

**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 norwalkct.org/meetings



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I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting: April 12, 2022

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS: Laurel Peterson, Public Library Board
Tina Fogell, Chief Human Resources Officer

REAPPOINTMENTS:

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

1. Appointment of Tyisha Toms, Esq. as Assistant Corporation Counsel

EXECUTIVE SESSION

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

1. Authorization for discussion: Settlement: Ryan Yang v. City of Norwalk – File No. A13869 **EXECUTIVE SESSION**

VII. COMMON COUNCIL COMMITTEES

A. FINANCE AND CLAIMS COMMITTEE

1. Accept and Approve the Report of the Claims Committee Dated: April 14, 2022
2. For informational purposes only: Narrative on Tax Collections Dated: April 7, 2022
3. For informational purposes only: Monthly Tax Collector's Report Dated: March 2022
4. Authorize the Mayor, Harry W. Rilling to execute the Grant Assignment Certification, SFY 2023 assigning State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program apportioned funds to operation of transportation services coordinating entity, Norwalk Transit District.
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 (\$648,140- 2022 Entitlement).
6. RESOLUTION: requesting for various Department of Public works public improvements projects aggregating in the amount of \$9,759,820 from the ARPA (American Rescue Plan Act) fund. Accounts: 134010-5796-APW01 DRG2021-1 DREAMY HOLLOW BETTS; 134010-5796-APW02 GLENDENNING STREET STORM SEWER; 134010-5796-APW03 GLENWOOD AVENUE STORM SEWER; 134010-5796-APW04 DRG2022-1 LOCKWOOD LANE HEATHE; 134010-5796-APW05 GENERAL DRAINAGE-VARIOUS CITY; 134010-5796-APW06 STORMWATER MANAGEMENT PLAN; 134010-5796-APW07 COASTAL RESILIENCY CITYWIDE; 134010-5796-APW08 TREE PLANTING DPW CITYWIDE; 134010-5796-APW09 GREEN INFRASTRUCTURE CITYWIDE
7. RESOLUTION: requesting for Community Service projects aggregating in the amount of \$2,000,000 from the ARPA (American Rescue Plan Act) fund to address ongoing public health needs. Accounts: 132010-5796-ACS01 NORWALK COMMUNITY RECOVERY and 132010-5796-ACS02 COMMUNITY SERVICES DIRECT PROGRAM.

8. RESOLUTION: requesting for Economic and Community Development ARPA Projects aggregating in the amount of \$8,178,750 from the ARPA (American Rescue Plan Act) fund. Accounts: 133710-5796-AEC01 WALL STREET CONSTRUCTION; 133710-5796-AEC02 MOBILITY SIDEWALK AND BIKE; 133710-5796-AEC03 COMPLETE STREETS; 133710-5796-AEC04 PROJECT MANAGER; 133710-5796-AEC05 BUSINESS COVID ASSISTANCE; 133710-5796-AEC06 REDEVELOPMENT SMALL BUSINESS; 133710-5796-AEC08 CAPITAL ACCESS MANAGER MICROLO; 133710-5796-AEC09 WMBE GRANTS TO SMALL BUSINESS; 133710-5796-AEC10 INNOVATION GRANTS FOR START UP; 133710-5796-AEC11 PERMITTING AND LICENSING SOFTW; 133710-5796-AEC12 DIGITIZING DOCUMENTATION; 133710-5796-AEC13 BUSINESS NAVIGATION ONLINE; 133710-5796-AEC14 ADMINISTRATOR FOR ARP; 133710-5796-AEC15 PERMIT COORDINATOR; 133710-5796-AEC16 EVENT IMPLEMENTATION PROGRAM; 133710-5796-AEC17 TREE PLANTING PROGRAM; 133710-5796-AEC18 TREE PLANTING SIDEWALK; 133710-5796-AEC19 CLIMATE ACTION PLAN; 133710-5796-AEC20 REDEVELOPMENT MARTIME AQUARIU; 133710-5796-AEC21 HARBOR USE PLAN STUDY; 133710-5796-AEC22 AFFORDABLE HOUSING PLAN; 133710-5796-AEC22 SOUTH NORWALK SCHOOL SIDEWALKS
9. RESOLUTION: requesting for Broadband fiber optic cable network project in the amount of \$100,000 for legal costs from the ARPA (American Rescue Plan Act) fund. Accounts: 131340-5796-AFN01 BROADBAND FIBER OPTIC
10. Receive Board of Estimate and Taxation Other Business from April 4, 2022:
 - a. Adoption of the Tentative FY2022-2023 Operating Budget
 - b. Discuss and approve FY 2022-2023 Parking Authority Budget as revised.
 - c. Discuss and Approve FY 2022-2023 Water Pollution Authority Budget.
 - d. Appointment of Auditors to audit Fiscal Year 2022.
11. Authorize the Mayor, Harry W. Rilling, to submit the Municipal Grants-In-Aid Certification to the State of Connecticut for grant funds provided under the state of Connecticut's Municipal Grants-in-Aid for Fiscal Year 2022 in the amount of \$402,915.

B. RECREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Gordon Fine Arts, LLC for the use of Mathews Park and immediate surrounding grounds for their Annual Norwalk Art Festival event to be held on Saturday, June 18 and Sunday, June 19, 2022 from 10:00 AM to 5:00 PM each day. Set-up to begin Friday, June 17, 2022 at 12:00 PM with tear-down on Sunday, June 19, 2022 at 7:30 PM. Approximate attendance: 400.
2. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with Gordon Fine Arts, LLC for the use of South/North Main Street, Washington Street from Water Street to Madison Street, 50 Washington Street Park for their Annual SoNo Art Festival event to be held on Saturday, August 6 and Sunday, August 7, 2022 from 10:00 AM to 5:00 PM each day. Set-up to begin Friday, August 5, 2022 at 6:00 AM with tear-down on Sunday, August 7, 2022 at 7:30 PM. Approximate attendance: 1,500.
3. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with The Lockwood-Mathews Mansion Museum for the use of Mathews Park and immediate surrounding grounds for their Old-Fashioned Flea Market event to be

held on Sunday, September 18, 2022 from 10:00 AM to 4:00 PM. Set-up to begin at 7:00 AM with tear-down no later than 6:00 PM. Approximate attendance: 2,500.

4. Authorize the Mayor, Harry W. Rilling, to enter into an agreement with National Marine Manufacturers for the use of calf Pasture Beach Park, Shady Beach, Marvin School sites, Taylor Farm and immediate surrounding grounds for their 2022 Norwalk Boat Show event to be held from Friday, September 23 to Sunday, September 25, 2022 from 10:00 AM to 7:00 PM Friday and Saturday, and from 10:00 AM to 5:00 PM on Sunday. Set-up to begin on Thursday, September 22, 2022 at 7:00 AM with tear-down on Sunday, September 25, 2022 at 5:00 PM. Approximate attendance: 15,000.

C. COMMUNITY SERVICES COMMITTEE

1. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept the School Readiness Grant which includes the Quality Enhancement Grant for the period July 1, 2022 to June 30, 2023.
2. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary to contract services provided by the Health Education Center at a total cost of no more than \$2500 for the purpose of employee training and education. Account No. 0120-11-5272.
- 3a. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept grant funds from the State of Connecticut Department of Public Health for the "A Public Health Approach to Comprehensive Suicide Prevention in Connecticut" program in the amount of \$159,000.00 for the period August 1, 2022 through August 31, 2025.
- 3b. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary to implement the "A Public Health Approach to Comprehensive Suicide Prevention in Connecticut" program for the period August 1, 2022 through August 31, 2025

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

APPOINTMENTS

PUBLIC LIBRARY BOARD

M/C

Nwlk. Code 87

LAUREL PETERSON (D)

Term Expires – 12/31/2024

6 LedgeWood Court
Norwalk, CT 06850

COMMON COUNCIL REGULAR MEETING APRIL 12, 2022
NORWALK, CONNECTICUT VIA TELECONFERENCE and IN PERSON

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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Mayor Rilling called the meeting to order at 7:35 p.m. and led the Assembly in reciting the Pledge of Allegiance. He welcomed everyone to the first hybrid meeting of the Common Council since the beginning of the pandemic.

I. ROLL CALL

Ms. Dixon called the Roll:

Council at Large:	Mr. Gregory Burnett	Mr. Joshua Goldstein
	Ms. Dominique Johnson	Ms. Nora Niedzielski Eichner
	Ms. Barbara Smyth	

City of Norwalk
 Common Council
 April 12, 2022
 Via Teleconference and in Person
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District A:	Ms. Nicol Ayers	Mr. David Heuvelman
District B:	Ms. Darlene Young	Ms. Diana Revolus
District C:	Mr. John Kydes	Ms. Jenn McMurrer
District D:	Ms. Heidi Alterman	Mr. Thomas Keegan
District E:	Mr. Thomas Livingston	Ms. Lisa Shanahan

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

Also present were Mayor Harry Rilling, City Clerk, Irene Dixon and Corporation Counsel, Mario Coppola.

II. ACCEPTANCE OF MINUTES

Regular Meeting: March 22, 2022

The following correction was made to the minutes:

Page 8: Ms. Johnson's comment should read – Ms. Johnson asked if the recommendation to the City and Board of Education were equitable.

**** MS. SHANAHAN MOVED TO ACCEPT THE MINUTES AS
CORRECTED
** MOTION PASSED UNANIMOUSLY**

III. PUBLIC PARTICIPATION

There were no public comments his evening.

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS: There were no resignations announced this evening.

APPOINTMENTS: There were no appointments announced this evening.

REAPPOINTMENTS:

- ** MR. KEEGAN MOVED TO APPROVE THE REAPPOINTMENT OF DARREN OUSTAFINE TO THE WATER POLLUTION CONTROL AUTHORITY**

Mr. Keegan spoke in support of the reappointment.

- ** MOTION PASSED UNANIMOUSLY**

MAYOR'S REMARKS:

Mayor Rilling reported that Norwalk is experiencing an increase in COVID-19 cases. Norwalk is in the yellow stage and the current case rate is 8.7 per every 100,000 people. This uptick is a result of the continued spread of the Omicron subvariant, BA.2, a slightly more transmissible strain than the one from earlier in the year.

Mayor Rilling joined Senator Blumenthal to announce \$2.1 million dollars earmarked for expanding substance abuse and mental health services in Fairfield County. In Norwalk, funding will be used to purchase capital equipment for a new outpatient mental health center at Norwalk Hospital. Mental health funding is one of Norwalk's top priorities. From the 1.5-million-dollar American Rescue Plan Act funding, the city created the Community Recovery Fund to help local nonprofits expand mental health services in our community.

Norwalk earned the Tree City USA Growth Award for 2021 for the 16th consecutive year and is being recognized and recertified by the Arbor Day Foundation as a Tree City USA for 2021 for the 18th consecutive year. Starting on April 30th, the City will accept mattresses and box springs for free and recycle them through the Recycling Council's Connecticut Bye Bye Mattress Program. Lastly, Mayor Rilling wished those who celebrate, a Happy Easter and a Happy Passover.

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

RESIGNATION AND APPOINTMENTS

RESIGNATIONS: There were no resignations announced this evening.

APPOINTMENTS:

- ** MR. LIVINGSTON MOVED TO APPROVE THE APPOINTMENT OF PATRICIA V. AGUDOW TO THE BOARD OF ETHICS AS AN ALTERNATE**

Mr. Livingston spoke in support of the appointment.

- ** MOTION PASSED UNANIMOUSLY**

REAPPOINTMENTS: There were no reappointments announced this evening.

1a. Presentation of Attorney Steven G. Mednick on Norwalk Charter Revision.

Mr. Livingston explained that he and others have long noted the need to revise the City Charter. It was adopted in 1913 and is very dated. Evergreen recommended that the City establish a Charter Revision Commission.

Attorney Steven Mednick gave a presentation and noted that the Charter is a blueprint of city government. He said that in reviewing the Charter they need to look for clarity, flexibility and accountability and to avoid a culture of disregard. He described the scope of the enterprise and said the Common Council would establish the mission and appoint the commission.

Mr. Kydes noted that the Common Council has been through the Charter Revision before and almost nothing recommended was approved by the public. Attorney Mednick said he has a pretty good record of having initiatives passed. Mr. Kydes said he would like to see some data. In response to Ms. Niedzielski Eichner's question, Attorney Mednick said they can create a document showing the changes to the Charter. He added that he encourages advocating for the document. He said that with an old document, he tries to take what is there and develop a proper structure.

Mr. Livingston noted that this is a massive undertaking.

- ** MR. LIVINGSTON MOVED TO AUTHORIZE THE CORPORATION COUNSEL TO RETAIN ATTORNEY STEVEN MEDNICK TO PROVIDE LEGAL COUNSEL TO THE CITY TO ADVISE THE COMMON COUNCIL AND A CHARTER REVISION COMMISSION IN CONNECTION WITH A POTENTIAL REVISION OF THE CITY CHARTER**

- ** MOTION PASSED UNANIMOUSLY**

B. CONSENT CALENDAR:

Mr. Livingston announced that Mr. Keegan would be reading this evening's consent calendar.

**** MR. KEEGAN MOVED TO APPROVE THE FOLLOWING CONSENT CALENDAR:**

VI.A, VII.A.1A, VII.A.1B, VII.A.2, VII.A.3, VII.C.1, VII.C.2, VII.C.3, VII.C.4, VII.C.5, VII.C.6, VII.C.7, VII.C.8, VII.C.9, VII.C.10, VII.C.11, VII.C.12, VII.D.1A, VII.D.1B, VII.C.1C, VII.C.3, VII.C.4A, VII.C.4B, VII.C.4C, VII.6, VII.7

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

1. AUTHORIZATION FOR DISCUSSION: MATTHEW FORTE, ET. AL. V. ZBA OF CITY OF NORWALK D.N. FST-CV22-6055059-S APPEAL OF ZBA APPROVAL FOR CRANBURY SCHOOL APPLICATION, 12 KNOWALOT LN. EXECUTIVE SESSION

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC SAFETY AND GENERAL GOVERNMENT COMMITTEE

1A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO ENTER INTO AN AGREEMENT WITH MOTOROLA SOLUTIONS, INC FOR THE SUPPLY, INSTALLATION, AND SERVICE OF THE CLRMN ADD-ON COMMUNICATIONS SYSTEM UPGRADE, PER STATE OF CONNECTICUT MASTER CONTRACT #A-99-001 AND #967-A-23-0338C FOR THE AMOUNT NOT TO EXCEED \$5,561,994.00. ACCOUNT # 09213610-5777-C0638.

1B. AUTHORIZE THE POLICE CHIEF, THOMAS KULHAWIK, TO EXECUTE ANY AND ALL DOCUMENTS FOR CHANGE ORDERS WITH MOTOROLA SOLUTIONS, INC FOR THE SUPPLY, INSTALLATION AND SERVICE OF THE CLRMN ADD-ON COMMUNICATION SYSTEM UPGRADE, NOT TO EXCEED \$556,199.00. ACCOUNT # 09213610-5777-C0638.

2. AUTHORIZE THE PURCHASING AGENT, SHARON CONNORS, TO ISSUE A PURCHASE ORDER TO PURVIS FOR THE PURCHASE AND INSTALLATION OF AN OVERHEAD PAGING SOFTWARE SYSTEM AT 5 FIRE STATIONS AND APPARATUS MAINTENANCE NOT TO EXCEED \$550,000 FROM ACCOUNT # 09213610-5777-C0638.

3. AUTHORIZE THE PURCHASING AGENT, SHARON CONNORS, TO ISSUE A PURCHASING ORDER TO L & L ELECTRONICS OF BRANFORD CONNECTICUT FOR THE PURCHASE AND INSTALLATION OF UPDATED RAYMARINE NAVIONICS (COAST GUARD COMPLIANT AND OFFERS PROGRAMED SAR PATTERNS WITH ENCRYPTED COMMUNICATIONS). THE PURCHASE ORDER IS NOT TO EXCEED \$32,999 FROM ACCOUNT # 363152-4220-G0001. FUNDING FROM A FEMA PORT SECURITY GRANT (EMW-2020-PU-00449-SO1) FOR FD MARINE BOAT 238.

C. PUBLIC WORKS COMMITTEE

1. TECHNICAL CORRECTION OF THE COMMON COUNCIL ACTION OF APRIL 13, 2021, ITEM VII.C.5 TO ADD ACCOUNTS DESIGNATED FOR THE WALK BRIDGE PROGRAM – 0301-0515NP PROJECT, INCLUDING THE P.A.L., ENCLOSED WITH THIS AGENDA WHEREBY THE CITY OF NORWALK WILL TRANSFER FUNDS IN THE AMOUNTS OF \$3,750,000.00 ON MAY 30, 2021, \$1,875,000.00 ON JULY 1, 2022, AND \$1,875,000.00 ON JULY 1, 2023, TO FUND THE UNDERGROUNDING OF UTILITY LINES ON EAST AVE FROM FORT POINT STREET TO OLMSTEAD PLACE TO BE PERFORMED BY CONN DOT. ACCOUNT NO. 09 22 4021 5777 C0471 AND 09 23 4021 5777 C0471.

ACCOUNT NO. 09 19 4021 5777 C0471

09 20 4021 5777 C0471

09 21 4021 5777 C0471

09 22 4021 5777 C0471

09 23 4021 5777 C0471

2. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO GABRIELLI TRUCK SALES OF MILFORD FOR THE PURCHASE OF (1) ONE 2023 MACK GR42F PLOW TRUCK FOR AN AMOUNT NOT TO EXCEED \$265,043.00.

ACCOUNT NO. 09 22 4031 5777 C0313

3. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN ACKNOWLEDGEMENT AND CONSENT TO THE ASSIGNMENT AND ASSUMPTION OF A CERTAIN LICENSE AGREEMENT DATED JULY 8, 1982 FOR RETAINING WALL LOCATED AT 27 SOUNDVIEW AVENUE, SAID ASSIGNMENT AND ASSUMPTION BY AND BETWEEN KEPLER DORT AND MARGARETTE DORT, AS ASSIGNOR(S), AND JENNIFER MEAGHER AND DYLAN SAUERWALD, AS ASSIGNEE(S).

4. TECHNICAL CORRECTION OF THE COMMON COUNCIL ACTION DECEMBER 14, 2021, ITEM VII.D.7A TO ADD ACCOUNTS DESIGNATED FOR COLONNA CONCRETE & ASPHALT PAVING LLC FOR PROJECT DRG2021-1 DREAMY HOLLOW/BETTS BROOK AREA DRAINAGE, SANITARY SEWER & WATER MAIN IMPROVEMENTS. ACCOUNT NUMBERS 13 40 10 5796 APW01 AND 13 40 10 5796 APW06.

5. TECHNICAL CORRECTION OF THE COMMON COUNCIL ACTION DECEMBER 14, 2021, ITEM VII.D.7B TO ADD ACCOUNTS DESIGNATED FOR COLONNA CONCRETE & ASPHALT PAVING LLC FOR PROJECT DRG2021-1 DREAMY HOLLOW/BETTS BROOK AREA DRAINAGE, SANITARY SEWER & WATER MAIN IMPROVEMENTS. ACCOUNT NUMBERS 13 40 10 5796 APW01 AND 13 40 10 5796 APW06.

6. TECHNICAL CORRECTION OF THE COMMON COUNCIL ACTION OCTOBER 12, 2021, ITEM VII.B.7 TO ADD ACCOUNTS DESIGNATED FOR WOODARD & CURRAN TO PROVIDE ON-CALL PROFESSIONAL ENGINEERING SERVICES FOR THE STORM DRAINAGE SYSTEM EVALUATION, GLENDENNING STREET. ACCOUNT NUMBER 13 40 10 5796 APW02.

7. TECHNICAL CORRECTION OF THE COMMON COUNCIL ACTION OCTOBER 12, 2021, ITEM VII.B.8 TO ADD ACCOUNTS DESIGNATED FOR WOODARD & CURRAN TO PROVIDE ON-CALL PROFESSIONAL ENGINEERING SERVICES FOR THE STORM DRAINAGE SYSTEM EVALUATION, GLENWOOD AVENUE. ACCOUNT NUMBER 13 40 10 5796 APW03.

8. TECHNICAL CORRECTION OF THE COMMON COUNCIL ACTION DECEMBER 14, 2021, ITEM VII.D.8 TO ADD ACCOUNTS DESIGNATED FOR WOODARD & CURRAN TO PROVIDE CONSTRUCTION ADMINISTRATION SERVICES ASSOCIATED WITH DREAMY HOLLOW/BETTS BROOK AREA-DRAINAGE, SANITARY SERWER, & WATER MAIN IMPROVEMENTS. ACCOUNT NUMBERS 13 40 10 5796 APW01 AND 13 40 10 5796 APW06.

9. TECHNICAL CORRECTION OF THE COMMON COUNCIL ACTION FEBRUARY 8, 2022, ITEM VII.C.1 TO ADD ACCOUNTS DESIGNATED FOR TIGHE & BOND INC. FOR PROFESSIONAL ENGINEERING SERVICES FOR PROJECT 4177/DRG2022-1 DESIGN AND PERMITTING FOR LOCKWOOD LANE & HEATHER LANE STORM DRAINAGE IMPROVEMENTS. ACCOUNT NUMBER 13 40 10 5796 APW04.

10. TECHNICAL CORRECTION OF THE COMMON COUNCIL ACTION SEPTEMBER 14, 2021, ITEM VII.C.4 TO ADD ACCOUNTS DESIGNATED FOR ALMSTEAD TREE AND SHRUB CARE COMPANY LLC FOR THE SUPPLY OF PLANTING TREES AND SHRUBS. ACCOUNT NUMBER 13 40 10 5796 APW08.

11. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A SIXTH AMENDMENT TO THE AUGUST 28, 2007 AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES BETWEEN THE CITY OF NORWALK AND A. DICESARE ASSOCIATES, P.C., REGARDING THE EAST AVENUE RECONSTRUCTION PROJECT, FOR AN AMOUNT NOT TO EXCEED \$100,000.00 IN ACCORDANCE WITH THE ATTACHED SCOPE OF SERVICES DATE MARCH 30, 2022. ACCOUNT NO. 09 22 4021 5777 C0471 09 21 4120 5777 C0598

12. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO CONCUR WITH PROJECT AUTHORIZATION CONSTRUCTION LETTER DATED MARCH 30, 2022 AND ISSUED BY THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION FOR STATE PROJECT 102-360 TRAFFIC SIGNAL UPGRADES AND INSTALLATION OF DYNAMIC MESSAGE SYSTEMS.

D. LAND USE AND BUILDING MANAGEMENT COMMITTEE

1A. RESOLVED, THAT THE NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE OF THE NORWALK COMMON COUNCIL IS HEREBY ESTABLISHED AS THE SCHOOL BUILDING COMMITTEE WITH REGARD TO THE ROTON MIDDLE SCHOOL, ASBESTOS ABATEMENT PROJECT.

1B. RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS, COST ESTIMATE AND OUTLINE SPECIFICATIONS FOR THE ROTON MIDDLE SCHOOL, ASBESTOS ABATEMENT PROJECT.

1C. 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 ROTON MIDDLE SCHOOL, ASBESTOS ABATEMENT PROJECT.

3. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO CONSTRUCTION SOLUTIONS GROUP, LLC'S PROGRAM MANAGEMENT SERVICES AGREEMENT BY REASSIGNING THE FREE BALANCES AVAILABLE FROM NEW COLUMBUS SCHOOL AT ELY SITE AND COLUMBUS SCHOOL – GLOBAL ACADEMY PROJECTS' PURCHASE ORDERS TO THE NEW SONO SCHOOL PROJECT FOR A TOTAL NOT TO EXCEED \$60,464.01. ACCT. # 09225010 5777 C0808

4A. RESOLVED, THAT THE NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE OF THE NORWALK COMMON COUNCIL IS HEREBY ESTABLISHED AS THE SCHOOL BUILDING COMMITTEE WITH REGARD TO THE NEW SOUTH NORWALK (SONO) SCHOOL PROJECT.

4B. RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE NEW SONO SCHOOL PROJECT.

4C. RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES AND TO ACCEPT OR REJECT A GRANT FOR THE NEW SONO SCHOOL PROJECT.

6. AUTHORIZE THE PURCHASING AGENT TO INCREASE THE PURCHASE ORDER FOR SPECIAL TESTING LABORATORIES, INC. FOR MATERIALS TESTING AND FIELD INSPECTION SERVICES FOR THE JEFFERSON ELEMENTARY SCHOOL RENOVATE AS NEW PROJECT FOR AN ADDITIONAL AMOUNT NOT TO EXCEED \$30,000. FUNDS ARE AVAILABLE IN ACCOUNT 0922 5010 5777 C0619.

7. AUTHORIZE THE MAYOR HARRY W. RILLING TO EXECUTE AN AGREEMENT WITH LUOREIRO ENGINEERING ASSOCIATES, INC. FOR THE PURPOSES OF PERFORMING PHASE II ENVIRONMENTAL INVESTIGATION SERVICES IN AN AMOUNT NOT TO EXCEED \$55,000.00 AND EXECUTING ANY AND ALL OTHER DOCUMENTS NECESSARY IN ORDER FOR LUOREIRO TO PERFORM SAID SERVICES. ACCOUNT NO. 09225010 5777 C0808

**** MOTION PASSED UNANIMOUSLY**

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. PUBLIC SAFETY AND GENERAL GOVERNMENT COMMITTEE

**** MS. MCMURRER MOVED TO APPROVAL OF REVISED VOTING DISTRICTS OF POLLING PLACES FOR STATE AND FEDERAL (EVEN YEAR) ELECTIONS.**

Mr. Wells reviewed the request and noted that all districts were adjusted following the recent census.

**** MOTION PASSED UNANIMOUSLY**

B. ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE

**** MR. KYDES MOVED TO APPROVE THE 2022-2023 CAPITAL BUDGET OF THE CITY OF NORWALK WITH MODIFICATIONS AS OUTLINED IN THE ATTACHED MEMO.**

Mr. Kydes expressed his thanks to the City staff for putting a tremendous amount of work to structure this budget. He also thanked the members of the Common Council and the individual committees.

Mr. Burnett said he will have a presentation at the May meeting of the Finance Claims committee on the City debt service.

Mr. Burnett said that during the various reviews, three unmarked Police vehicles were taken out of the budget. He explained how they would be used and why they were needed. Mr. Burnett added that although the Police Chief requested three vehicles, he said that two would suffice.

**** MR. BURNETT MOVED AN AMENDMENT TO APPROVE \$112,000 FOR TWO UNMARKED POLICE VEHICLES BY REDUCING THE FLEET REPLACEMENT BUDGET**

Mr. Livingston said the budget was put together based on fleet replacement for specific vehicles in Public Works. Mr. Burnett said he anticipates they can find the money for these two vehicles. Ms. Smyth said she could not support this amendment. In a conversation with leadership, they need every dollar for their vehicles. Ms. Johnson said the Library van was not approved. She asked if it was possible for the Library to get a van out of the line item. Mr. Burnett said he would refer to Ms. Smyth as the Chair of the Public Works committee.

Mr. Keegan asked if there was a way to get emergency funding if the two unmarked vehicles were needed along with the Library van. Mayor Rilling said they could ask for a special appropriation. He said the vehicles they are talking about are Ford Explorers and it may not be necessary to buy that type of vehicle if they need other vehicles for emergency purposes.

Deputy Chief Zecca explained the vehicles were in the plan last year, but they were not approved. They are behind in keeping the fleet operational. She said the average age of the vehicles is four to 10 years old. The older vehicles need to be replaced and cycled out.

Mr. Chris Torre explained that last year they cut the fleet budget in half and only bought two vehicles. They do not want to compete with other departments.

**** MOTION FAILED WITH TWO (2) IN FAVOR (MR. BURNETT AND MR. KYDES); THREE (3) ABSTENTIONS (MS. AYERS; MS. REVOLUS; MS. YOUNG) AND TEN (10) IN OPPOSITION (MR. GOLDSTEIN; MS. JOHNSON; MS. NIEDZIELSKI EICHNER; MS. SMYTH; MR. HEUVELMAN; MS. MCMURRER; MS. ALTERMAN; MR. KEEGAN; MR. LIVINGSTON; MS. SHANAHAN)**

- ** MAIN MOTION PASSED WITH FOURTEEN (14) IN FAVOR (MR. GOLDSTEIN; MS. JOHNSON; MS. NIEDZIELSKI EICHNER; MS. SMYTH; MS. AYERS; MR. HEUVELMAN; MS. REVOLUS; MS. YOUNG; MR. KYDES; MS. MCMURRER; MS. ALTERMAN; MR. KEEGAN; MR. LIVINGSTON; MS. SHANAHAN) AND ONE (1) OPPOSITION (MR. BURNETT)**

D. LAND USE AND BUILDING MANAGEMENT COMMITTEE

- ** MR. LIVINGSTON MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH NEWFIELD CONSTRUCTION GROUP AS THE CONSTRUCTION MANAGER (CM) FOR THE CRANBURY ELEMENTARY SCHOOL – NEW PROJECT, TO ACCEPT THE GUARANTEED MAXIMUM PRICE IN THE AMOUNT OF \$39,985,618.00. FUNDS ARE AVAILABLE IN ACCOUNT NUMBER 0921 5010 5777 C0786**

AND TO AUTHORIZE BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON CONTRACT FOR A TOTAL NOT TO EXCEED \$1,300,000.

Mayor Rilling thanked all involved and noted that this Administration has shown a commitment to school infrastructure. He thanked Mr. Lo and Mr. Giuliani for their hard work.

- ** MOTION PASSED UNANIMOUSLY**

- ** MR. LIVINGSTON MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ISSUE AN AMENDMENT TO THE AGREEMENT WITH KAESTLE BOOS ASSOCIATES, INC. FOR THE NORWALK HIGH SCHOOL PROJECT TO PROVIDE OPTION B SCHEMATIC DESIGN SERVICES, NEW SPORT COMPLEX DESIGN AND FIELD HOUSE DESIGN FOR A TOTAL NOT TO EXCEED \$826,700 ACCT. #09215010 5777 C0787.**

Mr. Livingston explained that this item relates to the additional architectural services for option B. This amount will not be spent all at once.

Mr. Keegan said he received an e-mail from Ms. Donna Smirniotopoulos regarding this item. He said he hoped his colleagues would take the time to read it and asked that it be entered into the record.

Ms. Johnson said she understands that to get the most funding from the State they need to have these schematics. Mr. Lo explained there is a great deal of effort going on behind the scenes to keep this moving. They are carrying a 45% increase per year for cost increases. Waiting will cost a lot more money.

Mr. Heuvelman said this money for this was done through legislation that was passed in special session in 2020. Mr. Lo said they approved 80% of the main project for reimbursement.

**** MOTION PASSED WITH THIRTEEN (13) IN FAVOR (MR. BURNETT; MR. GOLDSTEIN; MS. JOHNSON; MS. NIEDZIELSKI EICHNER; MS. SMYTH; MS. AYERS; MR. HEUVELMAN; MS. REVOLUS; MS. YOUNG; MR. KYDES; MS. MCMURRER; MR. LIVINGSTON; MS. SHANAHAN) ONE (1) ABSTENTION (MS. ALTERMAN); ONE (1) IN OPPOSED (MR. KEEGAN)**

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

There were none this evening.

X. SUSPENSION OF RULES

There were none this evening.

XI. ADJOURNMENT

**** MS. REVOLUS MOVED TO ADJOURN**
**** MOTION PASSED UNANIMOUSLY**

There was no further business, and the meeting was unanimously adjourned at 9:30 p.m.

