTOR shall require any subcontractor approved by the CITY to agree in its contract to observe and be bound by all obligations and conditions of this Agreement to which CONTRACTOR is bound.

C. When the CITY shall have reasonable grounds for believing that:

(1) The CONTRACTOR will be unable to perform this Agreement fully and satisfactorily at the date(s) and time(s) fixed for performance; or

(2) A meritorious claim exists against the CONTRACTOR or the CITY arising out of the negligent, willful or wanton acts, errors or omissions of the CONTRACTOR, its agents, servants or employees, or the CONTRACTOR's breach of any provision of this Agreement and only to the extent that insurance coverage for the same has been denied;

then the CITY may withhold payment of any amount otherwise due and payable to the CONTRACTOR hereunder. Any amount so withheld may be retained by the CITY for such period as it may deem advisable to protect the CITY against any loss and may, after written notice to the CONTRACTOR, be applied in satisfaction of any claim herein described.

This provision is intended solely for the benefit of the CITY, and no person shall have any right against the CITY or claim against the CITY by reason of the CITY's failure or refusal to withhold monies. No interest shall be payable by the CITY on any amounts withheld under this provision. This provision is not intended to limit or in any way prejudice any other right of the CITY.

D. In the event of the failure or inability of the CONTRACTOR to fire the display as contracted for hereunder, the

parties acknowledge and agree that the CITY's costs and damages, including inconvenience to members of the public, that would result, would be impossible to fix. Therefore, the CONTRACTOR agrees to pay to the CITY the sum of **TWELVE THOUSAND DOLLARS AND NO CENTS (\$12,000.00)** as liquidated damages suffered by the CITY. This amount is not a penalty but represents the parties' best estimate of the damages that will result from a default by CONTRACTOR in its performance hereunder. However, this provision will not apply if the CONTRACTOR is unable to perform and fire the display due to fire, flood, strike, accident, act of God, rain or inclement weather (high winds, etc.), serious safety issues that jeopardize the safe firing of the fireworks, or any other unforeseeable cause beyond the control of the CONTRACTOR. In any such event, the CONTRACTOR shall refund to the CITY any sums paid pursuant to this Agreement, and each party shall thereupon release the other from any covenants contained in this Agreement and from any damages or losses resulting therefrom with the exception of the refund provision stated herein.

E. The CONTRACTOR shall not assert any claim arising out of any act or omission by any agent, officer or employee of the CITY in the execution or performance of this Agreement against any such agent, officer or employee. Such claims may be made against the CITY.

F. No member of the governing body of the CITY, and no other officer, employee, or agent of the CITY shall have any personal interest, direct or indirect, in this Agreement, except as permitted by the Code of Ethics of the City of Norwalk; and the CONTRACTOR covenants that no person having such interest shall be employed in the performance of this Agreement.

G. The CONTRACTOR shall indemnify, defend and save harmless the CITY, its officers, agents, and employees, from and against any and all claims, demands, suits, proceedings, liabilities, judgments, losses, costs or damages, including attorneys' fees, on account of any injury, damage, or other agrievement, which is claimed to be due in any way to the negligence, fault, acts or omissions of the CONTRACTOR, its employees, agents, or subcontractors, arising from or in connection with the performance of this Agreement. The provisions of this paragraph shall survive the termination or expiration of this Agreement, shall be separate and independent of any other provision hereof, and shall not be limited by any insurance coverage provided hereunder.

H. This Agreement shall be construed in accordance with the laws of the State of Connecticut, and any action at law in connection herewith shall be brought in Connecticut state courts, in the Judicial District of Stamford/Norwalk.

I. During the performance of this Agreement, the CONTRACTOR agrees not to discriminate against any employee or applicant for employment because of race, color, religion, age, sex, physical disability, sexual orientation or national origin.

J. This Agreement incorporates all the understandings of the parties hereto and supersedes any and all agreements reached by the parties prior to the execution of this Agreement, whether oral or written.

K. The CITY may, at any time, request changes in the scope of services to be performed or materials used hereunder. Such changes, including any increase or decrease in the amount of the CONTRACTOR's compensation, which are mutually agreed upon by and between the CITY and the CONTRACTOR, shall be incorporated in written amendments signed by both parties to this Agreement.

L. The CITY and the CONTRACTOR each binds itself and its successors and assigns to the other party and to its successors and assigns with respect to all covenants of this Agreement. The CONTRACTOR shall not assign or transfer any interest in this Agreement without the prior written approval of the CITY.

M. If any provision of this Agreement is held invalid, the balance of the provisions of this Agreement shall not be affected thereby if the balance of the provisions of this Agreement would then continue to conform to the requirements of applicable laws.

[Signatures follow]



Dated at Norwalk, Connecticut, as of the day and year first above-written, and executed in four (4) counterparts.

Signed, Sealed and Delivered  
in the Presence of:

Sally Johnson  
Witness  
Jane G. Orr  
Witness

CITY OF NORWALK

By: Harry W. Rilling  
Harry W. Rilling  
Its Mayor  
Duly Authorized

Date signed: 12/19/17

Signed, Sealed and Delivered  
in the Presence of:

Jan. Mayer  
Witness  
Hannah Pelkey  
Witness

ATLAS PYROVISION ENTERTAINMENT  
GROUP, INC.

By: Sarah C. Bergeron  
Sarah C. Bergeron  
Its President  
Duly Authorized

Date signed: 12/4/17

APPROVED AS TO FORM:  
OFFICE OF CORPORATION COUNSEL

[Signature]

APPROVED AS TO  
AVAILABILITY OF FUNDS:

Frederic J. Milder  
Comptroller

Date: 12-14-2017

## INSURANCE REQUIREMENTS

Note: The term "Contractor" shall also include their respective agents, representatives, employees or subcontractors; and the term "City of Norwalk" (hereinafter called the "City") shall include their respective officers, agents, officials, employees, volunteers, boards and commissions.

The insurance required shall be written for not less than the scope and limits of insurance specified hereunder, or required by applicable federal, state and/or municipal law, regulation or requirement, and/or maritime law whichever coverage requirement is greater. It is agreed and understood that the scope and limits of insurance specified hereunder are minimum requirements and shall in no way limit or exclude the City from additional limits and coverage provided under the Contractor's policies.

The insurance obligations under this agreement shall be (1) all the insurance coverage and/or limits carried by or available to the Contractor; or (2) the minimum insurance coverage requirements and/or limits shown in this agreement, whichever is greater.

### Minimum Scope and Limits of Insurance:

1. Workers' Compensation Insurance: With respect to all operations the Contractor performs the Contractor shall carry workers' compensation insurance in accordance with the requirements of the laws of the State of Connecticut. The Contractor shall carry employer's liability limits of \$100,000.00 each accident and \$100,000.00 each employee by disease and \$500,000.00 policy limit disease. Coverage shall be included for United States Longshore and Harbor Workers Act on an "if any" basis.

2. Commercial General Liability: With respect to all operations the Contractor performs the Contractor shall carry Commercial General Liability insurance providing for a total limit of one million dollars (\$1,000,000.00) per occurrence for all damages arising out of bodily injury, personal injury, property damage, contractual liability and products/completed operations, including \$1,000.00 medical payments.

3. Marine General Liability: With respect to all marine related operations, the Contractor shall carry marine liability insurance for a total limit of One Million Dollars (\$1,000,000)

per occurrence and Two Million Dollars (\$2,000,000) General Aggregate. This will include all bodily injuries and property damages arising out of marine exposures and all liability obligations regarding the operations of vessels and (if applicable) the use of the City's docks and surrounding land. The marine liability insurance could be extended to include the general liability hazards of premises/operation, products liability, work in progress, and contractual liability.

4. Automobile Liability: With respect to any automobile the Contractor shall carry Automobile Liability insurance for a total limit of \$1,000,000.00 combined single limit for bodily injury and property damage per accident for any auto, also including statutory uninsured/underinsured motorist coverage and \$1,000.00 medical payments.

5. Automobile Physical Damage: Collision and comprehensive coverage for any auto used for the purpose of this contract. In lieu of providing this insurance coverage, the Contractor agrees to hold the City harmless from, and against claims, losses, damages, costs and expenses due to physical damage to said vehicles.

6. Umbrella/Excess Liability: With respect to all operations the Permit Holder performs, the insurance limits required can be provided with a combination of Umbrella or Excess Liability insurance that would "follow form" of the underlying required terms and conditions.

7. Acceptability of Insurers: The Contractor's policies shall be written by insurance companies licensed to do business in the State of Connecticut, with an AM Best rating of A-VII, or otherwise acceptable by the City's Risk Manager.

8. Subcontractors: The Contractor shall include all subcontractors as insureds under its policies or furnish separate certificates and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all of the requirements stated herein.

9. Claims-Made Form: If the insurance coverage is underwritten on a claims-made basis, the retroactive date shall be prior to or coincident with the date of the contract. The certificate of insurance shall state the retroactive date and that the coverage is claims-made. The Contractor shall maintain coverage for the duration of the contract and the applicable statute of limitations which is currently three (3) years pursuant to

Section 52-577 of the Connecticut General Statutes beyond the liability policies expiration dates. With no time limitation as to when a claim may be made within the three (3) year period beyond the expiration date.

It is also agreed that either the Contractor or the City may invoke the tail option on behalf of the other party and that any Extended Reporting Period premium shall be paid by the Contractor.

10. Aggregate Limits: Any aggregate limits must be declared to and approved by the City. It is agreed that the Contractor shall notify the City when fifty percent (50%) of the aggregate limits are eroded during the contract term. If the aggregate limit is eroded for the full limit, the Contractor agrees to reinstate or purchase additional limits to meet the minimum limit requirements stated herein. The premium shall be paid by the Contractor.

11. Deductibles and Self-Insured Retentions: Any deductible or self-insured retentions must be declared to and approved by the City. All deductibles or self-insured retentions are the sole responsibility of the Contractor to pay and/or to indemnify.

12. Notice of Cancellation or Nonrenewal: Each insurance policy required shall be endorsed to state that coverage shall not be suspended, voided, cancelled, or reduced in coverage or in limits before the expiration date except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City. Notwithstanding this requirement, the CONTRACTOR is primarily responsible for providing such written notice to the CITY thirty (30) days prior to any policy change or cancellation that would result in a change of the amount or type of coverage provided. In the event of any such change the CONTRACTOR shall provide comparable substitute coverage so that there is no lapse in applicable coverage or reduction in the amount of coverage available to the CITY related to the CONTRACTOR's services.

13. Waiver of Governmental Immunity: Unless requested otherwise by the City, the Contractor and his insurer shall waive governmental immunity as defense and shall not use the defense of governmental immunity in the adjustment of claims or in the defense of any suit brought against the City.

14. Failure to Purchase or Maintain Insurance: If the City or Contractor is damaged by the failure of the Contractor to

purchase or maintain insurance required herein the Contractor shall bear all reasonable costs properly attributable thereto.

15. Other Insurance Provisions: The policies are to contain, or be endorsed to contain the following provisions:

Liability Coverage:

The City of Norwalk and its officers, agents, officials, employees, volunteers, boards and commissions are to be named as additional insureds with respect to liability arising out of activities performed by or on behalf of the Contractor and/or products and completed operations of the Contractor. Coverage shall state that the Contractor's insurance shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to the limits of the insurer's liability.

Waiver of Subrogation:

Contractor hereby waives the right to subrogate or seek recovery from City of Norwalk and its insurance carriers.

Compensation:

There shall be no direct compensation allowed to the Contractor on account of any premium or other charge necessary to take out and maintain all insurance or bonds, but the costs thereof shall be considered included in the general cost of the work.

Waiver of Requirements:

The Corporation Counsel may vary the requirements in his sole discretion; if he determines that the City's interests will be adequately protected without meeting all stated requirements.

16. Verification of Coverage: The Contractor shall furnish the City with certificates of insurance verifying the coverage required for this contract. The certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the City at least five (5) days before the Contract is executed and before the work commences. Renewals of expiring certificates shall be filed thirty (30) days prior to expiration. The City reserves the right to require complete, certified copies of all required policies at any time.

All insurance documents required should be mailed to:

City of Norwalk  
Office of Corporation Counsel  
125 East Avenue, P. O. Box 5125  
Norwalk, Connecticut 06856-5125

17. Other Insurance: The Contractor's insurance is Primary, not Contributory, and not in excess of any other insurance of the City.

MAY 14, 2020

AGENDACLAIMS COMMITTEE MEETING

## REFUNDS PROCESSED CLAIMS COMMITTEE

## APPROVED BY THE TAX COLLECTOR

| <u>PAY TO:</u>                | <u>BILL no &amp; AMOUNT REFUNDED</u> | <u>REASON</u>      |
|-------------------------------|--------------------------------------|--------------------|
|                               | <b>MOTOR VEHICLE</b>                 |                    |
| BRAY ALMA                     | 18-MV-307207 \$198.01                | PRORATION          |
| BRIEN JENNIFER A              | 18-MV-307338 \$127.00                | PRORATION          |
| CAB EAST LLC                  | 18-MV-308857 \$322.81                | PRORATION          |
|                               | 18-MV-308897 \$184.81                | PRORATION          |
| CAB EAST LLC                  | 18-MV-308477 \$31.31                 | PRORATION          |
|                               | 18-MV-308568 \$45.82                 | PRORATION          |
|                               | 18-MV-308598 \$295.63                | PRORATION          |
|                               | 18-MV-308698 \$116.40                | PRORATION          |
|                               | 18-MV-308747 \$235.11                | PRORATION          |
|                               | 18-MV-308923 \$148.80                | PRORATION          |
|                               | 18-MV-308948 \$70.34                 | PRORATION          |
| CARSWELL MATTHEW E            | 17-MV-310603 \$178.50                | PRORATION          |
| CARRASCO LUIS R               | 18-MV-310506 \$100.38                | PRORATION          |
| CERON-FERNANDEZ OSCAR ANTONIO | 18-MV-311939 \$41.34                 | PRORATION          |
| DAMATO BRYAN M                | 18-MV-315915 \$21.93                 | PRORATION          |
| ECONOMY EVELYN LONG           | 18-MV-404384 \$205.28                | ABATEMENT          |
| GOODWIN WILLIE                | 18-MV-405876 \$266.36                | OVER GARNISHED PAY |
| GUARENTE LISA M               | 18-MV-327945 \$71.10                 | PRORATION          |
| HONDA LEASE TRUST             | 18-MV-406894 \$111.85                | PRORATION          |
| HONDA LEASE TRUST             | 18-MV-331426 \$130.48                | PRORATION          |
| HYUNDAI LEASE TITLING TRUST   | 18-MV-332302 \$174.49                | PRORATION          |
|                               | 18-MV-332412 \$274.49                | PRORATION          |
| HYUNDAI LEASE TITLING TRUST   | 18-MV-407147 \$109.04                | PRORATION          |
| JANKOVIC VERA T               | 18-MV-333566 \$11.49                 | PRORATION          |
| JP MORGAN CHASE BANK NA       | 18-MV-407795 \$271.10                | PRORATION          |

**CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY THE TAX COLLECTOR**

| <b><u>PAY TO:</u></b> | <b><u>BILL no &amp; AMOUNT REFUNDED</u></b> | <b><u>REASON</u></b> |
|-----------------------|---------------------------------------------|----------------------|
| LOPEZ JULIO ALBERTO   | 18-MV-340299 \$76.66                        | PRORATION            |
| NILT INC              | 18-MV-348218 \$316.64                       | PRORATION            |
| NISSAN INFINITI LT    | 18-MV-348336 \$67.23                        | PRORATION            |
| NISSAN INFINITI LT    | 18-MV-348400 \$228.52                       | PRORATION            |
|                       | 18-MV-349042 \$222.50                       | PRORATION            |
| NISSAN INFINITI LT    | 18-MV-348388 \$266.42                       | PRORATION            |
|                       | 18-MV-348814 \$383.77                       | PRORATION            |
|                       | 18-MV-410528 \$152.71                       | PRORATION            |
| PORSCHE LEASING LTD   | 18-MV-353988 \$609.27                       | PRORATION            |
| PORSCHE LEASING LTD   | 18-MV-353958 \$685.60                       | PRORATION            |
| PORSCHE LEASING LTD   | 18-MV-SEE BACK UP \$5,051.75                | PRORATION            |
| SPAGNUOLO RONALD G    | 18-MV-362885 \$16.86                        | PRORATION            |
| STUART JOHN F         | 18-MV-363871 \$60.97                        | PRORATION            |
| TOYOTA LEASE TRUST    | 18-MV-414146 \$94.75                        | PRORATION            |
| VAULT TRUST           | 18-MV-414810 \$442.44                       | PRORATION            |
|                       | 18-MV-414825 \$196.15                       | PRORATION            |
| VAULT TRUST           | 18-MV-369323 \$406.10                       | PRORATION            |
|                       | 18-MV-369398 \$239.40                       | PRORATION            |
|                       | 18-MV-369405 \$496.54                       | PRORATION            |
|                       | 18-MV-369527 \$939.65                       | PRORATION            |
| VAULT TRUST           | 18-MV-414831 \$556.16                       | PRORATION            |
| VW CREDIT LEASING LTD | 18-MV-370920 \$894.02                       | PRORATION            |
| VW CREDIT LEASING LTD | 18-MV-800675 \$185.48                       | PRORATION            |
| VW CREDIT LEASING LTD | 18-MV-SEE BACK UP \$1,517.24                | PRORATION            |



**AGENDA****MAY 14,2020****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY THE TAX COLLECTOR****PAY TO:****BILL no & AMOUNT REFUNDED****REASON****REAL ESTATE**