ATTEST: Irene Dixon, City Clerk

LAUREL S. PETERSON
Professor of English
Norwalk Community College

D

6 LedgeWood Court
Norwalk, CT 06850
203-354-0684
laurelpeterson@att.net

Norwalk Community College
188 Richards Avenue
Norwalk, CT 06854
lpeterson@norwalk.edu

Education

M.F.A. Creative Writing, Manhattanville College, Purchase, NY, May 2014
M. A. Writing, Manhattanville College, Purchase, NY, May 1995
B. A. Psychology, Wheaton College, Wheaton, IL, December 1983

Teaching Experience

Business English, Westchester Business Institute, White Plains, NY
Business Writing, Westchester Business Institute
College Writing, Manhattanville College, Purchase, NY
Composition, Norwalk Community College, Norwalk, CT
Consultant, Carver Federal Savings Bank, New York, NY: Taught two-day seminar on Effective Business Writing.
Consultant, The F. A. Bartlett Tree Expert Co., Osterville, MA: Created and presented seminar on teamwork to Division I management, sales, and administration personnel.
Discussion leader, Barat House, Manhattanville College, April 2006 – 2016 (novels discussed include Hilary Mantel's *Wolf Hall*, Zadie Smith's *On Beauty*, and Mary Karr's *The Liar's Club*)
English composition and associated writing workshop, Mercy College (White Plains campus), Dobbs Ferry, NY
Fiction Writing Workshop, Norwalk Community College
Freshman Preceptorial (including student advising), Manhattanville College
Introduction to Graduate Writing Workshop, School of Graduate/Professional Studies, Manhattanville College
Interdisciplinary Studies: The Creative Voice, Norwalk Community College
Interdisciplinary Studies: The Individual and Society, Norwalk Community College
Introduction to Literature by Women, Norwalk Community College
Introduction to Creative Writing, Norwalk Community College, (both online and classroom formats)
Literature and Composition, Norwalk Community College
Multi-Genre Writing Workshop, Norwalk Community College
Novel Writing Workshop, Norwalk Community College
Poetry Writing Workshop, Norwalk Community College
Poetry Writing Workshop (with an emphasis on Ekphrasis), Fairfield Arts Center
Poetry (Literature), Norwalk Community College
Post-graduate Creative Writing Workshop, Manhattanville College
Psychology, Westchester Business Institute
Research Techniques & Report Writing, Westchester Business Institute
Special classroom presentations, "Writing Basics," "The Creative Process for Poetry," "Elements of Fiction," Norwalk Community College
Speech, Westchester Business Institute

Thesis Director, School of Graduate/Professional Studies, Manhattanville College
Writing II, Manhattanville College

Publications

I. Co-editor, *(Re)Interpretations: The Shapes of Justice in Women's Experience* (Cambridge Scholars Publishing, 2009) (See Editing Experience for further information)

II. Poetry

That's the Way the Music Sounds, Finishing Line Press, 2009

Talking to the Mirror, Last Automat Press, 2010

Do You Expect Your Art to Answer You? Futurecycle Press, January 2017

Daughter of Sky, Futurecycle Press, Expected Spring 2022

Finalist, John Ciardi Prize, for my manuscript, *Mud Never Forgets*, 2008

2020, *Verse-Virtual*, March 2021

87 Percent Chance, *SLAB*, April 2008

87 Percent Chance, *Verse Virtual*, November 2015

Absence: Orphan, *Red Wolf Review*, 2018

Abandonment, or Eulogy for the Living, *Freshwater*, Fall 2011

Acorn Rain, *The Hurricane Review*, Fall 2007

Acorn Rain, *Verse-Virtual* (Reprint), October 2016

A Field of Black Raspberries, *Verse-Virtual*, August 2016

After Your Dying, I Am What Remains, *Verse-Virtual*, May 2015

Al Fresco, *Verse-Virtual*, January 2018

The Answer to Your Rhetorical Question, *Lullwater Review*, December 2003

The Architecture of Insanity, *Saranac Review*, Fall 2012

The Architecture of Insanity (Reprint), *Verse-Virtual*, December 2015

A Spill of Stars, *Verse-Virtual*, January 2022

As the Universe Spins Apart, *Verse-Virtual*, September 2020

At the Playground, *Red Wolf Review*, 2018

At the Rodeo: Sheep Dog Trials, *Verse-Virtual*, September 2019

August is Like Sunday Night, *The Literary Nest*, November 2016

Bluebeard's Closet, *Poet Lore*, August 2002 and *Snake Nation Review*, June 2003

The Blue Promise of Transportation, *Spillway*, March 2004

The Blue Promise of Transportation, *Verse-Virtual*, February 2016

Bone Density Factor, *Soundings East*, March 2004

Building a Polio Virus, *Verse-Virtual*, November 2018

Celadon, *Verse-Virtual*, July 2015

Chadri, *Verse-Virtual*, April 2016

Charlene Considers the Corners of the Flat Earth *Verse-Virtual*, Dec. 2020

Charlene Wants to Know, *Verse-Virtual*, Dec. 2020

Charred Ember, *Antiphon*, June 2018; Reprinted *Oysterville: Poems*, August 2018

Classification, *Unlocking the Word: An Anthology of Found Poetry*, 2018

The Comfort of Mermaids, *Red Wolf Review*, 2018

Coming in over Detroit, *Peacock Journal*, October 2017

Cult of the Apple Children, *Verse-Virtual*, May 2019

Daddy, *Poetry Harbor*, February 2006

Daddy (Reprint), *Verse-Virtual*, January 2016

Dark Matter, *Verse-Virtual*, July 2019

Dear Beloved, *Unlocking the Word: An Anthology of Found Poetry*, 2018
The Deification of Food, *Unlocking the Word: An Anthology of Found Poetry*, 2018
The Definition of Cool, *Verse-Virtual*, May 2020
Divorcing Mr. Sleeping Beauty, *Distillery*, June 2003
Divorcing Mr. Sleeping Beauty, *Verse-Virtual*, June 2016
DNA, *Gin Bender Poetry Review*, December 2005
Dream Sequences: COVID, *Verse-Virtual*, March 2021
Eating Sounds II, *Primavera*, May 2005
Empty Cathedrals, *Prairie Winds*, March 2004
Empty Cathedrals, (Reprint), *Verse-Virtual*, July 2017
Escape Velocity, *Verse-Virtual*, September, 2019
Eve and Adam and God in the Garden, *Verse-Virtual*, September 2016
Excessive Heat Warning, *Verse-Virtual*, June 2017
The Fermi Paradox, *Unlocking the Word: An Anthology of Found Poetry*, 2018
First Love, *Dos Passos Review*, July 2005
First Love (Reprint), *Verse-Virtual*, June 2017
Flying, *Verse-Virtual*, May 2020
Fog, *The Same*, Fall 2014
Forces, *Tuesday Night Live (Anthology)*, 2018
Four, *Verse-Virtual*, September 2018
Fresh-Cut Herbs, *Inkwell Magazine*, Fall 1997
Georgia O'Keeffe, *Ekphrastic.net*, 2018
Heaven, *Verse-Virtual*, March 2019
How to Become a Pilot, *Peacock Journal*, October 2017
If, *The Baltimore Review*, February 2004
Infinite Eve, *Verse-Virtual*, September 2020
Inside a Golf Ball, *California Quarterly*, March 2006
Inside/Outside, *Verse Virtual*, February, 2018
The International Union of Pure and Applied Chemistry, *Tuesday Night Live (Anthology)*, 2018
Jonah, *Verse Virtual*, August 2015
Joy Riding Past the Speed of Light, *Verse-Virtual*, March 2021
Lewy Body Dementia, *Verse-Virtual*, April 2017
The Library, *Verse Virtual*, April 2018
Light Dark Matter Experiment, *Verse-Virtual*, September 2017
Little Girl, *Pinyon*, Spring 2012
Losses, *Verse-Virtual*, May 2018
Lost Friendship Revenge Fantasies, *Verse-Virtual*, May 2021
The Luxury of Choice, *Free Verse*, March 2006
Madonna/Gypsy, *Afterthoughts*, Spring 2000
Madonna/Gypsy, *Verse Virtual*, (Reprint), December 2017
Mantra, *Rio Grande Review*, February 2003
Mantra (Reprint), *Verse-Virtual*, May 2017
Montreal, *Verse-Virtual*, May 2021
The Museum of Jesus' House, *The Atlanta Review*, Spring 2007
The Museum of Jesus' House (Reprint), *Verse-Virtual*, November 2016
The Myth of Seaweed, *Verse-Virtual*, Paddock Review, August 2017
My Father's Last Flight, *Verse-Virtual*, March 2020
Noah's Daughter, *Prairie Winds*, March 2004 and *Fox Cry Review* May 2004
Nude in the Bath, *Ekphrastic.net*, September 2015
On Her Knees, *Verse-Virtual*, March 2020
On Route to LA, *Peacock Journal*, October 2017
Oyster, Captured, *Tuesday Night Live (Anthology)*, 2018

Panic Attack, St. Ann's, Canberra, *Confluence*, April 2004
 Paying the Elf Tribute, *Prairie Winds*, April 2004; *Verse Virtual*, March 2015
 Phobias, *Compass Rose*, February 2004 and *Studio One*, June 2004
 Places to Feel, *Verse-Virtual*, January 2022
 Pocketwatch, c. 1905, *Texas Review*, November 2002
 Portrait I, *Verse Virtual*, February 2015
 Portrait II, *Verse Virtual*, February 2015
 Prayer, *Verse Virtual*, March 2018
 Pre-Christian Burial, *Pinyon*, September 2016
 The Price for Your Vote, *Verse-Virtual*, March 2020
 Reflection of a Mirror Image, *Afterthoughts*, Spring 2000
 Seeing the Osprey, *The Blue Guitar*, June 2007
 Seventeen, *Poetry Emerging*, April 2000
 Silent, but for the Birds, *Verse-Virtual*, September 2020
 Snow White, *Verse-Virtual*, June 2015
 Sparrows, *Verse-Virtual*, March 2016
 Spirits of the House, *Verse-Virtual*, June 2018
 Stan Stops to Look at the View, *Verse-Virtual*, May 2021
 The String Game, *Let the Poet's Speak*, Spring 2001—this poem was a finalist in the Greenburgh Poetry Contest
 Sunflies, *The Atlanta Review*, Spring 2007; and *Flint Hills Review*, 2007
 Things to Hoard for Nuclear Winter, *Saranac Review*, April 2012
 Things to Hoard for Nuclear Winter (Reprint), *Verse-Virtual*, December 2016
 Thirteen, *The Literary Nest*, November 2016
 Threnody, *Verse-Virtual*, September 2015
 Tuesday Night Open Mic, *Verse-Virtual*, May 2016
 Tug, *Snake Nation Review*, June 2003
 Tug (Reprint), *Verse-Virtual*, March 2017
 Turner in Branford, *Verse-Virtual*, December 2020
 Two Collapsed Stars Coolide, *Riza Press*, June 2019
 UFOs, *Verse-Virtual*, April 2017
 up, *Yankee Magazine*, May 2002 and *Inkwell*, Spring 1997
 A Visit to the Bow Repair Shop, *Poet Lore*, June 2003
 Voyager's Golden Record, *Verse-Virtual*, October 2017
 Waiting, *SLAB*, April 2008
 Waking Slow, *Verse-Virtual*, August 2015
 Walking on Water, *Confluencia*, 2014
 What a Strange Thing Time Is, *Verse-Virtual*, January 2022
 What We Are, *Gin Bender Poetry Review*, December 2005
 What We Should be Worried About, *Verse-Virtual*, January 2019
 Woman, *Verse-Virtual*, October 2015
 The Woman Who Loved a Man Who Refused to Come Out of the Woods, *Thin Air*, March 2003
 Writing about Jazz, *Verse-Virtual*, June 2017
 Yellow Leaves, *Verse-Virtual*, September 2018
 Zero, *Verse-Virtual*, February 2017

III. Mystery Novels: *Shadow Notes*, Barking Rain, May 2016; Repub., Woodhall, May 2021
The Fallen, Woodhall Press, September 2021

IV. Pedagogy papers for Associated Writers and Writing Programs Conference Books

Writing a Response Poem," 2002

“Creating A Character Game & Paper: Helping Creative Writers to Read Critically,” 2003
“Take a Risk, Write a Poem,” 2004
“Literature Into Action: A Playwriting and Performance Exercise,” 2006
“The Land(scape) of Conflict: An Exercise for Beginning Creative Writers,” 2008

III. Newspaper Columns:

Gannett Suburban Newspapers, White Plains, NY, 1994

Developed, researched and wrote columns on local history for the *Journal News*.

Hearst Media:

“Making Peace: The Challenge of Talking about Newtown,” *Stamford Advocate*, opinion page,
January 13, 2013

“What Poetry Offers in an Election Season,” *Norwalk Hour*, opinion page, 1 June 2016

“Of What Use is Poetry in the Face of Tragedy?” *Norwalk Hour*, opinion page,
11 September 2016

“The Illiad and the Internet,” *Norwalk Hour*, opinion page, July 2017

IV. Other

“The Creation of a Women’s Center: A Story of Resistance and Power in Two Administrations,”
NWSAction, Spring 2006

V. Blog Posts:

“How to Develop a Gripping Character,” 4/27/16, on <http://guelphwritenow.com/2016/04/27/how-to-develop-a-gripping-character/>

“Stalking the Nouveau Riche, without Getting Run Over by an SUV,” 5/20/16, at
<http://anastasiapollack.blogspot.com/2016/05/book-club-friday-guest-author-laurel-s.html/>

Interview at *My Two Cents Worth (Before Inflation)*, 5/31/16, at
<http://blog.jamesmjackson.com/2016/05/laurel-s-peterson-guest-author.html>

“Politics and Plots,” on Marilyn’s Musings, 6/10/16, at
<http://marilynmeredith.blogspot.com/2016/06/politics-and-plots-by-laurel-s-peterson.html>

“Villians We Love to Hate” on Savvy Authors, 6/13/16 at
<http://www.savvyauthors.com/Community/index.php?threads/villians-we-love-to-hate-by-laurel-s-peterson.18028/>

“Shadow Notes: The First Two Pages” on The First Two Pages, 6/21/16, at
<http://www.bkstevensmysteries.com/category/the-first-two-pages/>

“Can a Poet Write a Novel?” on Lyrical Pens, 6/22/16, at <http://www.lyricalpens.com/>

“Writing and Social Justice” on Jungle Red Writers, 6/23/16 at
<http://www.jungleredwriters.com/2016/06/writing-and-social-justice-by-laurel.html>

“On the Tension of Believing,” on Mystery Mondays, 6/27/16 at <https://kristinastanley.com/2016/06/27/mystery-mondays-laurel-s-peterson-on-the-tension-of-believing/>

“Writing Race” at Debra H. Goldstein, 9/13/2021 at <https://www.debrahgoldstein.com/writing-race/>

“The Charms of New Orleans, Food and Otherwise” on Killer Crafts and Crafty Killers, 12/3/2021, at <https://anastasiapollack.blogspot.com/search?q=laurel+peterson+>

“Writing Hurricanes, Blackness and Hope: Where Ideas Come From (Mine, at least),” on Jungle Red Writers, 10/21/21 at <https://www.jungleredwriters.com/2021/10/writing-hurricanes-blackness-and-hope.html>

Editing Experience

Editor in Chief, Inkwell Magazine, Manhattanville College, Purchase, NY, 1996 – 1997; Editorial Board, September 2017 – present: Edit, read submissions, oversee production of and promote graduate literary magazine; coordinate volunteers; write grants.

Co-editor, (Re)Interpretations: The Shapes of Justice in Women’s Experience (Cambridge Scholars Publishing, 2009): With Professor Lisa Dresdner, I co-edited this collection of essays about justice for women. In five sections dealing with war, religion, language, sex trafficking, and medicine, the authors discuss the ways in which women transformed these traditional patriarchal structures in order to better serve women’s needs.

Co-editor, The Creative Voice: With Professor Renae Edge, I co-edited the second edition of the Interdisciplinary Studies: The Creative Voice text, *The Creative Voice*, published by McGraw Hill’s custom book department. This involved reviewing the articles, requesting and editing new pieces, and meeting several times with the publisher’s representative.

Other Leadership Experience

Poet Laureate, Norwalk, CT, April 2016 – April 2019: First poet laureate in Norwalk; responsible for creating programs and events that promote poetry. Created and ran poetry workshops for children and adults; created Poets in Conversation for the Norwalk Public Library; participated in town events, such as the arts festival, NICE festival (a diversity celebration), and others; chose poems for Poetry on the Buses program; write occasional columns for Hearst Media on poetry. Two of my poems are currently on the Norwalk, CT, App as part of the town’s efforts to promote itself as a tourist destination. Some of the organizations that have partnered with me are as follows: The Rowayton Arts Center; St. Paul’s Episcopal Church; the Norwalk Housing Authority; the NICE Festival; the Norwalk Arts Commission; and the Norwalk Public Library; created partnerships with musicians, artists and dancers for cross-disciplinary programs.

Humanities Interdisciplinary Studies Team Leader, Norwalk Community College, responsible for arranging professional development activities and mentoring

Co-chair NCC’s Academic Festival, 2000 and 2001: The Academic Festival is an annual full-day conference of panels and presentations with an evening keynote speaker. As co-chair, I was responsible for coordinating panels, audio-visual requirements, the arts performances, the student

success presentations, program, campus and community publicity, tickets for the evening presentation, and all set ups.

Evening & Weekend Communications Department Chairperson, Westchester Business Institute, White Plains, NY: Reviewed instructors in the department. Updated English curricula.

Women's Studies Experience

Co-chair, Women's Forum, 1998 – 2002, a project which lead to the creation of the Fairfield County Women's Center (see below)

Director, Fairfield County Women's Center at Norwalk Community College, 2003 – 2004

I was one of three faculty instrumental in creating a women's center at NCC. The FCWC was underwritten by a three-year, \$20,000 grant from the Junior League of Stamford-Norwalk, a grant the three of us worked to secure. As the center's director in its inaugural year, I was responsible for programming, providing a liaison between the JLSN and NCC administration, developing policy, securing space on campus, coordinating publicity, speaking to various audiences to raise awareness of the project, creating director's and student worker's job descriptions, setting up files, creating a library of resource materials, ensuring the center was stocked with supplies, a copier, a fax machine, and office furniture, hiring and supervising a student worker, networking with local agencies and service providers, supervising volunteers, and meeting with center clients. Our mission was to promote the advancement of women through educational programs and resources, to increase awareness of women's issues in the community, workplace and home and to foster a supportive environment that promotes empowerment, equity, and self-actualization.

Chair, Women's Studies Committee, 2005 - 2008: At the request of NCC's president, I developed a concentration under our Liberal Arts degree in Women's Studies. To accomplish this, I recruited a team of twenty-five full and part time faculty and students who created a program statement, drafted requirements for courses, developed courses, established student learning outcomes, and trained faculty. A group of colleagues and I created the introductory course, Gender in the Everyday World. In addition, I developed relationships with other Connecticut and Rhode Island women's studies faculty through participation in the Connecticut Women's Studies Consortium to ease student articulation into four-year programs.

Chair, New England Women's Studies Association 2006 Conference Committee: As the chair of this committee, I was responsible for the planning of the 2006 NEWSA conference on Women and Justice, held at NCC on February 24 – 25, 2006. In service of this, I secured the Friday night keynote speaker and the film; arranged for catering; planned a vendor fair; reviewed conference paper proposals and helped to arrange them into panels; oversaw the selection of Saturday's keynote speaker (Marge Piercy); supervised the production of the program; chose and purchased conference giveaways; collected conference fees and managed the conference budget; worked with maintenance, security and IT to ensure a smoothly running day; and recruited and supervised volunteers for the two days of the conference

Faculty Advisor, Musings Journal of the Arts, (Norwalk Community College's student literary magazine), 2012 – Present: As Faculty Advisor, I am responsible for recruiting students to work on the magazine, for providing guidelines about the process involved in creating a magazine, for encouraging and guiding students as they work on the project, and helping them to organize events that will showcase literature at the college.

Presentations

“Interdisciplinary Studies as Nexus: Crossing Discipline Borders into the World,” Community College Humanities Association Conference, New York, NY, October 2002

“The Politics of Creation and Collaboration: Empowering Women through the Creation of a Women’s Center,” Southern Connecticut State University, Women, Power and Politics Conference, October 2004 (with Dr. Catherine Milton)

Presentations at Norwalk Community College’s Creative Writing conference:

- Women and Poetry, Fall 2000
- Read from my poetry, Fall 2000
- Write a Poem Now!, Fall 2001
- “Forming Voice in Literature,” a panel given Fall 2001 “Discovering and Developing a Writer’s Voice”
- Read from my novel, *One Murder Too Many*, Fall 2005
- Discuss voice in poetry, Fall 2008

Presentations at Norwalk Community College’s Academic Festival:

- Creativity Panel, Spring 1998
- “Six Garments Love Wears: A Conversation in Poems,” with Sue Norton, 1999
- Sexual Harassment Panel, 1999
- “The F Word: What is Feminism?” with Lisa Dresdner, 2001
- “Women and Self Defense” with Lisa Dresdner, 2002
- “Embracing Women’s Ways of Leadership,” with Renae Edge, 2005
- The Telephone Project, panel and poem, with other faculty, 2009
- The Translation Project, with other faculty, 2010—panel and poems

Poetry Day Featured Reader: Joel Barlow High School, April 2015. I was invited to be the featured reader at my alma mater. The day involved students and faculty reading poems, as well as my sharing work.

Other readings: I have also read my poems and fiction by invitation at various venues including Barnes and Noble, Norwalk, CT; Hopkins Vineyard, Preston, CT; Barnes and Noble, Stamford; House of Books, Kent, CT; Manhattanville College, Confluencia in the Valley, Naugatuck Community College, Waterbury, CT; Poetry in the Park, Norwalk, CT; Norwalk LitCrawl; Norwalk Public Library; Chappaqua Station, and other venues.

Memberships

Academy of American Poets, 1999 - present
American Association of University Women, 2002 – 2008
Associated Writers and Writing Programs, 1994-present
Metropolitan Museum of Art (NYC), 2006 - present
Museum of Arts and Design (NYC), 2001 – 2012
Museum of Modern Art (NYC), 2007 - 2013
Mystery Writers of America, 2007 - present
National Council of Teachers of English, 1995-2012
National Organization of Women, 2002 - 2008
National Women’s Studies Association, 2005 - 2008
PEN (Associate Membership), 2006 – 2011
Sisters in Crime, 2007 – present
Whitney Museum of American Art, 2014 - Present

Board Positions

Advisory Board Member, Fairfield County Women's Center, NCC, Norwalk, CT, 2003 - 2014

After my tenure as FCWC director, I served on the board as one of the representatives. The board is responsible for providing guidance to the center director regarding programs and issues.

Acting Advisory Board Chair, Fairfield County Women's Center, NCC, Norwalk, CT, 2006 – 2007

During the FCWC's transition from Junior League partnership to an institutionalized part of NCC's student services, I served as Advisory Board Chair, calling and leading board meetings to provide guidance to the incoming center director regarding programs and issues.

Governing Board Member, Fairfield County Women's Center, NCC, Norwalk, CT, 2003 - 2006

The board developed policy for the center during the first three years of its inception and during the partnership between NCC and the Junior League of Stamford-Norwalk.

Advisory Board Member, Master of Arts in Writing Program, Manhattanville College, 1997 - 1999

Responsible for decisions regarding the direction of the Master of Arts in Writing program, and student advising, as needed.

EMPLOYMENT APPLICATION

CITY OF NORWALK
 125 East Avenue P.O Box 5125
 Norwalk, Connecticut 06851-5125
<http://agency.governmentjobs.com/norwalk/default.cfm>

FOGELL, TINA M.
0070-01-2021 CHIEF HUMAN RESOURCES OFFICE

PERSONAL INFORMATION

POSITION TITLE: CHIEF HUMAN RESOURCES OFFICER		EXAM ID#: 0070-01-2021
NAME: (Last, First, Middle) FOGELL, TINA M.		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		EMAIL ADDRESS: [REDACTED]
HOME PHONE: [REDACTED]		NOTIFICATION PREFERENCE: Email
DRIVER'S LICENSE: ☐ Yes ☐ No	DRIVER'S LICENSE: State: [REDACTED] Number: [REDACTED]	LEGAL RIGHT TO WORK IN THE UNITED STATES: ☐ Yes ☐ No
What is your highest level of education? Doctorate		

PREFERENCES

ARE YOU WILLING TO RELOCATE? ☐ Yes ☐ No ☐ Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular
TYPES OF WORK YOU WILL ACCEPT: Full Time
SHIFTS YOU WILL ACCEPT: Day, Evening, Night
OBJECTIVE: My objective is to utilize my varied HR experience, through my work as a practicing attorney and seasoned HR professional, to ensure the staff feel valued and supported and create the "customer service" atmosphere to assist them with their roles and responsibilities.

EDUCATION

DATES: [REDACTED]	SCHOOL NAME: Roger Williams University School of Law	
LOCATION: (City, State/Province) Bristol, Rhode Island	DID YOU GRADUATE? ☐ Yes ☐ No	DEGREE RECEIVED: Doctorate
MAJOR: Juris Doctorate		

WORK EXPERIENCE

DATES: From: 1/2021 To: Present	EMPLOYER: Brown University	POSITION TITLE: Director of Human Resources
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 121 South Main Street, Providence, Rhode Island, 02906		
PHONE NUMBER: 4015276764	MAY WE CONTACT THIS EMPLOYER? ☐ Yes ☒ No	
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 6	
DUTIES: • Direct all aspects of human resources including recruitment, selection, retention, training, leadership development, successful employee relations, and other related services for over four hundred (400) personnel. • Upgraded organizational structure to consolidate, streamline, and delineate necessary business processes of the School of Public Administration to achieve optimal productivity. • Created leadership development program using a self-assessment to identify current areas of improvement, a key functional practice increased responsibility and accountability, group coaching to allow emerging leaders to grow together, and mentoring coaching relationships to expose high-potential leaders to other parts of the organization. • Conducted comprehensive job function and salary analysis to improve recruitment and retention.		
REASON FOR LEAVING: I am still at Brown and only looking for a new opportunity due to the need to relocate. I could stay at Brown and work fully remote. I am interested in a position where I can be on site to support my staff.		

Received: 12/14/21 3:12 PM	
For Official Use Only:	
1	QUAL: _____
	DNQ: _____
R	☐ Experience ☐ Training ☐ Other: _____

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DATES: From: 1/2020 To: 12/2020	EMPLOYER: Bristol Warren Regional School District	POSITION TITLE: Chief Operating Officer
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 151 State Street, Bristol, Rhode Island, 02809		
PHONE NUMBER: 4015276764	SUPERVISOR: Jonathan Brice - Superintendent	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 50		
DUTIES: - Directed all aspects of human resources including recruitment, selection, retention, salary administration and benefits, training, leadership development, succession planning, employee relations, contract interpretation, and other related services for five hundred (500) district personnel. - Introduced proactive employee relations and communications programs to resolve previous labor and management issues and restore the credibility and employee-centric focus of the organization. - Conducted staffing analysis and projections to ensure continuity of operation aligned to fifty-eight million dollars (\$58,000,000.00) annual budget - Upgraded organizational structure to consolidate, streamline, and delineate necessary business functions of the school district to achieve optimal productivity.		
REASON FOR LEAVING: New opportunity		
DATES: From: 11/2017 To: 12/2019	EMPLOYER: Martin & Associates	POSITION TITLE: HR Practice Lead and Senior Vice President
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 1525 Old Louisquissett Pike, Lincoln, Rhode Island, 02865		
PHONE NUMBER: 4015276764	SUPERVISOR: Justin Martin - President/CEO	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No
HOURS PER WEEK: 50		
DUTIES: - Conducted human resources assessments for clients to identify areas of deficit, policies and/or procedures to be adopted, and provide recommendations for improvement. Created plan to implement recommendations with buy in from stakeholders. - Partnered with President/CEO regarding strategic growth and health of organization. - Increased revenues by over two hundred thousand dollars (\$200,000.00) through the addition of ten (10) new clients. - Devised and executed plan, working with boards and educational leadership teams in Massachusetts, Rhode Island, and Connecticut, to recruit and hire quality leaders.		
DATES: From: 8/2012 To: 10/2018	EMPLOYER: Cumberland School Department	POSITION TITLE: Director of Human Resources
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 2602 Mendon Road, Cumberland, Rhode Island, 02864		
SUPERVISOR: Robert Mitchell - Superintendent	MAY WE CONTACT THIS EMPLOYER? ☒ Yes ☐ No	
HOURS PER WEEK: 40		
DUTIES: - Directed all aspects of human resources including recruitment, selection, retention, salary administration and benefits, training, leadership development, succession planning, employee relations, contract interpretation, and other related services for six hundred and fifty (650) district personnel. - Drove transition from outdated HR systems into a fully integrated HRIS platform. Instantly improved analysis, reporting, and planning capabilities while streamlining daily HR functions. - Created leadership development program using a self-assessment to identify current areas of improvement, a key functional project to practice increased responsibility and accountability, group coaching to allow emerging leaders to grow together, and mentoring and coaching relationships to expose high-potential leaders to other parts of the organization. - Negotiated, developed, and administered all aspects of the certified and non-certified collective bargaining agreements. - Conducted the investigation of employee relations issues and made recommendations based on findings.		
DATES: From: 12/2009 To: 7/2012	EMPLOYER: Thibodeau & Baker, LLP	POSITION TITLE: Senior Litigation Associate
ADDRESS: (Street, City, State/Province, Zip/Postal Code) Cumberland, Rhode Island		
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 2	
DUTIES: Provided general counsel to corporate clients on a broad range of issues, including but not limited labor relations, the negotiation, interpretation, and administration of agreements, disciplinary processes, grievance and arbitration procedures; Provided general counsel to individual clients on a broad range of issues, including but not limited to employment, family law, bankruptcy, real estate and property law; Handled all facets of civil litigation matters from inception through arbitration, trial and post trial matters; Negotiated and drafted agreements and contracts; Managed client relationships.		
REASON FOR LEAVING: Left to be Human Resource Supervisor		
DATES: From: 10/2007 To: 12/2009	EMPLOYER: Donovan Hatem LLP	POSITION TITLE: Senior Litigation Associate
ADDRESS: (Street, City, State/Province, Zip/Postal Code) Boston, Massachusetts		
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 2	

DUTIES: Provided general counsel to corporate and individual clients on a broad range of issues; Handled all facets of civil litigation matters from inception through arbitration, trial and post trial matters; Provided litigation and counseling services on behalf of employers; Responsible for counseling employers on issues including wage and hour compliance, personnel policies, and reductions in forces.		
REASON FOR LEAVING: Left to move closer to home		
DATES: From: 2/2000 To: 10/2007	EMPLOYER: Tina M. Fogell, Esq	POSITION TITLE: Attorney
ADDRESS: (Street, City, State/Province, Zip/Postal Code) Cumberland, Rhode Island		
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 0	
DUTIES: Full-service law firm handling matters such as civil litigation, family law, criminal litigation, and bankruptcy.		
REASON FOR LEAVING: Self employed. Went to work for firm		
DATES: From: 9/1998 To: 1/2000	EMPLOYER: John Reilly & Associates	POSITION TITLE: Associate
ADDRESS: (Street, City, State/Province, Zip/Postal Code) Warwick, Rhode Island		
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED: 1	
DUTIES: Conducted all pre-trial phases of insurance defense litigation from case intake and evaluation through pre-trial conference, including extensive motion, deposition and discovery practice; Actively assisted in the development of complex litigation; Maintained and enhanced existing client relationships through direct contact with individual and corporate insurance clients regarding pending matters.		
DATES: From: 8/1997 To: 2/1999	EMPLOYER: Tina M. Ziniti, Esq	POSITION TITLE: Attorney
ADDRESS: (Street, City, State/Province, Zip/Postal Code) Cumberland, Rhode Island		
HOURS PER WEEK: 40		
DUTIES: Legal Research and Writing. Researched issues; Drafted memoranda; Drafted court documents, such as complaints, answers, interrogatories, requests for production, requests for admissions, motions for summary judgment and pretrial memoranda; Interviewed clients; Attended depositions; Trial preparation; Assisted attorneys in daily activities.		