BRADLEY SCOTT &amp; NANCY

9 STAPLES CT

3-52-33-0

16-RE-103126 \$4,712.70

DUP/OVER PAYMENT

BULLITT RICHARD &amp; GEORGIA

PINE POINT RD

6-1A-1-6

16-RE-103598 \$656.00

DUP/OVER PAYMENT

CORELOGIC

75 WEED AVE

5-59-9-0

16-RE-117133 \$4,435.01

DUP/OVER PAYMENT

DOMINIC RONALD &amp; CAROLYN

11 BOULDER RD

5-68-93-0

16-RE-107588 \$3,419.60

DUP/OVER PAYMENT

FAGAN MICHELLE &amp; JOHN

1 OLD FIELD PL

5-82-202-0

18-RE-108761 \$290.91

WEB ERROR INT

FRATACANGELO PETER

115 FILLOW ST #42

5-58-12-42

16-RE-109642 \$2,717.94

DUP/OVER PAYMENT

**AGENDA****MAY 14,2020****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY THE TAX COLLECTOR**

| <b><u>PAY TO:</u></b>                                                            | <b><u>BILL no &amp; AMOUNT REFUNDED</u></b> | <b><u>REASON</u></b> |
|----------------------------------------------------------------------------------|---------------------------------------------|----------------------|
| FRATACANGELO ROSEMARY<br>14 FIRESIDE CT<br>5-63-168-0                            | 16-RE-109643 \$5,831.09                     | DUP/OVER PAYMENT     |
| FRATINO KELLY A<br>71A OSBORNE AVE<br>3-7-26-A1                                  | 16-RE-109787 \$67.33                        | DUP/OVER PAYMENT     |
| INGHILTERRA ROBERT & SPECIALE MONICA<br>11 Highbrook Rd<br>1-81-21-0             | 16-RE-112864 \$3,654.34                     | DUP/OVER PAYMENT     |
| KEATING MARY P<br>39 ARNOLD LN<br>5-80-142-0                                     | 18-RE-113839 \$150.10                       | WEB ERROR INT        |
| MACGREGOR HELEN & RUTTER NICHOLAS<br>125 WASHINGTON ST UNIT L304<br>2-24-16-L304 | 16-RE-116013 \$1,976.58                     | DUP/OVER PAYMENT     |
| MANNING TRUSTEE<br>4 HILLTOP RD<br>5-84A-34-0                                    | 18-RE-116628 \$598.44                       | CORR THERA SPA       |

**AGENDA****MAY 14,2020****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY THE TAX COLLECTOR**

| <b><u>PAY TO:</u></b>    | <b><u>BILL no &amp; AMOUNT REFUNDED</u></b> | <b><u>REASON</u></b> |
|--------------------------|---------------------------------------------|----------------------|
| ONE COVEWOOD LLC         |                                             |                      |
| 1 COVEWOOD DR            |                                             |                      |
| 6-19A-36-0               | 16-RE-120005 \$7,310.99                     | DUP/OVER PAYMENT     |
| PLINER JASON M           |                                             |                      |
| 15 CUDLIPP ST            |                                             |                      |
| 5-1F-5-0                 | 16-RE-121437 \$7,070.65                     | DUP/OVER PAYMENT     |
| RUGGIERI KRISTIN         |                                             |                      |
| 11 BLACKSTONE DR         |                                             |                      |
| 3-70-8-0                 | 16-RE-123081 \$5,932.98                     | DUP/OVER PAYMENT     |
| SAADH PROPERTIES INC     |                                             |                      |
| 97 RICHARDS AVE UNIT AA9 |                                             |                      |
| 5-70-78-AAP              | 16-RE-100756 \$2,187.31                     | DUP/OVER PAYMENT     |
| SETHNA NISHTITA          |                                             |                      |
| 16 LLOYD RD              |                                             |                      |
| 5-52-127-0               | 18-RE-124316 \$119.27                       | WEB ERROR INT        |
| SILAS TIA & ABRAM        |                                             |                      |
| 234 CHESTNUT HILL RD     |                                             |                      |
| 5-31-199-0               | 16-RE-124558 \$6,052.30                     | DUP/OVER PAYMENT     |

## MAY 14, 2020

**APPROVED BY THE TAX COLLECTOR**

## REASON

DUP/OVER PAYMENT

DUP/OVER PAYMENT

REMOVE SEWER

DUP/OVER PAYMENT

DUP/OVER PAYMENT

DUP/OVER PAYMENT

**AGENDA****MAY 14,2020****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY THE TAX COLLECTOR**

| <b><u>PAY TO:</u></b>                                           | <b><u>BILL no &amp; AMOUNT REFUNDED</u></b> | <b><u>REASON</u></b> |
|-----------------------------------------------------------------|---------------------------------------------|----------------------|
| FLAHERTY KATHLEEN F<br>136 HIGHLAND AVE<br>6-19B-6A-0           | 18-RE-109400 \$11,034.93                    | PAID IN ERROR        |
| GREENFIELD ANDREW &<br>LANTZ ANNE<br>12 SEASIDE PL<br>3-60-10-0 | 16-RE-111113 \$11,829.44                    | DUP/OVER PAYMENT     |
| JORDAN BRADLEY & STEPHANIE<br>18 BRYAN RD<br>6-20E-16-0         | 16-RE-113385 \$13,884.16                    | DUP/OVER PAYMENT     |
| LEGNANI PETER & GINA<br>1 BITTERSWEET TRL<br>6-20F-8-0          | 16-RE-115324 \$15,750.00                    | DUP/OVER PAYMENT     |

**VW CREDIT INC**

| <b>BILL #</b> | <b>PLATE #</b> | <b>VIN#</b>       | <b>AMOUNT</b>      |
|---------------|----------------|-------------------|--------------------|
| 18-370855     | 101UUO         | WVGBV7AX3HK000701 | \$ 191.90          |
| 18-370857     | AF00298        | 3VW267AJ0GM363202 | \$ 81.33           |
| 18-370970     | AD27703        | WAUB8GFF7G1037246 | \$ 182.31          |
| 18-370983     | AF14248        | WVGBV7AX7GW616196 | \$ 63.20           |
| 18-371045     | AH53818        | WVGBV7AX7HW507075 | \$ 31.85           |
| 18-371090     | AF14362        | WAUY8LFF3G1093882 | \$ 243.83          |
| 18-371109     | 969YOR         | WVGBV7AX8HK006915 | \$ 31.85           |
| 18-371193     | AA97264        | WA1L2AFP4GA063313 | \$ 103.35          |
| 18-371221     | 2AJEN1         | WA1CCAFP3GA108920 | \$ 262.37          |
| 18-371240     | 280WSM         | 1VWAT7A32GC038087 | \$ 116.34          |
| 18-371253     | AA43431        | WA1UFAFL7GA005282 | \$ 159.83          |
| 18-374490     | AF48722        | WA1GFCFS7GR021984 | \$ 49.08           |
| <b>TOTAL</b>  |                |                   | <b>\$ 1,517.24</b> |

**PORSCHE LEASING LTD**

| <b>BILL #</b> | <b>PLATE #</b> | <b>VIN#</b>       | <b>AMOUNT</b>      |
|---------------|----------------|-------------------|--------------------|
| 18-353959     | 7AJLD5         | WP1AB2A24ELA59194 | \$ 492.69          |
| 18-353961     | AF10180        | WP1AB2A51GLB57533 | \$ 316.12          |
| 18-353962     | 750ZHA         | WP1AE2A28GLA60875 | \$ 997.93          |
| 18-353963     | AM22715        | WP1AA2A53JLB04231 | \$ 937.15          |
| 18-353978     | AC73994        | WP0AA2A86GK170265 | \$ 894.76          |
| 18-353987     | AD54781        | WP1AE2A27GLA16592 | \$ 272.08          |
| 18-353989     | 6AVFA6         | SCBET9ZAXF8046798 | \$ 460.59          |
| 18-353993     | AA97243        | WP1AD2A24GLA78499 | \$ 680.43          |
| <b>TOTAL</b>  |                |                   | <b>\$ 5,051.75</b> |



**CITY OF NORWALK, DEPARTMENT OF FINANCE  
Tax Collector's Office**

P: 203-854-7731 / F: 203-854-7770

125 East Avenue Room 105  
Norwalk, Connecticut 06851  
[www.norwalkct.org](http://www.norwalkct.org)

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee  
From: Lisa Biagiarelli, Tax Collector  
Date: May 11, 2020  
Re: Narrative for April 2020 Tax Collector's Report

As of the end of April, 2020, having completed ten out of twelve months in our current fiscal year, we had collected more than \$327 million, or **98.12%** of our \$333+ million adjusted tax levy. As of the end of April, 2020, we collected more than \$16 million of our sewer use levy, or **98.22%**. We also collected 84.85% of the year's IPP (Industrial Pretreatment Program) fee on behalf of the Water Pollution Control Authority. Compared with the prior fiscal year, we are slightly behind with regard to taxes (-0.37%) and sewer use collections (-0.28%). With regard to prior years' collections, through the month of April, 2020, we showed a net collection of more than \$3.3 million in back taxes, interest, lien fees and other fees. Note this figure is net - we 'lost' some prior year collection (revenue) due to recent settlements of court cases initiated by taxpayers who appealed their tax assessments.

Beginning on March 16, City Hall was closed to the public, and our office began working with reduced staff and reduced hours. However, we have been open every single business day since the state of emergency began. We continue to process and post tax payments, respond to inquiries, receive and send mail, report to the Department of Motor Vehicles, process credits and refunds, file and release tax liens, send adjusted tax bills, and perform all of our other functions.

Beginning on April 28, with the assistance of our I.T. Department and Building Management, we opened a 'tax payment station' on the first floor of City Hall adjacent to the sidewalk to enable taxpayers to park their car and 'walk up' to a window for an in-person transaction. This 'window' has now been open for two weeks and it is being used with greater frequency. We are also accepting items to be dropped off to certain other offices, including the Assessor's and Town Clerk's offices. We will expand our hours at this location this week, and will be staffed Tuesday through Friday from 9 am – 4:30 pm. Taxpayers may also still pay by mail, on line, or over the telephone. When paying on line, they may use an electronic check (ACH payment), or a debit, credit or ATM card.

Were it not for the pandemic, we would have filed our tax sale notices the first week of May. However, on April 1, the state of Connecticut issued an executive order that, among other things, halted tax sales until at least 30 days after the governor lifts the state of emergency he declared on March 10, 2020. So for now, our tax sale remains 'on hold,' until the fall at the earliest. Since we began working on the sale in November 2019, more than 40 accounts have been paid in full, and we have collected in excess of \$2 million. The planned tax sale that we began working on last fall is undoubtedly a factor in our revenue having kept pace with budgeted collection goals, in spite of the effects of the pandemic.

We will continue to correspond with taxpayers who are involved in the sale, and advise them of what is happening. It is still in their best interest to work toward paying their accounts. The taxes that we were seeking to collect through the tax sale were delinquent prior to the Covid 19 outbreak, and their status will not be affected by it, beyond our waiting longer to collect them. As soon as the governor lifts the state of emergency, we will re-assess our position and determine the best time to reschedule the sale.



Last month, in a separate memo, I provided details about what has come to be known as 'EO 7S,' an executive order from Connecticut Governor Ned Lamont. In accordance with this order, the Norwalk Common Council voted to extend the grace period for the property tax installment that will come due on July 1, 2020. With a few caveats, most Norwalk taxpayers will have an extended grace period, and will have until Thursday, October 1, 2020 to pay their July 1 tax installment without interest. I can explain this in greater detail in person, and taxpayers also can find more details on our website.

The tax collector's office staff has been working behind closed doors in city hall in split shifts, with staff coming in three days a week. That is increasing to four days a week this week, and we anticipate transitioning to a five day workweek within the next month. Collections have been impacted by the closure of the building and the other effects of Covid 19. We have attempted to mitigate the drop in collections and to work around restrictions, including the closure of the building. We have tried advertising other payment options, communicating through the city website and social media, and by opening the walk up window. We consider ourselves 'essential' in terms of both function and service. We are following all directives concerning physical distancing, sanitizing, wearing masks and gloves, and so on. Any employee who is sick, or who has had contact with a person who has Covid 19, is directed to stay home.

Taxpayers are reminded that in spite of the pandemic, they still can pay their property taxes by mail, or over the telephone or online 24/7. Information is available on the tax collector's home page of the city website, [www.norwalkct.org/taxcollector](http://www.norwalkct.org/taxcollector). We will continue to update our website with our hours of operation and other matters. I will keep everybody informed, and intend to do whatever is necessary to fulfill our obligations.

**TAX COLLECTOR'S REPORT  
APRIL 2020**

| <b>FISCAL YEAR 2019-2020<br/>(2018 GRAND LIST)</b> | <b>ORIGINAL LEVY</b>    | <b>ADJ. TAX COLLECTIONS<br/>JUN 19 - APR 20</b> | <b>COLLECTION %</b> | <b>CORRECTED LEVY*</b>  | <b>CHANGE IN LEVY</b>   | <b>COLLECTION %</b> |
|----------------------------------------------------|-------------------------|-------------------------------------------------|---------------------|-------------------------|-------------------------|---------------------|
| AUTOMOBILE-REGULAR                                 | \$20,298,846.95         | \$18,679,798.68                                 | 92.02%              | \$19,892,914.87         | (\$405,932.08)          | 93.90%              |
| AUTOMOBILE-SUPPLEMENTAL                            | \$3,411,633.59          | \$2,883,275.24                                  | 84.51%              | \$3,402,311.28          | (\$9,322.31)            | 84.74%              |
| PERSONAL PROPERTY                                  | \$18,801,474.70         | \$18,012,013.59                                 | 95.80%              | \$18,815,063.94         | \$13,589.24             | 95.73%              |
| REAL ESTATE                                        | <u>\$292,525,761.66</u> | <u>\$287,634,310.05</u>                         | <u>98.33%</u>       | <u>\$291,380,924.97</u> | (\$1,144,836.69)        | <u>98.71%</u>       |
| <b>TOTAL TAX</b>                                   | <b>\$335,037,716.90</b> | <b>\$327,209,397.56</b>                         | <b>97.66%</b>       | <b>\$333,491,215.06</b> | <b>(\$1,546,501.84)</b> | <b>98.12%</b>       |
| <b>SEWER USE</b>                                   | \$16,686,428.00         | \$16,287,544.16                                 | 97.61%              | \$16,582,531.90         | (\$103,896.10)          | 98.22%              |
| <b>IPP FEE</b>                                     | \$203,250.00            | \$177,115.84                                    | 87.14%              | \$208,750.00            | \$5,500.00              | 84.85%              |

| <b>FISCAL YEAR 2018-2019<br/>(2017 GRAND LIST)</b> | <b>ORIGINAL LEVY</b>    | <b>JUN 18 - APR 19</b>  |               |                         |                       |               |
|----------------------------------------------------|-------------------------|-------------------------|---------------|-------------------------|-----------------------|---------------|
| AUTOMOBILE-REGULAR                                 | \$19,785,892.64         | \$18,335,958.27         | 92.67%        | \$19,410,882.62         | (\$375,010.02)        | 94.46%        |
| AUTOMOBILE-SUPPLEMENTAL                            | \$3,590,970.07          | \$3,036,570.77          | 84.56%        | \$3,520,688.82          | (\$70,281.25)         | 86.25%        |
| PERSONAL PROPERTY                                  | \$21,248,718.54         | \$20,621,682.30         | 97.05%        | \$21,248,667.16         | (\$51.38)             | 97.05%        |
| REAL ESTATE                                        | <u>\$280,979,420.26</u> | <u>\$278,313,270.65</u> | <u>99.05%</u> | <u>\$281,049,527.49</u> | \$70,107.23           | <u>99.03%</u> |
| <b>TOTAL TAX</b>                                   | <b>\$325,605,001.51</b> | <b>\$320,307,481.99</b> | <b>98.37%</b> | <b>\$325,229,766.09</b> | <b>(\$375,235.42)</b> | <b>98.49%</b> |
| <b>SEWER USE</b>                                   | \$15,844,431.00         | \$16,028,417.82         | 101.16%       | \$16,272,566.00         | \$428,135.00          | 98.50%        |
| <b>IPP FEE</b>                                     | \$207,250.00            | \$180,842.12            | 87.26%        | \$207,500.00            | \$250.00              | 87.15%        |

|                                                               |                       |                       |               |                       |                         |               |
|---------------------------------------------------------------|-----------------------|-----------------------|---------------|-----------------------|-------------------------|---------------|
| TAX DIFFERENCE 2018 G.L. vs. 2017 G.L.<br>INCREASE/(DECREASE) | <u>\$9,432,715.39</u> | <u>\$6,901,915.57</u> | <u>-0.71%</u> | <u>\$8,261,448.97</u> | <u>(\$1,171,266.42)</u> | <u>-0.37%</u> |
|---------------------------------------------------------------|-----------------------|-----------------------|---------------|-----------------------|-------------------------|---------------|

|                                                                 |                     |                     |               |                     |                       |               |
|-----------------------------------------------------------------|---------------------|---------------------|---------------|---------------------|-----------------------|---------------|
| SEWER DIFFERENCE 2018 G.L. vs. 2017 G.L.<br>INCREASE/(DECREASE) | <u>\$841,997.00</u> | <u>\$259,126.34</u> | <u>-3.55%</u> | <u>\$309,965.90</u> | <u>(\$532,031.10)</u> | <u>-0.28%</u> |
|-----------------------------------------------------------------|---------------------|---------------------|---------------|---------------------|-----------------------|---------------|

|                                                               |                     |                     |               |                   |                   |               |
|---------------------------------------------------------------|---------------------|---------------------|---------------|-------------------|-------------------|---------------|
| IPP DIFFERENCE 2018 G.L. vs. 2017 G.L.<br>INCREASE/(DECREASE) | <u>(\$4,000.00)</u> | <u>(\$3,726.28)</u> | <u>-0.12%</u> | <u>\$1,250.00</u> | <u>\$5,250.00</u> | <u>-2.31%</u> |
|---------------------------------------------------------------|---------------------|---------------------|---------------|-------------------|-------------------|---------------|

| <b>BACK TAXES COLLECTED</b>                             | <b>FISCAL YR 2018-2019<br/>(JUL 19 - APR 20)</b> | <b>FISCAL YR 2017-2018<br/>(JUL 18 - APR 19)</b> | <b>CUR YR vs. PRIOR YR<br/>INC/(DEC)</b> |
|---------------------------------------------------------|--------------------------------------------------|--------------------------------------------------|------------------------------------------|
| PRIOR TAXES                                             | \$1,860,244.61                                   | \$2,155,783.72                                   | (\$495,539.11)                           |
| PRIOR SEWER USE FEE                                     | \$128,122.23                                     | \$267,212.40                                     | (\$139,090.17)                           |
| PRIOR IPP FEE                                           | <u>\$11,864.88</u>                               | <u>\$12,433.43</u>                               | <u>(\$568.55)</u>                        |
| <b>TOTAL PRIOR TAX, SEWER &amp; IPP</b>                 | <b>\$1,800,231.72</b>                            | <b>\$2,435,429.55</b>                            | <b>(\$635,197.83)</b>                    |
| CURRENT INTEREST                                        | \$720,922.59                                     | \$724,315.42                                     | (\$3,392.83)                             |
| PRIOR INTEREST                                          | \$641,480.94                                     | \$645,329.35                                     | (\$3,848.41)                             |
| SEWER USE FEE INTEREST                                  | \$73,543.49                                      | \$61,742.04                                      | \$11,801.45                              |
| IPP FEE INTEREST                                        | <u>\$6,407.54</u>                                | <u>\$7,552.19</u>                                | <u>(\$1,144.65)</u>                      |
| <b>TOTAL INTEREST COLLECTED</b>                         | <b>\$1,442,354.56</b>                            | <b>\$1,438,939.00</b>                            | <b>\$3,415.56</b>                        |
| PRIOR LIEN FEE                                          | \$11,630.84                                      | \$10,734.21                                      | \$896.63                                 |
| CURRENT LIEN FEE                                        | <u>\$3,350.18</u>                                | <u>\$3,957.58</u>                                | <u>(\$607.40)</u>                        |
| <b>TOTAL LIEN FEE COLLECTED</b>                         | <b>\$14,981.02</b>                               | <b>\$14,691.79</b>                               | <b>\$289.23</b>                          |
| <b>MISC FEES COLLECTED**</b>                            | <b>\$111,253.87</b>                              | <b>\$398,623.23</b>                              | <b>(\$287,369.36)</b>                    |
| <b>TOTAL PRIOR TAX, ALL INTEREST<br/>&amp; ALL FEES</b> | <b>\$3,368,821.17</b>                            | <b>\$4,287,683.57</b>                            | <b>(\$918,862.40)</b>                    |

\* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION & SUSPENSE TRANSFERS

\*\* PRIOR & CURRENT FISCAL YEAR INCLUDES TAX SALE AND TITLE SEARCH FEES PROCESSED THRU MUNIS

**CITY OF NORWALK  
FIRE DEPARTMENT  
TRAINING DIVISION**

**121 Connecticut Ave  
Norwalk, Connecticut 06850**



**Tele: (203) 854-0235  
Fax (203) 854-7931**

I would like to request that the City of Norwalk continues as the fiduciary for the Region 1, Emergency Management Preparedness Grant (EMPG).