CERTIFICATES AND LICENSES	
TYPE: Attorney	
LICENSE NUMBER: 5792	ISSUING AGENCY:

Skills
Nothing Entered For This Section

ADDITIONAL INFORMATION
Nothing Entered For This Section

REFERENCES		
REFERENCE TYPE: Professional	NAME: Jonathan Brice	POSITION:
ADDRESS: (Street, City, State/Province, Zip/Postal Code)		
EMAIL ADDRESS:		PHONE NUMBER: 410-336-1265
REFERENCE TYPE: Professional	NAME: Justin Martin	POSITION: Public Affairs Officer
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 888 Washington Blvd, 5th Floor, P.O. Box 9310, Stamford, Connecticut 06901		
EMAIL ADDRESS:		PHONE NUMBER: 203-977-4095

Agency-Wide Questions

1. **HAVE YOU BEEN PREVIOUSLY EMPLOYED WITH THE CITY OF NORWALK?**
No
 2. **IF YES, PLEASE INDICATE YOUR DATES OF EMPLOYMENT?**
 3. **HOW DID YOU HEAR ABOUT THIS JOB OPPORTUNITY?**
CITY OF NORWALK WEBSITE
 4. **ARE YOU LEGALLY ELIGIBLE FOR EMPLOYMENT IN THE U.S.A.? (IF "YES", VERIFICATION WILL BE REQUIRED.)**
Yes
 5. **MAY WE CONTACT YOUR PRESENT EMPLOYER?**
Yes
-

The following terms were accepted by the applicant upon submitting the online application:

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false, misleading or incomplete answer may be grounds for not employing me or for dismissing me after I begin work. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of the City of Norwalk and will not be returned. I understand the City of Norwalk may contact prior employers and other references. I understand that I must notify the Personnel Department of any changes in my name, address, or phone number via email at personnel@norwalkct.org.

This application was submitted by TINA M. FOGELL on 12/14/21 3:12 PM

AGENDAAPRIL 14th 2022CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

PAY TO:BILL No & AMOUNT REFUNDEDREASON**MOTOR VEHICLE**

AVALOS ADRIANA	20-MV-303683	\$17.73	PRORATION
BAMFORD DONNA R	20-MV-304275	\$227.22	PRORATION
BASTIEN MYRTHA	19-MV-305104	\$209.76	PRORATION
	20-MV-304865	\$191.02	PRORATION
CAB EAST LLC	20-MV-308457	\$258.91	PRORATION
COUNTY CONSTRUCTION INC	18-MV-314666	\$20.55	PRORATION
DAIMLER TRUST	20-MV-403598	\$210.01	PRORATION
DAIMLER TRUST	20-MV-315261	\$413.74	PRORATION
	20-MV-315431	\$486.68	PRORATION
ELMAJDOUBI KHAOULA	20-MV-319776	\$236.73	PRORATION
EVEREST MARBLE LLC	18-MV-321289	\$1,298.32	PRORATION
	19-MV-321425	\$1,343.63	PRORATION
	20-MV-320555	\$1,472.62	PRORATION
FINANCIAL SER VEH TRUST	20-MV-321627	\$363.07	PRORATION
	20-MV-321875	\$277.67	PRORATION
	20-MV-321962	\$347.91	PRORATION
	20-MV-321981	\$146.09	PRORATION
FINANCIAL SER VEH TRUST	20-MV-405252	\$1,028.50	PRORATION
GETNER AARON C	20-MV-324957	\$37.35	PRORATION
HOLOMAKOFF GREGG	20-MV-329501	\$182.80	PRORATION
HONDA LEASE TRUST	20-MV-330313	\$353.12	PRORATION
HONDA LEASE TRUST	20-MV-330460	\$373.07	PRORATION
HONDA LEASE TRUST	20-MV-330099	\$743.15	PRORATION
KAREN E SALERNO	18-MV-336020	\$11.79	PRORATION

AGENDA**APRIL 14th 2022****CLAIMS COMMITTEE MEETING****REFUNDS PROCESSED CLAIMS COMMITTEE****APPROVED BY TAX COLLECTOR**

<u>PAY TO:</u>	<u>BILL No & AMOUNT REFUNDED</u>	<u>REASON</u>
KING JAMES T 3 RD	20-MV-335459 \$190.58	PRORATION
KOENIG JUERGEN	20-MV-335842 \$133.23	PRORATION
LEWIS CHRISTOPHER J	20-MV-338142 \$51.61	PRORATION
MARTINEZ-PARTIDA JESUS	18-MV-342797 \$26.45	PRORATION
MILAZZO ROSE	20-MV-343616 \$259.12	PRORATION
MIRANDA-RUIZ EDGA	20-MV-343971 \$84.84	PRORATION
MORA CHAVEZ VERONICA	20-MV-344764 \$64.71	PRORATION
PARKER BRIAN J	19-MV-312598 \$510.21	PRORATION
PLOTECHER SALINA JUSTINE JACOBSEN	19-MV-354235 \$533.82	PRORATION
PONTOJA JORGE	20-MV-352178 \$15.41	PRORATION
REED RAVEN Y	20-MV-353879 \$85.46	PRORATION
SANTOS JOSEFINA	20-MV-357903 \$66.56	PRORATION
SCAGGS ALISON	20-MV-358174 \$17.57	PRORATION
SINGER JASON LOUIS	20-MV-359975 \$20.08	PRORATION
SMART SOLUTION CONTRATORS LLC	20-MV-414614 \$234.08	PRORATION
TOYOTA LEASE TRUST	20-MV-364595 \$356.71	PRORATION
	20-MV-364647 \$306.59	PRORATION
TOYOTA LEASE TRUST	20-MV-415566 \$230.33	PRORATION
TOYOTA LEASE TRUST	20-MV-364656 \$658.48	PRORATION
	20-MV-365074 \$400.94	PRORATION
	20-MV-415769 \$26.66	PRORATION
VANEGAS LUIS ALBERTO	20-MV-366857 \$55.54	PRORATION
VAULT TRUST	20-MV-367203 \$90.73	PRORATION
VCFS AUTO LEASING CO	20-MV-416481 \$168.66	PRORATION
VW CREDIT LEASING LTD	20-MV-369060 \$184.63	PRORATION

AGENDA

APRIL 14th 2022

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

PAY TO:

BILL No & AMOUNT REFUNDED

REASON

VW CREDIT LEASING LTD

20-MV-SEE ATTACHED \$4,403.53

PRORATION

PERSONAL PROPERTY

RAY MCGOWAN PLUMBING & HEATING LLC

PROP ID:130718

20-PP-202480 \$823.71

OVER PAYMENT

REAL ESTATE

152 EAST AVENUE LLC

152 EAST AVE

1-51-7-0

20-RE-100105 \$1,475.00

ADJ SEW USE

BREITWIESER THOMAS E

1 ARBOR CT

2-50-31-0

20-RE-103432 \$2,561.12

OVER PAYMENT

CALDERON MARK

8 VAN ZANT ST UNIT 8

3-36-9-8

20-RE-104083 \$62.62

REF INT

CALDERONE TERESA & PASQUALE

33 LEDGEBROOK DR

5-64-200-20/03

20-RE-119198 \$118.22

REFUND OF INT

CORELOGIC

71 AIKEN ST GARAGE UNIT 7/1

5-21-382-7/1

20-RE-115332 \$122.00

PAID IN ERROR

AGENDA

APRIL 14th 2022

CLAIMS COMMITTEE MEETING

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

PAY TO:

BILL No & AMOUNT REFUNDED

REASON

MCCALLY JOHN & CHERYL

145 FILLow ST

5-64-160A-0

20-RE-117257 \$132.24

REFUND INT

MINDRUM ERIC T

41 COVE AVE

3-59-36-0

20-RE-118097 \$4194.06

OVER/DUP PYMT

ROBERTO NAPOLITANO

17 AVENUE D

5-76A-41-0

20-RE-109074 \$221.40

OVER PAYMENT

VW CREDIT LEASING LTD

BILL #	PLATE #	VIN#	AMOUNT
20-368639	AN10810	3VV0B7AX8JM083238	\$ 217.81
20-368709	AL87216	WA1ANAFY9J2052672	\$ 210.04
20-368711	AM26113	3VW2B7AJ9JM220171	\$ 184.96
20-368722	9345TK	1V2GR2CAXJC517325	\$ 265.27
20-368781	AL42699	3VV0B7AX4JM048437	\$ 326.73
20-368810	AN50277	WA1CNAFY2J2129312	\$ 203.27
20-368881	AH69931	3VW4T7AJ3HM286909	\$ 167.87
20-368995	AL95057	1V2MR2CA9JC539464	\$ 435.98
20-368998	AK58152	3VW2B7AJ5HM377173	\$ 141.03
20-368625	AV01610	3VV0B7AX2KM119751	\$ 78.45
20-368646	AP20168	3VWC57BU1KM063256	\$ 60.45
20-368686	AR33822	WA1BNAFY8J2195620	\$ 187.56
20-368700	AN10841	1V2LR2CA2JC538880	\$ 305.79
20-368725	AR25119	1V2LR2CA0JC547027	\$ 203.64
20-368751	AN85608	3VW5DAAT5JM502720	\$ 36.56
20-368760	AR26191	WA1BNAFY9J2227605	\$ 62.28
20-368786	AW14383	WA1BNAFY9J2227605	\$ 100.36
20-368822	AP20149	3VWC57BU2KM063119	\$ 60.45
20-368884	AR07141	WAUENCF57JA097332	\$ 61.30
20-369000	AR17208	WAULNAF59JA080396	\$ 57.82
20-369038	AT57288	WUABWCF54KA902243	\$ 953.80
20-416868	AP20125	3VV2B7AX1JM182671	\$ 82.11
TOTAL			\$ 4,403.53



**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

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee
From: Lisa Biagiarelli, Tax Collector
Date: April 7, 2022
Re: Narrative for March 2022 Tax Collector's Report

As of the end of March, 2022, representing three quarters of the fiscal year, we collected more than \$348 million against our nearly \$353 million adjusted levy, or **98.82%**. We collected **97.54%** of our sewer use levy, nearly \$16 million, and **91.11%** of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA. Compared with the prior fiscal year, we ended the month of March ahead of last year for collection of taxes (1.1%), sewer use (1.19%), and the IPP fee (5.37%). Please note the change in the actual collectible levy: a decrease of more than \$4.6 million to date (between July 1, 2021 and now). This significant decrease in our current collectible levy is primarily due to court settlements and stipulated judgments in court cases involving property tax appeals.

For prior years' collections, through the end of March 2022, we show a net collection of in excess of \$4.6 million since the beginning of this fiscal year on July 1, 2021. This amount is approximately \$1.9 million more than what we collected during the first nine months of the prior fiscal year, and is attributable to the tax sale held in October 2021. We collected in excess of **\$9.4 million** on behalf of the city since November 2019 on properties originally slated for the tax sale. Our budgeted collection goals for both the fiscal year ending 2021, and the current fiscal year ending 2022, are predicated on the infusion of revenue generated by the tax sale.

The redemption period for the tax sale expires on April 18, 2022, less than two weeks from now. Properties that are not redeemed will be deeded over to the successful bidders. As of this writing, six out of 12 properties have not redeemed, meaning six properties out of the original 248 properties have the potential to be deeded over on April 19, 2022. The six remaining properties each owed from four to eight years' taxes. The link to the sale website is: [City of Norwalk Tax Sale 2021 \(arcgis.com\)](http://City of Norwalk Tax Sale 2021 (arcgis.com))

Since February 2022, we have been issuing alias tax warrants for selected accounts owing past due business personal property taxes. These are served by a state marshal. We have also coordinated with the Department of Health, and any business establishment owing past due business personal property taxes for more than one year was not able to renew their health permit without paying their back taxes. Businesses including restaurants and any locations where food is served, as well as nail and hair salons and barber shops, require health permits. Maintaining high current and back tax collection rates promotes budgetary stability and allows the Board of Estimate and Taxation to set lower mill rates for all taxpayers. A higher current collection rate enables less of an allowance for "uncollectible" taxes, and correspondingly lower mill rates.

The second installment collection period ended on February 1. We issued delinquent notices at the end of February, and filed our lien continuing certificates on the land records on March 16. We will continue to work on the health permit initiative as well as our semiannual wage garnishment for city and board of education employees who owe back taxes. Additionally we are preparing to conclude work on the 2021 tax sale after the redemption period ends later this month.

I will be on vacation in mid April, and consequently, Assistant Tax Collector Al Palumbo will report at the April 14, 2022 Finance and Claims Committee meeting. He will be able to respond to any questions you may have.

**TAX COLLECTOR'S REPORT
MARCH 2022**

FISCAL YEAR 2021-2022 (2020 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 21 - MAR 22	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	\$21,672,160.18	\$19,993,027.18	92.25%	\$21,334,265.76	(\$337,894.42)	93.71%
AUTOMOBILE-SUPPLEMENTAL	\$4,219,965.63	\$3,514,503.64	83.28%	\$4,201,355.57	(\$18,610.06)	83.65%
PERSONAL PROPERTY	\$22,966,731.64	\$22,089,058.47	96.18%	\$23,003,599.96	\$36,868.32	96.02%
REAL ESTATE	<u>\$308,716,745.40</u>	<u>\$303,170,014.79</u>	<u>98.20%</u>	<u>\$304,386,367.81</u>	<u>(\$4,330,377.59)</u>	<u>99.60%</u>
TOTAL TAX	\$357,575,602.85	\$348,766,604.08	97.54%	\$352,925,589.10	(\$4,650,013.75)	98.82%

SEWER USE	\$16,488,685.00	\$15,929,578.72	96.61%	\$16,331,455.55	(\$157,229.45)	97.54%
IPP FEE	\$187,000.00	\$173,107.36	92.57%	\$190,000.00	\$3,000.00	91.11%

FISCAL YEAR 2020-2021 (2019 GRAND LIST)	ORIGINAL LEVY	JUN 20 - MAR 21				
AUTOMOBILE-REGULAR	\$20,760,190.24	\$19,090,169.93	91.96%	\$20,446,471.32	(\$313,718.92)	93.37%
AUTOMOBILE-SUPPLEMENTAL	\$2,974,458.75	\$2,333,194.43	78.44%	\$2,981,143.94	\$6,685.19	78.27%
PERSONAL PROPERTY	\$20,000,411.00	\$19,298,167.55	96.49%	\$20,040,502.48	\$40,091.48	96.30%
REAL ESTATE	<u>\$310,928,205.46</u>	<u>\$302,683,960.26</u>	<u>97.35%</u>	<u>\$307,949,045.62</u>	<u>(\$2,979,159.84)</u>	<u>98.29%</u>
TOTAL TAX	\$354,663,265.45	\$343,405,492.17	96.83%	\$351,417,163.36	(\$3,246,102.09)	97.72%

SEWER USE	\$16,883,967.00	\$16,266,262.71	96.34%	\$16,882,257.04	(\$1,709.96)	96.35%
IPP FEE	\$200,500.00	\$172,117.54	85.84%	\$200,749.78	\$249.78	85.74%

TAX DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	<u>\$2,912,337.40</u>	<u>\$5,361,111.91</u>	<u>0.71%</u>	<u>\$1,508,425.74</u>	<u>(\$1,403,911.66)</u>	<u>1.10%</u>
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SEWER DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	<u>(\$395,282.00)</u>	<u>(\$336,683.99)</u>	<u>0.27%</u>	<u>(\$550,801.49)</u>	<u>(\$155,519.49)</u>	<u>1.19%</u>
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IPP DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	<u>(\$13,500.00)</u>	<u>\$989.82</u>	<u>6.73%</u>	<u>(\$10,749.78)</u>	<u>\$2,750.22</u>	<u>5.37%</u>
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BACK TAXES COLLECTED	FISCAL YR 2020-2021 (JUL 21 - MAR 22)	FISCAL YR 2019-2020 (JUL 20 - MAR 21)	CUR YR vs. PRIOR YR INC/(DEC)
PRIOR TAXES	\$2,000,265.38	\$764,269.03	\$1,235,996.35
PRIOR SEWER USE FEE	\$222,322.94	\$204,971.79	\$17,351.15
PRIOR IPP FEE	<u>\$24,302.59</u>	<u>\$11,109.66</u>	<u>\$13,192.93</u>
TOTAL PRIOR TAX, SEWER & IPP	\$2,246,890.91	\$980,350.48	\$1,266,540.43

CURRENT INTEREST	\$794,581.35	\$670,044.93	\$124,536.42
PRIOR INTEREST	\$1,084,965.51	\$814,613.52	\$270,351.99
SEWER USE FEE INTEREST	\$100,334.58	\$69,926.44	\$30,408.14
IPP FEE INTEREST	<u>\$11,384.57</u>	<u>\$6,575.76</u>	<u>\$4,808.81</u>
TOTAL INTEREST COLLECTED	\$1,991,266.01	\$1,561,160.65	\$430,105.36

PRIOR LIEN FEE	\$12,153.26	\$11,020.36	\$1,132.90
CURRENT LIEN FEE	<u>\$1,877.58</u>	<u>\$0.00</u>	<u>\$1,877.58</u>
TOTAL LIEN FEE COLLECTED	\$14,030.84	\$11,020.36	\$3,010.48

MISC FEES COLLECTED**	\$370,339.21	\$100,448.48	\$269,890.73
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TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$4,622,526.97	\$2,652,979.97	\$1,969,547.00
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* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION & SUSPENSE TRANSFERS

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

STATE MATCHING GRANT PROGRAM
ELDERLY AND DISABLED DEMAND RESPONSIVE TRANSPORTATION

GRANT ASSIGNMENT CERTIFICATION

SFY 2023 (JULY 1, 2022 THRU JUNE 30, 2023)	
Name of Municipality	<i>Click here to enter text.</i>
Name of Coordinating Entity	<i>Click here to enter text.</i>
Please check the box (to the right) acknowledging the municipality (named above) is participating in a consolidated grant application under the State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program (MGP). The municipality hereby assigns its grant apportionment from the State program to the above listed entity who will coordinate the operation of transportation services.	

You may digitally enter your signature on the following line (please submit in WORD) or

DIGITAL SIGNATURE

X

You may enter your name, title, and date below then printout and sign (please submit in pdf):

Click here to enter text.

Name

X

Signature

Click here to enter text.

Title (i.e., Chief Fiscal Officer)

Click or tap to enter a date.

Date

ADDITIONAL COMMENTS

Click here to enter text.

STATE MATCHING GRANT PROGRAM
ELDERLY AND DISABLED DEMAND RESPONSIVE TRANSPORTATION

MAINTENANCE OF EFFORT CERTIFICATION

SFY 2023 (JULY 1, 2022 THRU JUNE 30, 2023)	
Name of Municipality	<i>Click here to enter text.</i>
The municipality (named above) hereby certifies that State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program (MGP) funds on transportation programs for seniors and persons with disabilities will be Choose an item. If municipal levels of funding will be reduced, please enter below the percentage of applicant funding that will be reduced. <i>Click here to enter text.</i>	

You may digitally enter your signature on the following line (please submit in WORD) or

DIGITAL SIGNATURE

X

You may enter your name, title, and date below then printout and sign (please submit in pdf):

Click here to enter text.

Name

X

Signature

Click here to enter text.

Title (i.e., Chief Fiscal Officer)

Click or tap to enter a date.

Date

ADDITIONAL COMMENTS

Click here to enter text.

Lam, Chitsamay

Subject: FW: CT FY 2023 State Matching Grant Program
Attachments: 2020 Census.docx; MGP - 23-Maintenance of Effort Certification (SFY 2023).docx; MGP - 23-Grant Assignment Certification (SFY 2023).docx

From: Todd Fontanella <tfontanella@westcog.org>

Sent: Tuesday, March 15, 2022 10:20 AM

To: Ann Marie Lindblom (alindblom@bridgewater-townhall.org) <alindblom@bridgewater-townhall.org>; Angelica Fontanez <afontanez@townofreddingct.org>; Zaro, Bethany <Bethany.Zaro@newcanaanct.gov>; gina@athomeindarien.org; Hickey, Joe <JHickey@StamfordCT.gov>; Morton, Kimberlee <kmorton@norwalktransit.com>; Liz LaVia <LLaVia@townofshermanct.org>; Matt Pentz <MPentz@norwalktransit.com>; mmcnally@darienct.gov; peter.mynarski@greenwichct.org; Pierce, Steve <Steve.Pierce@WILTONCT.ORG>; Rick Darling <rdarling@westonct.gov>; debbie@ridetag.org; Finance2 <Finance2@ridetag.org>; Caroline Simmons <csimmons@stamfordct.gov>; Curtis Read <cread@bridgewater-ct.gov>; Dan Rosenthal <dan.rosenthal@newtown-ct.gov>; Dean Esposito <d.esposito@danbury-ct.gov>; Donald Lowe <dlowe@townofshermanct.org>; Fred Camillo <fred.camillo@greenwichct.org>; Rilling, Harry <hrrilling@norwalkct.org>; Jennifer Tooker <jtooker@westportct.gov>; Julia Pemberton: (jpemberton@townofreddingct.org) <jpemberton@townofreddingct.org>; Kevin Moynihan <kevin.moynihan@newcanaanct.gov>; Lynne Vanderslice - Town of Wilton (lynne.vanderslice@wiltonct.org) <lynne.vanderslice@wiltonct.org>; Matthew S. Knickerbocker (knickerbockerm@bethel-ct.gov) <knickerbockerm@bethel-ct.gov>; Monica McNally <mmcnally@darienct.gov>; Pat Del Monaco <pdelmonaco@newfairfield.org>; Pete Bass <mayor@newmilford.org>; Rudy Marconi - Town of Ridgefield (selectman@ridgefieldct.org) <selectman@ridgefieldct.org>; Samantha Nestor <snestor@westonct.gov>; Tara Carr <tcarr@brookfieldct.gov>; Alice Smith (asmith@townofreddingct.org) <asmith@townofreddingct.org>; Ann Marie Wagner - Town of Bridgewater (awagner@bridgewater-ct.gov) <awagner@bridgewater-ct.gov>; Barbara Heins <Barbara.Heins@greenwichct.org>; Bridget Fox (bfox@stamfordct.gov) <bfox@stamfordct.gov>; Cindy Grafstein <cgrafstein@stamfordct.gov>; Cristina Barletta <selectadmin@newfairfield.org>; Dionne Craig <craigd@bethel-ct.gov>; Eileen Francis <efrancis@westportct.gov>; Ginny Giovanniello <ggiovanniello@brookfieldct.gov>; Jacqueline Rochester <jacqueline.rochester@wiltonct.org>; Linda Hollins <lhollins@newmilford.org>; Linda O'Leary <loleary@darienct.gov>; Lindsay Seti <l.seti@danbury-ct.gov>; Pamela Flynn <Pam.Flynn@newcanaanct.gov>; Rudolph P. Marconi <selectman@ridgefieldct.org>; Ruth Byrnes <rbyrnes@townofshermanct.org>; Johnson, Sally <SJohnson@norwalkct.org>; Sara Beer <executiveassistant@westonct.gov>; Sue Marcinek <susan.marcinek@newtown-ct.gov>; Valerie Pankosky <VPankosky@StamfordCT.gov>; Abdul Mohamed <a.mohamed@danbury-ct.gov>; Aimee Pardee <apardee@townofreddingct.org>; Ali Mohseni <Ali.Mohseni@dot.ny.gov>; Amy Siebert <asiebert@greenwichct.org>; Antonio Iadarola (a.iadarola@danbury-ct.gov) <a.iadarola@danbury-ct.gov>; briansullivan1211@gmail.com; Bridget Fox (bfox@stamfordct.gov) <bfox@stamfordct.gov>; cavagnab@bethel-ct.gov; Cf.eng@ridgefieldct.org; Charley Taney <ctaney@nrvt-trail.com> <ctaney@nrvt-trail.com>; Chris Burney <chris.burney@wiltonct.org>; christal.preszler@newtown-ct.gov; Crystal Mitchell <CMitchell@StamfordCT.gov>; Daphne.White@WILTONCT.ORG; DibbleR@bethel-ct.gov; DOustafine@darienct.gov; egentile@darienct.gov; Eric Swenson <swensone@bethel-ct.gov>; Frank Petise <fpetise@stamfordct.gov>; Frank Smeriglio <frank.smeriglio@wiltonct.org>; Eshraghi, Fred <FEshraghi@norwalkct.org>; Fred Hurley (fred.hurley@newtown-ct.gov) <fred.hurley@newtown-ct.gov>; Bolella, Garrett <GBolella@norwalkct.org>; GDembowski@brookfieldct.gov; Gerry Bogacz <Gerry.Bogacz@dot.ny.gov>; Pacelli, Greg <gpacelli@norwalkct.org>; Guyauth Gabbidon <guyauthg@hartransit.com>; highway@ridgefieldct.org; Jack Healy <jhealy@newmilford.org>; Jacob Muller <purchasing@ridgefieldct.org>; James.Michel@greenwichct.org; Jason Kaufman <jason.kaufman@greenwichct.org>; jconte@westonct.gov; Jennifer Carrier <jennifer.carrier@dot.gov>; Jennifer.Fascitelli@wiltonct.org; JGinsberg@darienct.gov; jhanson@townofreddingct.org; jhyde@newmilford.org; Travers, James <JTravers@norwalkct.org>; joe.zagarenski@newcanaanct.gov; Joshua Rickman <jrickman@cttransit.com>; Kathryn Faraci <Kathryn.Faraci@ct.gov>; Morton, Kimberlee <kmorton@norwalktransit.com>; Kurt Salmoiraghi <kurt.salmoiraghi@dot.gov>; leah.sirmin@dot.gov; King, Laoise

<king@norwalkct.org>; Maria Coplit <maria.coplit@newcanaaanct.gov>; Michael Wrinn <michael.wrinn@wiltonct.org>; mpollard@stamfordct.gov; Yeosock, Mike <MYEOSOCK@norwalkct.org>; Paige Lawrence <paige.lawrence@ctriderides.com>; Paul Chenard <pchenard@norwalktransit.com>; pratkiewich@westportct.gov; PublicWorks@townofshermanct.org; ricks@hartransit.com; rloudon@NEWFAIRFIELD.ORG; ron.bolmer@newtown-ct.gov; rtesesco@brookfieldct.gov; s.calitro@danbury-ct.gov; SEDWARDS@westportct.gov; Harris, Sara <sharris@westportct.gov>; Kleppin, Steven <skleppin@norwalkct.org>; t.altermatt@danbury-ct.gov; Tammy Reardon <TReardon@newmilford.org>; Thomas Villa <villat@bethel-ct.gov>; Tiger.Mann@newcanaaanct.gov; tkulikowski@westonct.gov; TTheder@StamfordCT.gov; Veera Karukonda (v.karukonda@danbury-ct.gov) <v.karukonda@danbury-ct.gov>; Wilberg, Keith <KWILBERG@westportct.gov>; Beatrix Winter - Norwalk Senior Center <bwinter@norwalksc.org>; Carolyn Haglund - New Milford Senior Center <cmhaglund@newmilford.org>; Elizabeth Paris - Darien Senior Program <eparis@darienct.gov>; Ellen Melville - Brookfield Senior Center <emelville@brookfieldct.gov>; Gail Schiron - Redding Senior Center <socialservices@townofreddingct.org>; Grace Weber - Founders Hall <grace@founders-hall.org>; Kathy Hull - New Fairfield Senior Center <khull@newfairfield.org>; Laurette Helmrich - Greenwich Senior Center <lhelmrich@greenwichct.org>; Lisa Plumb - Bethel Senior Center <plumbli@bethel-ct.gov>; Lyn Bond - Senior Center of New Canaan <laphamcenter@newcanaaanct.gov>; Marilyn Curtin - Bridgewater Senior Center <bwscseniorcenter@gmail.com>; Marsha O'Kane - Stamford Senior Center <mokane@ci.stamford.ct.us>; Natalie Jackson - Newtown Senior Center <natalie.jackson@newtown-ct.gov>; Sarah Heath - Wilton Senior Center <sarah.heath@wiltonct.org>; Susan Pfister - Westport Senior Center <spfister@westportct.gov>; Susan Tomanio - Danbury Elderly Services <s.tomanio@danbury-ct.gov>; Suzette Berger - Sherman Senior Center <shermanseniorcenter@gmail.com>; Wendy Petty - Weston Senior Center <wpetty@westonct.gov>
Cc: fpickering <fpickering@westcog.org>; Kristin Hadjstylianios <khadjstylianios@westcog.org>; Marques, Aimee <aimee.marques@ct.gov>

Subject: CT FY 2023 State Matching Grant Program

CAUTION: EXTERNAL Email: Don't open links or attachments from untrusted senders

Good morning, everyone! CTDOT has announced the FY2023 State Matching Grant Program (MGP)/13b-38bb, which provides up to 50% match funding for demand responsive transportation to seniors and persons with disabilities. Key materials and the deadline for required materials are listed below. *Please be aware that the allocations to each community have changed as a result of the 2020 Census (see Attachment 1 above).*

Required Materials: Municipalities need to submit the required certifications and budget information as follows:

- Maintenance of Effort Certification (Attachment 2 above): should be completed and signed by the CFO. Everyone please:
 - o go to “click here to enter text” and enter name of municipality;
 - o click on “choose an item” click on arrow then on item, and
 - o sign, and enter title and date.
- Assignability Certification (Attachment 3 above): Those municipalities participating in a coordinated program through a transit district (NTD or HARTransit) should complete this form and have it signed by the municipal CEO assigning the grant to the transit district. For these municipalities:
 - o complete the form: go to “click here to enter text” and enter name of municipality;
 - o “click here to enter text” again, click and enter the coordinating entity (transit district, town, COG), and
 - o sign, and enter title and date.
- Program Budget: Please also include a copy of your municipality’s budget page for FY 2023 that shows the line item for this transportation program. Mark on the budget page the line item attributable to the dial-a-ride program. It can be the proposed budget; an approved budget is not expected.

Deadline: required materials are due to WestCOG and CTDOT by **May 2, 2022**. Materials should be transmitted to the following contacts:

- CTDOT: Aimee Marques, Aimee.Marques@ct.gov
- WestCOG: Todd Fontanella, tfontanella@westcog.org

Technical Assistance: please direct all inquiries to Todd Fontanella, tfontanella@westcog.org or 475-323-2076.