History

The City of Norwalk is part of a mutual aid agreement with 13 other cities and towns in Fairfield County. These 14 municipalities make up Region 1 and also the Fairfield County Hazardous Incident Response Team (FFCoHIRT). The team administered through the Fire Chiefs that represent the municipalities.

Annually our regional hazardous material team is awarded funds from the Emergency Preparedness Grant (EMPG), a federal grant that is managed through the State of Connecticut.

Our issue is that our hazardous materials team is a mutual aid agreement between the municipalities, not a true government entity. The grant is a reimbursement grant that needs a municipality or a council of governments to purchase items and then submit for reimbursement.

FFCoHIRT identifies equipment or training that is needed for our region. We confirm with the state that the purchase will be a reimbursable cost. The vendor provides a quote for the purchase; the municipality will then issue a purchase order. The vendor delivers the item and then issues an invoice. The municipality pays the invoice and then submits reimbursement from the state.

We have successfully managed this grant for three previous years.

Respectfully,

*Albe Bassett*

**Albert Bassett  
Deputy Chief  
Norwalk Fire Department  
121 Connecticut Avenue  
Norwalk, CT 06854**

## SECTION C. AUTHORIZING RESOLUTION

All Forms Must Be Original - Copies Will Not Be Accepted

This Blanket Resolution Can Also Be Used to Satisfy the Requirements of the Homeland Security Grant Program

### AUTHORIZING RESOLUTION OF THE

\_\_\_\_\_  
(Insert name of governing body--for example, town council)

#### CERTIFICATION:

I, \_\_\_\_\_, the \_\_\_\_\_ of \_\_\_\_\_,  
(keeper of the records—for ex. town clerk or secretary of council)

do hereby certify that the following is a true and correct copy of a resolution adopted by  
\_\_\_\_\_ at its duly called and held meeting on \_\_\_\_\_, 20\_\_\_\_,  
(name of governing body) (Month, Day)

at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

RESOLVED, that the \_\_\_\_\_ may enter into with and deliver  
(name of governing body)

to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that \_\_\_\_\_, as \_\_\_\_\_ of  
(name and title of officer)

\_\_\_\_\_,  
(Name of governing body)

is authorized and directed to execute and deliver any and all documents on behalf of the

\_\_\_\_\_  
(name of governing body)  
and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents.

The undersigned further certifies that \_\_\_\_\_  
(name of officer)

now holds the office of \_\_\_\_\_ and that he/she has held that office since \_\_\_\_\_.

IN WITNESS WHEREOF: The undersigned has executed this certificate this \_\_\_\_\_ day of

\_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
(Name and title of record keeper)

**INSERT  
TACTILE  
TOWN  
SEAL HERE**

The Chief Executive Officer has not changed since the  
previous resolution was authorized on \_\_\_\_\_  
(Date)



**STATE OF CONNECTICUT**  
**Department of Emergency Services & Public Protection**  
**Division of Emergency Management & Homeland Security**  
**Grant Applicant Data Sheet**



**Mail Completed and signed Form To:**

DESPP, Grants Unit, 3<sup>rd</sup> floor North  
 2111 Country Club Road  
 Middletown, CT 06457

**Please also E-mail the completed and signed Data Sheet To:**  
[robert.drozynski@ct.gov](mailto:robert.drozynski@ct.gov)

**FOR DEMHS USE ONLY**

**Application Tracking #:**

**Date Received:** \_\_\_\_\_

**Grant Program: 2019 EMPG Regional Hazardous Materials Teams**

**SECTION B: APPLICANT INFORMATION AND DATA SHEET**

**1. Name of Non-profit Organization/ Agency:**

City of Norwalk CT

**2. Period of Award for this Sub-grant:**

7/1/20 to 6/30/21

**3. Point of Contact (Project Director) Name & Address**

Name: Albert Bassett Title: Deputy Fire Chief

Organization: Norwalk Fire

Address Line 1: 121 Connecticut Ave

Address Line 2: \_\_\_\_\_

City/State/Zip: Norwalk Ct 06854

Phone: 203-854-0242 Fax: \_\_\_\_\_

E-mail: abassett@norwalkct.org

**4. Official Authorized to Sign for the Applicant:**

Name: Harry Rilling Title: Mayor

Organization: City of Norwalk

Address Line 1: 125 East Ave

Address Line 2: \_\_\_\_\_

City/State/Zip: Norwalk Ct 06851

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: hrilling@norwalkct.org

**5. Application Prepared by: (If Different than Point of Contact)**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address Line 1: \_\_\_\_\_

Address Line 2: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**6. Municipal/Agency Financial Officer**

Name: Chitsamay Lam Title: Comptroller

Organization: City of Norwalk

Address Line 1: 125 East Ave

Address Line 2: \_\_\_\_\_

City/State/Zip: Norwalk Ct 06851

Phone: 203-854-7711 Fax: \_\_\_\_\_

E-mail: clam@norwalkct.org

**7. I, the undersigned, am the authorized official and can sign a subgrant award on behalf of the above mentioned non-profit.**

**SIGNATURE OF AUTHORIZED OFFICIAL:** X \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PLEASE  
SIGN**

**8. Applicant FEIN:** \_\_\_\_\_

**9. Applicant DUNS #:** \_\_\_\_\_

**FEDERAL SINGLE AUDIT INFORMATION**

**ACKNOWLEDGEMENT OF FEDERAL SINGLE AUDIT SELF REPORTING REQUIREMENTS**

- Sub-grantees that are required to undergo a Federal Single Audit as mandated by OMB Circular A-133 must alert CT DEMHS, in writing, to any specific findings and/or deficiencies with regards to the use of federal grant funds within 45 days of receipt of their audit report. This notification must identify the finding(s) / deficiencies and a corrective action plan for each.
- All sub-grantees must submit to CT DEMHS a copy of the audit report section pertaining to use of federal grant funds regardless of any findings or deficiencies, within 45 days of the receipt of that report.

**Please initial here \_\_\_\_\_ to indicate that you have read and understood this requirement.**

**PLEASE  
INITIAL**

**Please note that the information required for boxes 10 through 14 refers to the sub-grantee's audit cycle.**

**10. Applicant Fiscal Year End:** \_\_\_\_\_

**11. Date of Last Audit:** \_\_\_\_\_

**12. Dates Covered by Last Audit:** \_\_\_\_\_ to \_\_\_\_\_

**13. Date of Next Audit:** \_\_\_\_\_

**14. Dates to be Covered by Next Audit:** \_\_\_\_\_ to \_\_\_\_\_

|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------------------|---------------|-----------------------------|
| Grant Title:                                                                                                                                                                                                                                                                     |  | 2019 EMPG Haz Mat     |               |                             |
| Non-profit Agency Name:                                                                                                                                                                                                                                                          |  |                       |               |                             |
| Allocation Total:                                                                                                                                                                                                                                                                |  | 65,000.00             |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  | Grant Program Request |               |                             |
|                                                                                                                                                                                                                                                                                  |  | Planning              |               |                             |
|                                                                                                                                                                                                                                                                                  |  | Organization          |               |                             |
|                                                                                                                                                                                                                                                                                  |  | Equipment*            |               |                             |
|                                                                                                                                                                                                                                                                                  |  | Training              |               |                             |
|                                                                                                                                                                                                                                                                                  |  | Exercises             |               |                             |
|                                                                                                                                                                                                                                                                                  |  | Total                 |               | 0.00                        |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       | Grant Funding | AEL NUMBER<br>(EQUIP. ONLY) |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
| <b>Planning</b> - Describe planning costs related to this project and identify below the specifics of these costs to include planning personnel, contracted labor, or other planning related costs. Enter the amounts to the right of the description.                           |  |                       |               | N/A                         |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
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|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       | 0.00          |                             |
| <b>Organization</b> - Describe organization costs related to this project and identify below the specifics of these costs to include personnel, contracted labor, or other organization related costs. Enter the amounts to the right of the description.                        |  |                       |               | N/A                         |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
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|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       | 0.00          |                             |
| <b>Equipment</b> - List all specific equipment purchases that are related to this project and their related costs. Enter amounts in the columns to the right. Please include the AEL number that applies. (See <a href="http://www.rkb.mipt.org">www.rkb.mipt.org</a> for AEL #) |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
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|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       | \$ -          |                             |
| <b>Training</b> - Please include the the Training expenses related to this project. List appropriate expenses and the related costs in the column to the right.                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
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|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       | 0.00          |                             |
| <b>Exercise</b> - Please include the the Exercise expenses related to this project. List appropriate expenses and the related costs in the column to the right.                                                                                                                  |  |                       |               | N/A                         |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
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|                                                                                                                                                                                                                                                                                  |  |                       |               |                             |
|                                                                                                                                                                                                                                                                                  |  |                       | \$ -          |                             |
|                                                                                                                                                                                                                                                                                  |  |                       | 0.00          |                             |



**CITY OF NORWALK**  
**Chitsamay Lam**  
**Comptroller**

clam@norwalkct.org

P: 203-854-7711 / F: 203-854-7710

125 East Avenue  
Norwalk, CT 06851

Date: May 2020

To: Greg Burnett, Chairman, Finance and Claims Committee

From: Chitsamay Lam, Comptroller

Re: Local Capital Improvement Program (LoCIP)

The Local Capital Improvement Program (LoCIP) distributes formula-based entitlement funds to municipalities to reimburse the cost of eligible local capital improvement projects such as road, bridge or public building construction activities.

A municipality must request and be granted project authorization by OPM in order to be eligible for reimbursement for allowable project costs. A municipality must request LOCIP reimbursement costs associated with an OPM approved LoCIP project in order to receive funds.

Authorize the Mayor, Harry W. Rilling, to submit an application to the State of Connecticut for grant funds provided under the State of Connecticut's Local Capital Improvement Fund for Local Capital Improvement Program (\$647,076-2020 Entitlement).

**LoCIP PROJECT AUTHORIZATION REQUEST FORM****Local Capital Improvement Program (LoCIP)** (rev. 03/2020)

PROJECT #: \_\_\_\_\_ (to be assigned by OPM upon approval)

**STATE OF CONNECTICUT**  
**Office of Policy & Management**  
prescribed by the Secretary pursuant to CGS §7-536(c)Town Code & Municipality Name: **103 Norwalk**Name of Project: **Pavement Management**Project Description: **Pavement and Maintenance of City Roads and Reconstruction of Seriously Damaged Roads in Norwalk CT AND location**Project Contact Person Name: **Anthony Carr**Contact Person Title: **Director of Public Works**Is the above project located within a floodplain, or does it encroach upon or affect a floodplain, or does it have any impact on natural or man-made storm drainage, peak run-off rates and/or the regulation of flood flows? ☐ YES or ☒ NOContact Person Phone: **203.854.7792**Contact Person e-mail: **acarr@norwalkct.org****PROJECT CATEGORIES - (for more project eligibility information, restrictions and submittal requirements, see next page and Guidelines.)**

|                                                                                                                  |                                                                                                                                               |                                                                                                                                                                          |                                                                                                                                                     |
|------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Auto External Defibrillator - acquisition                                               | <input type="checkbox"/> Land Acquisition - including for open space, and costs involved in making land available for public uses             | <input type="checkbox"/> Public Building (other than schools)- construction, renovation, code compliance, energy conservation, fire safety                               | <input type="checkbox"/> Technology Upgrades – including expansion of public access to government information through electronic portals and kiosks |
| <input type="checkbox"/> Bikeways/Greenways – establishment of                                                   | <input type="checkbox"/> Local Capital Improvement Plan – costs associated with preparation or revision                                       | <input type="checkbox"/> Public Housing – development, renovations, improvements (including energy conservation)                                                         | <input type="checkbox"/> Technology acquisition (for schools) related to the implementation of SDE Common Core State Standards                      |
| <input type="checkbox"/> Bulky Waste/Landfill projects                                                           | <input type="checkbox"/> Municipal Broadband Network – Costs associated w/planning                                                            | <input checked="" type="checkbox"/> Roads – construction, renovation, repair or resurfacing                                                                              | <input type="checkbox"/> Thermal Imaging systems - acquisition                                                                                      |
| <input type="checkbox"/> Dams/Bridges/Flood Control – construction, renovation, enlargement or repair            | <input type="checkbox"/> On-board Oil Refining System ≥ 384K bps                                                                              | <input type="checkbox"/> Sewage Treatment Plants, Sanitary or Storm, Water or Sewer Lines – construction, renovation, enlargement, repair, including separation of lines | <input type="checkbox"/> Veterans' Memorials – renovations or construction                                                                          |
| <input type="checkbox"/> Emergency Communication System & Building Security Improvements (including for schools) | <input type="checkbox"/> Public Parks - Improvements                                                                                          | <input type="checkbox"/> Sidewalk/Pavement - Improvements                                                                                                                | <input type="checkbox"/> Water Treatment or Filtration Facilities/Mains – construction, renovation, enlargement or repair                           |
| <input type="checkbox"/> Flood Plain Management /Hazard Mitigation activities                                    | <input type="checkbox"/> Plan of Conservation & Development (reimb. not more than 1x/10 yrs.) – costs associated with preparation or revision | <input type="checkbox"/> Solid Waste Facilities – construction, renovation or enlargement                                                                                | <input type="checkbox"/> Equipment (see guidelines for limitations)                                                                                 |
| <input type="checkbox"/> Hazardous Tree/limb/branch trimming/removal                                             |                                                                                                                                               |                                                                                                                                                                          |                                                                                                                                                     |

**Amount of LoCIP funds requested** (cannot exceed town's current LoCIP available entitlement account balance):**\$ 647,076****MUNICIPAL CERTIFICATION**

The undersigned certifies that:

1. I am the Chief Executive Officer of the Municipality and have the authority to execute this certification on behalf of the Municipality.
2. The above named project (the "Project") is a "local capital improvement project" within the meaning of CGS §7-536(a)(4).
3. The Municipality has authorized the Project for which it seeks approval, and such authorization is documented in minutes of the required municipal meeting(s).
4. The Project is included in the Municipality's Capital Improvement Plan (CIP).
5. The Municipality agrees to (1) maintain detailed accounting and project records with respect to the Project; and (2) make such records available to auditors and the State upon request, for the prescribed period of time pursuant to CGS §§7-536(h), 11-8, 11-8a, 11-8b and 7-109. Additionally, under the authority granted by C.G.S. §§ 11-8, 11-8a, 11-8b and 7-109, the Connecticut State Library has established retention schedules for municipal records which may require a retention period longer than prescribed in C.G.S. §7-536(h). Municipalities shall retain records for whichever retention period is longest.
6. The Municipality will not use funds received for the Project to satisfy a local matching requirement for a state assistance program(s) other than the Local Bridge Program, pursuant to §13a-175p to 13a-175u, inclusive.
7. The information contained on this form is true, accurate and complete.

By (signature): \_\_\_\_\_ Printed/typed Name: **Harry Rilling**  
(must be Chief Executive Officer of Municipality: Mayor, First Selectman or Town Manager)

Title: Mayor

Date: / /2020

Email this completed and signed form in PDF format to: [LoCIP.Submit@ct.gov](mailto:LoCIP.Submit@ct.gov). The email subject line MUST include your town's name, the word LoCIP, the word Authorization or Reimbursement depending on which form you are submitting. If you are submitting both an authorization and a reimbursement, indicate by including the words Authorization and Reimbursement in the email subject line.



## STATE OF CONNECTICUT - OFFICE OF POLICY &amp; MANAGEMENT

Email this completed and signed form in PDF format to: [LoCIP.Submitt@ct.gov](mailto:LoCIP.Submitt@ct.gov). The email subject line MUST include your town's name, the word LoCIP, the word Authorization or Reimbursement depending on which form you are submitting. If you are submitting both an authorization and a reimbursement, indicate by including the words Authorization and Reimbursement in the email subject line.

Prescribed by the Secretary pursuant to CGS §7-536(c)

[illegible]

# Local Capital Improvement Program (LCIP) Entitlement Awards, by Town/By Borough, 2007 through 2020

| MUNICIPALITY     | 2007        | 2008        | 2009        | 2010        | 2011        | 2012        | 2013        | 2014        | 2015        | 2016           | 2017   | 2018           | 2019           | 2020           |
|------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|----------------|--------|----------------|----------------|----------------|
| New Haven        | \$1,714,333 | \$1,692,992 | \$1,678,216 | \$1,901,108 | \$1,803,526 | \$1,754,385 | \$1,724,309 | \$1,790,889 | \$1,648,688 | \$1,603,034.00 | \$0.00 | \$2,918,579.00 | \$1,885,218.00 | \$1,607,157.00 |
| Newington        | \$208,733   | \$210,288   | \$220,248   | \$208,637   | \$214,002   | \$212,632   | \$213,927   | \$212,179   | \$209,032   | \$209,841.00   | \$0.00 | \$380,531.00   | \$239,950.00   | \$207,750.00   |
| New London       | \$281,508   | \$281,919   | \$273,444   | \$275,055   | \$293,373   | \$292,042   | \$295,699   | \$313,951   | \$308,555   | \$313,254.00   | \$0.00 | \$571,489.00   | \$363,292.00   | \$317,612.00   |
| New Milford      | \$199,289   | \$200,897   | \$207,890   | \$198,095   | \$200,988   | \$199,186   | \$197,428   | \$199,090   | \$192,049   | \$192,641.00   | \$0.00 | \$354,370.00   | \$224,399.00   | \$195,416.00   |
| Newtown          | \$201,046   | \$201,689   | \$204,146   | \$201,170   | \$191,605   | \$204,821   | \$205,697   | \$208,139   | \$207,552   | \$207,658.00   | \$0.00 | \$378,513.00   | \$241,178.00   | \$207,543.00   |
| Norfolk          | \$33,453    | \$33,690    | \$33,708    | \$33,555    | \$32,349    | \$32,201    | \$32,138    | \$32,030    | \$31,899    | \$31,864.00    | \$0.00 | \$58,265.00    | \$37,049.00    | \$31,743.00    |
| North Branford   | \$92,241    | \$92,856    | \$96,898    | \$91,977    | \$93,280    | \$91,838    | \$91,559    | \$90,105    | \$88,887    | \$88,766.00    | \$0.00 | \$160,523.00   | \$107,777.00   | \$88,388.00    |
| North Canaan     | \$32,023    | \$31,431    | \$31,217    | \$30,437    | \$30,843    | \$30,061    | \$29,508    | \$29,814    | \$29,971    | \$29,454.00    | \$0.00 | \$53,693.00    | \$34,275.00    | \$29,325.00    |
| North Haven      | \$155,769   | \$157,094   | \$168,830   | \$150,088   | \$157,592   | \$155,038   | \$155,999   | \$155,081   | \$154,749   | \$154,546.00   | \$0.00 | \$281,577.00   | \$180,028.00   | \$153,193.00   |
| North Stonington | \$49,334    | \$49,739    | \$50,322    | \$48,861    | \$49,283    | \$49,841    | \$48,664    | \$48,378    | \$47,925    | \$48,062.00    | \$0.00 | \$90,123.00    | \$57,900.00    | \$49,918.00    |
| Norwalk          | \$628,640   | \$646,549   | \$632,914   | \$616,531   | \$623,199   | \$625,905   | \$628,837   | \$632,242   | \$631,512   | \$633,740.00   | \$0.00 | \$1,184,801.00 | \$754,298.00   | \$647,076.00   |
| Norwalk          | \$301,185   | \$300,331   | \$299,690   | \$288,131   | \$294,788   | \$316,793   | \$314,011   | \$328,508   | \$320,837   | \$322,978.00   | \$0.00 | \$626,447.00   | \$394,240.00   | \$335,773.00   |
| Old Lyme         | \$49,547    | \$48,697    | \$49,143    | \$48,721    | \$48,927    | \$49,376    | \$49,388    | \$49,161    | \$49,195    | \$49,358.00    | \$0.00 | \$90,124.00    | \$57,805.00    | \$49,441.00    |
| Old Saybrook     | \$70,788    | \$70,943    | \$71,313    | \$69,634    | \$66,257    | \$67,807    | \$67,295    | \$67,503    | \$67,011    | \$67,014.00    | \$0.00 | \$172,582.00   | \$77,865.00    | \$66,886.00    |
| Orange           | \$100,298   | \$100,505   | \$101,239   | \$103,263   | \$102,483   | \$101,540   | \$101,797   | \$101,148   | \$100,913   | \$98,746.00    | \$0.00 | \$179,801.00   | \$114,692.00   | \$99,016.00    |
| Orford           | \$92,786    | \$95,489    | \$99,715    | \$98,148    | \$100,725   | \$98,972    | \$97,749    | \$96,161    | \$95,577    | \$95,165.00    | \$0.00 | \$178,517.00   | \$112,842.00   | \$99,029.00    |
| Plainfield       | \$143,286   | \$134,803   | \$131,999   | \$123,373   | \$133,688   | \$132,668   | \$128,045   | \$127,716   | \$129,537   | \$125,953.00   | \$0.00 | \$224,605.00   | \$142,986.00   | \$123,317.00   |
| Plainville       | \$125,889   | \$129,836   | \$129,019   | \$127,881   | \$126,670   | \$125,324   | \$124,197   | \$126,839   | \$124,459   | \$124,497.00   | \$0.00 | \$228,683.00   | \$146,929.00   | \$128,426.00   |
| Plymouth         | \$99,800    | \$102,467   | \$102,256   | \$99,137    | \$99,754    | \$99,119    | \$98,459    | \$96,857    | \$94,231    | \$96,614.00    | \$0.00 | \$176,227.00   | \$110,130.00   | \$94,820.00    |
| Poultney         | \$48,216    | \$48,536    | \$48,713    | \$47,807    | \$48,947    | \$48,232    | \$48,372    | \$47,325    | \$46,820    | \$46,950.00    | \$0.00 | \$83,512.00    | \$54,466.00    | \$46,146.00    |
| Preston          | \$67,550    | \$66,576    | \$66,613    | \$67,703    | \$68,967    | \$66,983    | \$66,121    | \$66,305    | \$63,149    | \$63,423.00    | \$0.00 | \$167,785.00   | \$73,391.00    | \$62,218.00    |
| Prospect         | \$85,438    | \$87,301    | \$86,689    | \$86,590    | \$86,932    | \$85,457    | \$85,709    | \$84,833    | \$84,286    | \$84,551.00    | \$0.00 | \$81,135.00    | \$52,139.00    | \$44,626.00    |
| Puritan          | \$77,433    | \$79,989    | \$78,322    | \$76,921    | \$77,240    | \$79,437    | \$79,453    | \$78,759    | \$84,782    | \$82,002.00    | \$0.00 | \$146,598.00   | \$90,876.00    | \$76,720.00    |
| Redding          | \$69,139    | \$69,016    | \$69,108    | \$68,836    | \$68,326    | \$68,964    | \$69,161    | \$68,029    | \$69,562    | \$69,407.00    | \$0.00 | \$126,997.00   | \$80,693.00    | \$68,975.00    |
| Ridgeland        | \$155,111   | \$154,205   | \$153,716   | \$152,735   | \$154,290   | \$153,002   | \$153,782   | \$153,701   | \$153,327   | \$153,548.00   | \$0.00 | \$280,885.00   | \$178,698.00   | \$153,510.00   |
| Rocky Hill       | \$114,589   | \$114,253   | \$114,587   | \$112,064   | \$112,473   | \$113,338   | \$113,116   | \$115,106   | \$113,558   | \$113,500.00   | \$0.00 | \$209,237.00   | \$131,169.00   | \$114,161.00   |
| Rocky            | \$36,432    | \$36,535    | \$36,490    | \$36,336    | \$36,470    | \$36,146    | \$36,098    | \$36,013    | \$35,916    | \$35,839.00    | \$0.00 | \$65,525.00    | \$41,639.00    | \$33,664.00    |
| Salem            | \$33,592    | \$34,306    | \$34,105    | \$34,134    | \$35,221    | \$34,519    | \$34,079    | \$33,947    | \$33,666    | \$34,395.00    | \$0.00 | \$61,635.00    | \$39,755.00    | \$33,443.00    |
| Seabury          | \$45,602    | \$46,223    | \$45,172    | \$44,891    | \$44,987    | \$44,190    | \$44,156    | \$44,020    | \$43,871    | \$43,808.00    | \$0.00 | \$80,114.00    | \$50,915.00    | \$42,999.00    |
| Seaboard         | \$22,066    | \$21,961    | \$22,313    | \$21,127    | \$22,035    | \$21,917    | \$21,036    | \$21,492    | \$21,198    | \$21,295.00    | \$0.00 | \$38,797.00    | \$24,618.00    | \$21,107.00    |
| Seymour          | \$115,846   | \$116,785   | \$122,983   | \$115,917   | \$117,907   | \$118,207   | \$114,987   | \$115,793   | \$115,583   | \$116,598.00   | \$0.00 | \$214,311.00   | \$136,527.00   | \$117,509.00   |
| Sharon           | \$50,573    | \$50,577    | \$50,551    | \$49,633    | \$49,718    | \$48,996    | \$49,738    | \$49,602    | \$49,456    | \$48,779.00    | \$0.00 | \$99,274.00    | \$66,739.00    | \$48,612.00    |
| Shelton          | \$264,515   | \$270,951   | \$270,415   | \$271,573   | \$273,809   | \$265,175   | \$265,682   | \$266,841   | \$267,034   | \$268,166.00   | \$0.00 | \$499,012.00   | \$313,935.00   | \$268,654.00   |
| Silvanna         | \$28,185    | \$28,115    | \$28,211    | \$27,953    | \$28,134    | \$26,680    | \$26,783    | \$26,721    | \$26,807    | \$26,023.00    | \$0.00 | \$47,740.00    | \$30,326.00    | \$25,951.00    |
| Simsbury         | \$162,038   | \$160,957   | \$161,445   | \$159,925   | \$161,441   | \$167,471   | \$165,004   | \$155,194   | \$154,713   | \$157,504.00   | \$0.00 | \$291,729.00   | \$189,086.00   | \$162,987.00   |
| Somers           | \$89,236    | \$94,065    | \$91,992    | \$88,400    | \$91,975    | \$92,123    | \$91,097    | \$88,743    | \$87,482    | \$88,675.00    | \$0.00 | \$160,133.00   | \$101,557.00   | \$86,540.00    |
| Southbury        | \$129,960   | \$131,342   | \$130,749   | \$130,398   | \$130,656   | \$131,917   | \$131,475   | \$131,719   | \$132,008   | \$130,193.00   | \$0.00 | \$226,233.00   | \$150,534.00   | \$130,569.00   |
| Southington      | \$283,902   | \$288,954   | \$296,540   | \$283,703   | \$289,838   | \$285,572   | \$279,653   | \$280,548   | \$280,242   | \$283,158.00   | \$0.00 | \$518,659.00   | \$327,788.00   | \$284,425.00   |
| South Windsor    | \$171,484   | \$173,135   | \$173,112   | \$168,035   | \$172,070   | \$166,439   | \$166,517   | \$164,563   | \$164,723   | \$163,674.00   | \$0.00 | \$295,638.00   | \$188,850.00   | \$162,535.00   |
| Sprague          | \$26,099    | \$27,404    | \$26,565    | \$26,461    | \$27,005    | \$26,677    | \$24,999    | \$26,271    | \$24,606    | \$26,251.00    | \$0.00 | \$47,592.00    | \$30,145.00    | \$25,864.00    |
| Sturbridge       | \$112,489   | \$113,887   | \$117,507   | \$109,866   | \$111,986   | \$112,724   | \$112,004   | \$110,004   | \$109,168   | \$111,207.00   | \$0.00 | \$198,750.00   | \$126,455.00   | \$108,824.00   |
| Stamford         | \$794,055   | \$795,039   | \$788,604   | \$890,036   | \$806,893   | \$795,783   | \$797,072   | \$812,613   | \$821,608   | \$842,577.00   | \$0.00 | \$1,545,130.00 | \$991,302.00   | \$846,469.00   |
| Stirling         | \$42,729    | \$40,959    | \$41,190    | \$40,160    | \$40,913    | \$42,224    | \$42,485    | \$40,652    | \$40,587    | \$41,624.00    | \$0.00 | \$76,673.00    | \$48,745.00    | \$41,832.00    |
| Stonington       | \$115,077   | \$112,365   | \$113,009   | \$110,074   | \$111,540   | \$112,207   | \$110,944   | \$110,337   | \$109,956   | \$109,735.00   | \$0.00 | \$203,790.00   | \$128,441.00   | \$109,374.00   |
| Stafford         | \$380,071   | \$388,592   | \$375,026   | \$367,678   | \$373,582   | \$386,453   | \$393,472   | \$393,196   | \$391,112   | \$392,331.00   | \$0.00 | \$716,335.00   | \$460,998.00   | \$392,245.00   |

| <b>Roads Paved (2019)</b> | <b>Limits</b>                                                  | <b>Final Amount</b> |
|---------------------------|----------------------------------------------------------------|---------------------|
| ACADEMY STREET            | <i>from Chapel Street to Merwin Street</i>                     | \$ 196,896.31       |
| ALGONQUIN ROAD            | <i>from Chestnut Hill Road to Pocono Road</i>                  | \$ 68,698.81        |
| BARNUM AVENUE             | <i>from Hawthorne Drive to Lovatt Street</i>                   | \$ 41,881.10        |
| CHAPEL STREET             | <i>from Commerce Street to West Avenue</i>                     | \$ 385,913.66       |
| COMMERCE STREET           | <i>from Chapel Street to Railroad Crossing</i>                 | \$ 255,516.40       |
| FULLIN COURT              | <i>from Fullin Road to Cul-De-Sac</i>                          | \$ 379,009.78       |
| HAWTHORNE DRIVE           | <i>from Lovatt Street to Vollmer Avenue</i>                    | \$ 72,060.51        |
| LOVATT STREET             | <i>from Wolfpit Avenue to Hawthorne Drive</i>                  | \$ 96,071.59        |
| MERWIN STREET             | <i>from West Avenue to Harbor Avenue</i>                       | \$ 115,968.12       |
| MOHAWK DRIVE              | <i>from Grumman Avenue to Stonecrop Road</i>                   | \$ 113,363.59       |
| NEWTOWN COURT             | <i>from Newtown Avenue Route 53 to Cul-De-Sac</i>              | \$ 29,862.71        |
| OLD FARM PLACE            | <i>from Ells Street to Cul-De-Sac</i>                          | \$ 23,794.99        |
| ORCHARD HILL COURT        | <i>from Orchard Hill Road to Cul-de-sac</i>                    | \$ 47,167.72        |
| ORCHARD HILL ROAD         | <i>from Wolfpit Avenue to 534' N Orchard Hill Court</i>        | \$ 88,497.17        |
| POCONO ROAD               | <i>from Mohawk Drive to Cul-De-Sac</i>                         | \$ 42,341.99        |
| RAILROAD PLACE            | <i>from Chapel Street to Railroad Crossing</i>                 | \$ 8,732.91         |
| SACHEM STREET             | <i>from Fillow Street to Chester Street</i>                    | \$ 41,490.37        |
| SHEILA COURT              | <i>from Fullin Road to Cul-De-Sac</i>                          | \$ 35,144.40        |
| STARLIGHT DRIVE           | <i>from Wolfpit Avenue to Wolfpit Avenue</i>                   | \$ 217,322.81       |
| STONECROP ROAD #2         | <i>from Mohawk Drive to Algonquin Road</i>                     | \$ 64,737.84        |
| TOWER DRIVE               | <i>from Beau Street to Cul-De-Sac</i>                          | \$ 33,414.61        |
| VOLLMER AVENUE            | <i>from U.S. Route 1 to Lovatt Street</i>                      | \$ 39,969.92        |
| WILDMERE LANE             | <i>from Lovatt Street to Hawthorne Drive</i>                   | \$ 19,772.36        |
| AUTUMN STREET             | <i>from June Avenue to Chester Street (including dead end)</i> | \$ 33,627.72        |
| BEAU STREET               | <i>from Ponus Avenue to Elenor Lane</i>                        | \$ 79,464.34        |
| CHESTER STREET            | <i>from June Avenue to Kettle Road</i>                         | \$ 25,673.43        |
| ELENOR LANE               | <i>from Beau Street to Maher Drive</i>                         | \$ 36,566.02        |
| ELLS STREET               | <i>from Ponus Avenue to Route 123</i>                          | \$ 37,409.86        |
| HOYT STREET               | <i>from US Route 1 to Main Street</i>                          | \$ 39,292.21        |
| KNIGHT STREET             | <i>from Wall Street to US Route 1</i>                          | \$ 36,827.82        |
| NOLAN COURT               | <i>from Nolan Street to Cul-De-Sac</i>                         | \$ 30,975.10        |
| NOLAN STREET              | <i>from Spring Hill Avenue to Tracey Street</i>                | \$ 37,864.22        |
| NOLAN STREET EXTENSION    | <i>from Tracey Street to Dead End</i>                          | \$ 21,641.33        |
| NORVEL ROAD               | <i>from Ponus Avenue to Eleanor Lane</i>                       | \$ 46,425.86        |
| TRACEY STREET             | <i>from June Avenue to Newfield Street</i>                     | \$ 35,803.40        |
| RIVER STREET              | <i>from Burnell Blvd to Wall Street</i>                        | \$ 24,577.23        |
| ARCH STREET               | <i>from West Avenue to dead end</i>                            | \$ 45,996.88        |
| ELM STREET                | <i>from West Avenue to dead end</i>                            | \$ 45,536.88        |
| BUTLER STREET             | <i>from Qunicy Street to West Avenue</i>                       | \$ 43,019.36        |