Thank you! Todd

TODD FONTANELLA

Senior Planner, Western Connecticut Council of Governments

tel/fax 475-323-2076 · tfontanella@westcog.org

web westcog.org · post 1 Riverside Road, Sandy Hook, CT 06482

Municipality	Total						Percent		Allocation	Sq. Miles	Percent		Total
	60-64	65-69	70-74	75-79	80-84	over 85	over 60	of Total			Sq. Miles	Allocation	Apportionment
Andover	330	219	103	84	28	21	785	0.093%	\$2,327	15.6	0.311%	\$7,779	\$10,105
Ansonia	1345	1005	764	442	304	538	4,398	0.521%	\$13,037	6.2	0.124%	\$3,091	\$16,128
Ashford	387	193	170	133	27	35	945	0.112%	\$2,801	40.3	0.804%	\$20,095	\$22,896
Avon	1404	969	911	694	637	589	5,204	0.617%	\$15,426	23.5	0.469%	\$11,718	\$27,144
Barkhamsted	264	276	141	199	93	0	973	0.115%	\$2,884	39	0.778%	\$19,446	\$22,331
Beacon Falls	383	356	414	262	147	121	1,683	0.200%	\$4,989	9.8	0.195%	\$4,887	\$9,875
Berlin	1558	1268	1071	718	599	658	5,872	0.696%	\$17,406	27	0.539%	\$13,463	\$30,869
Bethany	555	310	250	161	161	158	1,595	0.189%	\$4,728	21.6	0.431%	\$10,770	\$15,498
Bethel	1267	816	900	532	296	458	4,269	0.506%	\$12,654	17	0.339%	\$8,477	\$21,131
Bethlehem	382	256	117	87	116	42	1,000	0.119%	\$2,964	19.7	0.393%	\$9,823	\$12,787
Bloomfield	1859	1407	1100	1075	862	1159	7,462	0.885%	\$22,119	26.4	0.527%	\$13,164	\$35,283
Bolton	323	358	357	141	89	114	1,382	0.164%	\$4,097	15.5	0.309%	\$7,729	\$11,825
Bozrah	293	192	106	132	42	23	788	0.093%	\$2,336	20	0.399%	\$9,972	\$12,308
Branford	2315	2183	1356	1016	707	1128	8,705	1.032%	\$25,804	27.9	0.556%	\$13,912	\$39,715
Bridgeport	7861	5005	3840	3256	2046	2379	24,387	2.892%	\$72,289	17.5	0.349%	\$8,726	\$81,015
Bridgewater	163	146	169	87	61	66	692	0.082%	\$2,051	16.3	0.325%	\$8,128	\$10,179
Bristol	4120	2948	2342	1772	1322	1577	14,081	1.670%	\$41,740	27	0.539%	\$13,463	\$55,203
Brookfield	1087	910	927	717	339	377	4,357	0.517%	\$12,915	19.8	0.395%	\$9,873	\$22,788
Brooklyn	527	639	273	217	175	242	2,073	0.246%	\$6,145	28.7	0.572%	\$14,311	\$20,455
Burlington	878	537	534	203	108	132	2,392	0.284%	\$7,090	30.6	0.610%	\$15,258	\$22,348
Canaan	128	115	83	58	18	14	416	0.049%	\$1,233	33.4	0.666%	\$16,654	\$17,887
Canterbury	429	299	195	159	117	116	1,315	0.156%	\$3,898	40	0.798%	\$19,945	\$23,843
Canton	847	903	409	247	257	197	2,860	0.339%	\$8,478	25	0.499%	\$12,466	\$20,943
Chaplin	293	150	80	51	21	90	685	0.081%	\$2,031	19.8	0.395%	\$9,873	\$11,903
Cheshire	2274	1760	1227	856	738	831	7,686	0.911%	\$22,783	33	0.658%	\$16,455	\$39,238
Chester	376	294	323	135	124	196	1,448	0.172%	\$4,292	15.9	0.317%	\$7,928	\$12,220
Clinton	1099	915	736	432	377	240	3,799	0.450%	\$11,261	17.2	0.343%	\$8,576	\$19,838
Colchester	1117	814	517	449	244	225	3,366	0.399%	\$9,978	48.7	0.971%	\$24,283	\$34,261
Colebrook	156	86	54	55	5	21	377	0.045%	\$1,118	33	0.658%	\$16,455	\$17,572
Columbia	638	378	300	166	145	182	1,809	0.214%	\$5,362	21.8	0.435%	\$10,870	\$16,232
Cornwall	175	151	111	61	23	43	564	0.067%	\$1,672	46.8	0.933%	\$23,336	\$25,007
Coventry	1031	526	680	313	90	242	2,882	0.342%	\$8,543	37.3	0.744%	\$18,599	\$27,142

Municipality	Total						Percent		Allocation	Sq. Miles	Percent		Total
	60-64	65-69	70-74	75-79	80-84	over 85	over 60	of Total			Sq. Miles	Allocation	Apportionment
Cromwell	1093	803	552	360	285	699	3,792	0.450%	\$11,240	13.5	0.269%	\$6,731	\$17,972
Danbury	5205	3481	3174	1983	1481	1441	16,765	1.988%	\$49,696	44	0.878%	\$21,939	\$71,635
Darien	1144	743	631	347	402	462	3,729	0.442%	\$11,054	14.9	0.297%	\$7,429	\$18,483
Deep River	255	377	205	133	44	80	1,094	0.130%	\$3,243	14.2	0.283%	\$7,080	\$10,323
Derby	863	667	522	306	310	313	2,981	0.353%	\$8,836	5.3	0.106%	\$2,643	\$11,479
Durham	537	593	386	190	176	155	2,037	0.242%	\$6,038	23.3	0.465%	\$11,618	\$17,656
East Granby	245	328	277	80	98	100	1,128	0.134%	\$3,344	17.4	0.347%	\$8,676	\$12,020
East Haddam	817	545	613	197	163	170	2,505	0.297%	\$7,425	57.6	1.149%	\$28,721	\$36,146
East Hampton	905	983	573	272	136	214	3,083	0.366%	\$9,139	36.8	0.734%	\$18,349	\$27,488
East Hartford	2747	2386	1531	1253	1011	1067	9,995	1.185%	\$29,628	18.7	0.373%	\$9,324	\$38,952
East Haven	2183	1843	1072	934	585	1043	7,660	0.908%	\$22,706	12.6	0.251%	\$6,283	\$28,989
East Lyme	1415	1413	1155	874	471	431	5,759	0.683%	\$17,071	34.8	0.694%	\$17,352	\$34,423
East Windsor	783	332	553	347	323	431	2,769	0.328%	\$8,208	26.8	0.535%	\$13,363	\$21,571
Eastford	162	99	80	30	40	47	458	0.054%	\$1,358	28.6	0.570%	\$14,261	\$15,618
Easton	694	501	433	185	186	233	2,232	0.265%	\$6,616	28.8	0.574%	\$14,360	\$20,977
Ellington	1010	866	572	492	264	108	3,312	0.393%	\$9,818	34.8	0.694%	\$17,352	\$27,170
Enfield	2870	1957	1652	1338	1059	1240	10,116	1.199%	\$29,986	33.8	0.674%	\$16,853	\$46,840
Essex	342	728	412	292	319	306	2,399	0.284%	\$7,111	12.2	0.243%	\$6,083	\$13,194
Fairfield	4169	2659	2462	1731	1304	1721	14,046	1.665%	\$41,636	30.6	0.610%	\$15,258	\$56,894
Farmington	1832	1510	1060	845	773	863	6,883	0.816%	\$20,403	28.7	0.572%	\$14,311	\$34,713
Franklin	146	121	68	91	47	30	503	0.060%	\$1,491	20	0.399%	\$9,972	\$11,463
Glastonbury	2756	1976	1448	1092	835	881	8,988	1.066%	\$26,643	52.5	1.047%	\$26,178	\$52,820
Goshen	300	236	235	96	48	46	961	0.114%	\$2,849	45.6	0.909%	\$22,737	\$25,586
Granby	950	765	523	299	166	286	2,989	0.354%	\$8,860	41.3	0.824%	\$20,593	\$29,453
Greenwich	4015	3158	2720	2025	1494	1579	14,991	1.777%	\$44,437	50.6	1.009%	\$25,230	\$69,668
Griswold	795	663	490	325	169	251	2,693	0.319%	\$7,983	37.6	0.750%	\$18,748	\$26,731
Groton	2093	1999	1329	1100	605	920	8,046	0.954%	\$23,850	38.3	0.764%	\$19,097	\$42,948
Guilford	1942	1850	1376	797	734	565	7,264	0.861%	\$21,532	47.7	0.951%	\$23,784	\$45,317
Haddam	767	559	496	307	86	227	2,442	0.290%	\$7,239	46.7	0.931%	\$23,286	\$30,524
Hamden	4146	3253	1962	1731	1246	1650	13,988	1.659%	\$41,464	33	0.658%	\$16,455	\$57,919
Hampton	229	118	108	38	45	43	581	0.069%	\$1,722	25.3	0.505%	\$12,615	\$14,337
Hartford	6118	4578	3886	2346	1395	1663	19,986	2.370%	\$59,244	18.4	0.367%	\$9,175	\$68,418

Municipality	Total						Percent		Allocation	Sq. Miles	Percent		Total
	60-64	65-69	70-74	75-79	80-84	over 85	over 60	of Total			Sq. Miles	Allocation	Apportionment
Hartland	197	138	96	54	37	52	574	0.068%	\$1,701	34.5	0.688%	\$17,203	\$18,904
Harwinton	425	338	416	216	134	82	1,611	0.191%	\$4,775	31.4	0.626%	\$15,657	\$20,432
Hebron	727	442	435	321	166	123	2,214	0.263%	\$6,563	37.5	0.748%	\$18,698	\$25,261
Kent	374	185	258	67	80	200	1,164	0.138%	\$3,450	49.5	0.987%	\$24,682	\$28,132
Killingly	1270	887	683	574	270	361	4,045	0.480%	\$11,990	50	0.997%	\$24,931	\$36,922
Killingworth	533	415	382	213	134	152	1,829	0.217%	\$5,422	36	0.718%	\$17,950	\$23,372
Lebanon	589	494	399	180	134	129	1,925	0.228%	\$5,706	56.1	1.119%	\$27,973	\$33,679
Ledyard	1127	692	631	449	186	192	3,277	0.389%	\$9,714	40.5	0.808%	\$20,194	\$29,908
Lisbon	335	262	162	152	36	70	1,017	0.121%	\$3,015	16.5	0.329%	\$8,227	\$11,242
Litchfield	750	601	656	436	273	429	3,145	0.373%	\$9,323	57.3	1.143%	\$28,571	\$37,894
Lyme	135	204	210	162	48	60	819	0.097%	\$2,428	33	0.658%	\$16,455	\$18,882
Madison	1273	1465	1123	666	456	577	5,560	0.659%	\$16,481	36.3	0.724%	\$18,100	\$34,581
Manchester	3550	2664	2081	1234	1198	1245	11,972	1.420%	\$35,488	27.2	0.543%	\$13,563	\$49,051
Mansfield	726	784	473	444	189	292	2,908	0.345%	\$8,620	45.2	0.902%	\$22,538	\$31,158
Marlborough	465	499	309	115	92	104	1,584	0.188%	\$4,695	23.5	0.469%	\$11,718	\$16,413
Meriden	4185	3407	2189	1543	1048	1557	13,929	1.652%	\$41,289	24	0.479%	\$11,967	\$53,256
Middlebury	662	568	305	249	216	365	2,365	0.280%	\$7,010	18	0.359%	\$8,975	\$15,986
Middlefield	321	231	256	141	123	103	1,175	0.139%	\$3,483	13.3	0.265%	\$6,632	\$10,115
Middletown	2798	2201	1558	1382	898	1097	9,934	1.178%	\$29,447	42.9	0.856%	\$21,391	\$50,838
Milford	4150	3423	2657	1869	1147	1428	14,674	1.740%	\$43,497	23.5	0.469%	\$11,718	\$55,215
Monroe	1301	908	829	666	268	374	4,346	0.515%	\$12,883	26.4	0.527%	\$13,164	\$26,046
Montville	1387	861	807	700	407	447	4,609	0.546%	\$13,662	43.9	0.876%	\$21,890	\$35,552
Morris	182	122	76	75	37	50	542	0.064%	\$1,607	18.8	0.375%	\$9,374	\$10,981
Naugatuck	2204	1492	1241	582	577	708	6,804	0.807%	\$20,169	16.2	0.323%	\$8,078	\$28,247
New Britain	4001	3213	2295	1609	954	1488	13,560	1.608%	\$40,195	13.3	0.265%	\$6,632	\$46,827
New Canaan	1426	785	937	544	446	592	4,730	0.561%	\$14,021	23.3	0.465%	\$11,618	\$25,639
New Fairfield	1293	670	765	567	259	213	3,767	0.447%	\$11,166	25.3	0.505%	\$12,615	\$23,782
New Hartford	678	384	337	219	91	96	1,805	0.214%	\$5,350	38.3	0.764%	\$19,097	\$24,448
New Haven	5343	4904	3420	2251	1316	1520	18,754	2.224%	\$55,592	21.1	0.421%	\$10,521	\$66,113
New London	1651	1014	810	439	341	385	4,640	0.550%	\$13,754	7.3	0.146%	\$3,640	\$17,394
New Milford	2300	1425	1078	673	422	479	6,377	0.756%	\$18,903	64.4	1.284%	\$32,111	\$51,014
Newington	1947	1932	1384	962	854	1215	8,294	0.983%	\$24,586	13.2	0.263%	\$6,582	\$31,167

Municipality	Total						Percent		Percent				Total
	60-64	65-69	70-74	75-79	80-84	over 85	over 60	of Total	Allocation	Sq. Miles	Sq. Miles	Allocation	Apportionment
Newtown	2101	1317	1056	802	678	905	6,859	0.813%	\$20,332	60.4	1.205%	\$30,117	\$50,449
Norfolk	171	144	114	119	49	33	630	0.075%	\$1,867	46.7	0.931%	\$23,286	\$25,153
North Branford	897	869	734	401	373	599	3,873	0.459%	\$11,481	26.8	0.535%	\$13,363	\$24,844
North Canaan	221	277	180	132	59	208	1,077	0.128%	\$3,193	19.6	0.391%	\$9,773	\$12,966
North Haven	1879	1436	909	1430	759	835	7,248	0.859%	\$21,485	21	0.419%	\$10,471	\$31,956
North Stonington	557	309	257	202	132	124	1,581	0.187%	\$4,686	56.3	1.123%	\$28,073	\$32,759
Norwalk	5538	4597	3271	2254	1600	1942	19,202	2.277%	\$56,920	27.7	0.552%	\$13,812	\$70,732
Norwich	2865	2198	1693	1074	745	907	9,482	1.124%	\$28,107	27.1	0.541%	\$13,513	\$41,620
Old Lyme	628	577	584	355	217	259	2,620	0.311%	\$7,766	27.1	0.541%	\$13,513	\$21,279
Old Saybrook	1021	562	617	652	489	381	3,722	0.441%	\$11,033	18.3	0.365%	\$9,125	\$20,158
Orange	1096	953	697	459	374	675	4,254	0.504%	\$12,610	17.6	0.351%	\$8,776	\$21,386
Oxford	1157	901	683	490	186	309	3,726	0.442%	\$11,045	33	0.658%	\$16,455	\$27,499
Plainfield	1063	669	641	383	343	383	3,482	0.413%	\$10,322	42.7	0.852%	\$21,291	\$31,613
Plainville	1445	1321	728	294	361	395	4,544	0.539%	\$13,470	9.6	0.191%	\$4,787	\$18,256
Plymouth	1043	786	512	294	270	263	3,168	0.376%	\$9,391	22.4	0.447%	\$11,169	\$20,560
Pomfret	520	303	203	101	76	70	1,273	0.151%	\$3,773	40.6	0.810%	\$20,244	\$24,018
Portland	725	548	354	274	328	279	2,508	0.297%	\$7,434	23.7	0.473%	\$11,817	\$19,252
Preston	333	305	246	143	124	50	1,201	0.142%	\$3,560	31.3	0.624%	\$15,607	\$19,167
Prospect	717	525	584	326	232	247	2,631	0.312%	\$7,799	14.3	0.285%	\$7,130	\$14,929
Putnam	668	667	457	372	208	331	2,703	0.320%	\$8,012	20.1	0.401%	\$10,022	\$18,035
Redding	582	597	445	260	189	347	2,420	0.287%	\$7,173	32.2	0.642%	\$16,056	\$23,229
Ridgefield	1681	1137	1047	713	519	832	5,929	0.703%	\$17,575	34.8	0.694%	\$17,352	\$34,927
Rocky Hill	1535	1512	972	503	474	678	5,674	0.673%	\$16,819	13.9	0.277%	\$6,931	\$23,750
Roxbury	208	226	161	116	44	43	798	0.095%	\$2,365	27.4	0.546%	\$13,662	\$16,028
Salem	333	279	318	90	30	39	1,089	0.129%	\$3,228	29.9	0.596%	\$14,909	\$18,137
Salisbury	308	398	297	299	179	197	1,678	0.199%	\$4,974	60.6	1.209%	\$30,217	\$35,191
Scotland	102	112	84	74	19	22	413	0.049%	\$1,224	18.3	0.365%	\$9,125	\$10,349
Seymour	1038	840	529	549	251	358	3,565	0.423%	\$10,568	14.7	0.293%	\$7,330	\$17,897
Sharon	228	397	230	162	5	95	1,117	0.132%	\$3,311	60.3	1.203%	\$30,067	\$33,378
Shelton	3198	2995	2045	1086	1149	1414	11,887	1.409%	\$35,236	31.4	0.626%	\$15,657	\$50,893
Sherman	444	190	238	203	74	73	1,222	0.145%	\$3,622	23.5	0.469%	\$11,718	\$15,340

Municipality	Total						Percent		Allocation	Sq. Miles	Percent		Total
	60-64	65-69	70-74	75-79	80-84	over 85	over 60	of Total			Sq. Miles	Allocation	Appportionment
Simsbury	1638	1499	1156	603	549	683	6,128	0.727%	\$18,165	34.5	0.688%	\$17,203	\$35,367
Somers	829	553	600	358	318	299	2,957	0.351%	\$8,765	28.7	0.572%	\$14,311	\$23,076
South Windsor	1820	1332	1152	642	689	687	6,322	0.750%	\$18,740	28.5	0.568%	\$14,211	\$32,951
Southbury	1499	1259	1521	1038	941	1105	7,363	0.873%	\$21,826	40.9	0.816%	\$20,394	\$42,220
Southington	2768	2844	2420	1844	995	1375	12,246	1.452%	\$36,300	36.9	0.736%	\$18,399	\$54,699
Sprague	189	124	128	114	81	30	666	0.079%	\$1,974	13.8	0.275%	\$6,881	\$8,855
Stafford	908	852	471	231	242	277	2,981	0.353%	\$8,836	60.8	1.213%	\$30,316	\$39,153
Stamford	7669	5967	4244	3335	2250	2882	26,347	3.124%	\$78,099	39.9	0.796%	\$19,895	\$97,994
Sterling	321	140	181	109	59	22	832	0.099%	\$2,466	27.2	0.543%	\$13,563	\$16,029
Stonington	1463	1316	1249	829	550	625	6,032	0.715%	\$17,880	42.7	0.852%	\$21,291	\$39,172
Stratford	3585	2958	2437	1606	1121	1738	13,445	1.594%	\$39,854	18.7	0.373%	\$9,324	\$49,179
Suffield	1021	707	773	388	301	292	3,482	0.413%	\$10,322	43.1	0.860%	\$21,491	\$31,812
Thomaston	733	518	230	278	145	141	2,045	0.242%	\$6,062	12	0.239%	\$5,983	\$12,045
Thompson	724	442	315	220	230	199	2,130	0.253%	\$6,314	48.7	0.971%	\$24,283	\$30,597
Tolland	1186	849	447	463	252	325	3,522	0.418%	\$10,440	40.4	0.806%	\$20,144	\$30,585
Torrington	2614	2023	1537	928	790	1499	9,391	1.113%	\$27,837	40	0.798%	\$19,945	\$47,782
Trumbull	2280	1646	1446	1468	869	1142	8,851	1.049%	\$26,237	23.5	0.469%	\$11,718	\$37,954
Union	81	101	74	49	29	13	347	0.041%	\$1,029	29.9	0.596%	\$14,909	\$15,937
Vernon	1733	1342	1285	1033	733	749	6,875	0.815%	\$20,379	18.6	0.371%	\$9,274	\$29,654
Voluntown	252	134	81	44	61	55	627	0.074%	\$1,859	39.7	0.792%	\$19,795	\$21,654
Wallingford	3852	2854	2351	1549	1126	1973	13,705	1.625%	\$40,625	39.8	0.794%	\$19,845	\$60,470
Warren	116	126	81	86	40	35	484	0.057%	\$1,435	28	0.558%	\$13,961	\$15,396
Washington	281	301	326	111	138	69	1,226	0.145%	\$3,634	38.7	0.772%	\$19,297	\$22,931
Waterbury	6151	4509	3030	2680	2041	2166	20,577	2.440%	\$60,995	28.2	0.562%	\$14,061	\$75,057
Waterford	1323	1241	940	764	679	760	5,707	0.677%	\$16,917	36.7	0.732%	\$18,299	\$35,217
Watertown	1484	1315	931	817	443	653	5,643	0.669%	\$16,727	29.8	0.594%	\$14,859	\$31,586
West Hartford	4513	3698	2164	1740	1631	2346	16,092	1.908%	\$47,701	22.2	0.443%	\$11,069	\$58,770
West Haven	3382	2635	2284	942	759	909	10,911	1.294%	\$32,343	10.6	0.211%	\$5,285	\$37,628
Westbrook	544	573	552	252	157	360	2,438	0.289%	\$7,227	16.2	0.323%	\$8,078	\$15,305
Weston	814	519	428	216	132	174	2,283	0.271%	\$6,767	20.8	0.415%	\$10,371	\$17,139
Westport	1849	1464	1125	955	597	639	6,629	0.786%	\$19,650	22.4	0.447%	\$11,169	\$30,819
Wethersfield	1978	1594	820	1159	695	778	7,024	0.833%	\$20,821	13	0.259%	\$6,482	\$27,303

Municipality	Total						Percent		Allocation	Sq. Miles	Percent		Total
	60-64	65-69	70-74	75-79	80-84	over 85	over 60	of Total			Sq. Miles	Allocation	Apportionment
Wilmington	532	282	179	85	63	79	1,220	0.145%	\$3,616	34.8	0.694%	\$17,352	\$20,969
Wilton	1048	1135	776	369	543	308	4,179	0.496%	\$12,388	26.8	0.535%	\$13,363	\$25,751
Winchester	1116	777	534	196	190	354	3,167	0.376%	\$9,388	34	0.678%	\$16,953	\$26,341
Windham	1362	945	790	407	409	531	4,444	0.527%	\$13,173	28	0.558%	\$13,961	\$27,135
Windsor	2320	1697	1249	871	534	744	7,415	0.879%	\$21,980	31.1	0.620%	\$15,507	\$37,487
Windsor Locks	1005	685	504	455	303	471	3,423	0.406%	\$10,147	9.2	0.183%	\$4,587	\$14,734
Wolcott	1381	841	783	546	340	634	4,525	0.537%	\$13,413	20.6	0.411%	\$10,272	\$23,685
Woodbridge	626	617	685	294	296	297	2,815	0.334%	\$8,344	19.3	0.385%	\$9,623	\$17,968
Woodbury	785	674	676	362	217	277	2,991	0.355%	\$8,866	36.8	0.734%	\$18,349	\$27,215
Woodstock	555	573	515	87	123	92	1,945	0.231%	\$5,765	61.6	1.229%	\$30,715	\$36,481
							843,382	100.000%	\$2,500,000	5013.8	#####	\$2,500,000	\$5,000,000

PROJECT NUMBER:		(to be assigned by OPM upon project approval)	
Name of submitter: Anthony Carr, Director of DPW		Email Address of submitter: acarr@norwalkct.org	
Town Code & Municipality Name: 103 Norwalk			
Project Category (select from drop down list below)			
Roads - Construction, Renovation, Repair, Resurfacing			
Name of Project: Pavement Management			
Brief Project Description: Pavement and Maintenance of City Roads and Reconstruction of Seriously Damaged Roads in Norwalk			
Project Address(es)/location(s) if known at time of application: Various locations (see attached)			
1. Is the 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?			NO
2. Is the project located on state-owned/controlled property, or does the project involve a state right-of-way, such as a state road?			NO
3. Does the project involve demolition or major alteration of any historic landmark or structure as defined in CGS 10-410, or archeological site as defined in CGS 10-381, that is listed or eligible to be listed on the National or State Registers of Historic Places as determined by the State Historic Preservation Office (SHPO):			NO
4. Are there any historic properties listed on the State or National Register of Historic Places within the project area?			NO
5. Does the project involve rehabilitation, demolition, or alterations to existing buildings older than 50 years?			NO
6. Are there any buildings, structures, or objects (e.g. houses, bridges, barns, walls, etc.) that may be directly or indirectly affected by the proposed action?			NO
AMOUNT OF LoCIP FUNDING BEING REQUESTED FOR PROJECT: \$648,140.00			
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" pursuant to 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 meetings.			
4. The Project is included in the Municipality's Capital Improvement Plan (CIP). If project is NOT on the town's CIP check the box directly to the right ☐ Check if not on CIP and follow instructions for an Emergency Authorization on the next page (second bullet)			
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 longest.			
6. The Municipality will not use funds received for the Project to satisfy a local matching requirement for state assistance program(s) other than Local Bridge Program, pursuant to §13a-175p to 13a-175u, inclusive.			
7. Any special permits, certifications, reviews, or approvals required pursuant to statutes, regulations, ordinances or program requirements shall be secured before grant funds are released.			
8. The information contained on this form is true, accurate and complete.			
By (signature): _____		Title: Mayor (must be Chief Executive officer: Mayor/First Selectman/Town Mgr.)	
Printed Name: Harry Rilling		Date: _____ (month, day, year)	
Submit completed and signed form to: LoCIP.Submit@ct.gov			

STATE OF CONNECTICUT - OFFICE OF POLICY & MANAGEMENT

Local Capital Improvement Program (rev. 03/2020)

103 Norwalk

LoCIP Project Number:

Name: Pavement Management

Enter Description of Goods/Services provided by vendor/supplier/contractor (see 2nd tab of this workbook for description examples) (see 3rd tab of this workbook for examples of costs that are allowable/not allowable). ALSO, ENTER LOCATION OF WORK IF NOT PROVIDED ON PREVIOUSLY SUBMITTED PROJECT AUTHORIZATION REQUEST

Repaving, concrete curbing, catch basin, painting

Repaving, concrete curbing, catch basin, painting

←CHECK THIS BOX TO CLOSE OUT THE PROJECT & RETURN UNEXPENDED FUNDS TO THE TOWN'S AVAILABLE ENTITLEMENT ACCT. TO CONFIRM, PLEASE HAND INITIAL →

- 1.) I am the Chief Executive Officer (Mayor, First Selectman or Town Manager) 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 reimbursement, 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) (Project must be listed on town's CIP.)
- 5.) The Municipality is entitled to reimbursement for the Project, pursuant to CGS §7-536(e).
- 6.) The Municipality agrees to maintain detailed project & accounting records with respect to the Project, reflecting expenditures set forth above; and to make such records available to its auditors and to the state. 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 are advised to retain records for whichever retention period is longest.
- 7.) 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.
- 8.) The information contained on this form is true, accurate and complete.

Title: (Mayor, First Selectman or Town Mgr)

Date:

Signed at:

_____, Connecticut, this _____ day of _____
 _____ day _____ month & year

2022 LoCIP Entitlements

(effective March 1, 2022)

The chart below is in Town Code Order

Town Code	Town Name	2022 Entitlement
1	Andover	\$ 28,519.00
2	Ansonia	\$ 185,197.00
3	Ashford	\$ 50,881.00
4	Avon	\$ 111,172.00
5	Barkhamsted	\$ 35,789.00
6	Beacon Falls	\$ 37,399.00
7	Berlin	\$ 125,339.00
8	Bethany	\$ 47,477.00
9	Bethel	\$ 121,078.00
10	Bethlehem	\$ 33,115.00
11	Bloomfield	\$ 130,682.00
12	Bolton	\$ 38,663.00
13	Bozrah	\$ 26,611.00
14	Branford	\$ 157,329.00
15	Bridgeport	\$ 2,283,120.00
16	Bridgewater	\$ 23,727.00
17	Bristol	\$ 485,595.00
18	Brookfield	\$ 106,896.00
19	Brooklyn	\$ 66,909.00
20	Burlington	\$ 76,483.00
21	Canaan	\$ 18,797.00
22	Canterbury	\$ 54,184.00
23	Canton	\$ 69,065.00
24	Chaplin	\$ 26,713.00
25	Cheshire	\$ 182,895.00
26	Chester	\$ 29,407.00
27	Clinton	\$ 83,913.00
28	Colchester	\$ 115,651.00
29	Colebrook	\$ 25,726.00
30	Columbia	\$ 39,445.00
31	Cornwall	\$ 32,372.00
32	Coventry	\$ 101,972.00
33	Cromwell	\$ 82,254.00
34	Danbury	\$ 562,179.00
35	Darien	\$ 115,049.00
36	Deep River	\$ 30,550.00
37	Derby	\$ 106,376.00
38	Durham	\$ 52,750.00
39	Eastford	\$ 22,933.00
40	East Granby	\$ 35,632.00

Town Code	Town Name	2022 Entitlement
41	East Haddam	\$ 88,444.00
42	East Hampton	\$ 90,862.00
43	East Hartford	\$ 454,429.00
44	East Haven	\$ 220,047.00
45	East Lyme	\$ 118,476.00
46	Easton	\$ 66,928.00
47	East Windsor	\$ 79,209.00
48	Ellington	\$ 106,113.00
49	Enfield	\$ 322,064.00
50	Essex	\$ 40,852.00
51	Fairfield	\$ 379,744.00
52	Farmington	\$ 139,886.00
53	Franklin	\$ 16,954.00
54	Glastonbury	\$ 204,850.00
55	Goshen	\$ 42,648.00
56	Granby	\$ 82,799.00
57	Greenwich	\$ 321,455.00
58	Griswold	\$ 87,812.00
59	Groton	\$ 205,381.00
60	Guilford	\$ 139,880.00
61	Haddam	\$ 74,158.00
62	Hamden	\$ 444,212.00
63	Hampton	\$ 28,790.00
64	Hartford	\$ 1,890,016.00
65	Hartland	\$ 19,045.00
66	Harwinton	\$ 50,925.00
67	Hebron	\$ 70,621.00
68	Kent	\$ 41,258.00
69	Killingly	\$ 133,947.00
70	Killingworth	\$ 54,710.00
71	Lebanon	\$ 70,671.00
72	Ledyard	\$ 110,816.00
73	Lisbon	\$ 29,046.00
74	Litchfield	\$ 82,522.00
75	Lyme	\$ 25,955.00
76	Madison	\$ 112,395.00
77	Manchester	\$ 430,993.00
78	Mansfield	\$ 126,123.00
79	Marlborough	\$ 50,922.00
80	Meriden	\$ 503,875.00
81	Middlebury	\$ 56,215.00
82	Middlefield	\$ 32,007.00
83	Middletown	\$ 317,942.00
84	Milford	\$ 357,605.00
85	Monroe	\$ 138,102.00

Town Code	Town Name	2022 Entitlement
86	Montville	\$ 147,147.00
87	Morris	\$ 21,714.00
88	Naugatuck	\$ 251,387.00
89	New Britain	\$ 1,008,162.00
90	New Canaan	\$ 116,771.00
91	New Fairfield	\$ 78,686.00
92	New Hartford	\$ 62,640.00
93	New Haven	\$ 1,619,816.00
94	Newington	\$ 209,248.00
95	New London	\$ 309,270.00
96	New Milford	\$ 195,395.00
97	Newtown	\$ 208,339.00
98	Norfolk	\$ 30,978.00
99	North Branford	\$ 89,108.00
100	North Canaan	\$ 29,230.00
101	North Haven	\$ 152,771.00
102	North Stonington	\$ 49,667.00
103	Norwalk	\$ 648,140.00
104	Norwich	\$ 342,931.00
105	Old Lyme	\$ 49,256.00
106	Old Saybrook	\$ 65,578.00
107	Orange	\$ 99,719.00
108	Oxford	\$ 97,169.00
109	Plainfield	\$ 124,612.00
110	Plainville	\$ 124,937.00
111	Plymouth	\$ 91,589.00
112	Pomfret	\$ 46,522.00
113	Portland	\$ 63,856.00
114	Preston	\$ 43,974.00
115	Prospect	\$ 66,830.00
116	Putnam	\$ 74,696.00
117	Redding	\$ 70,130.00
118	Ridgefield	\$ 154,604.00
119	Rocky Hill	\$ 115,700.00
120	Roxbury	\$ 35,635.00
121	Salem	\$ 33,215.00
122	Salisbury	\$ 43,139.00
123	Scotland	\$ 20,708.00
124	Seymour	\$ 119,375.00
125	Sharon	\$ 48,730.00
126	Shelton	\$ 268,558.00
127	Sherman	\$ 26,118.00
128	Simsbury	\$ 162,795.00
129	Somers	\$ 85,573.00
130	Southbury	\$ 131,770.00

Town Code	Town Name	2022 Entitlement
131	Southington	\$ 285,179.00
132	South Windsor	\$ 163,843.00
133	Sprague	\$ 27,241.00
134	Stafford	\$ 107,863.00
135	Stamford	\$ 845,756.00
136	Sterling	\$ 42,006.00
137	Stonington	\$ 106,114.00
138	Stratford	\$ 398,251.00
139	Suffield	\$ 91,239.00
140	Thomaston	\$ 54,585.00
141	Thompson	\$ 86,828.00
142	Tolland	\$ 115,506.00
143	Torrington	\$ 273,876.00
144	Trumbull	\$ 246,356.00
145	Union	\$ 14,398.00
146	Vernon	\$ 212,545.00
147	Voluntown	\$ 24,436.00
148	Wallingford	\$ 289,548.00
149	Warren	\$ 21,794.00
150	Washington	\$ 51,868.00
151	Waterbury	\$ 1,355,689.00
152	Waterford	\$ 117,797.00
153	Watertown	\$ 156,898.00
154	Westbrook	\$ 41,297.00
155	West Hartford	\$ 434,961.00
156	West Haven	\$ 599,025.00
157	Weston	\$ 66,122.00
158	Westport	\$ 148,407.00
159	Wethersfield	\$ 184,521.00
160	Willington	\$ 58,725.00
161	Wilton	\$ 114,720.00
162	Winchester	\$ 89,865.00
163	Windham	\$ 273,567.00
164	Windsor	\$ 183,799.00
165	Windsor Locks	\$ 79,372.00
166	Wolcott	\$ 120,841.00
167	Woodbridge	\$ 66,495.00
168	Woodbury	\$ 77,815.00
169	Woodstock	\$ 83,159.00
501	Groton-City	\$ 10,241.00
601	Bantam	\$ 219.00
603	Danielson	\$ 2,933.00
604	Fenwick	\$ 876.00
605	Groton Long Point	\$ 2,934.00
606	Jewett City	\$ 1,531.00

Town Code	Town Name	2022 Entitlement
607	Litchfield (Bor)	\$ 919.00
608	Newtown (Bor)	\$ 303.00
610	Stonington (Bor)	\$ 1,478.00
611	Woodmont	\$ 277.00

On 03/01/22 amounts above will be added to town's
Existing Available Entitlement Account

Work Performed in 2021	Limits	Cost
Reed Street	from Fairfield Avenue to West Avenue	\$ 90,210.17
Woodward Avenue	from Neptune Avenue to Lawrance Street	\$ 48,110.85
West Rocks Road	from Ward Street to St. Mary's and Butternut Lane to Creepinghemlock	\$ 441,060.83
Gordon Street	from Bartlett Manor to Parallel Street	\$ 36,201.28
Bartlett Manor	from Ponus Avenue to Dead End	\$ 112,686.44
Lake Street	from Bartlett Manor to Dead End	\$ 17,777.32
Fort Point Street	from South Smith Street to Edlie Avenue	\$ 44,687.67
South Smith Street	from Fort Point Street to Dead End	\$ 89,663.18
Arlington Street	from Parallel Street to Dead End	\$ 20,043.90
Cavanaugh Street	from Bartlett Manor to Spring Hill Avenue	\$ 63,545.19
Parallel Street	from Arlington Street to Cavanaugh Street	\$ 45,778.63
North Taylor Avenue	from West Cedar Street to Benedict Street	\$ 233,194.31
Belair Road	from Silvermine Avenue to Comstock Hill Avenue	\$ 37,901.52
Woodward Avenue	from Burrit Street to Meadow Street	\$ 35,525.20
Styles Lane	from Ponus Avenue to Ledgewood Drive	\$ 4,539.00
Douglas Drive	from Huckleberry Drive South to Huckleberry Drive North	\$ 70,463.05
Nursery Court	from Nursery Street to Dead End	\$ 3,721.31
Red Oak Lane	from Nursery Street to Dead End	\$ 20,775.36
Flower Lane	from Nursery Street to Douglas Drive	\$ 1,543.50
Larkspur Lane	from Timothy Road to Dead End	\$ 1,661.10
Timothy Road	from Douglas Drive to Huckleberry Drive North	\$ 4,689.30
Crooked Trail	from Ledge Road to Highland Avenue	\$ 3,796.00
Range Road	from Witch Lane to Crooked Trail	\$ 3,629.50
Dibble Street	from Hunt Street to Rowayton Avenue	\$ 3,188.50
Hunt Street	from Witch Lane to Rowayton Avenue	\$ 3,188.50
Thomes Street	from Rowayton Avenue to Dead End	\$ 6,697.78
Barnfield Road	from Witch Lane to Dead End	\$ 4,425.00
Bittersweet Trail	from Witch Lane to Witch Lane	\$ 665.00
Ledge Road	from Witch Lane to Crooked Trail	\$ 2,562.00

TOTAL: \$ 1,451,931.36

Proposed Roads to be Paved in 2022	Limits	Estimated Cost
Crest Road	from Wilson Avenue to Witch Lane	\$ 101,979.52
Harstrom Place	from Route 136 to Cul-de-Sac	\$ 37,804.83
Highland Avenue	From McKinley Street to Sammis Street	\$ 43,784.18
Ridgewood Avenue	from Crest Road to Cul-de-Sac	\$ 71,440.00
Roton Avenue	Wilson Avenue to Route 136	\$ 65,038.02
Rowayton Avenue	From McKinley Street to Private Road	\$ 271,010.65
Topsail Road	from Farm Creek to Cul-de-sac	\$ 17,945.10
Witch Lane	from Rowayton Avenue to Hunt Street	\$ 68,450.04
Betmarlea Road	from Fallow Street to Fallow Street	\$ 266,410.87
Hunters Lane	from Ponus Ave to Fallow Street	\$ 266,244.17
Redcoat Road	from Fox Run Road to Lancaster Drive	\$ 97,991.36
Baxter Drive	Woodward Avenue (North) to Woodward Avenue (South)	\$ 156,291.67
Seabreeze Place	From Baxter Drive to Neptune Avenue	\$ 45,033.61
Aviation Court	from Soundview Ave to Dead End	\$ 6,488.31
Beauford Road	from Scribner Avenue to Rampart Road	\$ 26,555.10
Hadik Parkway	from Soundview Avenue to Dead End	\$ 64,326.59
Indiana Place	Bouton Street to Cul-de Sac	\$ 4,254.16
Iris Court	from Flax Hill Road to Cul-de-Sac	\$ 39,300.64
Oak Hill Avenue	from Flax Hill Road to Jomar Road	\$ 142,736.11
Primrose Court	from Flax Hill Road to Cul-de-Sac	\$ 56,769.01
Rowayton Avenue	from Flax Hill Road to Woodchuck Lane	\$ 84,768.46
Soundview Avenue	from Michael Street to Flax Hill Road	\$ 225,386.08
Woodchuck Court	from Woodchuck Lane to Cul-de-Sac	\$ 61,637.00
Woodchuck Court West	from Woodchuck Court to Cul-de-Sac	\$ 23,208.46
Woodchuck Lane	from Flax Hill Road to Rowayton Avenue	\$ 82,460.39
Putnam Avenue	from Pine Street to Pine Street Ext	\$ 28,808.82
West Avenue	from Pine Street Ext to North Main/MLK	\$ 95,937.10
Aiken Street	from West Rocks to Hudson Street	\$ 420,232.00

TOTAL: \$ 2,872,292.27

Id	Name	Project_Identification_Number__c	Project_Expenditure_Category__c	Sub_Category__c	Total_Obligations__c	Project_Description__c
a4rt0000000x6gPAAQ	DRG2021-1 â€œDreamy Hollow/Betts Brook Area Drainage, Sanitary Sewer & Water Mai	ADPW01	5-Infrastructure	5.6-Clean Water: Stormwater	6,974,320.00	DRG2021-1 â€œDreamy Hollow / Betts Brook Area Drainage, Sanitary Sewer & Water Main Improvements
a4rt0000000x6k1AAA	Glendenning Street Storm Sewer Hydrologic/Hydraulic Study	ADPW02	5-Infrastructure	5.6-Clean Water: Stormwater	191,000.00	Glendenning Street Storm Sewer Hydrologic/Hydraulic Study
a4rt0000000x6nCAAQ	Glenwood Avenue Storm Sewer Hydrologic/Hydraulic Study	ADPW03	5-Infrastructure	5.6-Clean Water: Stormwater	201,500.00	Glenwood Avenue Storm Sewer Hydrologic/Hydraulic Study
a4rt0000000x6sCAAQ	DRG2022-1 â€œLockwood Lane and Heather Lane Drainage Improvementsâ€	ADPW04	5-Infrastructure	5.6-Clean Water: Stormwater	256,000.00	DRG2022-1 â€œLockwood Lane and Heather Lane Drainage Improvementsâ€
a4rt0000000x6wjAAA	General Drainage-Various City Locations	ADPW05	5-Infrastructure	5.6-Clean Water: Stormwater	500,000.00	General Drainage-Various City Locations
a4rt0000000x6aIAAQ	Stormwater Management Plan Various City Locations	ADPW06	5-Infrastructure	5.6-Clean Water: Stormwater	837,000.00	Stormwater Management Plan Various City Locations
a4rt0000000x7IEAAY	Coastal Resiliency-Various Citywide Locations	ADPW07	5-Infrastructure	5.6-Clean Water: Stormwater	350,000.00	Coastal Resiliency-Various Citywide Locations
a4rt0000000x7JbAAI	Tree Planting DPW-Various Citywide Locations	ADPW08	5-Infrastructure	5.6-Clean Water: Stormwater	200,000.00	Tree Planting DPW-Various Citywide Locations
a4rt0000000x7JcAAI	Green Infrastructure-Various Citywide Locations	ADPW09	5-Infrastructure	5.6-Clean Water: Stormwater	250,000.00	Green Infrastructure-Various Citywide Locations

9,759,820.00

CFO APPROVAL

CHIEF OF STAFF APPROVAL

INTERNAL USE:

FINANCE AND CLAIMS DATE

COMMON COUNCIL DATE



CITY OF NORWALK
Anthony R. Carr, PE, CFM
Chief of Operations and Public Works
acarr@norwalkct.org

P: 203-854-7792 / F: 203-857-0143

Norwalk City Hall
125 East Avenue, P.O. Box 5125
Norwalk, CT 06856-5125

MEMORANDUM

TO: Mr. Tom Ellis, Director of Management and Budgets

FROM: Mr. Anthony R. Carr, PE, CFM – Chief of Operations and Public Works

CC: Mayor Harry W. Rilling
Ms. Laoise King, Chief of Staff
Mr. Henry M. Dachowitz, CPA, Chief Financial Officer
Ms. Chitsamay Lam, Comptroller
Ms. Sharon Conners, Purchasing Agent
Ms. Vanessa Valadares, PE, Principal Engineer, Department of Public Works

RE: ARPA Expenditure Category (EC) “5.6 - Clean Water: Stormwater” –
DPW Capital Funding Allocation Request No. 1

DATE: January 28, 2022

The Department of Public Works (DPW) is respectfully requesting a **\$9,759,820.74** American Rescue Plan Act (ARPA) funding allocation into the following DPW capital project accounts:

- **09-22-4021-5777-C0440 “Watercourse Maintenance”**
- **09-22-4021-5777-C0302 “General Drainage”**
- **09-19-4021-5777-C0425 “Stormwater Management Plan”**
- **“Coastal Resiliency” (NEW PROJECT)**
- **09-22-4021-5777-C0233 “Tree Planting DPW”**
- **“Green Infrastructure” (NEW PROJECT)**

This ARPA funding allocation request will be purposed for City of Norwalk (i.e. “Norwalk”) stormwater infrastructure, coastal resiliency and tree planting capital projects to support flood mitigation initiatives and storm sewer improvements.

SUPPORTING DOCUMENTATION

- Department of Public Works (DPW) Contract No. DRG 2021-1 “Dreamy Hollow / Betts Brook Area Drainage, Sanitary Sewer & Water Main Improvements”:

- o DPW Memorandum Re: Public Works Committee Agenda Item – DRG 2021-1: Dreamy Hollow / Betts Brook Area Drainage, Sanitary Sewer & Water Main Improvements, dated December 1, 2021.
 - o DRG 2021-1 “Bid Results”, dated December 1, 2021.
 - o DRG2021-1 “Bid Comparison (Based Bid = \$864,505.00)”, dated December 1, 2021.
 - o DRG2021-1 “Bid Comparison (Alternate 1 = \$682,815.00)”, dated December 1, 2021.
 - o DRG2021-1 “Bid Comparison (Alternate 2 = \$5,598,675.00)”, dated December 1, 2021.
 - o Woodard & Curran Engineering, PA PC Task Order 1F “Construction Administration Services” for DRG 2021-1, dated December 1, 2021, for a sum not to exceed \$291,400.00.
 - o City of Norwalk Water Pollution Control Authority (WPCA) Meeting Agenda, Items 10 – 12, dated December 20, 2021.
 - o City of Norwalk Common Council Meeting Minutes, Approval of Item D “Public Works Committee, Items 7A, 7B and 8, dated December 14, 2021.
- Woodard & Curran Engineering, PA PC Task Order 1G “Storm Sewer Hydrologic/Hydraulic Study” on Glendenning Street, dated September 30, 2021, for a sum not to exceed \$191,000.00.
 - o City of Norwalk Common Council Meeting Minutes, Approval of Item B “Public Works Committee, dated October 12, 2021
 - Woodard & Curran Engineering, PA PC Task Order 1H “Storm Sewer Hydrologic/Hydraulic Study” on Glenwood Avenue, dated September 30, 2021, for a sum not to exceed \$201,500.00.
 - o City of Norwalk Common Council Meeting Minutes, Approval of Item B “Public Works Committee, dated October 12, 2021.
 - DPW Memorandum Re: Public Works Committee Agenda Item – Lockwood Lane & Heather Lane Drainage Improvements RFP – City Project 4177, D.P.W. Project DRG2022-1, dated January 26, 2022.

BACKGROUND

On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law, and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund, which together make up the Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”) program. This program is intended to provide support to State, territorial, local, and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses.

DPW has initiated several capital flood mitigation and stormwater infrastructure projects (e.g. drainage pipe upgrades/replacement, expansion of the City’s tree canopy, etc.) to enhance public safety and welfare. These projects are at various stages of completion (i.e. conceptual, design or construction).

The following table summarizes the DPW capital projects have been categorized to comply with ARPA Expenditure Category (EC) "5.6 - Clean Water: Stormwater":

DPW CAPITAL PROJECT ALLOCATION FOR ARPA FUNDING EXPENDITURES

DPW CAPITAL PROJECT ACCOUNT	PROJECT NAME	CAPITAL COST	PROJECT PHASE
09-22-4021-5777-C0440 "Watercourse Maintenance"	DRG2021-1 "Dreamy Hollow / Betts Brook Area Drainage, Sanitary Sewer & Water Main Improvements"	\$6,974,320.74	Construction
09-22-4021-5777-C0440 "Watercourse Maintenance"	Glendenning Street Storm Sewer Hydrologic/Hydraulic Study	\$191,000.00	Conceptual
09-22-4021-5777-C0440 "Watercourse Maintenance"	Glenwood Avenue Storm Sewer Hydrologic/Hydraulic Study	\$201,500.00	Conceptual
09-22-4021-5777-C0440 "Watercourse Maintenance"	DRG2022-1 "Lockwood Lane and Heather Lane Drainage Improvements"	\$256,000.00	Design
09-22-4021-5777-C0302 "General Drainage"	Various Citywide Locations	\$500,000.00	Design
09-19-4021-5777-C0425 "Stormwater Management Plan"	Various Citywide Locations	\$837,000.00	Conceptual
"Coastal Resiliency" (NEW)	Various Citywide Locations	\$350,000.00	Requested
09-22-4021-5777-C0233 "Tree Planting DPW"	Various Citywide Locations	\$200,000.00	Design
"Green Infrastructure" (NEW)	Various Citywide Locations	\$250,000.00	Requested
	Total Requested ARPA Funding Allocation	\$9,759,820.74	

Notes:

1. Dreamy Hollow / Betts Brook Area Drainage, Sanitary Sewer & Water Main Improvements = \$8,152,395.00 - \$1,178,074.26 = **\$6,974,320.74 (Construction & Construction Admin)**
 - a. \$1,178,074.26 = WPCA capital funding allocated to the sanitary sewer improvements for DRG2021-1; this funding has been deducted from this ARPA allocation request since these expenses are NOT categorized as EC 5.6 "Clean Water: Stormwater"
 - i. \$1,134,906.25 = WPCA Capital Cost for Sanitary Sewer Construction
 - ii. \$43,168.01 = WPCA Portion of Construction Administration for Sanitary Sewer Improvements
2. A "Requested" project phase is a new capital project requests not yet adopted under the proposed City of Norwalk FY23 capital budget.

CONCLUSION

The Department of Public Works is respectfully requesting a **\$9,759,820.74** ARPA funding allocation into the following DPW capital project accounts:

- **09-22-4021-5777-C0440 “Watercourse Maintenance”**
- **09-22-4021-5777-C0302 “General Drainage”**
- **09-19-4021-5777-C0425 “Stormwater Management Plan”**
- **“Coastal Resiliency” (NEW PROJECT)**
- **09-22-4021-5777-C0233 “Tree Planting DPW”**
- **“Green Infrastructure” (NEW PROJECT)**

This ARPA funding allocation request will be purposed for City stormwater infrastructure, coastal resiliency and tree planting capital projects to support flood mitigation initiatives and storm sewer improvements.

Please refer to the supporting documentation for additional information. If you have any questions, comments, etc. please feel free to contact me.

Your consideration to this matter is greatly appreciated.



MEMORANDUM

TO: Anthony Carr, P.E. – Chief of Operations & Public Works

FROM: Drew Berndlmaier, P.E. – Senior Engineer

CC: Vanessa Valadares, P.E. – Principal Engineer

REF: Public Works Committee Agenda Item – DRG 2021-1: Dreamy Hollow / Betts Brook Area Drainage, Sanitary Sewer & Water Main Improvements

DATE: December 1, 2021

Today the Bid Opening was held for Project # DRG 2021-1; Dreamy Hollow / Betts Brook Area Drainage, Sanitary Sewer & Water Main Improvements.

Although we only had one bidder (Colonna Concrete & Asphalt Paving, LLC), their bid prices are comparable to our Engineer's Estimate and I've only received positive reviews so far, from the references that I've been able to reach. The four references who have provided feedback so far are the Cities of New London and Bridgeport, the Town of Waterford and Connecticut DOT (the State).

Colonna Concrete & Asphalt Paving, LLC has performed several contracts over many years for New London, including a \$5M+ project that included storm and sanitary work. The work performed for Bridgeport was a \$4.5M streetscape project. The work for the Town of Waterford (\$2M+) is just getting started, but relations are good and CT DOT was more than satisfied with the contractor on a \$3.1M project in Stratford, CT.

This contractor has also performed a \$5.8M project for the Town of Trumbull.

Because of this, I am recommending that we award this contract, Project # DRG 2021-1; Dreamy Hollow / Betts Brook Area Drainage, Sanitary Sewer & Water Main Improvements, to Colonna Concrete & Asphalt Paving, LLC.

Authorize the Mayor, Harry W. Rilling, to execute an Agreement with Colonna Concrete & Asphalt Paving LLC., for Project DRG 2021-1 Dreamy Hollow/Betts Brook Area Drainage, Sanitary Sewer & Water Main Improvements, for an amount not to exceed \$864,505.00 (Base Bid), \$682,815.00 (Alternate 1) and \$5,598,675.00 (Alternate 2).

Account No.
09 21 4021 5777 C0440
09 22 4021 5777 C0440
09 20 4062 5777 C0361
09 22 4062 5777 C0361
09 22 4021 5777 C0021

Authorize the Chief of Operations and Public Works, to execute Orders on Contract with Colonna Concrete & Asphalt Paving LLC., for Project DRG 2021-1 Dreamy Hollow/Betts Brook Area Drainage, Sanitary Sewer & Water Main Improvements, for an amount not to exceed \$ 715,000.00.

Account No.

09 21 4021 5777 C0440

09 22 4021 5777 C0440

09 20 4062 5777 C0361

09 22 4062 5777 C0361

09 22 4021 5777 C0021

DRG 2021-1 Dreamy Hallow Bid Results

	Engineer's Estimate	Colonna Concrete & Asphalt Paving, LLC
	Total Cost	Total Cost
Base Bid	\$ 890,008.75	\$ 864,505.00
Alternate 1	\$ 665,527.50	\$ 682,815.00
Alternate 2	\$ 5,070,965.00	\$ 5,598,675.00

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0107090A	RESTORATION OF PRIVATE PROPERTY	1	\$60,000.00	\$60,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,000.00	\$60,000.00
0201001A	CLEARING AND GRUBBING	1	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00
0202522	REMOVAL OF BITUMINOUS CONCRETE TYPE PAVEMENT	380	\$10.00	\$3,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27.00	\$10,260.00
0204151A	WATER HANDLING	1	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90,000.00	\$90,000.00
0304002	PROCESSED AGGREGATE BASE	80	\$50.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$4,000.00
0406171A	HMA SUPERPAVE 0.50" (12.5) LEVEL 2	200	\$200.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00	\$24,000.00
0506017A	RETAINING WALL - PRECAST BLOCK	1	\$25,000.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,000.00	\$68,000.00
0507632	PRECAST MANHOLE RISER	10	\$1,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	\$8,000.00
0507769	ALTER EXISTING CATCH BASIN/MANHOLE	3	\$1,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$3,000.00
0507771	RESET CATCH BASIN	1	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$750.00
0507781	RESET MANHOLE	2	\$1,200.00	\$2,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$1,500.00
0601158A	10' X 5' PRECAST CONCRETE BOX CULVERT	20	\$3,000.00	\$60,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$40,000.00
0601163A	8' X 4' PRECAST CONCRETE BOX CULVERT	180	\$1,900.00	\$342,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,400.00	\$252,000.00
0686230.18	18" HIGH DENSITY POLYETHLYENE PIPE - 0' - 10' DEEP	40	\$70.00	\$2,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$220.00	\$8,800.00
0703010	STANDARD RIPRAP	20	\$100.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00	\$2,400.00
0814009A	RESET BELGIUM BLOCK PLANTER CURB	30	\$50.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	\$1,200.00
0815001	BITUMINOUS CONCRETE LIP CURBING	105	\$15.00	\$1,575.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7.50	\$787.50
0922001A	BITUMINOUS CONCRETE SIDEWALK	30	\$50.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55.00	\$1,650.00
0944003A	FURNISHING AND PLACING TOPSOIL	430	\$10.00	\$4,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7.50	\$3,225.00
0950019A	TURF ESTABLISHMENT - LAWN	430	\$6.00	\$2,580.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.50	\$1,505.00
0970006A	TRAFFICPERSON (MUNICIPAL POLICE OFFICER)	1	\$75,000.00	\$75,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75,000.00	\$75,000.00
0970007A	TRAFFICPERSON (UNIFORMED FLAGGER)	250	\$30.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60.00	\$15,000.00
0971001A	MAINTENANCE AND PROTECTION OF TRAFFIC	1	\$40,000.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00
0975004A	MOBILIZATION AND PROJECT CLOSEOUT (MAX 3% OF BID)	1	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,700.00	\$26,700.00
1210104	4" DOUBLE YELLOW EPOXY RESIN PAVEMENT MARKINGS	60	\$10.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.25	\$75.00
1210124	24" WHITE EPOXY RESIN PAVEMENT MARKINGS	15	\$30.00	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.75	\$56.25
1300001A	SUPPORT OF EXISTING UTILITY POLES	1	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00
1301904	TEMPORARY WATER BY-PASS	1	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,000.00	\$24,000.00
1400000A	TEST PIT EXCVATION (SANITARY SEWER)	4	\$1,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,250.00	\$5,000.00

Project Number : DRG2021-1
Project Name : DREAMY HOLLOW/BETTS BROOK AREA DRAINAGE, SANITARY SEWER & WATER MAIN IMPROVEMENTS

			Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
Items	Description	Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1401242	8" DUCTILE IRON PIPE (SANITARY SEWER)	60	\$150.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,050.00	\$63,000.00
1401662	SANITARY MANHOLE (4' DIA.) 0' TO 10' DEEP	10	\$1,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,250.00	\$12,500.00
700.1C	8" DUCTILE IRON PIPE (WATER MAIN)	80	\$150.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$20,000.00
700.2	8" DUCTILE IRON GATE VALVE	6	\$2,000.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,100.00	\$12,600.00
			\$864,505.00		\$0.00		\$0.00		\$890,008.75	

Apparent Low Bidder : Colonna Concrete and Asphalt Paving, LLC
Second Bidder :
Third Bidder :

Project Number : DRG2021-1 ALT 1

Project Name : DREAMY HOLLOW/BETTS BROOK AREA DRAINAGE, SANITARY SEWER & WATER MAIN IMPROVEMENTS - ALTERNATE 1

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0201001A	CLEARING AND GRUBBING	1	\$44,000.00	\$44,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,000.00	\$45,000.00
0202522	REMOVAL OF BITUMINOUS CONCRETE TYPE PAVEMENT	2,800	\$5.00	\$14,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27.00	\$75,600.00
0204151A	WATER HANDLING	1	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,000.00	\$45,000.00
0304002	PROCESSED AGGREGATE BASE	70	\$50.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$3,500.00
0406172A	HMA SUPERPAVE 0.375" (9.5) LEVEL 2	60	\$200.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$140.00	\$8,400.00
0507001A	TYPE "C" CATCH BASIN	1	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00
0507632	PRECAST MANHOLE RISER	10	\$1,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	\$8,000.00
0507769	ALTER EXISTING CATCH BASIN/MANHOLE	1	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
0601163A	8' X 4' PRECAST CONCRETE BOX CULVERT	200	\$1,900.00	\$380,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,400.00	\$280,000.00
0686230.15	15" HIGH DENSITY POLYETHYLENE PIPE - 0'-10' DEEP	50	\$65.00	\$3,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$10,000.00
0814009A	RESET BELGIUM BLOCK PLANTER CURB	25	\$50.00	\$1,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	\$1,000.00
0815001	BITUMINOUS CONCRETE LIP CURBING	75	\$15.00	\$1,125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7.50	\$562.50
0944003A	FURNISHING AND PLACING TOPSOIL	690	\$10.00	\$6,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7.50	\$5,175.00
0950013	EROSION CONTROL MATTING	30	\$30.00	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.00	\$60.00
0950019A	TURF ESTABLISHMENT - LAWN	690	\$6.00	\$4,140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.50	\$2,415.00
0970007A	TRAFFICPERSON (UNIFORMED FLAGGER)	75	\$30.00	\$2,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60.00	\$4,500.00
0971001A	MAINTENANCE AND PROTECTION OF TRAFFIC	1	\$40,000.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00
0975004A	MOBILIZATION AND PROJECT CLOSEOUT (MAX 3% OF BID)	1	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,965.00	\$19,965.00
1301904	TEMPORARY WATER BY-PASS	1	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,000.00	\$24,000.00
1400000A	TEST PIT EXCVATION (SANITARY SEWER)	1	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,250.00	\$1,250.00
1401642	SERVICE LATERAL (SANITARY SEWER)	2	\$3,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$5,000.00
1401662	SANITARY MANHOLE (4' DIA.) 0' TO 10' DEEP	10	\$1,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,250.00	\$12,500.00
1401663	SANITARY MANHOLE (5' DIA.) 10' TO 20' DEEP	10	\$1,200.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$15,000.00
1401980	8" PVC PIPE (SANITARY SEWER)	110	\$150.00	\$16,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$33,000.00
700.1C	8" DUCTILE IRON PIPE (WATER MAIN)	100	\$150.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$25,000.00
700.2	8" DUCTILE IRON GATE VALVE	6	\$2,000.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,100.00	\$12,600.00
800.01	WATER SERVICES	40	\$150.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$4,000.00
			\$682,815.00		\$0.00		\$0.00		\$665,527.50	

			Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
Items	Description	Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
Apparent Low Bidder : Colonna Concrete and Asphalt Paving, LLC										
Second Bidder :										
Third Bidder :										

Items	Description	Quantity	Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
0201001A	CLEARING AND GRUBBING	1	\$150,000.00	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00
0202522	REMOVAL OF BITUMINOUS CONCRETE TYPE PAVEMENT	7,735	\$5.00	\$38,675.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27.00	\$208,845.00
0204151A	WATER HANDLING	1	\$200,000.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,000.00	\$45,000.00
0304002	PROCESSED AGGREGATE BASE	1,720	\$50.00	\$86,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$86,000.00
0406172A	HMA SUPERPAVE 0.375" (9.5) LEVEL 2	1,400	\$200.00	\$280,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$140.00	\$196,000.00
0507001A	TYPE "C" CATCH BASIN	10	\$4,500.00	\$45,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$850.00	\$8,500.00
0507022	TYPE "C" CATCH BASIN DOUBLE GRATE - TYPE II	5	\$6,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,270.00	\$6,350.00
0507632	PRECAST MANHOLE RISER	50	\$1,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	\$40,000.00
0507769	ALTER EXISTING CATCH BASIN/MANHOLE	15	\$1,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$15,000.00
0507771	RESET CATCH BASIN	12	\$1,000.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$9,000.00
0507781	RESET MANHOLE	5	\$1,200.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$3,750.00
0601082A	5' X 4' PRECAST CONCRETE BOX CULVERT	1,390	\$1,500.00	\$2,085,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,390,000.00
0601163A	8' X 4' PRECAST CONCRETE BOX CULVERT	140	\$1,900.00	\$266,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,400.00	\$196,000.00
0601463A	5' X 3' PRECAST CONCRETE BOX CULVERT	290	\$1,500.00	\$435,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$720.00	\$208,800.00
0601464A	6' X 5' PRECAST CONCRETE BOX CULVERT	30	\$1,900.00	\$57,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,600.00	\$48,000.00
0686230.15	15" HIGH DENSITY POLYETHYLENE PIPE - 0'-10' DEEP	240	\$65.00	\$15,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$48,000.00
0686230.18	18" HIGH DENSITY POLYETHLYENE PIPE - 0' - 10' DEEP	60	\$70.00	\$4,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$220.00	\$13,200.00
0702000	FURNISH TIMBER PILES	6,420	\$30.00	\$192,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45.00	\$288,900.00
0702004A	REINFORCED CONCRETE PILE CAP	445	\$350.00	\$155,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$900.00	\$400,500.00
0702025	DRIVING TREATED TIMBER PILES	6,420	\$30.00	\$192,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45.00	\$288,900.00
0702059A	OBSTRUCTION DRILLING AND REMOVAL	1	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00
0814009A	RESET BELGIUM BLOCK PLANTER CURB	390	\$50.00	\$19,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	\$15,600.00
0815001	BITUMINOUS CONCRETE LIP CURBING	390	\$15.00	\$5,850.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7.50	\$2,925.00
0922001A	BITUMINOUS CONCRETE SIDEWALK	150	\$50.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55.00	\$8,250.00
0944003A	FURNISHING AND PLACING TOPSOIL	1,075	\$10.00	\$10,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7.50	\$8,062.50
0950019A	TURF ESTABLISHMENT - LAWN	1,075	\$6.00	\$6,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.50	\$3,762.50
0970007A	TRAFFICPERSON (UNIFORMED FLAGGER)	1,500	\$30.00	\$45,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60.00	\$90,000.00
0971001A	MAINTENANCE AND PROTECTION OF TRAFFIC	1	\$200,000.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00
0975004A	MOBILIZATION AND PROJECT CLOSEOUT (MAX 3% OF BID)	1	\$100,000.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$133,370.00	\$133,370.00

Project Number : DRG2021-1 ALT 2
Project Name : DREAMY HOLLOW/BETTS BROOK AREA DRAINAGE, SANITARY SEWER & WATER MAIN IMPROVEMENTS - ALTERNATE 2

			Apparent Low Bidder		Second Bidder		Third Bidder		Engineering's Estima	
Items	Description	Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1210124	24" WHITE EPOXY RESIN PAVEMENT MARKINGS	40	\$30.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.75	\$150.00
1301904	TEMPORARY WATER BY-PASS	1	\$200,000.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,000.00	\$45,000.00
1400000A	TEST PIT EXCVATION (SANITARY SEWER)	20	\$1,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,250.00	\$25,000.00
1401642	SERVICE LATERAL (SANITARY SEWER)	45	\$2,500.00	\$112,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$112,500.00
1401662	SANITARY MANHOLE (4' DIA.) 0' TO 10' DEEP	150	\$1,000.00	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,250.00	\$187,500.00
1401980	8" PVC PIPE (SANITARY SEWER)	2,440	\$100.00	\$244,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$732,000.00
700.1C	8" DUCTILE IRON PIPE (WATER MAIN)	430	\$150.00	\$64,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$107,500.00
700.2	8" DUCTILE IRON GATE VALVE	6	\$2,000.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,100.00	\$12,600.00
800.01	WATER SERVICES	420	\$150.00	\$63,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$42,000.00
			\$5,598,675.00		\$0.00		\$0.00		\$5,070,965.00	

Apparent Low Bidder : Colonna Concrete and Asphalt Paving, LLC
Second Bidder :
Third Bidder :

PROFESSIONAL SERVICES TASK ORDER

Task Order 1F
December 1, 2021

Exhibit A: Scope of Work

DESCRIPTION OF WORK

Per Task Order 1E, Woodard & Curran (W&C) has completed the “Dreamy Hollow/Betts Brook Area – Drainage, Sanitary Sewer, & Water Main Improvements” Plans and Specifications. The project will implement various mitigation measures to reduce the frequency, extents, and/or duration of flooding in the area, as well as replace components of the sanitary sewer and water systems that are aged and deteriorating. The project is currently out to bid.