**Total \$ 3,038,331.34**

| Proposed Roads List (2020) |                                                       | Limits | Estimate   |
|----------------------------|-------------------------------------------------------|--------|------------|
| AUBURN STREET              | <i>from Soundview Avenue to Lenox Avenue</i>          | \$     | 31,399.00  |
| AVIATION COURT             | <i>from Soundview Avenue to Cul-De-Sac</i>            | \$     | 8,473.00   |
| ANDERSON ROAD              | <i>from Toilsome Avenue to Dead End</i>               | \$     | 29,296.00  |
| BARJUNE ROAD               | <i>from Winnipauk Drive to Tod Road</i>               | \$     | 45,084.00  |
| BELLE AVENUE               | <i>from South Main Street to San Vincenzo Place</i>   | \$     | 37,193.00  |
| BELAIR ROAD                | <i>from Comstock Hill Avenue to Silvermine Avenue</i> | \$     | 27,123.00  |
| BEAUFORD ROAD              | <i>from Scribner Avenue to Rampart Road</i>           | \$     | 18,674.00  |
| BLACKBERRY LANE            | <i>from Comstock Hill Avenue to Cul-de-sac</i>        | \$     | 34,340.00  |
| BUMBLE BEE LANE            | <i>from Chestnut Hill Road to Cul-De-Sac</i>          | \$     | 43,370.00  |
| BUTTERNUT LANE             | <i>from Creeping Hemlock Dr to West Rocks Rd</i>      | \$     | 20,018.00  |
| CADDY ROAD                 | <i>from West Rocks Road to Winding Lane</i>           | \$     | 17,013.00  |
| CIDER LANE                 | <i>from Fullin Road to Cul-De-Sac</i>                 | \$     | 25,746.00  |
| CHATHAM DRIVE              | <i>from Shaw Avenue to Cossitt Road</i>               | \$     | 29,178.00  |
| CLIFFVIEW DRIVE            | <i>from Silvermine Avenue to Riverview Drive</i>      | \$     | 29,115.00  |
| COSSIT ROAD #1             | <i>from Scribner Avenue to Chatham Drive</i>          | \$     | 12,911.00  |
| COSSIT ROAD #2             | <i>from Cossit Road#1 to Rampart Road</i>             | \$     | 7,986.00   |
| COLUMBINE LANE             | <i>from Newtown Avenue to Thistle Road</i>            | \$     | 47,188.00  |
| CROWN AVENUE               | <i>from Taylor Avenue to Avenue D</i>                 | \$     | 23,944.00  |
| DAWN ROAD                  | <i>from Eastwood Rd to Cul-De-Sac</i>                 | \$     | 21,340.00  |
| DEERFIELD STREET           | <i>from Lenox Avenue to Soundview Avenue</i>          | \$     | 39,000.00  |
| DRIFTWOOD LANE             | <i>from West Rocks Rd to Eastwood Rd</i>              | \$     | 59,870.00  |
| ELY AVENUE                 | <i>from Franklin Street to Laura Street</i>           | \$     | 30,521.00  |
| EDGEWOOD STREET            | <i>from Soundview Avenue to Lenox Avenue</i>          | \$     | 34,429.00  |
| FAIRVIEW AVENUE            | <i>from Maple Street to Dover Street</i>              | \$     | 51,257.00  |
| FERN STREET                | <i>from Soundview Avenue to Lenox Avenue</i>          | \$     | 12,714.00  |
| GLENDENNING STREET         | <i>from East Rocks Road to France Street</i>          | \$     | 37,186.00  |
| GLENWOOD AVENUE            | <i>from U.S. Route 1 to Benedict Street</i>           | \$     | 115,061.00 |
| GREEN HILL ROAD            | <i>from Comstock Hill Avenue to Cul-de-sac</i>        | \$     | 54,769.00  |
| HAWKINS AVENUE             | <i>from Fifth Street to Cul-De-Sac</i>                | \$     | 18,211.00  |
| HADIK PARKWAY              | <i>from Soundview Avenue to Cul-De-Sac</i>            | \$     | 23,254.00  |
| HONEY HILL ROAD            | <i>from Bayberry Lane to Dead End</i>                 | \$     | 79,760.00  |
| HONEY HILL LANE            | <i>from Brookhill Lane to Honey Hill Road</i>         | \$     | 14,277.00  |
| HUNTERS LANE               | <i>from Lancaster Drive to Fallow Street</i>          | \$     | 226,647.00 |
| JAYNE WAY                  | <i>from Grumman Avenue to Dead End</i>                | \$     | 24,188.00  |
| JAMES STREET               | <i>from Silvermine Avenue to Perry Avenue</i>         | \$     | 48,695.00  |
| KREINER LANE               | <i>from Comstock Hill Avenue to Cul-de-sac</i>        | \$     | 38,992.00  |
| LAURA STREET               | <i>from Ely Avenue to Austin Street</i>               | \$     | 20,024.00  |
| LENOX AVENUE               | <i>from Highland Avenue to Deerfield Street</i>       | \$     | 38,748.00  |
| LINDEN STREET              | <i>from Main Avenue to West Rocks Road</i>            | \$     | 135,433.00 |
| LILAC LANE                 | <i>from St. Marys Lane to Cul-De-sac</i>              | \$     | 18,503.00  |
| MICHAEL STREET             | <i>from Flax Hill Road to Soundview Avenue</i>        | \$     | 112,225.00 |
| MEREDITH COURT             | <i>from Highland Avenue to Cul-De-Sac</i>             | \$     | 17,982.00  |
| MORTON STREET              | <i>from Avenue D to Tayloy Avenue</i>                 | \$     | 44,650.00  |
| NOAH'S LANE EXTENSION      | <i>from Noahs Lane to Toilsome Avenue</i>             | \$     | 91,129.00  |
| NORTH TAYLOR AVENUE        | <i>from West Cedar Street to Nash Place (South)</i>   | \$     | 119,607.00 |
| OAK HILL AVENUE            | <i>from Flax Hill Road to Jomar Road</i>              | \$     | 70,789.00  |
| POGANY STREET              | <i>from Soundview Avenue to Dead End</i>              | \$     | 14,571.00  |
| PUMPKIN LANE               | <i>from Chestnut Hill Road to Cul-de-sac Loop</i>     | \$     | 63,582.00  |

|                             |                                                    |               |
|-----------------------------|----------------------------------------------------|---------------|
| PUMPKIN STEM LANE           | <i>from Pumpkin Lane to Pumpkin Lane</i>           | \$ 34,303.00  |
| RANGE ROAD                  | <i>from Witch Lane to Crooked Trail Road</i>       | \$ 32,447.00  |
| RIVERVIEW DRIVE             | <i>from James Street to Cul-de-sac Loop</i>        | \$ 46,157.00  |
| RUNNING BROOK LANE          | <i>from Comstock Hill Avenue to Bow end road</i>   | \$ 14,461.00  |
| REED STREET                 | <i>from Fairfield Avenue to West Avenue</i>        | \$ 22,296.00  |
| ROWAYTON AVENUE             | <i>from McKinley Street to Cook Street</i>         | \$ 44,508.00  |
| SOUTH MAIN STREET           | <i>from Concord Street to Meadow Street</i>        | \$ 113,187.00 |
| SOUNDVIEW AVENUE            | <i>from Michael Street to Glasser Street</i>       | \$ 41,205.00  |
| SHADOW LANE                 | <i>from Eastwood Rd to Cul-De-Sac</i>              | \$ 33,235.00  |
| SHAW AVENUE                 | <i>from Scribner Avenue to Rampart Road</i>        | \$ 19,313.00  |
| SKYVIEW LANE                | <i>from West Rocks Road to Linden Street</i>       | \$ 25,840.00  |
| SUBURBAN DRIVE              | <i>from West Rocks Road to Midrocks Road</i>       | \$ 35,235.00  |
| SPRINGVIEW AVENUE           | <i>from Grandview Avenue to Spring Hill Avenue</i> | \$ 10,247.00  |
| SENGA ROAD                  | <i>from Scribner Avenue to Avenue E</i>            | \$ 23,730.00  |
| TOPSAIL ROAD                | <i>from Farm Creek Road to Cul-De-Sac Loop</i>     | \$ 17,501.00  |
| WEATHERBELL DRIVE EXTENSION | <i>from Weatherbell Drive to Dead End</i>          | \$ 13,195.00  |
| WINDING LANE                | <i>from Caddy Road to Dead End</i>                 | \$ 68,281.00  |
| WEST AVENUE                 | <i>from North Main Street to Garner Street</i>     | \$ 7,595.00   |

**Total \$ 2,768,201.00**

**SECTION C (b)**  
**BOARD OF ESTIMATE AND TAXATION**

**Approval of FY 2020-21 Parking Authority Budget**



## **MEMORANDUM**

April 27, 2020

TO: Members of the Board of Estimate and Taxation

FROM: Dick Brescia  
Chairman

RE: **FY 2021 OPERATING BUDGET**

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Attached is the Norwalk Parking Authority Operating Budget for Fiscal Year 20/21 which was approved at the Parking Authority meeting on February 26, 2020.

We realize that adjustments will have to be made but, at this point in time, while we are still instituting adjustments to the 19/20 Fiscal Year brought on by the COVID 19 impact, we do not have a clear picture of exactly when we will begin to introduce the changes that will positively impact our revenue stream. We are evaluating options we've laid out as part of our long term strategy and adjusting to State and City mandates as to when we can start to return to some sense of normalcy. In the meantime, we plan to utilize the Parking Authority's Fund Balance as well as reduce and defer expenses to ease the loss of Revenue impact.

Cc: Mayor Harry W. Rilling  
Laoise King, Chief of Staff  
Jessica Casey, Chief of Economic and Community Development  
Kathryn Hebert, Director Transportation, Mobility and Parking



February 2020

### **OPERATING BUDGET / FISCAL YEAR 2020-2021**

The operating budget for FY 2021 reflects the Parking Authority's mission to enhance economic development and quality of life as a critical contributor through community partnerships, investment opportunities and financially balanced parking programs, smartparking technologies, security systems, overseeing the management, operation, facilities, and maintenance of 4,281 on and off-street parking in the SoNo, West, Wall and Railroad Station areas. The FY 2021 Operating Expense Budget of \$7,320,748 represents a -.32%, or \$(23,646) decrease compared to FY 2020.

#### **SUMMARY**

##### **Expense Highlights**

- \$154,715 Increase in salary and benefits for parking personnel
- \$176,756 Increase for wayfinding signage, marketing and outreach, equipment maintenance contracts, liability insurance, software and technology system fees.
- \$(61,980) decrease for city allocated expenses for utilities, professional services, salaries and benefits for staff services provided to the Parking Authority.
- \$(80,211) decrease for debt service.
- \$(212,925) decrease for capital outlay.
- \$182,746 Increase for sales tax on parking permits and meter revenue per the new state of CT approved legislation.

##### **Revenue Highlights**

- \$6,947 Increase in monthly permit sales.
- \$46,033 Increase for facility hourly parking transactions.
- \$97,121 Increase in on street meter collections.
- (\$9,120) decrease in projected violation revenue.



**Norwalk Parking Authority**  
**BUDGET (SUMMARY)**  
**FY 2021**

|                              | <b>Actual<br/>FY 2019</b> | <b>Budget<br/>FY 2020</b> | <b>Budget<br/>FY 2021</b> | <b>Variance \$<br/>to Budget<br/>FY 2020</b> | <b>Variance %<br/>to Budget<br/>FY 2020</b> |
|------------------------------|---------------------------|---------------------------|---------------------------|----------------------------------------------|---------------------------------------------|
| <b>REVENUE:</b>              |                           |                           |                           |                                              |                                             |
| Monthly                      | 2,895,338                 | 2,903,483                 | 2,910,430                 | 6,947                                        | 0.24%                                       |
| Transient                    | 3,095,464                 | 3,134,236                 | 3,180,269                 | 46,033                                       | 1.47%                                       |
| Meters                       | 554,612                   | 528,277                   | 625,398                   | 97,121                                       | 18.38%                                      |
| Violations                   | 769,172                   | 883,368                   | 874,247                   | (9,120)                                      | -1.03%                                      |
| Sales Tax/Refunds            | (217,001)                 | (213,369)                 | (396,115)                 | (182,746)                                    | 85.65%                                      |
| <b>TOTAL PARKING REVENUE</b> | <b>7,097,585</b>          | <b>7,235,995</b>          | <b>7,194,231</b>          | <b>(41,765)</b>                              | <b>-0.58%</b>                               |
| Other Revenue                | 89,063                    | 108,398                   | 126,600                   | 18,202                                       | 16.79%                                      |
| <b>TOTAL SYSTEM REVENUE</b>  | <b>7,186,648</b>          | <b>7,344,393</b>          | <b>7,320,830</b>          | <b>(23,563)</b>                              | <b>-0.32%</b>                               |
| <b>EXPENSES:</b>             |                           |                           |                           |                                              |                                             |
| Payroll/Benefits             | 2,129,921                 | 2,206,520                 | 2,361,234                 | 154,715                                      | 7.01%                                       |
| All Other Oper Exp           | 2,933,423                 | 2,818,913                 | 2,995,669                 | 176,755                                      | 6.27%                                       |
| City Support Charges         | 831,696                   | 1,008,432                 | 946,452                   | (61,980)                                     | -6.15%                                      |
| Debt Service                 | 974,628                   | 921,993                   | 841,782                   | (80,211)                                     | -8.70%                                      |
| Capital Outlay               | 316,980                   | 388,536                   | 175,611                   | (212,925)                                    | -54.80%                                     |
| <b>TOTAL EXPENSES</b>        | <b>7,186,648</b>          | <b>7,344,393</b>          | <b>7,320,748</b>          | <b>(23,646)</b>                              | <b>-0.32%</b>                               |

**Norwalk Parking Authority**  
**BUDGET (Detail)**  
FY 2021

|                                   | Actual<br>FY 2019 | Budget<br>FY 2020 | Budget<br>FY 2021 | Variance \$<br>to Budget<br>FY 2020 | Variance %<br>to Budget<br>FY 2020 | SEE<br>NARRATIVE |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------------------------|------------------------------------|------------------|
| <b>PARKING REVENUE</b>            |                   |                   |                   |                                     |                                    |                  |
| Monthly                           | 2,895,338         | 2,903,483         | 2,910,430         | 6,947                               | 0.24%                              |                  |
| Transient                         | 3,095,464         | 3,134,236         | 3,180,269         | 46,033                              | 1.47%                              |                  |
| Meters                            | 554,612           | 528,277           | 625,398           | 97,121                              | 18.38%                             |                  |
| Violations                        | 769,172           | 883,368           | 874,247           | (9,120)                             | -1.03%                             |                  |
| Less: Refunds                     | (775)             | 0                 | 0                 | 0                                   | 0                                  |                  |
| Less Sales Tax                    | (216,226)         | (213,369)         | (396,115)         | (182,746)                           | 85.65%                             |                  |
| <b>TOTAL PARKING REVENUE</b>      | <b>7,097,585</b>  | <b>7,235,995</b>  | <b>7,194,231</b>  | <b>(41,765)</b>                     | <b>-0.58%</b>                      |                  |
| <b>OTHER REVENUE</b>              |                   |                   |                   |                                     |                                    |                  |
| Art Program - MG                  | 2,300             | 2,400             | 2,400             | 0                                   | 0.00%                              |                  |
| Advertising                       |                   | 500               | 18,000            | 17,500                              | 3500.00%                           |                  |
| Lease Income - SNRR               | 19,160            | 34,770            | 35,796            | 1,026                               | 2.95%                              |                  |
| Lease Income - YDG                | 25,913            | 17,568            | 17,568            | 0                                   | 0.00%                              |                  |
| SNRR/ENRR Concessions             | 10,000            | 41,160            | 40,836            | (324)                               | -0.79%                             |                  |
| Investment Income                 | 26,585            | 8,000             | 8,000             | 0                                   | 0.00%                              |                  |
| ATM Machines                      | 5,105             | 4,000             | 4,000             | 0                                   | 0.00%                              |                  |
| <b>TOTAL OTHER REVENUE</b>        | <b>89,063</b>     | <b>108,398</b>    | <b>126,600</b>    | <b>18,202</b>                       | <b>16.79%</b>                      |                  |
| <b>TOTAL SYSTEM REVENUE</b>       | <b>7,186,648</b>  | <b>7,344,393</b>  | <b>7,320,830</b>  | <b>(23,563)</b>                     | <b>-0.32%</b>                      |                  |
| <b>EXPENSES</b>                   |                   |                   |                   |                                     |                                    |                  |
| Personnel/Benefits (FTE 40.5)     | 2,129,921         | 2,206,520         | 2,361,234         | 154,715                             | 7.01%                              |                  |
| Security Service Contracts        | 187,261           | 130,000           | 130,000           | 0                                   | 0.00%                              |                  |
| Equipment Expense                 | 391,447           | 90,000            | 150,000           | 60,000                              | 66.67%                             |                  |
| Vehicle Expense                   | 58,543            | 120,000           | 120,000           | 0                                   | 0.00%                              |                  |
| Building & Property R&M           | 484,800           | 579,867           | 579,867           | 0                                   | 0.00%                              |                  |
| Sanitation Expense                | 20,075            | 17,520            | 19,920            | 2,400                               | 13.70%                             |                  |
| Operating Expense                 | 212,986           | 95,000            | 125,000           | 30,000                              | 31.58%                             |                  |
| Elevator Repair & Maintenance     | 16,688            | 27,600            | 27,600            | 0                                   | 0.00%                              |                  |
| Snow Removal                      | 176,588           | 275,000           | 275,000           | 0                                   | 0.00%                              |                  |
| Signage                           | 23,105            | 70,000            | 100,000           | 30,000                              | 42.86%                             |                  |
| Tickets                           | 18,309            | 20,000            | 20,000            | 0                                   | 0.00%                              |                  |
| Liability Insurance               | 171,778           | 180,916           | 180,449           | (467)                               | -0.26%                             |                  |
| Maritime Garage Condo Fees.       | 21,353            | 22,216            | 22,656            | 441                                 | 1.98%                              |                  |
| Uniforms                          | 17,828            | 10,000            | 10,000            | 0                                   | 0.00%                              |                  |
| Utilities                         | 82,386            | 89,842            | 89,842            | 0                                   | 0.00%                              |                  |
| Management Fees                   | 150,000           | 100,000           | 100,000           | 0                                   | 0.00%                              |                  |
| Office Expense                    | 14,025            | 18,000            | 18,000            | 0                                   | 0.00%                              |                  |
| Service Contracts                 | 63,180            | 119,000           | 125,000           | 6,000                               | 5.04%                              |                  |
| Telephone/Data Communications     | 78,215            | 75,000            | 75,000            | 0                                   | 0.00%                              |                  |
| Credit Card Fees                  | 285,341           | 203,953           | 202,335           | (1,618)                             | -0.79%                             |                  |
| Permit/Violation Management       | 88,290            | 130,000           | 130,000           | 0                                   | 0.00%                              |                  |
| Marketing & Communications        | 36,225            | 60,000            | 90,000            | 30,000                              | 50.00%                             |                  |
| Capital Reserve & Replacement     | 135,000           | 135,000           | 135,000           | 0                                   | 0.00%                              |                  |
| Parking Programs                  | 200,000           | 200,000           | 200,000           | 0                                   | 0.00%                              |                  |
| Contingency Fund                  |                   | 50,000            | 70,000            | 20,000                              | 40.00%                             |                  |
| <b>TOTAL OPERATING EXPENSES</b>   | <b>5,063,344</b>  | <b>5,025,433</b>  | <b>5,356,903</b>  | <b>331,470</b>                      | <b>6.60%</b>                       |                  |
| <b>CITY ADMINISTERED EXPENSES</b> |                   |                   |                   |                                     |                                    |                  |
| Personnel/Benefits (city alloc.)  | 579,333           | 683,972           | 650,862           | (33,110)                            | -4.84%                             | *                |
| Electric                          | 195,009           | 224,923           | 230,551           | 5,628                               | 2.50%                              |                  |
| Business Exp.                     | 6,647             | 4,500             | 4,500             | 0                                   | 0.00%                              |                  |
| Sewer (WPCA)                      | 5,433             | 10,037            | 10,539            | 502                                 | 5.00%                              |                  |
| Professional Service              | 45,274            | 80,000            | 45,000            | (35,000)                            | -43.75%                            |                  |
| Legal Service                     | 0                 | 5,000             | 5,000             | 0                                   | 0.00%                              |                  |
| <b>TOTAL CITY ADMINISTERED</b>    | <b>831,696</b>    | <b>1,008,432</b>  | <b>946,452</b>    | <b>(61,980)</b>                     | <b>-6.15%</b>                      |                  |
| <b>SUB-TOTAL OPERATING EXP.</b>   | <b>5,895,040</b>  | <b>6,033,865</b>  | <b>6,303,355</b>  | <b>269,490</b>                      | <b>4.47%</b>                       |                  |
| Debt Service Interest             | 333,924           | 287,442           | 234,479           | (52,963)                            | -18.43%                            | A                |
| Debt Service Principal            | 640,704           | 634,551           | 607,303           | (27,248)                            | -4.29%                             | A                |
| <b>SUB-TOTAL DEBT SERVICE</b>     | <b>974,628</b>    | <b>921,993</b>    | <b>841,782</b>    | <b>(80,211)</b>                     | <b>-8.70%</b>                      |                  |
| <b>Capital Outlay</b>             | <b>316,980</b>    | <b>388,536</b>    | <b>175,611</b>    | <b>(212,925)</b>                    | <b>-54.80%</b>                     |                  |
| <b>TOTAL EXPENSES</b>             | <b>7,186,648</b>  | <b>7,344,393</b>  | <b>7,320,748</b>  | <b>(23,646)</b>                     | <b>-0.32%</b>                      |                  |

**Norwalk Parking Authority**  
**BUDGET NARRATIVE**  
FY 2021

|                               | Budget<br>FY 2021 | Variance %<br>to Budget<br>FY 2020 | Notes                                                                                                                                                                                                                   |
|-------------------------------|-------------------|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PARKING REVENUE</b>        |                   |                                    |                                                                                                                                                                                                                         |
| Monthly                       | 2,910,430         | 0.24%                              | Based on current permit activity.                                                                                                                                                                                       |
| Transient                     | 3,180,269         | 1.47%                              | Based on current activity levels and trend; long term rate adjustment Webster Lot.                                                                                                                                      |
| Meters                        | 625,398           | 18.38%                             | 454,000 transactions in SONO area. It includes meter operations from 8am-9pm. Additional 264,000 estimated transactions at Wall area between 9am - 9pm (additional 254 metered spaces in the wall area at \$0.50/hour). |
| Parking Violation Revenue     | 874,247           | -1.03%                             | Includes decrease from Beach issuance (increased compliance) and from Courtesy card expansion to Wall area.                                                                                                             |
| Less: Refunds                 | 0                 | 0                                  | 0                                                                                                                                                                                                                       |
| Less Sales Tax                | 396,115           | 85.65%                             | Increased sales tax due to expansion of taxable parking to include railroad station facilities and metered parking                                                                                                      |
| <b>TOTAL PARKING REVENUE</b>  | <b>7,194,231</b>  | <b>-0.58%</b>                      |                                                                                                                                                                                                                         |
| <b>OTHER REVENUE</b>          |                   |                                    |                                                                                                                                                                                                                         |
| Art Program - MG              | 2,400             | 0.00%                              | Based on three years trend average.                                                                                                                                                                                     |
| Advertising                   | 18,000            | 3500.00%                           | Advertising program (20% of Gross Ad sales) & they manage ad content for local                                                                                                                                          |
| Lease Income - SNRR           | 35,796            | 2.95%                              | \$1,268/ month for fashion institute lease, including 1 parking spaces, includes SNEW condo income of \$20,585k per year.                                                                                               |
| Lease Income - YDG            | 17,568            | 0.00%                              | NPD lease of \$12,768/year plus \$4,800/year for Transit district                                                                                                                                                       |
| SNRR/ENRR Concessions         | 40,836            | -0.79%                             | Concession lease of \$10,800 from east bound station and \$30,036 from Westbound station.                                                                                                                               |
| Investment Income             | 8,000             | 0.00%                              | per city of Norwalk comproller                                                                                                                                                                                          |
| ATM Machines                  | 4,000             | 0.00%                              | SNRR. Based on current activity                                                                                                                                                                                         |
| <b>TOTAL OTHER REVENUE</b>    | <b>126,600</b>    | <b>16.79%</b>                      |                                                                                                                                                                                                                         |
| <b>TOTAL SYSTEM REVENUE</b>   | <b>7,320,830</b>  | <b>-0.32%</b>                      |                                                                                                                                                                                                                         |
| <b>EXPENSES</b>               |                   |                                    |                                                                                                                                                                                                                         |
| Personnel/Benefits (FTE 40.5) | 2,361,234         | 7.01%                              | Replacement of enforcement officer (Lois), Maintenance Personnel adjustment due to extended operating hours at Wall area, includes 2% wage increases                                                                    |
| Security Service Contracts    | 130,000           | 0.00%                              | Stanley, Dunbar services, security cameras                                                                                                                                                                              |
| Equipment Expense             | 150,000           | 66.67%                             | Includes equip. purchase and Meter & pay station replacement program.                                                                                                                                                   |
| Vehicle Expense               | 120,000           | 0.00%                              | Vehicle repairs, gas; replacement enforcement vehicle as part of Fleet Replacement program.                                                                                                                             |
| Building & Property R&M       | 579,867           | 0.00%                              | Building repairs, HVAC, parking equipment, electrical, plumbing, landscaping, doors & hardware, irrigation, painting, fire alarm, fence repairs, minor paving/drainage repairs for 9 facilities (3 garages and 1 deck)  |
| Sanitation Expense            | 19,920            | 13.70%                             | Dumpster services SNRR(1), MG(1), Wall St (1), pest control (SNRR, ENRR)                                                                                                                                                |
| Operating Expense             | 125,000           | 31.59%                             | Payroll processing, cleaning garage gallery,, janitorial supplies, access cards, coin count maint fee, internet service, Parkmobile pay by cell fees.                                                                   |
| Elevator Repair & Maintenance | 27,600            | 0.00%                              | Elevator R&M and service contract                                                                                                                                                                                       |
| Snow Removal                  | 275,000           | 0.00%                              | Reflects historical trend                                                                                                                                                                                               |
| Signage                       | 100,000           | 42.86%                             | Wayfinding signage program installations                                                                                                                                                                                |
| Tickets                       | 20,000            | 0.00%                              | Citations, splitter tickets, pay station receipt paper. Includes an additional \$5,000 for added meters in the Wall area                                                                                                |
| Liability Insurance           | 180,449           | -0.26%                             | Based on total revenues                                                                                                                                                                                                 |
| Maritime Garage Condo Fees.   | 22,656            | 1.98%                              | Increase 2% per the condo association                                                                                                                                                                                   |
| Uniforms                      | 10,000            | 0.00%                              | Field personnel                                                                                                                                                                                                         |
| Utilities                     | 89,842            | 0.00%                              | Includes water costs; 2.0% increase based on City proforma                                                                                                                                                              |
| Management Fees               | 100,000           | 0.00%                              | Contractual expenses                                                                                                                                                                                                    |
| Office Expense                | 18,000            | 0.00%                              | Includes printing, postage, office supplies, professional publications, memberships. Incl. SONO & YDG customer service offices                                                                                          |
| Service Contracts             | 125,000           | 5.04%                              | Includes communications equip., copier, PARCS PM contract, Cale, IPS fees, internet/phone system maint. Contracts, Streetline fees. Warranty expired for the new equipment.                                             |
| Telephone/Data Communication  | 75,000            | 0.00%                              | Cell phones, landlines, data lines. Includes customer service/security intercoms in facilities & pay stations. Includes the new Business intelligence dashboard program.                                                |
| Credit Card Fees              | 202,335           | -0.79%                             | 78% of parking revenue is via credit card. Credit card use increase plus new separate EMV charges.                                                                                                                      |
| Permit/Violation Management   | 130,000           | 0.00%                              | Includes LPR, permit, enforcement & collections costs; software maint. Fees; Increase based on historical cost average                                                                                                  |



**Norwalk Parking Authority**  
**BUDGET NARRATIVE**  
FY 2021

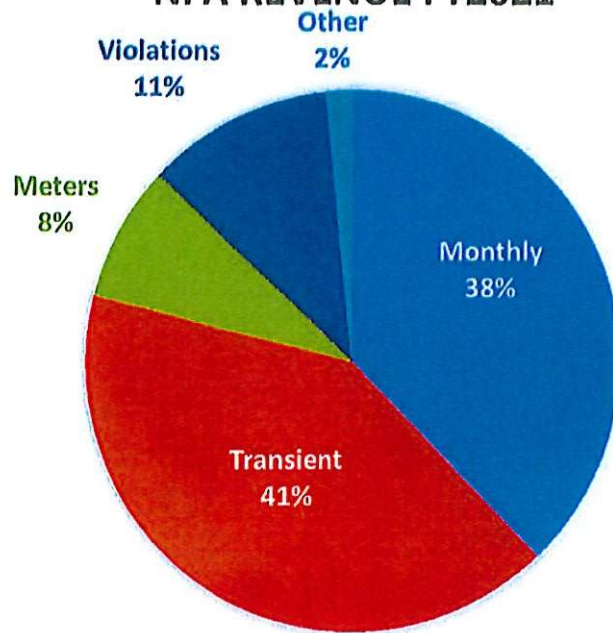
|                                  | Budget<br>FY 2021 | Variance %<br>to Budget<br>FY 2020 | Notes                                                                                                                                                                              |
|----------------------------------|-------------------|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Marketing & Communications       | 90,000            | 50.00%                             | website maint., public relations, general marketing and outreach programs                                                                                                          |
| Capital Reserve & Replacement    | 135,000           | 0.00%                              | Infrastructure improvements                                                                                                                                                        |
| Parking Programs                 | 200,000           | 0.00%                              | Includes parking commercial validation program, parklets, adaptive reuse of parking facilities such as farmers market, art in parking places expansion, parking payment incentives |
| Contingency Fund                 | 70,000            | 40.00%                             | 0                                                                                                                                                                                  |
| <b>TOTAL OPERATING EXP.</b>      | <b>5,356,903</b>  | <b>6.60%</b>                       |                                                                                                                                                                                    |
| <b>CITY ADMINISTERED EXP.</b>    |                   |                                    |                                                                                                                                                                                    |
| Personnel/Benefits (city alloc.) | 650,862           | -4.84%                             | City of Norwalk contractual obligations                                                                                                                                            |
| Contingency -unsettled negotiati | 0                 | 0.00%                              |                                                                                                                                                                                    |
| Electric                         | 230,551           | 2.50%                              | SNEW/Eversource utility expenses ; 1.0% increase built in for any usage or change increase.                                                                                        |
| Business Exp.                    | 4,500             | 0.00%                              | City allocated expenses                                                                                                                                                            |
| Sewer (WPCA)                     | 10,539            | 5.00%                              | City expense increased 5.0% per WCPA                                                                                                                                               |
| Professional Service             | 45,000            | -43.75%                            | Engineering, architectural consulting services.                                                                                                                                    |
| Legal Service                    | 5,000             | 0.00%                              | Contract development                                                                                                                                                               |
| <b>TOTAL CITY ADMINISTERED</b>   | <b>946,452</b>    | <b>-6.15%</b>                      |                                                                                                                                                                                    |
| <b>SUB-TOTAL OPERATING EXP.</b>  | <b>6,303,355</b>  | <b>4.47%</b>                       |                                                                                                                                                                                    |
| Debt Service Interest            | 234,479           | -18.43%                            | Based on DS schedule provided by City                                                                                                                                              |
| Debt Service Principal           | 607,303           | -4.29%                             | Based on DS schedule provided by City                                                                                                                                              |
| <b>SUB-TOTAL DEBT SERVICE</b>    | <b>841,782</b>    | <b>-8.70%</b>                      |                                                                                                                                                                                    |
| <b>capital outlay</b>            | <b>175,611</b>    | <b>-54.80%</b>                     |                                                                                                                                                                                    |
| <b>TOTAL EXPENSES</b>            | <b>7,320,748</b>  | <b>-0.32%</b>                      | Parking Capacity planning and building; alternative parking strategies, walk bridge/parking access expenses                                                                        |

## Rate Adjustment Summary Analysis

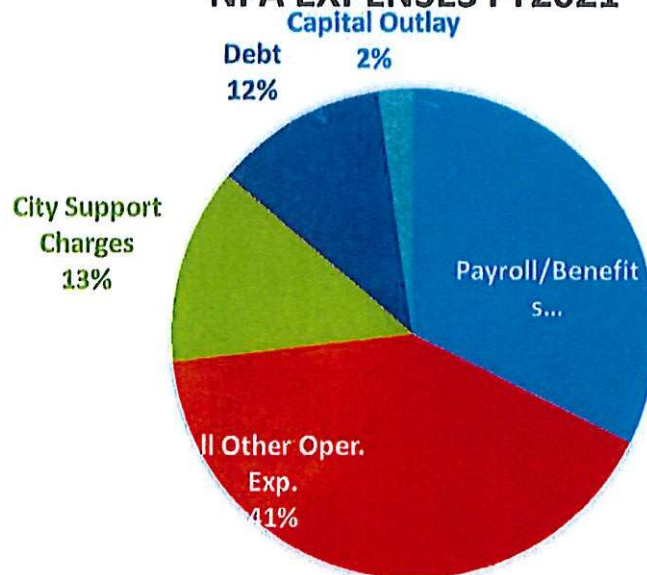
FY 2021

|                                        | Current | FY 2020<br>Budget | Rate<br>Change | Additional<br>ANNUAL<br>Revenue |
|----------------------------------------|---------|-------------------|----------------|---------------------------------|
| Webster Lot                            |         |                   |                |                                 |
| Hourly Rate - \$1/hr before 6 p.m. max |         |                   |                |                                 |
| \$8                                    |         |                   |                |                                 |
| Up to 7 hours Max                      | \$7.00  | \$10.00           | \$3.00         | \$7,109                         |
| After 7 hours Max                      | \$8.00  | \$12.00           | \$4.00         | \$6,770                         |
|                                        |         |                   |                | \$13,879                        |
|                                        |         |                   |                | <b>\$13,879</b>                 |

## NPA REVENUE FY2021



## NPA EXPENSES FY2021



**SECTION C (c)**  
**BOARD OF ESTIMATE AND TAXATION**

**Approval of FY 2020-21 WPCA Budget**

## **M E M O R A N D U M**

TO: Board of Estimate and Taxation

FROM: Ralph Kolb, PE, Sr. Environmental Engineer, WPCA

CC: Anthony Carr, PE, Chief of Operations and Public Works  
Chris Torre, Superintendent of Operations, DPW

DATE: March 26, 2020

REASON: Norwalk Water Pollution Control Authority  
Approved FY20/21 Operating Budget

---

The Norwalk Water Pollution Control Authority (WPCA), an enterprise fund, manages the City's sanitary sewer collection system, pumping stations and wastewater treatment facility in accordance with environmental standards and regulations in the most cost effective and responsible manner.

Enclosed is the WPCA's FY2020-21 budget as approved at the WPCA Board meeting held on March 16, 2020. The FY2020-21 budget includes a \$7 rate increase for a single family residence and an overall blended rate increase of approximately 2% over the previous fiscal year.

On September 16, 2019, the WPCA executed a Wastewater Treatment System Operations, Maintenance, and Management Services Agreement (Service Agreement) with SUEZ Water Environmental Services Inc. (SUEZ) for an initial term of 10 years with two additional five-year renewal options. The current Service Agreement with OMI, Inc. expires May 17, 2020. The WPCA has been working with SUEZ and its current operator, OMI, Inc., to ensure a smooth transition in May. The new contract emphasizes asset preservation, enhanced operations, and high quality effluent.

OMI, Inc. is in the process of replacing approximately 125 pieces of equipment (pumps, mixers, drive units, etc.) at the WWTP and pump stations as part of project closeout agreement.

Capital projects to be funded from reserve fund balance. No WPCA bonding requests.

Some items on the operating budget to point out are as follows:

### Revenues:

- Norwalk to receive Nitrogen Credits (~\$150k) for 2019, waiting for final pricing from CTDEEP.
- Includes line item for reimbursement (\$130,748) of WPCA support services billed to City

### Expenditures:

- Operation and maintenance fee account increased to reflect new Service Agreement with SUEZ
- Includes line item for reimbursement (\$586,669) of City support services billed to WPCA
- Professional and Legal services accounts decreased due to closure of Service Agreement procurement and contract closeout
- Decrease in debt service



City of Norwalk  
WATER POLLUTION CONTROL AUTHORITY  
Approved FY 2020-21 Operating Budget Summary

**REVENUES** (224062)

| ACCOUNT | DESCRIPTION                                                   | APPROVED<br>FY 19-20 | PROJECTED<br>ACTUAL<br>FY 19-20 | PROPOSED<br>FY 20-21 |
|---------|---------------------------------------------------------------|----------------------|---------------------------------|----------------------|
|         | <b>Sewer Use Charges</b>                                      |                      |                                 |                      |
| 4513    | Norwalk Customers <sup>1</sup>                                | \$ 17,106,000        | \$ 17,195,299                   | \$ 17,549,000        |
| 4521    | Wilton Interlocal Agreement <sup>2</sup>                      | \$ 16,496,000        | \$ 16,577,744                   | \$ 16,909,000        |
| 4522    | Other Contract Customers                                      | \$ 575,000           | \$ 579,169                      | \$ 600,000           |
|         |                                                               | \$ 35,000            | \$ 38,386                       | \$ 40,000            |
|         | <b>Other Revenues</b>                                         |                      |                                 |                      |
| 452C    | Industrial Pretreatment Surcharge <sup>3</sup>                | \$ 1,116,161         | \$ 1,170,531                    | \$ 1,004,648         |
| 452D    | Sewer Connection Fees                                         | \$ 210,000           | \$ 214,200                      | \$ 215,000           |
| 452E    | Industrial Pretreatment Interest                              | \$ 100,000           | \$ 193,970                      | \$ 125,000           |
| 4451    | Sewer Permits                                                 | \$ -                 | \$ 5,000                        | \$ 5,000             |
| 4807    | Reimbursement of Expenses                                     | \$ -                 | \$ 1,200                        | \$ 1,500             |
| 4453    | Septage Haulers Licenses                                      | \$ -                 | \$ -                            | \$ 1,000             |
| 4516    | Septage Disposal Fees                                         | \$ 1,400             | \$ 1,400                        | \$ 1,400             |
| 4121    | Nitrogen Credits <sup>4</sup>                                 | \$ 250,000           | \$ 200,000                      | \$ 200,000           |
| 4901    | Investment Income <sup>5</sup>                                | \$ -                 | \$ -                            | \$ 150,000           |
| 4051    | Interest on Delinquent Accounts <sup>6</sup>                  | \$ 110,000           | \$ 110,000                      | \$ 110,000           |
| 489F    | Reimbursement for Indirect Expenses <sup>7</sup>              | \$ 65,000            | \$ 65,000                       | \$ 65,000            |
|         |                                                               | \$ 379,761           | \$ 379,761                      | \$ 130,748           |
| XXXX    | Transfer from Fund Balance - Replacement Reserve <sup>8</sup> | \$ 850,000           | \$ -                            | \$ 850,000           |
| 4513    | Allowance for Uncollectibles <sup>9</sup>                     | \$ (297,000)         | \$ (298,000)                    | \$ (304,000)         |
| 4513    | Adjustments - Sewer Use Charges                               | \$ (100,000)         | \$ (100,000)                    | \$ (100,000)         |
|         | <b>TOTAL</b>                                                  | <b>\$ 18,675,161</b> | <b>\$ 17,967,830</b>            | <b>\$ 18,999,648</b> |

<sup>1</sup> Rate increase \$7 residential; \$10 commercial; \$0.19/1000 gallons commercial consumption per WPCA Financial Model.