With this Task Order, W&C will provide Bid Phase and Construction Administration Services for the project. The following details the additional scope of work.

SCOPE OF WORK:

This Task Order is to provide Construction Administration services associated with “Dreamy Hollow/Betts Brook Area – Drainage, Sanitary Sewer, & Water Main Improvements” construction project. It is anticipated that the project will be bid in the fall of 2021 and will commence construction in early 2022. The additional services that are to be provided by W&C are described in more detail below.

TASK 1 – CONSTRUCTION ADMINISTRATION SERVICES

W&C understands the City will provide overall administration of the Construction Contract and will provide full time daily onsite inspection services, and final inspection and acceptance of all construction. W&C will provide the following Construction Administration services in support, when requested by the City or as required by the Contractor’s actions (i.e., issuance of RFIs, submittals, etc.):

- A. Contract Award Support: In support of the City Contract Award process, W&C will provide a Conformed Contract Document (Plans and Specifications, incorporating any addenda from the Bid Process) for inclusion in the contract between the City and the Contractor.
- B. Preconstruction Meeting: W&C will prepare for and attend the preconstruction meeting. At this time, it is assumed the meeting will be in person, at a location provided by the City. The City will prepare meeting agenda and meeting minutes.
- C. Project Meetings and Site Visits: W&C will attend construction meetings. These meetings are assumed to include a two-hour meeting and a one-hour site visit. For estimating purposes, we have assumed that they will be biweekly for the first two months; and then monthly until project completion. The total duration of construction is assumed to be 12 months, which equates to fourteen meetings. In addition, we have assumed a Sr. Technical Manager may be required for approximately 50% of the total time allocated to site visits. Senior technical personnel will only attend site visits if needed, and when requested or approved by the City. W&C will prepare meeting minutes and provide to the City and contractor in PDF format.
- D. Working Drawings/Submittal Review: Upon receipt of Working Drawings/Submittals, W&C will review and make the appropriate/necessary notations on each received submittal copy. W&C will return all “reviewed” copies to the Contractor with carbon copy to the City via an emailed PDF. For estimating purposes, forty separate submittal/work drawing reviews have been assumed at an estimated average of 8 hours per submittal.

- E. Requests for Information (RFI) Review: Upon receipt of RFIs, W&C will review and provide a written response to the RFI. W&C will transmit the response to an RFI in electronic, PDF format to the Contractor with carbon copy to the City.
- F. Substantial Completion Punchlist Walk Thru: W&C will accompany the City and other utility representatives to complete a substantial completion punchlist walk-thru. W&C will compile a list of deficiencies or corrections to be made by the contractor prior to acceptance of the improvements. A PDF copy of this list will be provided to the City and the contractor.
- G. Office Construction Administration Support – W&C will provide on-call office support when requested by the City for construction administration. Examples of this may include contractor change order review, or consultation related to the general administration of the contract (general conditions). For estimating purposes, we have included a T&M allowance of \$10,000.
- H. On-call Technical Support – W&C will provide on-call technical support when requested by the City to assist with engineering or construction questions not otherwise included in the contractor submittal or RFI processes. This would include office consultation of technical staff. For estimating purposes, we have included a T&M allowance of \$10,000.

At the City's request, we have assumed levels of effort for each task generally described in the scope of work above. The attached worksheet details the assumed levels of effort for key staff, using the attached 2021 W&C rates, and the corresponding fees per task.

ASSUMPTIONS

The following represents W&C's understanding of items that need additional clarification and/or assignment of responsibility for work.

1. The City will be the prime administrator of the contract. The scope of work described above is a general description of the services that W&C may provide in support to the City but is not all inclusive. The fee amounts per task are estimates only and may change depending on the level of effort that the City and the project requires for each task.
2. All tasks will be billed on Time & Materials Basis up to the total Not to Exceed Amount indicated below. Work/services beyond the Total NTE shall only be provided to the City upon the receipt written City approval/authorization.
3. Design changes and any revisions to the specifications and plans during construction are not included in this proposal and may be provided under separate amendment or contract.
4. City will prepare preconstruction meeting agenda and minutes and provide the location or virtual platform for the meeting.
5. City will coordinate, schedule, and facilitate utility coordination meetings, as necessary.
6. Public notices or meetings will be by others.
7. This proposal does not include preparation of as-builts or record drawings.

COMPENSATION

Woodard & Curran proposes the estimated budgets below to perform the work described above on a Time & Material basis, invoiced monthly based upon the services completed. Monthly invoices will include a summary of services provided during the invoice period.

The deliverable to the City consists of approximately 1,500 total hours at the T&M budget and distribution detailed in the attached Task 1F Fee Estimate Worksheet, independent of construction/project duration. The budgets estimated per task are in the table below:

Task		Estimated Labor Fee	Estimated Expenses	Subtotal
A.	Contract Award Support	9,000	-	9,000
B.	Attend Preconstruction Meeting	2,800	500	3,300
C.	Project Meetings and Site Visits	34,600	4,000	38,600
D.	Working Dwgs/Submittal Review	98,500	-	98,500
E.	RFI Review	49,000	-	49,000
F.	Final Punchlist Walkthru	7,500	500	8,000
G.	Contract Administration Support	50,000	-	50,000
H.	On-call Technical Support	35,000	-	35,000
Estimated Total, Not to Exceed		286,400	5,000	291,400

SCHEDULE

W&C assumes the duration of this task order will be 12-14 months and is prepared to begin work upon written notice to proceed. Note that this estimated timeframe does not guarantee services over this period of time; it is simply an assumed basis of time used to help develop an estimated level of effort based on a T&M based budget. The deliverable to the City consists of approximately 1,500 total hours at the T&M budget and distribution detailed in the attached Task 1F Fee Estimate Worksheet, independent of construction/project duration.

TERMS AND CONDITIONS

The existing Terms and Conditions from the agreement "By and Between City of Norwalk and Woodard & Curran, Inc, for On-call Engineering Services for Storm Drainage Evaluations at Selected Locations" dated August 12, 2019, will remain in effect for this Task Order. The City will provide an "Amendment to Agreement" for execution by W&C and the City.

We appreciate the opportunity to continue to support the City. If you have questions, please do not hesitate to call me directly at 914-960-2836 or via email at acatalano@woodardcurran.com.

Sincerely,

WOODARD & CURRAN, INC.



Anthony Catalano, P.E.
Senior Principal



Steve Lauria, P.E.
Principal

PN 232240.00

Attachments: - Task 1F Fee Estimate Worksheet
 - 2021 Woodard & Curran, Inc. Standard Rate Table

Fee Estimate
Task 1F
Norwalk: Dreamy Hollow Construction Admin Support

Task	Task Description	Rate	PIC \$ 266	Sr PM \$ 220	Sr TM \$ 220	PM1 \$ 200	TM1 \$ 200	PE2 \$ 185	E3 \$ 160	Sr. Des. \$ 152	PA \$ 99	Total Hrs	Total Labor (rounded)	Expenses \$ 1.10	TOTALS
1.0	Construction Adminstration Services														
A.	Contract Award Support	Hrs	2	2	-	12	8	-	-	24	4	52	9,000	-	9,000
	<i>Provide Conformed Contract Documents</i>	Hrs	2	2		12	8			24	4	52	9,000		9,000
B.	Attend Preconstruction Meeting	Hrs	5	5	-	2	-	-	-	-	-	12	2,800	500	3,300
	<i>Meeting Prep</i>	Hrs	1	1		1						3	700		700
	<i>Meeting Attendance</i>	Hrs	4	4		1						9	2,100	500	2,600
C.	Project Meetings and Site Visits	Hrs	-	98	35	20	-	-	-	-	14	167	34,600	4,000	38,600
	<i>Attend Project Meetings/Site Visits</i>	Hrs		70	35	20						125	27,100	4,000	31,100
	<i>Meeting Agenda and Minutes</i>	Hrs		28							14	42	7,500		7,500
D.	Working Dwgs/Submittal Review	Hrs	-	-	-	80	80	80	320	-	5	565	98,500	-	98,500
	<i>Working Drawings/Submittal Reviews</i>	Hrs				80	80	80	320		5	565	98,500		98,500
E.	RFI Review	Hrs	-	-	-	20	40	160	40	-	10	270	49,000	-	49,000
	<i>RFI Review</i>	Hrs				20	40	160	40		10	270	49,000		49,000
F.	Final Punchlist Walkthru	Hrs	6	16	-	8	-	-	-	-	8	38	7,500	500	8,000
	<i>Walkthru</i>	Hrs	2	8		4						14	3,100	500	3,600
	<i>Punchlist</i>	Hrs	4	8		4					8	24	4,400		4,400
G.	Contract Administration Support	Hrs	10	100	-	100	-	24	-	-	9	243	50,000	-	50,000
	<i>On-call Contract Adminstration Support</i>	Hrs	10	100		100		24			9	243	50,000		50,000
H.	On-call Technical Support	Hrs	4	25	50	25	20	24	24	-	2	174	35,000	-	35,000
	<i>On-call Technical Support</i>	Hrs	4	25	50	25	20	24	24		2	174	35,000		35,000
TOTAL	Labor	Hrs	27	246	85	267	148	288	384	24	52	1521	286,400	5,000	291,400
	Labor Cost		7,182	54,120	18,700	53,400	29,600	53,280	61,440	3,648	5,148				

Municipal Metropolitan

2021 Rate Schedule



Consultant Personnel	
Labor Category	Hourly Rate
I. Support Services	
- Administrative	\$77
- Drafter	\$88
- Project Assistant	\$99
- Procurement Specialist	\$103
II. Professional Services	
- Technician	\$99
- Inspector	\$100
- Technician 2	\$105
- Designer / GIS Analyst / Operations Specialist	\$106
- Staff Engineer 1	\$116
- Scientist 1	\$119
- Geologist 1 / GIS Developer	\$121
- Staff Engineer 2 / Technical Service Specialist 1	\$126
- GIS Analyst 2	\$135
- Designer 2 / Engineer 1 / Resident Engineer / Scientist 2	\$136
- Geologist 2	\$141
- Designer 3	\$144
- Geologist 3	\$146
- Scientist 3	\$147
- Engineer 2	\$148
- Senior Designer	\$152
- Project Geologist / Project Scientist / Technical Service Specialist 2	\$153
- GIS App Developer / Project Management Professional	\$155
- Construction Manager / Engineer 3 / GIS Solutions Analyst / Planner / Project Geologist 2 / Project Technical Specialist 1	\$160
- GIS Manager / Project Engineer	\$169
- Project Scientist 2 / Project Technical Specialist 2	\$170
- Senior Planner	\$173
- Project Engineer 2 / Senior Geologist / Service Manager	\$185
- Project Manager 1 / Senior Technical Leader / Technical Expert 1 / Technical Manager 1	\$200
- Principal Project Manager / Project Manager 2 / Technical Expert 2 / Technical Manager 2	\$208
- Licensed Site Professional / Senior Project Manager / Senior Technical Manager	\$220
- Practice Leader	\$240
- Chief Technologist / Director of Practice / Principal	\$266
This Rate Schedule is confidential and for customer internal use only. W&C reserves the right to adjust billing rates annually.	

Expense Category

Travel¹
Expenses

.56/mile
At Cost Plus 10%

1. Mileage rate will change as the federal allowable rate is modified.

AGENDA

DATE: Monday, December 20, 2021
TIME: 5:30 PM
PLACE: By Video Conference and Teleconference

To facilitate access, members of the public may join 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.



Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.



Members of the public who wish to provide "live comments" will need to register in advance and use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called on by the host of the meeting during the public comment section. Please find the information using the link above.



Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above. The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Dilene Byrd at dbyrd@norwalkct.org to provide written public comment prior to a meeting.

WPCA Regular Meeting:

1. Call to Order
2. Executive Session to discuss SUEZ merger with Veolia, Draft Consent Order, and pending/potential Sewer Appeals.
3. Approve the minutes from WPCA Meeting held on November 15, 2021. (copy included)
4. Act on sewer use charge adjustment for 587 Connecticut Ave (587 CTA LLC).
5. Authorize the Chief of Operations and Public Works to issue orders on contract with A. Vitti, Excavators, LLC for the Belden Avenue Sewer Improvements Project (WPCA 2021-02) for an amount not to exceed \$50,000.

Account Nos. 09194062-5777-C0361 and 09204062-5777-C0361

6. Authorize the Chairman or Vice Chairman of the Water Pollution Control Authority to execute an Agreement with Kovacs Construction Corporation in the amount of \$1,091,320 for the Aeration Tanks Electrical Infrastructure Improvements Project (WPCA 2021-4). (bid documents attached)

Account No. 09174062-5777-C0545

7. Authorize the Chief of Operations and Public Works to issue orders on contract with Kovacs Construction Corporation for the Aeration Tanks Electrical Infrastructure Improvements Project (WPCA 2021-4) for an amount not to exceed \$100,000.

Account No. 09174062-5777-C0545

8. Authorize the expenditure of \$14,850 for Website Design and Build for the WPCA by the Snyder Group Incorporated. (copy included)

Account No. 224062-5298

9. Authorize the expenditure of \$75,000 to FGB Construction Company as part of the City of Norwalk's Preliminary Agreement for BR2021-1 Rowayton Avenue over Keelers Brook Bridge Project being administered by the Department of Public Works for the purpose of relocating the sanitary sewer. The Mayor was authorized to execute an Agreement with FGB Construction Company on December 7, 2021 by the Public Works Committee of the Common Council and on December 14, 2021 by the Common Council, respectively.

Account No. 09204062-5777-C0361

10. Authorize the expenditure of \$986,875 to Colonna Concrete & Asphalt Paving LLC. as part of the City of Norwalk's Preliminary Agreement for DRG 2021-1 Dreamy Hollow/Betts Brook Area Drainage, Sanitary Sewer & Water Main Improvements Project being administered by the Department of Public Works for the purpose of relocating the sanitary sewer. The Mayor was authorized to execute an Agreement with Colonna Concrete & Asphalt Paving LLC. on December 7, 2021 by the Public Works Committee of the Common Council and on December 14, 2021 by the Common Council, respectively. (copy included)

Account No. 09204062-5777-C0361

11. Authorize the Chief of Operations and Public Works to issue orders on contract with Colonna Concrete & Asphalt Paving LLC. for the Project DRG 2021-1 Dreamy Hollow/Betts Brook Area Drainage, Sanitary Sewer & Water Main Improvements Project for an amount not to exceed \$148,031.25.

Account No. 09204062-5777-C0361

12. Authorize the expenditure of \$43,168.01 to Woodard & Curran as part of the City of Norwalk's Preliminary Fourth Amendment to the Agreement dated August 12, 2019 to provide Construction Administration services associated with DRG 2021-1 Dreamy Hollow/Betts Brook Area Drainage, Sanitary Sewer & Water Main Improvements Project being administered by the Department of Public Works for the purpose of relocating the sanitary sewer. The Mayor was authorized to execute a Fourth Amendment with Woodard & Curran on December 7, 2021 by the Public Works Committee of the Common Council and on December 14, 2021 by the Common Council, respectively.

Account No. 09204062-5777-C0361

- ** MR. KYDES MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS REGARDING THE 3-YEAR PARTNERSHIP WITH KIVA AND THE NATIONAL LEAGUE OF CITIES FOR A SMALL BUSINESS AND ENTREPRENEURSHIP LOAN PROGRAM INCLUDING A CONTRACTED STAFF POSITION IN AN AMOUNT NOT TO EXCEED \$245,000.
ACCOUNT: AMERICAN RESCUE PLAN ACT FUNDS**

Mr. Kydes explained that this is one of the first expenditures of the Covid relief funds and that it is a great initiative. He thanked Ms. Church and her team. Ms. Sabrina Church, Director of Business Development and Tourism gave an overview of the program and noted they focus on small entrepreneurs or non-profits. She said that there are over 1.5 million people individuals who donate to the different folks.

Ms. Young asked about a timeline. Ms. Church explained that once the contracted person is hired and trained, they will hit the ground running. She said a loan can turn around in a month. Ms. Young thanked Ms. Church and the Economic and Community Development department.

- ** MOTION PASSED UNANIMOUSLY**

D. PUBLIC WORKS COMMITTEE

- ** MS. SMYTH MOVED TO APPROVE THE FOLLOWING ITEMS**

7A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH COLONNA CONCRETE & ASPHALT PAVING LLC, FOR PROJECT DRG2021-1 DREAMY HOLLOW/BETTS BROOK AREA DRAINAGE, SANITARY SEWER & WATER MAIN IMPROVEMENTS, FOR AN AMOUNT NOT TO EXCEED \$864,505.00 (BASE BID), \$682,815.00 (ALTERNATE 1) AND \$5,598,675.00 (ALTERNATE 2).

ACCOUNT NO.

09 21 4021 5777 C0440

09 22 4021 5777 C0440

09 20 4062 5777 C0361

09 22 4062 5777 C0361

09 22 4021 5777 C0021

7B. AUTHORIZE THE CHIEF OF OPERATIONS AND PUBLIC WORKS, TO EXECUTE ORDERS ON CONTRACT WITH COLONNA CONCRETE & ASPHALT PAVING LLC., FOR PROJECT DRG 2021-1

**DREAMY HOLLOW/BETTS BROOK AREA DRAINAGE, SANITARY
SEWER & WATER MAIN IMPROVEMENTS, FOR AN AMOUNT NOT
TO EXCEED \$715,000.00.**

ACCOUNT NO. 09 21 4021 5777 C0440

09 22 4021 5777 C0440

09 20 4062 5777 C0361

09 22 4062 5777 C0361

09 22 4021 5777 C0021

Ms. Smyth said this project is a long time coming; there is a long history of flooding in this area.

Mr. Anthony Carr, Chief of Operations and Public Works reviewed the history of flooding in the area and gave an overview of the project. He noted that approximately 60 homes will benefit from this project.

**** MOTION PASSED UNANIMOUSLY**

**** MS. SMYTH MOVED TO AUTHORIZE THE MAYOR, HARRY W.
RILLING, TO EXECUTE A FOURTH AMENDMENT TO THE
WOODARD & CURRAN AGREEMENT DATED AUGUST 12, 2019, TO
PROVIDE CONSTRUCTION ADMINISTRATION SERVICES
ASSOCIATED WITH “DREAMY HOLLOW/BETTS BROOK AREA –
DRAINAGE, SANITARY SEWER, & WATER MAIN IMPROVEMENTS”
CONSTRUCTION PROJECT IN ACCORDANCE WITH SCOPE OF
SERVICES TASK ORDER 1F DATED DECEMBER 01, 2021 (COPY OF
INCLUDED) FOR A SUM NOT TO EXCEED
\$291,400.00.**

ACCOUNT NO.

09 19 4027 5777 C0425

09 21 4021 5777 C0440

09 22 4021 5777 C0440

09 18 4062 5777 C0361

09 19 4062 5777 C0361

09 20 4062 5777 C0361

09 22 4062 5777 C0361

Ms. Smyth explained that this is the technical advisor for this project.

**** MOTION PASSED UNANIMOUSLY**

PROFESSIONAL SERVICES TASK ORDER

Task Order 1G
September 30, 2021

Exhibit A: Scope of Work

DESCRIPTION OF WORK

The general intent of this Task Order is to conduct a Storm Drainage System Evaluation for the Glenndenning Area. The assessment will include development of a detailed hydrologic/hydraulic model for the City of Norwalk's (City) drainage infrastructure to evaluate the flood risks to public infrastructure, private properties, and identify existing hydraulic deficiencies in the neighborhood. Based on the results of the modeling, an alternatives analysis will be performed to identify potential mitigation measures that may be considered to reduce the frequency, extents, and/or duration of flooding.

Subsequent phases may include data collection, design, permitting, and preparation of bid documents required to implement the recommended improvements. These phases will be conducted under a separate Task Order or Task Order Amendment.

SCOPE OF WORK:

The scope of work includes the following major tasks:

- Task 1 – Field Investigation Services
- Task 2 – Hydrologic & Hydraulic Existing Conditions and Alternatives Analysis

These services are described in detail below.

GLENDENNING AREA STUDY ALTERNATIVE ANALYSIS

Woodard & Curran will evaluate the storm drainage systems in the Glenndenning area of Norwalk, Connecticut. The study will analyze flood risks to public and private properties and include the evaluation of up to three (3) proposed conceptual flood mitigation improvements. The proposed conceptual mitigation improvements will be identified and agreed upon collaboratively in a meeting with the City, prior to initiating post-development modeling activities.

Task 1 – Field Investigation Services

Under Task 1, Woodard & Curran will provide the field investigation to support the modeling efforts. The services included are as follows:

Woodard & Curran will supplement data collection efforts with up to two (2) days of site visits to flood-prone areas as identified by the City. The purpose of the visit and staff interviews will be to obtain first-hand information and data necessary to complete subsequent tasks. The site visits shall be conducted with DPW staff familiar with the area's infrastructure and flood related concerns. The field work is intended to augment survey work completed by the City, or survey work completed as an additional service under a future task of work.

Task 2 - Hydrologic & Hydraulic Existing Conditions and Alternatives Analysis

Woodard & Curran will use the updated XPSWMM H&H model developed for the Dreamy Hollow Neighborhood under Task Orders 1A and 1E to analyze the Glendenning Street Neighborhood for existing flood conditions and up to three mitigation alternatives to reduce flooding and improve flows in, and around, Glendenning and Cannon Streets. It is assumed that the flow from Betts Pond Brook backs up through the system and adds to the flooding. The three proposed conceptual mitigation improvements identified in the meeting with the City, will be analyzed to determine flood impacts throughout the watershed and to its outfall at the Norwalk River.

The modeling area drainage system elements will be incorporated with data collected as part of the 2-day field investigation, available survey, City GIS data, and available record drawings (as-build, etc.). This will include built drainage infrastructure directly impacting flooding in this area. The analysis will be performed consistent with the original study (Storm Drainage System Analysis – Dreamy Hollow Neighborhood) including the uses of a 4% annual chance event, 24-hour duration (25-year) design storm.

The deliverable for this task will be a report summarizing the modelling methodology and analysis and recommendations of mitigation Actions. We will meet with the City to discuss and finalize the proposed improvements that the City would like to implement. At that time, Woodard & Curran can provide a separate task order for the development of design plans and Bid Documents for the selected improvements.

Meetings

- Woodard & Curran will attend one (1) meeting with City Staff to review and select alternatives to be modeled.
- Woodard & Curran will attend up to four (4) virtual or teleconference project status meetings.

ADDITIONAL SERVICES

Storm Sewer Survey (Allowance)

This task has been developed to define a scope of services that will be provided by a subconsultant. If the City finds they cannot meet schedule and staff requirement of the task, Woodard & Curran can complete the task with a land survey subcontractor, upon the City's request, for an additional fee. At the City's request, we have included an allowance of \$20,000 as an Additional Service for the Storm Sewer Survey.

An existing conditions survey is necessary to complete the analysis of the drainage system. The limits of the survey will be defined after a detailed review of available data provided by the City, but the City generally has recommended a survey of the system from Glendenning to where it outfalls to Betts Pond Brook.

The deliverable shall be a plan set signed and sealed by a Registered Professional Land Surveyor in the State of Connecticut.

Public Meetings

Woodard & Curran can support the City in preparation for, and presentation at, public meetings if needed on a Time & Materials Basis. These meetings may include:

- Public Works Committee of the Common Council to provide results and recommendations of this study.
- A public workshop to provide results and recommendations of this study.

Woodard & Curran proposes a budget of \$20,000 for this task.

ASSUMPTIONS

The following represents Woodard & Curran's understanding of items that need additional clarification and/or assignment of responsibility for work.

1. City will provide updated GIS database and plans.
2. City will provide required topographic survey.
3. City will provide all record drawings required, including service tie cards, for all municipal owned subsurface utilities.
4. City will provide any CCTV data that has been gathered for the area.
5. City will provide flood event/history, as well as call center service records.
6. City will provide access to private property when required.
7. City will provide the location for any Public Workshops, as well as appropriate public notification and advertisement.
8. Scope of work does not include design, permitting, or construction of the proposed improvements.
9. No geotechnical field investigations (borings, test pits, etc.) are included in the scope of work.
10. Police details, if required for work within the right-of-way, will be paid for directly by the City.

COMPENSATION

Woodard & Curran proposes to perform the work described in Tasks 1 and 2, on a Lump Sum Basis, invoiced monthly based upon percentage of work complete, in the amount of \$157,000. Monthly invoices will include a summary of services provided during the invoice period. For informational purposes, a breakdown of the fees is below.

Task 1 – Field Investigation Services.....	\$12,900
Task 2 – Hydrologic & Hydraulic Existing Conditions and Alternatives Analysis	\$144,100

Additional Services:

For budgeting purposes, Woodard & Curran can provide the following additional services, if requested by the City:

Storm Sewer Survey (Allowance).....	\$20,000
Public Meetings (Time & Materials)	Not to Exceed \$20,000

SCHEDULE

Work is to be completed within 4 to 6 months of execution of this contract and written authorization from the City to proceed.

TERMS AND CONDITIONS

The existing Terms and Conditions on file with the City dated August 12, 2019 will remain in effect for this contract. If the City finds this task order acceptable, we will await a Contract Amendment and formal authorization to proceed prior to initiating the work.

We appreciate the opportunity to continue to support the City. If you have questions, please do not hesitate to call me directly at 914-960-2836 or via email at acatalano@woodardcurran.com.

Sincerely,

WOODARD & CURRAN, INC.

A handwritten signature in black ink, appearing to read 'AC', with a stylized flourish at the end.

Anthony Catalano, P.E.
Senior Principal

PN 232240.00

A handwritten signature in black ink, appearing to read 'Steve Lauria', with a long, sweeping horizontal stroke at the end.

Steve Lauria, P.E.
Principal

WPCA SANITARY SEWER PERMIT PROCESS AND SANITARY SEWER MAIN EXTENSION POLICY (ADOPTED JULY 7, 2021) AND BE REFERRED BACK TO THE WPCA BOARD FOR FINAL ACCEPTANCE.

Mr. Carr gave an overview of the process and added that the staff have no objection to his. There is no downstream impact from this project or impact to the Waste Water Treatment Plan from this project.

Attorney Liz Suchy represented the applicant and said they will abide by any requirements. The materials will be stored in an area that is reasonably near the site and will be secured. Ms. Revolus requested that no equipment be left overnight and that the road will not be obstructed.

**** MOTION PASSED UNANIMOUSLY**

Due to a potential conflict of interest, Mr. Kydes and Mr. Tsiranides recused themselves from voting on the following item.

**** MR. LIVINGSTON MOVED TO APPROVE THE PROPOSED SANITARY SEWER EXTENSION AT 238 WEST ROCKS ROAD TO PROVIDE SANITARY SEWER SERVICE FOR THE ST. GEORGE GREEK ORTHODOX CHURCH AND POTENTIAL 12 PARCELS ADJACENT TO THE PROPOSED EXTENSION. THROUGH TECHNICAL ANALYSES, IT WAS CONFIRMED THAT THE CITY'S SANITARY SEWER COLLECTION SYSTEM AND WASTEWATER TREATMENT PLANT CAN ACCOMMODATE THE ADDITIONAL SANITARY SEWER FLOW GENERATED FROM THE PROPOSED CONNECTIONS. THE PROPOSED SANITARY SEWER EXTENSION SHALL BE CONSTRUCTED IN ACCORDANCE WITH DPW AND WPCA SANITARY SEWER PERMIT PROCESS AND SANITARY SEWER MAIN EXTENSION POLICY (ADOPTED JULY 7, 2021) AND BE REFERRED BACK TO THE WPCA BOARD FOR FINAL ACCEPTANCE.**

**** MOTION PASSED UNANIMOUSLY**

**** MR. TSIRANIDES MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A THIRD AMENDMENT TO THE WOODARD & CURRAN AGREEMENT DATED AUGUST 12, 2019, TO PROVIDE ON-CALL PROFESSIONAL ENGINEERING SERVICES FOR THE STORM DRAINAGE SYSTEM EVALUATION IN ACCORDANCE WITH SCOPE OF SERVICES TASK ORDER 1G "STORM SEWER HYDROLOGIC/HYDRAULIC STUDY" ON GLENDENNING STREET**

DATED SEPTEMBER 30, 2021 (COPY OF INCLUDED) FOR A SUM NOT TO EXCEED \$191,000.00.

ACCOUNT NO. 09 18 4027 5777 C0440

09 21 4021 5777 C0440

09 22 4021 5777 C0440

Mr. Tsiranides said that it has been very hard for the residents in Norwalk. He added that he is very familiar with Glendenning Street. He said the City is paying attention. Mr. Keegan thanked his colleagues for listening to the residents who have been adversely impacted for a number of years.

**** MOTION PASSED UNANIMOUSLY**

**** MR. TSIRANIDES MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A THIRD AMENDMENT TO THE WOODARD & CURRAN AGREEMENT DATED AUGUST 12, 2019, TO PROVIDE ON-CALL PROFESSIONAL ENGINEERING SERVICES FOR THE STORM DRAINAGE SYSTEM EVALUATION IN ACCORDANCE WITH SCOPE OF SERVICES TASK ORDER 1H "STORM SEWER HYDROLOGIC/HYDRAULIC STUDY" ON GLENWOOD AVENUE DATED SEPTEMBER 30, 2021 (COPY OF INCLUDED) FOR A SUM NOT TO EXCEED 201,500.00.**

ACCOUNT NO. 09 18 4027 5777 C0440

09 21 4021 5777 C0440

09 22 4021 5777 C0440

Mr. Tsiranides said they know the strain the residents and the community are under. He thanked Mayor Rilling and the staff.

Ms. Revolus asked if they paid attention to land displacement. Ms. Valdares, Principal Engineer explained they have a manual for every new construction project and in that manual is a drainage plan. Every new construction is required to hold water on the property and every parcel has to hold water up to a 100 year storm.