<sup>2</sup> Billed on actual metered wastewater flow. Varies based on audited expenditures.

<sup>3</sup> Assumes no change in IPP rates.

<sup>4</sup> Nitrogen FY20/21 credits estimated based on past CTDEEP credit sharing. No credits in FY19/20.

<sup>5</sup> Per Comptroller.

<sup>6</sup> Per Comptroller.

<sup>7</sup> Salaries, benefits and other direct costs for WPCA support services, City Sewer Use Fee, IPP/FOG billing and stormwater O&M.

<sup>8</sup> Nets out in replacement reserve on expenditures sheet and is only an administrative exercise.

<sup>9</sup> Assumes 98.2% collection rate per Tax Collector's Office. May decrease based upon economic conditions.

City of Norwalk  
WATER POLLUTION CONTROL AUTHORITY  
Approved FY 2020-21 Operating Budget Summary

EXPENDITURES (224062)

| ACCOUNT | DESCRIPTION                                                             | APPROVED<br>FY 19-20 | PROJECTED<br>ACTUAL<br>FY 19-20 | PROPOSED<br>FY 20-21 |
|---------|-------------------------------------------------------------------------|----------------------|---------------------------------|----------------------|
|         | <b>Personnel/Benefits</b>                                               |                      |                                 |                      |
| 5110    | Wages & Salary - Regular <sup>1</sup>                                   | \$ 652,805           | \$ 537,668                      | \$ 687,254           |
| 5428    | Employee Benefits                                                       | \$ 415,414           | \$ 322,109                      | \$ 408,450           |
| 5120    | Wages & Salary - Overtime                                               | \$ 221,415           | \$ 171,684                      | \$ 217,704           |
| 5140    | Wages & Salary - Part-time                                              | \$ 15,000            | \$ 15,000                       | \$ 30,000            |
| 5150    | Longevity                                                               | \$ -                 | \$ 27,775                       | \$ 30,000            |
|         |                                                                         | \$ 975               | \$ 1,100                        | \$ 1,100             |
| 5258    | Operations & Maintenance Fees <sup>2</sup>                              | \$ 6,757,000         | \$ 6,757,000                    | \$ 8,341,000         |
| 5651    | Indirect Expenses <sup>3</sup>                                          | \$ 543,744           | \$ 543,744                      | \$ 586,669           |
| 5241    | Electricity <sup>4</sup>                                                | \$ 1,455,506         | \$ 1,455,506                    | \$ 1,470,061         |
| 5298    | Other Contractual Services                                              | \$ 325,000           | \$ 325,000                      | \$ 200,000           |
| 5252    | Legal Services <sup>5</sup>                                             | \$ 300,000           | \$ 150,000                      | \$ 150,000           |
|         | <b>Administration</b>                                                   |                      |                                 |                      |
| 5286    | Business Expense (General Office / Billing Costs)                       | \$ 54,000            | \$ 54,000                       | \$ 78,000            |
| 5245    | Telephone                                                               | \$ 30,000            | \$ 30,000                       | \$ 32,000            |
| 5741    | IT Hardware / Software                                                  | \$ 4,000             | \$ 4,000                        | \$ 2,000             |
|         |                                                                         | \$ 20,000            | \$ 20,000                       | \$ 44,000            |
| 5235    | Professional Dues/Memberships                                           | \$ 10,000            | \$ 10,000                       | \$ 10,000            |
| 5295    | Training/Conferences                                                    | \$ 6,000             | \$ 6,000                        | \$ 10,000            |
| 5418    | Property Insurance/Liability Premium Worker's Compensation <sup>6</sup> | \$ 100,267           | \$ 100,267                      | \$ 103,844           |
| 5789    | Replacement Reserve - Wilton's portion per agreement                    | \$ -                 | \$ -                            | \$ -                 |
| 5789    | Replacement Reserve - Norwalk <sup>7</sup>                              | \$ 4,888,332         | \$ -                            | \$ 4,713,950         |
| 5521    | Debt Service - Principal                                                | \$ 2,899,363         | \$ 2,982,845                    | \$ 2,105,083         |
| 5522    | Debt Service - Interest                                                 | \$ 593,144           | \$ 593,240                      | \$ 543,787           |
| 5463    | Nitrogen Credits                                                        | \$ 90,000            | \$ 87,739                       | \$ -                 |
|         | <b>TOTAL</b>                                                            | <b>\$ 18,675,161</b> | <b>\$ 13,603,009</b>            | <b>\$ 18,999,648</b> |

<sup>1</sup> Includes step and estimated COL increases. Unions will be negotiating new contracts.

<sup>2</sup> Item includes initial base service fee of \$7,184,753 with SUEZ and a 10% contingency for contract components (pass-through and extraordinary items) and \$437,507 for capital cost recovery repayment (biosolids dewatering and collection system equipment).

<sup>3</sup> Salaries, benefits and other direct costs for City support services including Finance Department (Tax Collector, Tax Assessor, Comptroller, IT, and Management & Budgets).

<sup>4</sup> Includes allocation for DPW management. Also includes Property Insurance/Liability Premium Worker's Compensation

<sup>5</sup> Assumes 1% increase over previous year.

<sup>6</sup> Legal fees have been reduced due to MLP litigation and O&M Procurement have been completed.

<sup>7</sup> Per Risk Management and Finance Department

<sup>8</sup> Includes \$850K transfer from fund balance (shown on revenue sheet). Replacement reserve funded at \$3,863,950. Funds to be used for rate stabilization in future years related to multiple collection system, pump station and WWTP projects included in WPCA Financial Model.



**CITY OF NORWALK**  
**Henry M. Dachowitz**  
*Chief Financial Officer*  
[hdachowitz@norwalkct.org](mailto:hdachowitz@norwalkct.org)

Mobile: 516-728-4991  
Office: 203-854-7870

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

## **M E M O R A N D U M**

To: Greg Burnett, Chairman of the Finance Committee of the Common Council

From: Henry M. Dachowitz, CFO

Date: May 13, 2020

Subject: Bond Counsel Services – Contract Authorization

---

The City recently issued Request for Proposal (RFP) #3992 requesting proposals to provide professional legal services to the City as Bond Counsel, primarily relating to the issuance and management of City debt. The City usually issues debt annually to finance the Capital Budget (New Money issues). In addition, when market conditions are favorable, the City issues Refunding Bonds to refinance existing debt at lower interest rates.

The role of Bond Counsel is to render a legal opinion on the validity of the bond offering, the security for the offering, and whether and to what extent the interest on the bonds is exempt from income and other taxation to the investor.

Prospective purchasers of the City's bonds rely upon Bond Counsel's legal opinion when deciding whether to bid or purchase the City's bonds and what interest rates they will agree to accept for their investment. This is a specialized area of the law that must be performed by a firm recognized by the Municipal Bond industry with expertise in this legal area.

Bond Counsel is involved in drafting and reviewing the Official Statement for all bond offerings (in coordination with our underwriters and Financial Advisor), assisting the City in complying with the Security and Exchange Commission's (SEC) Continuing Disclosure Requirements, and assisting the City with any tax, private use, arbitrage rebate or other IRS-related matters that may arise concerning the City's debt issuance.

The City received four (4) proposals in response to our solicitation. All proposals were evaluated based on the criteria contained in the City's RFP. Three proposers were

short-listed as finalists and were subsequently interviewed in ZOOM video conference calls. The selection panel unanimously recommended that Shipman & Goodwin LLP be selected as the City's bond counsel.

Shipman has over 100 years' experience serving as a Municipal Bond Counsel in Connecticut. They have served as Bond Counsel to the State of Connecticut and 23 cities and towns including the State Treasurer's office since 1994 and West Hartford. They have a sizable firm of 170 attorneys plus support staff with 6 offices located in Connecticut in addition to offices in New York City and Washington. They have an excellent reputation for high quality work and excellent customer service, had an outstanding presentation, excellent references and a competitive price.

**ACTION REQUESTED:** Authorize the Mayor, Harry W. Rilling, to execute a contract with Shipman & Goodwin LLP to provide bond counsel services, with pricing for services based upon the proposal submitted by Shipman & Goodwin to the City on January 28, 2020 as amended by the May 1, 2020 email from Bruce Chudwick. Account #301340-5523.

**Special Appropriation Section (A)**

**Board of Education Special Appropriation**

RESOLUTION: Approve special capital appropriations totaling \$1,642,470 to increase the available funds in Board of Education Capital Project number 09-205010-C0112, Instructional Technology, for the purchase of e-tablet computers for students and teachers in grades K through 3.



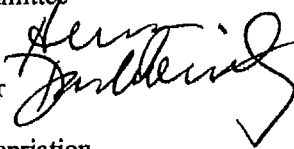
CITY OF NORWALK  
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Chief Financial Officer  
hdachowitz@norwalkct.org

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

**MEMORANDUM**

DATE: May 1, 2020

TO: Harry Rilling, Mayor  
The Members of the Board of Estimate & Taxation  
Members of the Planning Commission  
Members of the Finance and Claims Committee  
Members of the Common Council

FROM: Henry Dachowitz, Chief Financial Officer 

RE: Board of Education Special Capital Appropriation

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The Board of Education is requesting a special capital appropriation in the amount of \$1,642,470. These funds will provide e-tablet computers for students and teachers in grades K through 3.

The recent Covid-19 Pandemic required a sudden reliance on remote learning. Because the City does not have a 1:1 ratio of devices to students in the grades K through 3, the public schools continued instruction by copying and distributing weekly learning packets to students in these grades. This requires a significant cost to the public schools for copying and postage expenditures.

Through the support of the Mayor and City government, Norwalk Public Schools (NPS) was able to supply students in grades 4 through 5 with laptop computers and distance learning training for teachers.

Approval of this special capital appropriation will allow the NPS to equip all grades with distance learning tools for the remainder of this school year, summer school and into the fall term if necessary.

**ACTION REQUESTED:**

RESOLUTION: Approve special capital appropriations totaling \$1,642,470 to increase the available funds in Board of Education Capital Project number 09-205010-C0112, Instructional Technology, for the purchase of e-tablet computers for students and teachers in grades K through 3.



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**

DATE: May 1, 2020

TO: The Members of the Board of Estimate & Taxation  
Members of the Planning Commission  
Members of the Finance and Claims Committee  
Members of the Common Council

FROM: Harry Rilling, Mayor *Harry W. Rilling*

RE: Board of Education Special Capital Appropriation

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I recommend the approval of a Special Capital Appropriation totaling \$1,642,470 to fund the purchase of e-tablet computers for students in grades K through 3. These computers will fully equip City students with distance learning tools.

In response to the Covid-19 Pandemic, the City funded the purchase of laptop computers for grades 4 and 5. The Special Capital Appropriation will ensure that all Norwalk students have the highest standard of education during this difficult time and in the future.

The Finance Department and the Board of Education have provided additional information regarding the funding and implementation of this appropriation.

**ACTION REQUESTED:**

1. RESOLUTION: Approve special capital appropriations totaling \$1,642,470 to increase the available funds in Board of Education Capital Project number 09-205010-C0112, Instructional Technology, for the purchase of e-tablet computers for students and teachers in grades K through 3.

## Fogel, Angela

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**From:** Dr. Steven Adamowski <adamowskis@norwalkps.org>  
**Sent:** Thursday, April 23, 2020 7:18 PM  
**To:** hrilling@norwalkct.org  
**Cc:** board; Thomas Hamilton; Henry Dachowitz  
**Subject:** K-3 Tablets for Distance Learning

The Honorable Harry Rilling  
Mayor, Norwalk, Connecticut

Sent electronically

Dear Mayor Rilling,

Following up on our discussion of this matter on Wednesday, on behalf of the Norwalk Board of Education, I am formally requesting your assistance in obtaining e-tablet computers for students in grades K, 1, 2 and 3 and their teachers.

As you know, unlike most of our neighboring school districts, NPS was not at a 1:1 ratio of devices to students when the COVID 19 pandemic occurred. Through your leadership and the generous support of City government, we were able to obtain laptop computers for our students in grades 4 and 5 as well as provide training to teachers in the use of Google Classroom as the distance learning platform.

Since the onset of the health crisis, our curriculum staff and teachers have been designing weekly learning packets for K-3 students. The cost in time, resources and the health risks to our staff inherent in printing and mailing thousands of copies per week are not sustainable; nor can we achieve the most effective result from Distance Learning using this method.

The 1:1 ratio is an equity issue for the majority of our students and a standard for the best school systems in the State and nation. Reliance on tablets is an integral part of the design of summer school in Norwalk and, depending on conditions in July, may need to be the primary delivery system for summer learning and remediation of the widening achievement gap. Some medical authorities are predicting a resurgence of the virus this winter which may prompt school closing and another period of Distance Learning; we will need to be prepared for this as well. Moreover, following the COVID 19 crisis, teaching and learning will become increasingly oriented toward and supplemented with on-line learning resources; again an equity issue, particularly for our high needs students and low income families .

The Board's specific request is to purchase 2,700 individual student units @ \$396 per unit and 300 teacher units at \$515 per unit - all at steeply discounted/subsidized rates from Dell. In addition, \$50K would be reserved for portable tablet covers, additional 'hot spots' as needed and contracted services for teacher professional development, for a total expenditure of \$1.27MM. Tom Hamilton can provide Henry Dachowitz with the necessary paperwork to order the tablets as soon as approval is granted.

As we discussed, the programs necessary for student learning would be purchased through the District's current operating budget in lieu of other curriculum materials. We understand that you would prefer that the City purchase the tablets directly to avoid artificially inflating the State Minimum Budget Requirement (MBR). We hope that the City may be eligible for partial reimbursement of this expense through the aid to municipalities that will be provided through the state share for COVID 19 expenses under the CARES Act. However, that is not certain at this time. Finally, the City's purchase of the tablets at this time, makes the \$500K allocation in the Capital Budget for technology for 2020-21 less



compelling. Norwalk's share of laptops being donated by the Dalio Foundation will cover our incoming 9th graders; with the purchase of the tablets for K-3, Norwalk will achieve a 1:1 ratio of students to devices to for the 2020-21 SY.

On behalf of our teachers, youngest students and their families, thank you for your consideration of this request. Thank you for your leadership of the City and the way you are supporting Norwalk's schools and the students they serve throughout the COVID 19 crisis.

Sincerely,

Steven J. Adamowski, Ph.D  
Superintendent of Schools

c: Board of Education

**BOARD OF EDUCATION SUPPLEMENTAL TECHNOLOGY REQUEST - 4-30-2020**

| Payee                 | Goods or services                                                                    | \$ amt              | Know<br>past<br>supplier? | Add'l<br>quotes? | Explain                                                                                                                                                                                                                                                        | Why code to Covid-19                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------|--------------------------------------------------------------------------------------|---------------------|---------------------------|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SHI                   | 2700 Dell 3190 Tablets needed by students for distance learning                      | \$ 1,045,170        | yes                       | Yes              | SHI is the successful bidder for Dell 3190 Tablets to the Capital Region Education Council, Connecticut's largest regional educational agency. SHI extended CREC bid pricing, plus an additional volume discount, to the NPS for this purchase.                | These tablets are needed by Norwalk K, 1st and 2nd grade students to commence online distance learning during the COVID-19 shutdown, during summer learning 2020, and will be needed by the District, as we develop plans to reopen schools under vastly different circumstances in the fall. These tablets are needed to move the District to a complete one-to-one technology environment like our surrounding school districts, and will be needed to develop a hybrid approach to both in-district and distance learning in the fall, in order to reduce the likelihood of a second wave of infection. |
| SHI                   | 300 Dell 3190 2-in-1 Laptop/Tablets needed by teachers for distance learning         | \$ 135,300          | yes                       | Yes              | SHI is the successful bidder for Dell 3190 2-in-1 Laptops/Tablets to the Capital Region Education Council, Connecticut's largest regional educational agency. SHI extended CREC bid pricing, plus an additional volume discount, to the NPS for this purchase. | These tablets are needed by Norwalk K, 1st and 2nd grade teachers to commence online distance learning during the COVID-19 shutdown, during summer learning 2020, and will be needed by the District, as we develop plans to reopen schools under vastly different circumstances in the fall. These tablets are needed to move the District to a complete one-to-one technology environment like our surrounding school districts, and will be needed to develop a hybrid approach to both in-district and distance learning in the fall, in order to reduce the likelihood of a second wave of infection. |
| Apple Corp            | 120 iPads for use by Special Education students for online distance learning         | \$ 40,000           | yes                       | no               | This is essentially a sole source procurement, which is needed to support the unique needs of special education students. The District will utilize Apple Corporation's educational agency pricing in sourcing these machines.                                 | This is needed to move the District to a one-to-one technology environment, including providing appropriate technology for special education students. These iPads are needed to meet the needs of summer 2020 ESY programming, and to prepare for a vastly changed learning environment next fall which will rely upon a hybrid in-district and distance learning components in order to reduce the likelihood of a second wave of infection.                                                                                                                                                             |
| TBD                   | Additional hot spots, peripherals, and teacher training for online distance learning | \$ 50,000           | yes                       | no               | Additional wireless hot spots and peripherals such as cases for younger students will be needed for families of 1st and second grade students, teacher training will be necessary, since this technology is new to these teachers.                             | This is needed to move the District to a one-to-one technology environment, to meet the needs of summer 2020 learning, and to prepare for a vastly changed learning environment next fall which will rely upon a hybrid in-district and distance learning components in order to reduce the likelihood of a second wave of infection.                                                                                                                                                                                                                                                                      |
| <b>Total expenses</b> |                                                                                      | <b>\$ 1,270,470</b> |                           |                  |                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

# BOARD OF EDUCATION SUPPLEMENTAL TECHNOLOGY

| Payee                 | Goods or services                                                                             | \$ amt              | Know<br>past<br>supplier? | Add'l<br>quotes? |
|-----------------------|-----------------------------------------------------------------------------------------------|---------------------|---------------------------|------------------|
| CDW-G                 | 500 HP Chromebooks needed<br>for student distance learning                                    | \$ 105,500          | yes                       | No               |
| CDW-G                 | 1,500 HP Chromebooks<br>needed for student distance<br>learning                               | \$ 316,500          | yes                       | No               |
| SHI                   | 2700 Dell 3190 Tablets<br>needed by student for<br>distance learning                          | \$ 1,045,170        | yes                       | Yes              |
| SHI                   | 300 Dell 3190 2-in-1<br>Laptop/Tablets needed by<br>teachers for distance learning            | \$ 135,300          | yes                       | Yes              |
| Apple Corp            | 120 iPads for use by Special<br>Education students for online<br>distance learning            | \$ 40,000           | yes                       | no               |
| TBD                   | Additional hot spots,<br>peripherals, and teacher<br>training for online distance<br>learning | \$ 50,000           | yes                       | no               |
| <b>Total expenses</b> |                                                                                               | <b>\$ 1,692,470</b> |                           |                  |

## Y REQUEST - 5-1-2020

### Explain

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CDW-G is the successful bidder for HP Chromebooks to the Capital Region Education Council, Connecticut's largest regional educational agency, and is on the State bid list. The district has used this vendor routinely in the past, because they were able to offer the most attractive pricing for these units.

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This is essentially a sole source procurement, which is needed to support the unique needs of special education students. The District will utilize Apple Corporation's educational agency pricing in sourcing these machines.

Additional wireless hot spots and peripherals such as cases for younger students will be needed for families of 1st and second grade students, teacher training will be necessary, since this technology is new to these teachers.

## **Why code to Covid-19**

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These Chromebooks were needed by Norwalk 3rd, 4th and 5th grade students to commence online distance learning during the COVID-19 shutdown. Without these Chromebooks, the District would be unable to conduct online learning with these students.

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These tablets are needed by Norwalk K, 1st and 2nd grade students to commence online distance learning during the COVID-19 shutdown, during summer learning 2020, and will be needed by the District, as we develop plans to reopen schools under vastly different circumstances in the fall. These tablets are needed to move the District to a complete one-to-one technology environment like our surrounding school districts, and will be needed to develop a hybrid approach to both in-district and distance learning in the fall, in order to reduce the likelihood of a second wave of infection.

These tablets are needed by Norwalk K, 1st and 2nd grade teachers to commence online distance learning during the COVID-19 shutdown, during summer learning 2020, and will be needed by the District, as we develop plans to reopen schools under vastly different circumstances in the fall. These tablets are needed to move the District to a complete one-to-one technology environment like our surrounding school districts, and will be needed to develop a hybrid approach to both in-district and distance learning in the fall, in order to reduce the likelihood of a second wave of infection.

This is needed to move the District to a one-to-one technology environment, including providing appropriate technology for special education students. These iPads are needed to meet the needs of summer 2020 ESY programming, and to prepare for a vastly changed learning environment next fall which will rely upon a hybrid in-district and distance learning components in order to reduce the likelihood of a second wave of infection.

This is needed to move the District to a one-to-one technology environment, to meet the needs of summer 2020 learning, and to prepare for a vastly changed learning environment next fall which will rely upon a hybrid in-district and distance learning components in order to reduce the likelihood of a second wave of infection.



CITY OF NORWALK  
Jessica Casey  
Chief, Economic and Community Development  
jcasey@norwalkct.org  
P: 203-854-7907  
Norwalk City Hall  
125 East Avenue, PO BOX 5125  
Norwalk, CT 06856-5125

VII C

May 21, 2020

City of Norwalk – Common Council  
Norwalk City Hall  
125 East Avenue  
Norwalk, CT  
06850

**RE: Temporary Right of Access and Entry Agreement with SoNo TOD, LLC**

Dear Common Council Members:

The Economic and Community Development Office, Department of Public Works, and Legal Department have been working with Spinnaker Real Estate Partners, more specifically, SoNo TOD, LLC to bring forward the following request:

Authorize the Mayor, Harry W. Rilling to enter into a Temporary Right of Access and Entry Agreement with SoNo TOD, LLC to enter over a certain portion of 30 Monroe Street for construction access purposes.

This Temporary Right of Access and Entry Agreement is required to advance into the next phase of the Transit Oriented Development mixed-use structure to be constructed at the corner of Chestnut Street and Monroe Street, also known as 1 Chestnut Street. SoNo TOD, LLC's project is a five/six-story building, with ±110,720 square feet of development including retail and tenant amenities. The project includes 106 apartments, including studio- one- and two-bedrooms. This project received Zoning Commission approval in November 2019, was supported by the Public Works Commission in April 2020 and was moved forward to the Common Council by the Planning Commission in May 2020.

The proposed Temporary Right of Access and Entry Agreement, between the City of Norwalk and SoNo TOD, LLC is in reference to a small strip of land located on 30 Munroe Street, set forth in [Exhibit A: 1 Chestnut Site Plan – Existing Conditions] attached hereto. The purpose of the Temporary Right of Access and Entry Agreement is to allow for temporary encroachment over the affected land so that SoNo TOD, LLC can access 1 Chestnut Street for construction purposes. Indemnification, insurance, and restoration will be provided by SoNo TOD, LLC, as part of the Agreement. The term of the Agreement shall be for a period of six (6) months from the Effective Date (which is to be determined based on the construction schedule and required access), which is terminable effective upon sixty (60) days advance written notice for convenience, or effective upon ten (10) days advance written notice upon notice of breach of any of the terms or conditions of this Agreement and failure to cure said breach within that time.

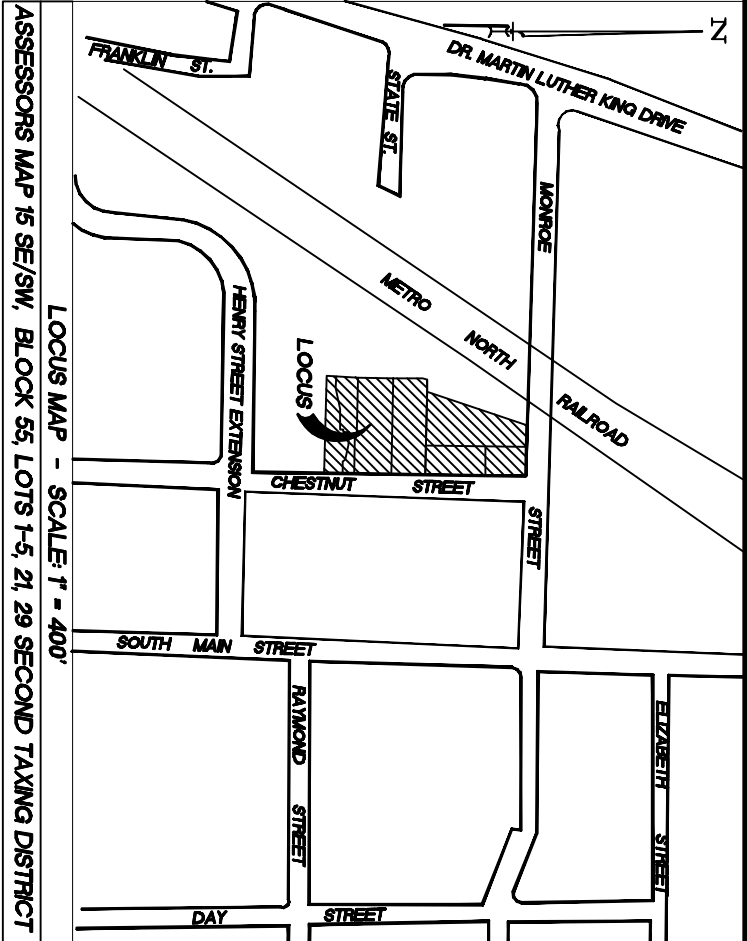
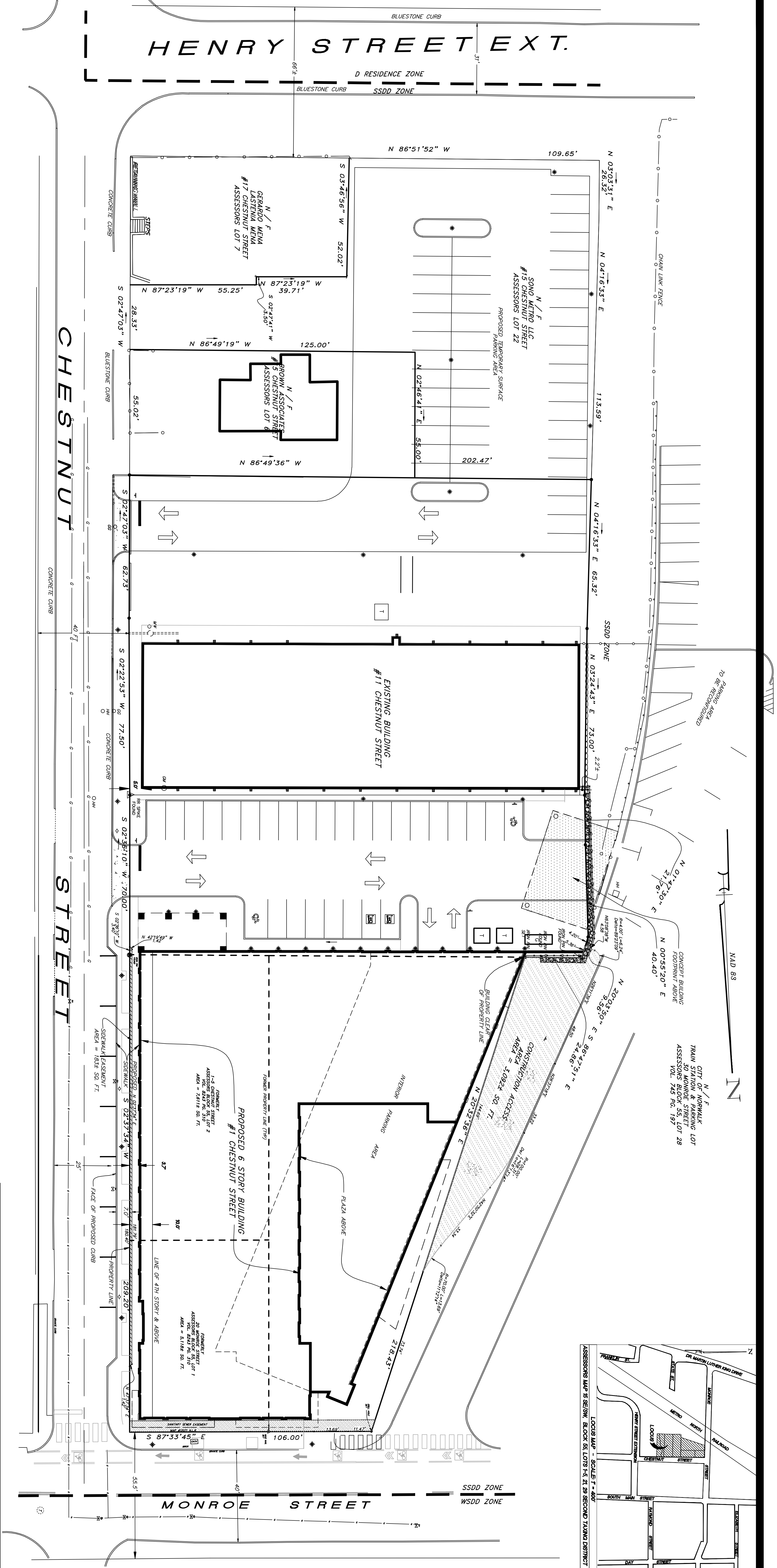
We are available to answer any questions about this project and/or the Temporary Right of Access and Entry Agreement.

Thank you,  
Jessica Casey

Chief of Economic and Community Development  
City of Norwalk

cc: Mayor Harry Rilling, Laoise King, Darin Callahan, Mario Coppola, Anthony Carr, Vanessa Valadares, and Steven Kleppin.





THIS SURVEY AND MAP HAVE BEEN PREPARED IN ACCORDANCE WITH SECTIONS 20-300B-1 THROUGH 20-300B-20 OF THE REGULATIONS OF CONNECTICUT STATE AGENCIES - MINIMUM STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT AS AMENDED ON 01/24/2018. THIS SURVEY AND MAP IS BASED ON A RESURVEY OF THE PERMETER BOUNDARY AND AN ORIGINAL SURVEY OF HEREBY CREATED EASEMENT LINES EACH CONFORMING TO HORIZONTAL ACCURACY CLASS 1 - 2.

THIS SURVEY WAS PREPARED FOR A SPECIFIC PURPOSE. ANY USE OTHER THAN THAT WHICH WAS INTENDED IS A MISUSE OF THIS INFORMATION AND REQUIRES THE PREPARER'S DECLARATION WILL AND VOID.

UNAUTHORIZED ALTERATIONS OR ADDITIONS TO THIS MAP REQUIRES THE PREPARER'S DECLARATION WILL AND VOID.

DISTANCES NOTED +/- FROM BUILDINGS TO PROPERTY LINES ARE FOR REFERENCE PURPOSES ONLY AND ARE NOT TO BE USED TO ESTABLISH PROPERTY BOUNDARIES.

UNDERGROUND IMPROVEMENTS OR ENCROACHMENTS, IF ANY, ARE NOT DEPICTED HEREON. REFERENCE IS MADE TO RECORD INSTRUMENTS AS FOLLOWS:

A) GUT CLAIM DEED RECORDED IN BK. 5159 AT PG. 209 NORWALK LAND RECORDS

B) WARRANTY DEED RECORDED IN BK. 1820 AT PG. 129 NORWALK LAND RECORDS

REFER TO VOL. 3999 PG. 224 NORWALK LAND RECORDS REGARDING EASEMENT FOR SANITARY SEWER AND SLOPE AREA.

REFER TO UNIMPROVED LOT/LAND SURVEY AND PROGRESS SURVEY PREPARED FOR 24 MONROE STREET, LLC DATED JANUARY 24, 2012 BY CARRERA DAMASCUS ENGINEERS & SURVEYORS.

REFERENCE IS MADE TO MAPS OF RECORD AS FOLLOWS: 1901, 4737 5379, 5402, 6445, 8039, 11455, 12026, 12071 & 13782 NORWALK LAND RECORDS.

PROPERTY IS LOCATED IN SSD (SOUND STATION DESIGN DISTRICT) ZONE. ELEVATIONS NOTED HEREON ARE BASED ON MAND 88 VERTICAL DATUM AND CONFORM TO VERTICAL ACCURACY CLASS V - 3'.

THE INLAND WETLAND AND WATERCOURSE MAP - NORWALK, CT EFFECTIVE FEBRUARY 1, 2010 DEPICTS NO WETLANDS OR REGULATED AREAS LOCATED ON THESE PROPERTIES.

PROPERTIES APPEAR ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY - FLOOD INSURANCE RATE MAP - COMMUNITY NO. 090012, PANEL NO. 531, SURVEY G - EFFECTIVE DATE JULY 8, 2013 AND ARE DEPICTED AS LING OUTSIDE ANY 100 YEAR FLOOD BOUNDARY.

PROPERTIES LIE OUTSIDE THE COASTAL AREA MANAGEMENT BOUNDARY AND ANY LEVEL A MAPPING ACQUIFER PROTECTION AREA.

THE UNDERGROUND UTILITIES DEPICTED HEREON HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEES THAT THE LOCATION AND DEPTHS OF UTILITIES SHOWN ARE CORRECT. THE SURVEYOR HAS NO GUARANTEE THAT THE UTILITIES DEPICTED ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATE AS POSSIBLE FROM THE INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.

BEFORE TO EXCAVATION, THE EXACT LOCATION OF THE UTILITIES SHOULD BE COMPARED WITH CALL BEFORE 100 DIG @ 1-800-922-4465 AND/OR THE RESPECTIVE UTILITY COMPANIES.

THIS PLAN IS NEITHER A SUBDIVISION NOR A RESUBDIVISION UNDER THE TERMS OF CHAPTER 8-18 OF THE CONNECTICUT GENERAL STATUTES AS AMENDED.

REFER TO ARCHITECTURAL PLANS TITLED SONO METRO - BUILDING 1 PREPARED BY [REDACTED] FOR THE CITY OF NORWALK, CT, DATED 07-24-2018 AND REVISIONS TO 08-22-2018.

REFER TO SITE PLAN PREPARED BY CARRERA-DAMASCUS ASSOCIATES, LLC, 28 BROADWAY, NORTH HAVEN, CT, DATED 07-25-2018 REVISED TO 10-12-2018

APPROVED FOR FILING PURPOSES ONLY

DIRECTOR OF PLANNING DATE

GRAPHIC SCALE ( IN FEET ) 1 inch = 20 ft.

TO MY KNOWLEDGE AND BELIEF, THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

Jeffrey W. McDougall CT PLS #70390

18-41821, PROPOSED CONSTRUCTION EASEMENT

EASEMENT MAP  
OVER LAND OF  
CITY OF NORWALK  
30 MONROE STREET  
PREPARED FOR  
SONO TOD LLC  
20 & 24 MONROE STREET AND 1-5 & 11 CHESTNUT STREET  
NORWALK, CONNECTICUT  
SCALE: 1" = 20 FT.  
REVISED MAY 11, 2020  
APRIL 27, 2020  
WILLIAM W. SEYMOUR & ASSOCIATES, P.C.  
LAND SURVEYORS & ZONING & LAND USE CONSULTANTS  
170 NOROTON AVENUE ~ 203-655-3331 ~ DARIEN, CONN. ©