**** MOTION PASSED UNANIMOUSLY**

**** MR. TSIRANIDES MOVED TO approve the revisions to the City of Norwalk Department of Public Works Standard Detail Drawing – "Historical Lights, Light Poles, Light Pole Foundations and Conduit Trenching": a) incorporating the new proposed 40 Watt, 2700 Kelvin "William & Mary" style, Dark-Sky compliant fixture that South Norwalk Electric and Water is proposing within the Second Taxing District; b) for the other districts all new ornamental lightning fixtures should be Dark-Sky compliant with**

PROFESSIONAL SERVICES TASK ORDER

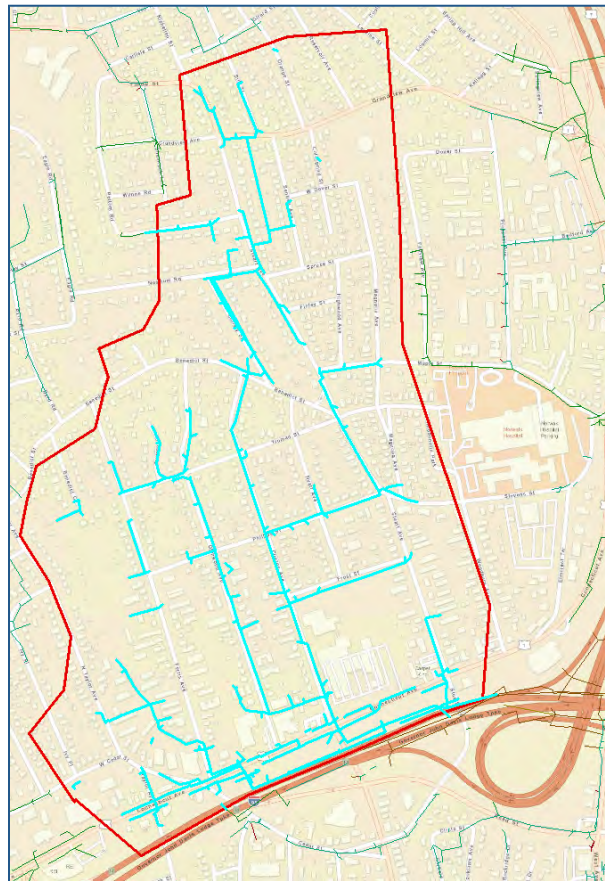
Task Order 1H
September 30, 2021

Exhibit A: Scope of Work

DESCRIPTION OF WORK

Woodard & Curran will complete a flooding evaluation study for the low-lying area just west of Glenwood Avenue. This area has recently experienced flooding from rainfall associated with hurricanes Henri and Ida. The impacted area bounded by Glenwood Avenue to the east, Ferris Avenue to the west, Phillips Street to the north, and Connecticut Avenue (Route 1) to the south. The low-lying area is drained by a closed drainage system southeast towards the intersection of Clinton Avenue and Connecticut Avenue. The City of Norwalk's (City) drainage system then enters CTDOT's drainage system serving Interstate 95. The drainage area influencing flow through this system and flooding in the low-lying area (seen to right) is approximately 240 acres in size, and contains tree major trunklines, containing approximately 5 miles of pipe. The interaction of flows through this area and larger system will constrain flows through the sites drainage system and the limit the low-lying area's ability to drain.

The study will analyze flood risks to public and private properties; identify existing hydraulic deficiencies; and evaluate flood mitigation alternatives for the study area. The study will identify potential mitigation measures that the City could implement to reduce the frequency, extents, and/or duration of flooding.



Study Area

SCOPE OF WORK

The scope of work includes the following major tasks:

- Task 1 – Field Investigation Services
- Task 2 – Hydrologic & Hydraulic Existing Conditions and Alternatives Analysis

These services are described in detail below.

The intent of this Task Order is to provide engineering services to complete a drainage system analysis and evaluate options for system improvements for the drainage system serving the aforementioned study area. The study will analyze flood risks to public and private properties and include the evaluation of three (3) proposed conceptual flood mitigation improvements. The proposed conceptual mitigation improvements will be identified and agreed upon

collaboratively in a meeting with the City, prior to initiating post-development modeling activities. The study will be completed for the watershed serving the City's drainage system. The downstream limits of the analysis will be in the CTDOT's System in the south-east corner of the intersection of Stuart Avenue and Connecticut Avenue, where the drainage is consolidated into one pipe.

Task 1 – Field Investigation Services

Under Task 1, Woodard & Curran will provide the field investigation to support the modeling efforts. The services included are as follows:

Woodard & Curran will supplement data collection efforts with up to two (2) days of site visits to flood-prone areas as identified by the City. The purpose of the visit and staff interviews will be to obtain first-hand information and data necessary to complete subsequent tasks. The site visits shall be conducted with DPW staff familiar with the area's infrastructure and flood related concerns. The field work is intended to augment survey work completed by the City, or survey work completed as an additional service under a future task of work.

Task 2 - Hydrologic & Hydraulic Existing Conditions and Alternatives Analysis

Woodard & Curran will prepare a hydrologic and hydraulic model using XPSWMM to evaluate the performance of the City's existing storm drain infrastructure and establish the magnitude, extents, and frequency of flooding with-in the study area, this will allow for the evaluation of overland and drainage system flows in and out of the low-lying area. The model will then be used to evaluate the effectiveness of the 3 proposed conceptual mitigation improvements identified in the meeting with the City. This analysis will determine flood impacts throughout the watershed.

The modeling area drainage system elements will be developed with data collected as part of a 2-day field investigation, available survey, City GIS data, and available record drawings (as-built, etc.). This will include all built drainage infrastructure directly impacting flooding in this area. The analysis will be performed consistently with other City studies (Storm Drainage System Analysis – Dreamy Hollow Neighborhood) including the uses of a 4% annual chance event, 24-hour duration (25-year) design storm.

The deliverable for this task will be a report summarizing the modelling methodology and analysis and recommendations of mitigation Actions plus the impacts of the designed drainage improvements on the revised study area. We will meet with the City to discuss and finalize the proposed improvements that the City would like to implement. At that time, Woodard & Curran can provide a separate task order for the development of design plans and Bid Documents.

Meetings

- Woodard & Curran will attend one (1) meeting with City Staff to review and select alternatives to be modeled.
- Woodard & Curran will attend up to four (4) virtual or teleconference project status meetings.

ADDITIONAL SERVICES

Storm Sewer Survey (Allowance)

This task has been developed to define scope of services that will be provided by a subconsultant. If the City finds they cannot meet schedule and staff requirement of the task, Woodard & Curran can complete the task with a land survey subcontractor, upon the City's request, for an additional fee. At the City's request, we have included an allowance of \$20,000 as an Additional Service for the Storm Sewer Survey.

An existing conditions survey is necessary to complete the analysis. The limits of the survey will be defined after a detailed review of available data provided by the City, but the expected recommended survey area will be the low-lying

channel west of Glenwood Avenue, and the system draining the low lying area. Woodard & Curran will provide the city with a map of drainage structures and areas to survey.

The deliverable shall be a plan set signed and sealed by a Registered Professional Land Surveyor in the State of Connecticut.

Public Meetings

Woodard & Curran can support the City in preparation for, and presentation at, public meetings if needed on a Time & Materials Basis. These meetings may include:

- Public Works Committee of the Common Council to provide results and recommendations of this study.
- A public workshop to provide results and recommendations of this study.

W&C proposes a budget of \$20,000 for this task.

ASSUMPTIONS

The following represents Woodard & Curran's understanding of items that need additional clarification and/or assignment of responsibility for work.

1. City will provide updated GIS database and plans.
2. City will provide required topographic survey.
3. City will provide all record drawings required, including service tie cards, for all municipal owned subsurface utilities.
4. City will provide any CCTV data that has been gathered for the area.
5. City will provide flood event/history, as well as call center service records.
6. City will provide access to private property when required.
7. City will provide the location for any Public Workshops, as well as appropriate public notification and advertisement.
8. City will provide copy of CTDOT's drainage study conducted for the State's drainage system at the intersection of Clinton Avenue and Connecticut Avenue.
9. Scope of work does not include design, permitting, or construction of the proposed improvements.
10. No geotechnical field investigations (borings, test pits, etc.) are included in the scope of work.
11. Police details, if required for work within the right-of-way, will be paid for directly by the City.

COMPENSATION

Woodard & Curran proposes to perform the work described in Tasks 1 and 2, on a Lump Sum Basis, invoiced monthly based upon percentage of work complete, in the amount of \$161,500. Monthly invoices will include a summary of services provided during the invoice period. For informational purposes, a breakdown of the fees is below.

Task 1 – Field Investigation Services.....	\$12,900
Task 2 – Hydrologic & Hydraulic Existing Conditions and Alternatives Analysis	\$148,600

Additional Services:

For budgeting purposes, Woodard & Curran can provide the following additional services, if requested by the City:

Storm Sewer Survey (Allowance).....	\$20,000
Public Meetings (Time & Materials)	Not to Exceed \$20,000

SCHEDULE

Work is to be completed within 4 to 6 months of execution of this contract and written authorization from the City to proceed.

TERMS AND CONDITIONS

The existing Terms and Conditions on file with the City dated August 12, 2019 will remain in effect for this contract. If the City finds this task order acceptable, we will await a Contract Amendment and formal authorization to proceed prior to initiating the work.

We appreciate the opportunity to continue to support the City. If you have questions, please do not hesitate to call me directly at 914-960-2836 or via email at acatalano@woodardcurran.com.

Sincerely,

WOODARD & CURRAN, INC.



Anthony Catalano, P.E.
Senior Principal



Steve Lauria, P.E.
Principal

PN 232240.00



CITY OF NORWALK
Daniel Stanton, P.E.

Senior Civil Engineer
dstanton@norwalkct.org

P: 203-854-7981 / F: 203-857-0143

Norwalk City Hall
125 East Avenue, P.O. Box 5125
Norwalk, CT 06856-5125

MEMORANDUM

TO: Anthony R. Carr, P.E., CFM - Chief of Operations and Public Works

FROM: Daniel Stanton, PE – Senior Civil Engineer

CC: Vanessa Valadares, P.E. - Principal Engineer
Sharon Conners – Purchasing Agent

REF: Lockwood Lane & Heather Lane Drainage Improvements
RFP – City Project 4177, D.P.W. Project DRG2022-1

DATE: January 26, 2022

As you are aware, the City of Norwalk received two (2) Qualification Statement packages from engineering firms for the above referenced project. Following a receipt of the packages, the City's Engineering Department reviewed each. Based upon the review, their credentials, and price, the Department recommends Tighe & Bond, Inc., be offered contracts for DRG2022-1 Lockwood Lane & Heather Lane Drainage Improvements. We have negotiated a scope of services with them in which they will be compensated for work performed based upon their hourly billable rates, for a sum not to exceed \$256,000.00.

Therefore, I would like to request that the following items be included on the agenda for the February 1, 2022 meeting of the Public Works Committee of the Common Council for approval.

- 1.) Authorize the Mayor, Harry W. Rilling, to execute an Agreement between the City of Norwalk and Tighe & Bond, Inc. for Project DRG2022-1 Lockwood Lane & Heather Lane Drainage Improvements. The Agreement is for a period of one (1) year, billable on an hourly basis, for a sum not to exceed \$256,000.00

Account No.
0922 4021 5777 C0440

If you have any questions, please do not hesitate to contact me.

ARPA Projects Request by Departments
Community Services

City of Norwalk Munis General Ledger Account Number	Name	ARPA Project #	Project Expenditure Category	SubCategory	ARPA Budget Request Amount	Project Description
132010-5796-ACS01	Norwalk Community Recovery Fund Program	ACSD01	2-Negative Economic Im	2.10-Aid to nonprofit organizations	1,500,000.00	Community Grants -Assist organizations (non-profit) that serve the needs of vulnerable populations within the community, particularly those heavily impacted by the pandemic. Investments can range from assisting individuals to supporting redevelopment of entire neighborhoods
132010-5796-ACS02	Norwalk Community Recovery Fund Program	ACSD02	2-Negative Economic Im	2.10-Aid to nonprofit organizations	500,000.00	As part of the City's ARPA plan, the Community Services Department addresses the ongoing public health response needs, the negative impacts of COVID-19, and operational services.
					2,000,000.00	

INTERNAL USE:
CFO APPROVAL
CHIEF OF STAFF APPROVAL
FINANCE AND CLAIMS DATE
COMMON COUNCIL DATE



COMMUNITY SERVICES DEPARTMENT
Lamond Daniels, LCSW, MPA
Chief of Community Services
ldaniels@norwalkct.org
P: 203-854-7718
125 East Avenue, Room 202
Norwalk, CT 06856-5125

MEMO

To: Tom Ellis, Director of Management and Budgets
From: Lamond Daniels, Chief of Community Services
Date: March 30, 2022
Re: ARPA allocation for Community Services Department direct programming/projects

As part of the City's ARPA Plan, the Community Services Department was also allocated **\$500,000** to meet direct department needs to address ongoing public health response needs, the negative economic impacts of COVID-19, and operational services.

The following two goals and corresponding items are outlined below:

Goal: Access to services, and produce a more effective and efficient health & social service system.

Funding directed to:

1. Continuation of Family Navigator Program
2. Expand Mayor's Summer Youth Employment
3. Youth Services Care Coordination Model
4. Library improvements

Goal: Operational& infrastructure to protect the health and wellbeing of residents.

Funding directed to:

- Expanding vaccination program: COVID testing; contact tracing/community health workers; public health surveillance
- Ventilation improvements in health clinic adaptation of clinic rooms to implement COVID 19 mitigation tactics (i.e. negative pressure room)

Respectfully Submitted By,

Lamond Daniels, LCSW, MPA
Chief of Community Services



Mayor Harry W. Rilling

AMERICAN RESCUE PLAN ACT

State and Local Fiscal Recovery Funds

Norwalk's Plan to promote a response to the pandemic and economic recovery

CONTENTS

BACKGROUND

- American Rescue Plan Act
- Local Fiscal Recovery Funds
- Framework for Funding Priorities

ALLOWABLE USES

DISTRIBUTION OF FUNDS

PROPOSED FUNDING AREAS

NEXT STEPS



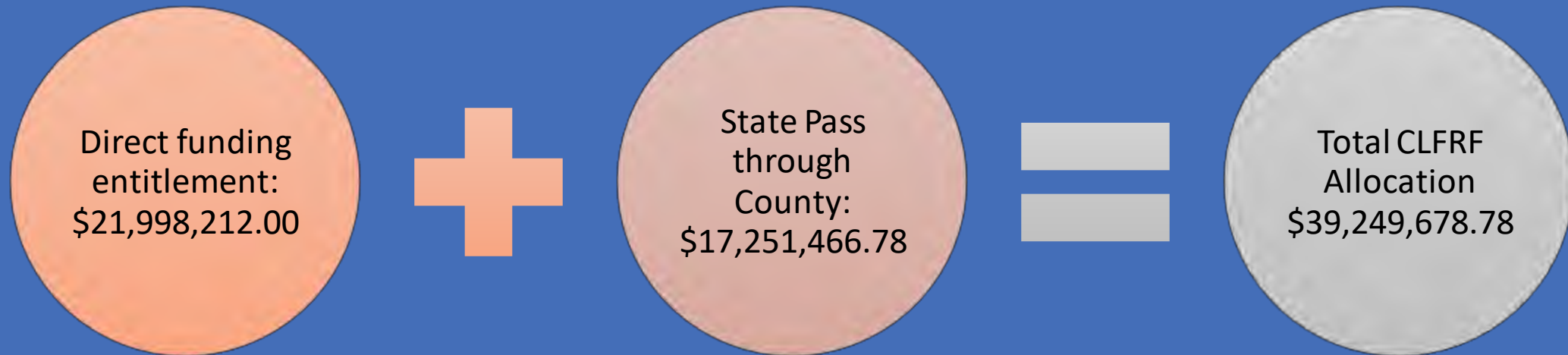
What is the American Rescue Plan Act?

The American Rescue Plan Act of 2021 (ARPA) was passed by the U.S. Congress to provide for a strong and equitable recovery from the COVID-19 pandemic.

ARPA provides **\$350 billion** directly to state and local governments, including the City of Norwalk, to respond to the impacts of the COVID-19 pandemic.

Eligible uses for ARPA funds include addressing ongoing public health responses costs, addressing the negative economic impacts of COVID-19, and supporting city operations and government services.

Local Governments: City of Norwalk



Overview: State & Local Fiscal Recovery Fund

- **Grant funding will be released in two tranches:**
 - ½ following enactment (not later than 60 days after enactment)
 - ½ 12 months following receipt of first payment
- **Funds remain available until December 31, 2024; unexpended funds must be returned to Treasury**
- **Projects must be completed by December 31, 2026**
- **Local governments, including counties, are required to provide “periodic reports” providing a detailed accounting of the use of funds**

State and Local Fiscal Recovery Fund: Use of Funds

To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality.



To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers.



For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency.



To make necessary investments in water, sewer, or broadband infrastructure.

Allowable Uses

- **Community Grants** - Assist organizations (non-profit) that serve the needs of vulnerable populations within the community, particularly those heavily impacted by the pandemic.
- **Economic Development** - Provide aid to small business and industries negatively impacted by COVID-19 and its effects on the local economy.
- **Tourism/Travel Industry** - Speed the recovery of tourism, travel, and hospitality sectors that are just beginning to mend.
- **Utility Infrastructure** - Make necessary improvements to water and sewer infrastructures, including projects that address the impacts of climate change. Utility investments should aim at improving the reliability and resiliency of the utility system.
- **Broadband** - Invest in broadband infrastructure with modern utility in mind. Broadband efforts should aim in improve reliability, accessibility and affordability of internet.
- **Organizational Needs** - Address needs within Town departments or amongst city essential employees that improve the capabilities of staff to respond to public needs and support employees most susceptible to COVID.

Examples of Allowable Uses

PUBLIC HEALTH

- Mental Health Services
- Investments to Public Health Facilities that respond to the COVID-19
- Environmental Efforts: Tree Planting and Climate Impact efforts
- Enhanced mobility efforts

NEGATIVE ECONOMIC IMPACTS

- Job Training Assistance
- Small Business Economic Assistance
- Aid to Nonprofit Organizations
- Aid to Tourism, Travel, or Hospitality

ADMINISTRATIVE

- Administrative Expenses

Examples of Allowable Uses

SERVICES TO DISPROPORTIONATELY IMPACTED COMMUNITIES

- Child Care
- Community Violence Interventions

INFRASTRUCTURE

- Storm Sewer and Broadband

Ineligible Uses

To offset a reduction in taxes

Deposits into a pension fund

Funding debt service

Funding legal settlements or
judgements

Deposits into a rainy-day fund or
financial reserves

Proposed distribution of ARPA Funds

City of Norwalk

Proposed Distribution

	FYE 2022	FYE 2023	FYE 2024	TOTAL
Offset Tax Increases	\$12.9M - \$4M * = \$8.9M	\$7.0M - \$4M * = \$3M	\$0M	\$11.9M
Capital Projects	\$5.5M	\$5.4M	\$4.3M	\$15.2M
Community, Business and Non- Profit Projects	\$4.5M	\$4.5M	\$3.2M	\$12.2M
	\$18.9M	\$12.9M	\$7.5M	\$39.3M

* Unexpected revenue due to new PILOT formula

Identifying Priority Areas for Focus

Over the past few years, the City has collected community feedback on resident's priorities and needs in a variety of forums. Using that feedback, City has been able to identify goals and priorities for use of ARPA funding across neighborhoods and focus areas. Sources include:

POCD
Outreach

Bi-Weekly
Community
Providers Call

Neighborhood
Association
Meetings

Flood.
Mitigation
Studies

Small Business
Roundtables

SoNo TOD
Outreach

Norwalk ACTS

Industrial
Zone /
Waterfront
Study

East Norwalk
TOD Outreach

Chamber of
Commerce

MLK Corridor
Initiative

Meetings with
Faith Leaders

Family
Navigator
Feedback

Zoning Study

Norwalk
Tomorrow

RDA Plans

Further identifying priorities

Using this feedback, the City identified over **150 projects and initiatives** to help us meet Norwalk's needs.

The City then examined all projects and known funding sources, including ARPA (\$39.3m), DECD MLK Corridor Initiative funds (\$3m), GGP South Norwalk Funds (\$3.5m), HUD funds and City of Norwalk Capital funds.

The team has worked through the initiatives to identify which projects fit with the funding criteria and eligibility for each funding source. The exciting news is that combining these resources more than 90% of the projects and initiatives will be eligible for funding.

In the following months, these projects will be brought through the public approval process, where each will be discussed in detail.

The projects identified as best fit for ARPA funding fall in the following general categories:

- Community Services Support
- Small Business Support
- Sustainability/Environment
- Infrastructure and Broadband
- Government Effectiveness and Efficiency

Infrastructure ~ \$15 Million

Goal 1:

Address increasing adverse impact of flooding caused by Climate Change by studying and upgrading city storm sewer / drainage infrastructure.

Goal 2:

Explore improved access to highspeed internet for residents.

Community Services Support: Non-Profit Priorities

**Eviction
Prevention
Supports**

**Homelessness
Interventions**

**Behavioral &
Mental Health**

**Early
Education &
Childhood**

**Workforce
Initiatives**

**Organizational
Support**

**Youth
Violence
Prevention**

Community Services Support: Community Recovery Fund ~ \$4 Million

Award Amounts

- Potential grant awards minimum: **\$20,000** to Maximum: **\$50,000**. Amounts will depend on organizational, and community needs and resources available. It is important that all public funding assigned to outside organizations are distributed and monitored in a transparent and accountable manner on behalf of the citizens of Norwalk.

Use of Grant Funds

- Funding is allocated to help support a strong and equitable recovery from the COVID-19 pandemic and economic downturn to maximize programmatic impact and effective, efficient, and equitable outcomes. Funds must support communities, populations, and individuals in Norwalk.
- Funding will be awarded to established programs to increase direct service capacity, and to support equitable outcomes that improve the lives of Norwalk's at-risk and vulnerable residents. Awards are limited to direct services. Care should be taken to avoid creating new programs or add-ons to existing programs that require an ongoing financial commitment.

Generally, use of funds is intended to be “forward looking” and for costs incurred since March 3, 2021. Funds must be encumbered by December 2024. Agency start-up funds will not be awarded.

Community Services Support: Enhancing the Community Services Department

Goal:

To facilitate access to services, and produce a more effective and efficient health & social service system

Proposed Programs include:

- Continuation of Family Navigator Program
- Expand Mayor's Summer Youth Employment and Violence Prevention Programs
- Youth Services Care Coordination Model
- Library improvements

Community Service Support: Public Health Impact

Goal:

Operational & infrastructure to protect the health and well-being of residents.

Proposed Programs include:

- Expanding vaccination program: COVID testing; contact tracing/community health workers; public health surveillance
- Ventilation improvements in health clinic - adaptation of clinic rooms to implement COVID-19 mitigation tactics (i.e. negative pressure room)

Small Business Support ~\$4.5 Million

Goal:

To support the retention and growth of small businesses, along with job retention and new employment opportunities, in all areas of Norwalk. To support small businesses that have been impacted by COVID-19.

Proposed Programs include:

- Small Business COVID Support
- Women and Minority Business Support
- New Business Support
- Wall Street Infrastructure Improvements

Environmental Sustainability ~ \$2 Million

Goal:

To enhance the City's responsiveness to environmental issues, including but not limited to climate change, sea level rise, urban heat islands, and other impacts. To make progress towards environmental sustainability, in all neighborhoods.

Proposed Programs include:

- Tree Planting Program
 - Inventory and Canopy Assessment
 - Tree Planting Program, increasing tree coverage
- Climate Action Plan
- Sidewalk Construction and Connectivity/Mobility efforts

Government Effectiveness and Efficiency ~\$1.5 Million

Goal:

To introduce technological solutions that streamline programs and processes through local government, in support of small business and residents.

Proposed Programs include:

- Online Permitting and Licensing
- Going Paperless
- CMS Customer Service Platform (311)
- Enhancement of Public Health data system
- ARPA Administrator

Next Steps

Programming:

- **Evaluate readiness, confirm costs and timelines**
- **Create structure and operational support**
- **Develop processes and procedures to ensure federal requirements are met**
- **Implement programming, beginning in January 2022**
 - **Funds remain available until December 31, 2024; unexpended funds must be returned to Treasury**
 - **Projects must be completed by December 31, 2026**

Communication with the Common Council:

- **All projects will go through traditional public process. RFPs will be issued, proposed contracts will be brought through council.**
- **Staff will provide quarterly updates on initiative development and implementation.**



COMMUNITY SERVICES DEPARTMENT
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Respectfully Submitted By,

Lamond Daniels, LCSW, MPA
Chief of Community Services

ARPA Projects Request by Departments
Economic and Community Development

City of Norwalk Munis General Ledger Account Number	Name	ARPA Project #	Project Expenditure Category	SubCategory	04-11-22 revised	Project Description
WALKABILITY/CONNECTIVITY						
133710-5796-AEC01	Wall Street, Construction Match - Phase II Design	AECD01	2-Negative Economic Impacts	2.13-Other Economic Support	250,000.00	Wall Street Construction
133710-5796-AEC02	Mobility (sidewalk and bike lane construction)	AECD02	2-Negative Economic Impacts	2.13-Other Economic Support	1,000,000.00	Mobility (sidewalk and bike lane construction)
133710-5796-AEC22	New South Norwalk School, Sidewalks	AECD22	2-Negative Economic Impacts	2.13-Other Economic Support	1,500,000.00	New South Norwalk School, Sidewalks
133710-5796-AEC03	Complete Streets	AECD03	2-Negative Economic Impacts	2.13-Other Economic Support	250,000.00	complete streets
133710-5796-AEC04	Project Manager - TMP	AECD04	7-Administrative and Other	7.1-Administrative Expenses	405,000.00	Project Manager
				TOTAL	3,405,000.00	
BUSINESS/EDUCATION						
133710-5796-AEC05	Business COVID Assistance	AECD05	2-Negative Economic Impacts	2.9-Small Business Economic Assistance (General)	745,000.00	Business COVID Assistance, 3 rounds of funding
133710-5796-AEC06	Redevelopment Agency, Small Business Development Center	AECD06	2-Negative Economic Impacts	2.13-Other Economic Support	144,000.00	Redevelopment Agency, Small Business Development Center, location, KIVA partnership for loans, 3 years
133710-5796-AEC08	Capital Access Manager - microloan lending support	AECD08	7-Administrative and Other	7.1-Administrative Expenses	243,000.00	Capital Access Manager - microloan lending support
133710-5796-AEC09	WMBE Grants to Small Business	AECD09	2-Negative Economic Impacts	2.13-Other Economic Support	247,500.00	WMBE Grants to Small Business Loan Match-revolving through KIVA partnership, 3 years
133710-5796-AEC10	Innovation Grants, for start ups through workforce training	AECD10	2-Negative Economic Impacts	2.13-Other Economic Support	330,000.00	Innovation Grants, for start ups through workforce training
133710-5796-AEC11	Permitting and Licensing Software Installation	AECD11	2-Negative Economic Impacts	2.13-Other Economic Support	400,000.00	Permitting and Licensing Software Installation
133710-5796-AEC12	Digitizing documentation	AECD12	2-Negative Economic Impacts	2.13-Other Economic Support	400,000.00	Digitizing documentation
133710-5796-AEC13	Business Navigation (online tool)	AECD13	2-Negative Economic Impacts	2.13-Other Economic Support	130,000.00	Business Navigation (online tool) (2 years)
133710-5796-AEC14	Administrator for ARP funding	AECD14	7-Administrative and Other	7.1-Administrative Expenses	344,250.00	Administrator for ARP funding (3 years @ \$85k)
133710-5796-AEC15	Permit Coordinator - position	AECD15	7-Administrative and Other	7.1-Administrative Expenses	405,000.00	Permit Coordinator - position (3 years @ \$100K + Fringe), FTE operating beginning in year 4
133710-5796-AEC16	Event Implementation - Programming of the Urban Core	AECD16	7-Administrative and Other	7.1-Administrative Expenses	270,000.00	Event Implementation - Programming of the Urban Core
				TOTAL	3,658,750.00	
ENVIRONMENTAL/GREEN SPACE						
133710-5796-AEC17	Tree Planting Program - Inventory and Canopy Assessment	AECD17	2-Negative Economic Impacts	2.13-Other Economic Support	150,000.00	Tree Planting Program - Inventory and Canopy Assessment
133710-5796-AEC18	Tree Planting Program, including sidewalk reconstruction	AECD18	2-Negative Economic Impacts	2.13-Other Economic Support	500,000.00	Tree Planting Program, including sidewalk reconstruction
133710-5796-AEC19	Climate Action Plan	AECD19	2-Negative Economic Impacts	2.13-Other Economic Support	150,000.00	Climate Action Plan
133710-5796-AEC20	Redevelopment Agency: Maritime Aquarium - Economic Impact Analysis	AECD20	2-Negative Economic Impacts	2.13-Other Economic Support	70,000.00	Redevelopment Agency: Maritime Aquarium - Economic Impact Analysis
133710-5796-AEC21	Harbor Use Plan - Study	AECD21	2-Negative Economic Impacts	2.13-Other Economic Support	125,000.00	Harbor Use Plan - Study
				TOTAL	995,000.00	
HOUSING						
133710-5796-AEC22	Affordable Housing Plan	AECD22	2-Negative Economic Impacts	2.13-Other Economic Support	120,000.00	Affordable Housing Plan
				TOTAL	120,000.00	
					8,178,750.00	

INTERNAL USE:
CFO APPROVAL
CHIEF OF STAFF APPROVAL
FINANCE AND CLAIMS DATE
COMMON COUNCIL DATE

ARPA Projects Request by Departments
 Chief of Staff/CFO

City of Norwalk Munis General Ledger Account Number	Name	ARPA Project #	Project Expenditure Category	SubCategory	ARPA Budget Request Amount	Project Description
131310-5796-AFN01	City of Norwalk Fiber Optic Cable	AFIN01	5-Infrastructure	5.16-Broadband: Last Mile projects	100,000.00	The City of Norwalk, CT has embarked on a project to build a middle-mile fiber optic cable network throughout the city. We are trying to address the problems of high cost, service which can be improved, accessibility (where certain group of residents do not have access to high-speed fiber optic cable), and affordability (where even when residents DO have access, the cost to obtain service on that plan is excessive and is not affordable).
					<u>100,000.00</u>	

INTERNAL USE:
 CFO APPROVAL
 CHIEF OF STAFF APPROVAL
 FINANCE AND CLAIMS DATE
 COMMON COUNCIL DATE

SECTION C
OTHER BUSINESS

City of Norwalk, Board of Estimate & Taxation
April 4, 2022

1. Adoption of the Tentative FY 2022-2023 Operating Budget
2. Approval of the FY 2022-2023 Parking Authority Budget
3. Approval of the FY 2022-2023 WPCA Budget
4. Appointment of Auditors to audit Fiscal Year 2021-2022

The City of Norwalk Board of Estimate and Taxation

FISCAL YEAR 2022-23 TENTATIVE OPERATING BUDGET

Division	02/18/22 Revised FYE 2023		02/22/22 Council Cap FYE 2023		FY23 Request Increase vs. FY22 Budget		FY23 Council Cap Increase vs. FY22 Budget		BET Decisions		
	FY '22 Bud	Recommend	Established		\$ Amount	% Increase	\$ Amount	% Increase	Agreed cuts	Items funded	FYE 2023 BET Decided
MAYOR Total	\$178,548	\$182,341	\$182,341		\$0	0.0%	\$3,793	2.1%		\$135,000	\$317,341
LEGISLATIVE Total	\$17,208	\$17,208	\$17,208		\$0	0.0%	\$0	0.0%			\$17,208
CORP COUNSEL Total	\$1,415,277	\$1,451,846	\$1,451,846		\$333,123	23.5%	\$36,569	2.6%		\$145,600	\$1,697,446
TOWN CLERK Total	\$677,640	\$686,921	\$686,921		\$8,860	1.0%	\$9,281	1.4%			\$686,921
HR & PERSONNEL Total	\$712,804	\$740,854	\$740,854		\$28,050	3.9%	\$28,050	3.9%	(\$3,204)		\$737,650
REG OF VOTERS Total	\$571,637	\$580,215	\$580,215		\$32,379	5.7%	\$8,578	1.5%			\$580,215
FINANCE DEPT Total	\$7,038,014	\$8,399,400	\$8,399,400		\$1,377,386	19.5%	\$1,361,388	19.3%	(\$42,000)		\$8,357,400
CHIEF OF STAFF Total	\$823,368	\$849,328	\$849,328		\$35,228	4.3%	\$26,980	3.2%			\$849,328
COMMUNITY SVCS Total	\$9,769,752	\$10,308,762	\$10,308,762		\$619,999	6.3%	\$539,010	5.5%	(\$16,354)	\$187,176	\$10,459,584
POLICE & COMB DISP Total	\$26,959,344	\$27,564,282	\$27,564,282		\$604,938	2.2%	\$604,938	2.2%	(\$60,000)		\$27,504,282
FIRE DEPARTMENT Total	\$20,558,644	\$21,866,585	\$21,866,585		\$1,668,562	8.1%	\$1,308,041	6.4%	(\$133,451)		\$21,733,134
ECON & COMM DEV Total	\$4,895,866	\$5,284,708	\$5,284,708		\$471,841	9.6%	\$388,842	7.9%	(\$11,952)	\$80,000	\$5,352,758
OPS AND PW Total	\$24,743,182	\$26,369,775	\$26,369,775		\$1,612,685	6.5%	\$1,526,593	6.6%	(\$131,800)	\$99,356	\$26,337,331
GRANTS Total	\$656,035	\$861,557	\$861,557		\$3,522	0.4%	\$3,522	0.4%		\$35,124	\$896,681
DEBT SERVICE Total	\$36,925,620	\$35,295,408	\$35,295,408		(\$1,630,212)	-4.4%	(\$1,630,212)	-4.4%			\$35,295,408
ORG MEMBERSHIPS Total	\$84,000	\$87,000	\$87,000		\$3,000	3.6%	\$3,000	3.6%			\$87,000
EMP BENEFITS Total	\$35,078,683	\$38,434,962	\$38,434,962		\$3,330,094	9.5%	\$3,356,279	9.6%		\$63,114	\$38,498,076
PENSIONS Total	\$15,362,160	\$15,708,583	\$15,708,583		\$0	0.0%	\$344,423	2.2%			\$15,708,583
CONTINGENCY Total	\$1,600,000	\$1,680,677	\$1,680,677		\$0	0.0%	\$162,677	10.8%	(\$351,061)		\$1,311,598
CITY ALONE Total	\$188,169,682	\$196,268,412	\$196,360,412		\$8,497,454	4.5%	\$8,180,730	4.35%	(\$749,842)	\$725,370	\$196,325,940
BOARD OF EDUCATION Total	\$208,468,355	\$217,849,462	\$217,849,462		\$18,995,388	9.1%	\$9,381,077	4.50%			\$217,849,462
CITY & BOARD OF ED Total	\$396,638,037	\$414,117,874	\$414,199,874		\$27,492,842	6.9%	\$17,561,807	4.43%	(\$749,842)	\$725,370	\$414,175,402

	FY2021 Actual	FY2022 Budget	FY2022 Revised Budget	FY2023 Requested	FY2023 CFO Recommended	Bd of Ed 4.50%
						City 4.35%
Tax Adjustments						
Elderly Tax Relief		\$1,600,000		\$1,600,000	\$1,600,000	\$1,600,000
Other programs		\$500,000		\$500,000	\$500,000	\$500,000
Tax Appeals		\$2,500,000		\$1,500,000	\$1,500,000	\$1,500,000
Tax Adjustments total		\$4,600,000		\$3,600,000	\$3,600,000	\$3,600,000
Reserve for uncollected		\$4,870,792		\$5,268,126	\$5,261,154	\$5,129,351
Collection Rate		98.6%		98.6%	98.6%	98.6%
Gross Tax Levy		\$406,108,859		\$432,980,516	\$432,475,518	\$422,929,226
Other Tax revenues						
Back Tax Collection		\$3,000,000		\$3,000,000	\$3,000,000	\$3,000,000
Supplemental Auto		\$2,600,000		\$2,600,000	\$2,600,000	\$2,600,000
Other Tax Revenue Total		\$5,600,000		\$5,600,000	\$5,600,000	\$5,600,000
Non-Tax Revenue						
Departmental Receipts		\$10,335,131		\$10,335,131	\$10,335,131	\$10,335,131
Interest and Penalties		\$1,659,648		\$1,659,648	\$1,659,648	\$1,659,648
Intergovernmental		\$28,822,866		\$28,822,866	\$28,822,866	\$28,822,866
Investment Income		\$1,500,000		\$1,500,000	\$1,500,000	\$1,500,000
Miscellaneous		\$5,677,494		\$5,500,000	\$5,500,000	\$5,500,000
Non-Tax Revenue Total		\$47,995,139		\$45,817,645	\$45,817,645	\$45,817,645
Fund Balance Transfer		\$0		\$0	\$4,000,000	\$4,000,000
NET Tax Levy		\$352,513,720		\$381,562,871	\$377,057,873	\$367,511,581
Net Grand List		\$14,747,104,349		\$14,886,171,090	\$14,886,171,090	\$14,886,171,090
Average Mill Rate		23.90393		25.63204	25.32941	24.88812
Avg Mill Rate rounded to 3 decimals		23.904		25.632	25.329	24.688
Mill Rate Increase vs FY22				1.728	1.425	0.784
Mill Rate %age Increase in Mill Rate vs FY22				7.23%	5.96%	3.28%

The City of Norwalk Board of Estimate and Taxation

FISCAL YEAR 2022-23 TENTATIVE APPROVED MILL RATES

Rounded to nearest xx.xxx Mills

FYE 2023 Tentative Approved	1st District	2nd District	3rd District	4th District	5th District	6th District	10th District
CORE allocation	21.6809	21.6809	21.6809	21.6809	21.6809	21.6809	
Fire	2.7447	2.7447	2.7447	2.7447	2.7447		
Garbage	0.1189	0.1189	0.1189	0.1189			
Lighting				0.1479	0.1479		
Sixth District						1.2540	
Tenth District							30.4670
TOTAL FY2023 Recommended	24.5445	24.5445	24.5445	24.6924	24.5735	22.9349	30.4670
TOTAL FY2022 Approved	23.9680	23.9680	23.9680	24.0540	23.6210	22.1660	30.4670
FY23 change in MILLS from FY22	0.5765	0.5765	0.5765	0.6384	0.9525	0.7689	0.0000
FY23 % change from FY22	2.41%	2.41%	2.41%	2.65%	4.03%	3.47%	0.00%
Median Home Value	\$240,170	\$227,420	\$304,840	\$275,550	\$375,840	\$784,730	
FYE2023 Recommended Budget	\$5,895	\$5,582	\$7,482	\$6,804	\$9,236	\$17,539	
FYE2022 Approved Budget	\$5,766	\$5,451	\$7,306	\$6,628	\$8,878	\$16,951	
FY2023 Change in \$	\$138	\$131	\$176	\$176	\$358	\$588	
FY2023 Change in %	2.41%	2.41%	2.41%	2.65%	4.03%	3.47%	



Norwalk Water
Pollution Control
Authority

www.wpcanorwalk.org

MEMORANDUM

TO: Honorable Members of the Board of Estimate and Taxation (BET)

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

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

DATE: March 29, 2022

REASON: Norwalk Water Pollution Control Authority
Approved FY22/23 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 FY2022/23 budget as approved at the WPCA Board of Directors meeting held on March 21, 2022. The WPCA approved a 4% sewer use charge increase. Registration fees for food establishments and industrial users have been waived for FY22/23.

In 2021, the WPCA's consultant, Woodard & Curran, developed a Dynamic Financial Model to be used as a financial planning tool for preparation of its capital and operating budgets. This model covers a forecast period of five years, from FY2023 through FY2027, and emphasizes the FY23 budget. The planning model can also be used by the Finance team to for future bonding and cash spending of capital projects. The WPCA anticipates updating the model at least annually for future financial planning and budget preparation.

The WPCA and SUEZ Water Environmental Services Inc. (SUEZ) partnership continues to make significant progress in many key areas such as collections system operation and maintenance, solids dewatering and odor control, asset preservation, enhanced operations, and high quality effluent.

In 2021, the Norwalk Wastewater Treatment Plant achieved its second lowest nitrogen discharge (measured in pounds per day) in the history of the WWTP.

In January 2022, the WPCA Board executed its First Amendment to the SUEZ contract for the purpose of providing consent to SUEZ's merger with Veolia Environment S.A. that occurred on March 17, 2022. In addition, project staffing was increased to 27 persons from 24 to add additional collection system staffing, purchase of a second jet/vac truck, utility van, and additional smart covers and weather stations.

The WPCA looks forward to continuing its ongoing capital improvements of rehabilitating pump stations, collection system infrastructure, and improvements at the WWTP.

Several key operating budget line items to note are as follows:

Revenues:

- Rate increase of 4%, which is an increase of \$15 residential; \$21 commercial; \$0.38/1000 gallons commercial consumption per WPCA Financial Model.
- Norwalk to receive Nitrogen Credits (~\$100k) for 2021, waiting for pricing from CTDEEP
- Includes line item for reimbursement (\$143,560) of WPCA support services billed to City

Expenditures:

- Operation and maintenance fee account increased due to Amendment No.1 and inflation
- Includes line item for reimbursement (\$669,688) of City support services billed to WPCA
- Debt service payments increased due to bond funding of ongoing capital improvement projects

City of Norwalk
WATER POLLUTION CONTROL AUTHORITY
Approved FY 2022-23 Operating Budget Summary

REVENUES (224062)

ACCOUNT	DESCRIPTION	APPROVED FY 21-22	PROJECTED ACTUAL FY 21-22	PROPOSED FY 22-23
	Sewer Use Charges			
4513	Norwalk Customers ¹	\$ 17,150,000	\$ 17,033,740	\$ 17,689,000
4521	Wilton Interlocal Agreement ²	\$ 16,505,000	\$ 16,388,740	\$ 17,044,000
		\$ 600,000	\$ 600,000	\$ 600,000
4522	Other Contract Customers	\$ 45,000	\$ 45,000	\$ 45,000
	Other Revenues			
452C	Industrial Pretreatment Surcharge ³	\$ 1,324,860	\$ 898,503	\$ 927,060
452D	Sewer Connection Fees	\$ 200,000	\$ 148,802	\$ 175,000
452E	Industrial Pretreatment Interest	\$ 125,000	\$ 168,110	\$ 150,000
4451	Sewer Permits	\$ 5,000	\$ 5,000	\$ 5,000
4807	Reimbursement of Expenses	\$ 1,500	\$ 1,500	\$ 1,500
4453	Septage Haulers Licenses	\$ 1,000	\$ -	\$ 1,000
4516	Septage Disposal Fees	\$ 1,500	\$ 500	\$ 1,000
4121	Nitrogen Credits ⁴	\$ 175,000	\$ 175,000	\$ 175,000
4901	Investment Income ⁵	\$ 525,000	\$ 108,831	\$ 100,000
4051	Interest on Delinquent Accounts ⁶	\$ 110,000	\$ 110,000	\$ 110,000
489F	Reimbursement for Indirect Expenses ⁷	\$ 65,000	\$ 65,000	\$ 65,000
		\$ 115,860	\$ 115,860	\$ 143,560
	TOTAL	\$ 18,474,860	\$ 17,932,343	\$ 18,616,060

¹ Rate increase of 4%, which is an increase of \$15 residential; \$21 commercial; \$0.38/1000 gallons commercial consumption per WPCA Financial Model.

² Includes annual adjustments and a 98.2% collection rate per Tax Collector's Office and may fluctuate based upon economic conditions.

³ Billed on actual metered wastewater flow. Varies based on audited expenditures.

⁴ Registration fees are waived in FY22/23. No change in IPP rates.

⁵ Nitrogen FY22/23 credits estimated based on past CTDEEP credit sharing.

⁶ Per Comptroller.

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

City of Norwalk
WATER POLLUTION CONTROL AUTHORITY
Approved FY 2022-23 Operating Budget Summary

EXPENDITURES (224062)

ACCOUNT	DESCRIPTION	APPROVED FY 21-22	PROJECTED ACTUAL FY 21-22	PROPOSED FY 22-23
	Personnel/Benefits			
5110	Wages & Salary - Regular ¹	\$ 744,982	\$ 591,454	\$ 770,593
5428	Employee Benefits	\$ 416,753	\$ 316,585	\$ 413,270
5120	Wages & Salary - Overtime	\$ 222,129	\$ 168,740	\$ 220,273
5140	Wages & Salary - Part-time	\$ 75,000	\$ 75,000	\$ 100,000
5150	Longevity	\$ 30,000	\$ 30,000	\$ 36,000
		\$ 1,100	\$ 1,130	\$ 1,150
5258	Operations & Maintenance Fees ²	\$ 8,722,480	\$ 8,722,480	\$ 9,882,506
5651	Indirect Expenses ³	\$ 638,410	\$ 638,410	\$ 669,688
5241	Electricity ⁴	\$ 1,484,761	\$ 1,484,761	\$ 1,500,000
5298	Other Contractual Services	\$ 250,000	\$ 250,000	\$ 250,000
5252	Legal Services	\$ 150,000	\$ 150,000	\$ 250,000
	Administration			
5286	Business Expense (General Office / Billing Costs)	\$ 94,000	\$ 94,000	\$ 94,000
5245	Telephone	\$ 32,000	\$ 32,000	\$ 32,000
5741	IT Hardware / Software	\$ 2,000	\$ 2,000	\$ 2,000
		\$ 60,000	\$ 60,000	\$ 60,000
5235	Professional Dues/Memberships	\$ 10,000	\$ 10,000	\$ 10,000
5295	Training/Conferences	\$ 10,000	\$ 10,000	\$ 10,000
5418	Property Insurance/Liability Premium Worker's Compensation ⁵	\$ 84,848	\$ 84,848	\$ 115,372
5789	Replacement Reserve - Wilton's portion per agreement	\$ -	\$ -	\$ -
5789	Replacement Reserve - Norwalk ⁵	\$ 3,005,849	\$ -	\$ 708,215
5521	Debt Service - Principal	\$ 1,786,860	\$ 1,786,860	\$ 3,253,588
5522	Debt Service - Interest	\$ 1,492,670	\$ 1,492,670	\$ 1,101,898
	TOTAL \$	18,474,860	15,315,483	18,616,060

¹ Includes step and COL increases.

² Includes a 5% increase over previous year. Amendment No. 1 increase (effective Jan 2022), contract incentives and a 5% contingency for contract components (pass-through and extraordinary items).

³ Salaries, benefits and other direct costs for City support services including Finance Department (CFO, Tax Collector, Tax Assessor, Comptroller, IT/IS), Purchasing, and Management & Budgets), Customer Service, and DPW Engineering.

⁴ Assumes 1% increase over previous year.

⁵ Per Risk Management and Finance Department

⁶ 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.

Includes \$700K available for transfer by WPCA Board for unanticipated expenses.

Norwalk Parking Authority
BUDGET (SUMMARY)
FY 2023

	Actual FY 2021	Budget FY 2022	Forecast FY 2020	Budget FY 2023	Variance \$ to Budget FY 2022	Variance % to Budget FY 2022
REVENUE:						
Monthly	1,893,122	2,366,571	2,171,463	2,390,394	23,823	1.01%
Transient	1,210,520	2,568,691	2,126,586	2,520,428	(48,263)	-1.88%
Meters	418,857	466,558	626,436	614,664	148,106	31.74%
Violations	754,405	782,089	1,565,106	967,437	185,348	23.70%
Sales Tax/Refunds	(211,811)	(322,535)	(294,677)	(329,919)	(7,384)	2.29%
TOTAL PARKING REVENUE	4,065,093	5,861,374	6,194,914	6,163,005	301,631	5.15%
Other Revenue	62,736	117,032	64,607	100,829	(16,203)	-13.84%
TOTAL SYSTEM REVENUE	4,127,829	5,978,406	6,259,521	6,263,834	285,428	4.77%
EXPENSES:						
Payroll/Benefits	1,586,651	1,632,420	1,678,107	1,722,318	89,897	5.51%
All Other Oper Exp	1,768,756	2,413,723	2,341,261	2,231,230	(182,493)	-7.56%
City Support Charges	794,627	756,117	756,117	759,971	3,854	0.51%
Debt Service	1,129,372	1,159,618	1,159,618	1,286,162	126,543	10.91%
Total Expenses	5,279,407	5,961,879	5,935,103	5,999,681	37,802	0.63%
Fund Balance	(1,151,578)	16,527	324,418	264,153	247,626	1498.33%

Norwalk Parking Authority BUDGET (Detail) FY 2023					
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	Actual FY 2021	Budget FY 2022	Budget FY 2023	Variance \$ to Budget FY 2022	Variance % to Budget FY 2022
PARKING REVENUE					
Monthly	1,893,122	2,366,571	2,390,394	23,823	1.01%
Transient	1,210,520	2,568,691	2,520,428	(48,263)	-1.88%
Meters	418,857	466,558	614,664	148,106	31.74%
Violations	754,405	782,089	967,437	185,348	23.70%
Less: Refunds	(1,514)	0	0	0	0
Less Sales Tax	(210,297)	(322,535)	(329,919)	(7,384)	2.29%
TOTAL PARKING REVENUE	4,065,093	5,861,374	6,163,005	301,631	5.15%
OTHER REVENUE					
Art Program - MG	700	1,200	1,800	600	50.00%
Advertising	18,955	14,000	18,000	4,000	28.57%
Lease Income - SNRR	0	35,796	36,477	681	1.90%
Lease Income - YDG	4,598	13,200	5,016	(8,184)	-62.00%
SNRR/ENRR Concessions	34,844	40,836	34,536	(6,300)	-15.43%
Investment Income	140	8,000	1,000	(7,000)	-87.50%
ATM Machines	3,499	4,000	4,000	0	0.00%
TOTAL OTHER REVENUE	62,736	117,032	100,829	(16,203)	-13.84%
TOTAL SYSTEM REVENUE	4,127,829	5,978,406	6,263,834	285,428	4.77%
EXPENSES					
Personnel/Benefits (FTE 28.4)	1,586,651	1,632,420	1,722,318	89,897	5.51%
Security Service Contracts	81,602	130,000	120,000	(10,000)	-7.69%
Equipment Expense	21,432	100,000	100,000	0	0.00%
Vehicle Expense	29,163	90,000	50,000	(40,000)	-44.44%
Building & Property R&M	290,527	374,695	356,990	(17,705)	-4.73%
Sanitation Expense	23,797	19,920	19,920	0	0.00%
Operating Expense	82,321	100,000	75,000	(25,000)	-25.00%
Elevator Repair & Maintenance	31,237	27,600	0	(27,600)	-100.00%
Snow Removal	233,051	275,000	177,500	(97,500)	-35.45%
Signage	8,765	50,000	36,000	(14,000)	-28.00%
Tickets	7,950	15,000	15,000	0	0.00%
Liability Insurance	103,288	147,449	155,033	7,584	5.14%
Maritime Garage Condo Fees.	21,353	23,109	23,574	465	2.01%
Uniforms	7,133	10,000	40,000	30,000	300.00%
Utilities	83,133	90,429	77,064	(13,366)	-14.78%
Management Fees	100,000	100,000	100,000	0	0.00%
Office Expense	10,933	18,000	16,000	(2,000)	-11.11%
Service Contracts	125,099	125,000	125,000	0	0.00%
Telephone/Data Communications	110,781	100,000	90,000	(10,000)	-10.00%
Credit Card Fees	186,376	172,521	179,150	6,629	3.84%
Permit/Violation Management	106,490	100,000	150,000	50,000	50.00%
Marketing & Communications	19,914	60,000	40,000	(20,000)	-33.33%
Capital Reserve & Replacement	0	135,000	135,000	0	0.00%
Parking Programs	84,412	100,000	100,000	0	0.00%
Contingency Fund	0	50,000	50,000	0	0.00%
TOTAL OPERATING EXPENSES	3,355,408	4,046,143	3,953,548	(92,595)	-2.29%
CITY ADMINISTERED EXPENSES					
Personnel/Benefits (city alloc.)	614,449	460,000	460,000	0	0.00%
Electric	176,261	230,551	235,705	5,154	2.24%
Business Exp.	1,846	4,500	3,200	(1,300)	-28.88%
Sewer (WPCA)	2,071	11,066	11,066	0	0.00%
Professional Service	0	45,000	45,000	0	0.00%
Legal Service	0	5,000	5,000	0	0.00%
TOTAL CITY ADMINISTERED	794,627	756,117	759,971	3,854	0.51%
SUB-TOTAL OPERATING EXP.	4,150,035	4,802,261	4,713,519	(88,741)	-1.85%
Debt Service Interest	250,569	363,932	284,445	(79,488)	-21.84%
Debt Service Principal	878,803	795,686	1,001,717	206,031	25.89%
SUB-TOTAL DEBT SERVICE	1,129,372	1,159,618	1,286,162	126,543	10.91%
Capital Outlay	(1,151,578)	16,527	264,153	247,626	1498.33%
TOTAL EXPENSES	4,127,829	5,978,406	6,263,834	285,428	4.77%

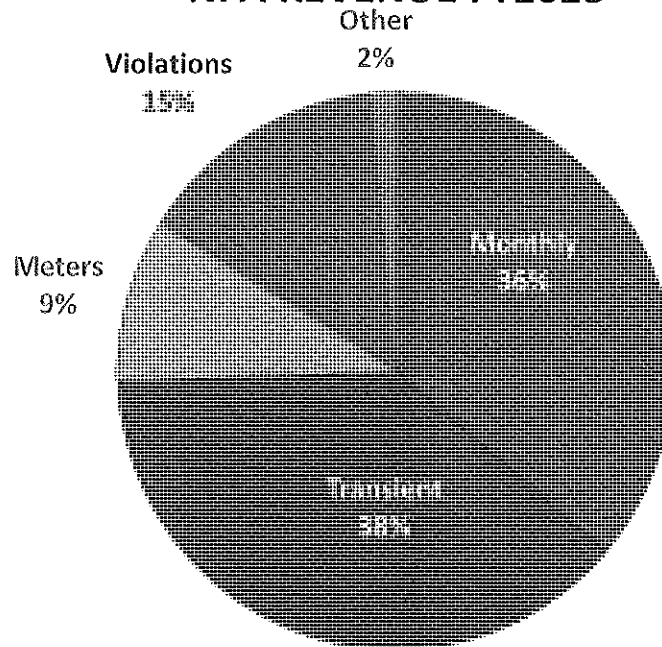
Norwalk Parking Authority
BUDGET NARRATIVE
FY 2023

	Budget FY 2023	Variance % to Budget FY 2022	Notes
PARKING REVENUE			
Monthly	2,390,394	1.01%	Based on anticipation that COVID impact will start to dwindle down. Overall, we are anticipating that we will be at about 87% of our precovid numbers.
Transient	2,520,428	-1.88%	Based on reduced activity. Activity level is assumed at 85% pre COVID-19 pandemic (main lagging locations are SNRR, ENRR, Maritime and Webster).
Meters	614,664	31.74%	360,696 transactions in SONO and Wall area. It includes meter operations from 8am-9pm in SONO at \$1.50/hour, and 9am - 9pm in uptown area at \$0.50/hour. Anticipated 19% decline in activity for possible COVID recovery.
Parking Violation Revenue	967,437	23.70%	Includes 26% increase in ticket issuance from pre Covid-19 pandemic level. This is due to expanded enforcement area coupled with consistent enforcement and increased compliance.
Less: Refunds	0	0	0
Less Sales Tax	-329,919	2.29%	0
TOTAL PARKING REVENUE	6,163,005	5.15%	
OTHER REVENUE			
Art Program - MG	1,800	50.00%	Reduced due to reduced Art program
Advertising	18,000	28.57%	Advertising program w/ A Lot Media (20% of Gross Ad sales) & they manage ad content for local businesses
Lease Income - SNRR	36,477	1.90%	\$1,305/ month for fashion institute lease, including 1 parking spaces, includes SNEW condo income of \$20,340k per year.
Lease Income - YDG	5,016	-62.00%	\$4,800/year for Transit district
SNRR/ENRR Concessions	34,536	-15.43%	Concession lease of \$10,800 from east bound station and \$20,138 from Westbound station.
Investment Income	1,000	-87.50%	city of Norwalk comproller.
ATM Machines	4,000	0.00%	SNRR. Based on current activity
TOTAL OTHER REVENUE	100,829	-13.84%	
TOTAL SYSTEM REVENUE	6,263,834	4.77%	
EXPENSES			
Personnel/Benefits (FTE 28.4)	1,722,318	5.51%	Increased staffing level in anticipation of COVID-19 declining and activity level increasing. We are still under reduced staffing and at 84% of our pre COVID level.
Security Service Contracts	120,000	-7.69%	Stanley, Dunbar services, security cameras
Equipment Expense	100,000	0.00%	Includes equip. purchase and Meter & pay station replacement program.
Vehicle Expense	50,000	-44.44%	Replacement enforcement vehicle as part of Fleet Replacement program.
Building & Property R&M	356,990	-1.73%	Reduced R&M by deferring some expenses (power washing, Line painting, pothole repairs and the likes).
Sanitation Expense	19,920	0.00%	Dumpster services SNRR(1), MG(1), Wall St (1), pest control (SNRR, ENRR)
Operating Expense	75,000	-25.00%	Payroll processing, cleaning garage gallery, janitorial supplies, access cards, coin count main fee. Reduced expenses to compensate for the reduced revenue.
Elevator Repair & Maintenance	0	-100.00%	Moved to R&M expenses line item.
Snow Removal	177,500	-35.45%	Reflects historical trend. Includes Brim and Crown reimbursement at ENRR (pending approval).
Signage	36,000	-28.00%	Reflects 5 years historical trend
Tickets	15,000	0.00%	Citations, spitter tickets, pay station receipt paper. Includes decrease of \$5,000 based on current supply on hand
Liability Insurance	155,033	5.14%	based on total revenues
Maritime Garage Condo Fees.	23,574	2.01%	Increase 2% per the condo association
Uniforms	40,000	300.00%	Using 5 years average and increasing by \$30k for new logo changes. If this can be completed in 2022, the \$30k increase can be a save.
Utilities	77,064	-14.78%	Includes water costs; 2.0% increase based on City proforma
Management Fees	100,000	0.00%	Contractual expenses
Office Expense	16,000	-11.11%	Includes printing, postage, office supplies, professional publications, memberships.
Service Contracts	125,000	0.00%	Includes communications equip., copier, PARCS PM contract, Cale, IPS fees, Amano equipment.
Telephone/Data Communications	90,000	-10.00%	Cell phones, landlines, data lines. Includes customer service/security intercoms in facilities & pay stations. Includes the new Business intelligence dashboard program.
Credit Card Fees	179,150	3.84%	78% of parking revenue is via credit card. Credit card use increase plus new separate EMV charges.

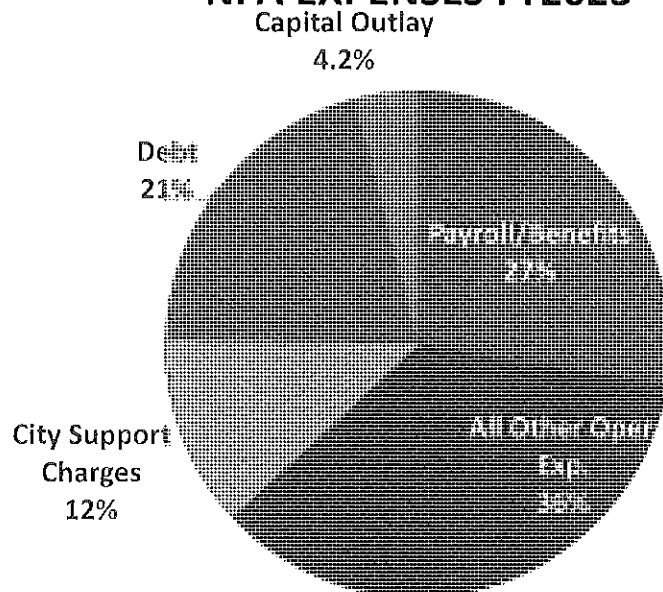
**Norwalk Parking Authority
BUDGET NARRATIVE
FY 2023**

	Budget FY 2023	Variance % to Budget FY 2022	Notes
Permit/Violation Management	150,000	50.00%	Includes LPR, permit, enforcement & collections costs; software main. Fees; Increase based on upgrade needed for our permitting system.
Marketing & Communications	40,000	-33.33%	Includes website main., public relations, general marketing programs. Reduced based on historical data
Capital Reserve & Replacement	135,000	0.00%	Infrastructure improvements
Parking Programs	100,000	0.00%	Includes engagement with surrounding businesses.
Contingency Fund	50,000	0.00%	0
TOTAL OPERATING EXP.	3,953,548	-2.29%	
CITY ADMINISTERED EXP.			
Personnel/Benefits (city alloc.)	460,000	0.00%	City of Norwalk contractual obligations. Includes TM&P as separate line item includes assistant director position.
Contingency -unsettled negotiation	0	0.00%	
Electric	235,705	2.24%	SNEW/Eversource utility expenses ; 1.0% Increase built in for any usage or change increase.
Business Exp.	3,200	-28.88%	City allocated expenses
Sewer (WPCA)	11,066	0.00%	City expense increased 5.0% per WCPA
Professional Service	45,000	0.00%	Engineering, architectural consulting services.
Legal Service	5,000	0.00%	Contract development
TOTAL CITY ADMINISTERED	759,971	0.51%	
SUB-TOTAL OPERATING EXP.	4,713,519	-1.85%	
Debt Service Interest	284,445	-21.84%	Based on DS schedule provided by City
Debt Service Principal	1,001,717	25.89%	Based on DS schedule provided by City
SUB-TOTAL DEBT SERVICE	1,286,162	10.91%	
capital outlay	264,153	1498.33%	Parking Capacity planning and building: Multi-meter on street pay stations around the snrr station / Washington village streets, alternative parking strategies, walk bridge, parking access expenses, circulator
TOTAL EXPENSES	6,263,834	4.77%	

NPA REVENUE FY2023



NPA EXPENSES FY2023





CITY OF NORWALK
Henry M. Dachowitz
Chief Financial Officer
hdachowitz@norwalkct.org

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

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

MEMORANDUM

To: Edwin Camacho, Chairman, Board of Estimate & Taxation

From: Henry M. Dachowitz, Chief Financial Officer

Date: April 4, 2022 *HL*

Subject: Auditing Services – FY23

Connecticut General Statutes (C.G.S. Sections 7-396 and 4-232) require the appointing authority of any municipality, audited agency or non-profit agency to file with the Secretary of the Connecticut Office of Policy and Management (OPM) the name of the Independent auditor designated to conduct the audit. The notification must be made at least thirty days before the end of the fiscal period of the entity for which the audit is required.

In 2020, the City recently issued Request for Proposal (RFP) #3987 requesting proposals from qualified CPA firms to perform the City's annual Financial Statement Audit (including the Single Audit of Grants) and to assist in the preparation of the City's Comprehensive Annual Financial Report (CAFR) for the five (5) year period commencing July 1, 2020 and ending June 30, 2025 (covering audits of Fiscal Years Ending June 30, 2020 through FYE June 30, 2024). Clifton Larson Allen, LLP (formerly Blum, Shapiro & Company) was selected. I am submitting for your approval for the audit of Fiscal Year 2021-22 at a fee of \$99,000 for the third year of the five year contract.

Cc: Harry W. Rilling, Mayor



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

INTERGOVERNMENTAL POLICY AND PLANNING DIVISION

MUNICIPAL GRANTS-IN-AID CERTIFICATION FISCAL YEAR 2022

I am the Chief Executive Officer for the Municipality/Special Tax District and have the authority to execute this certification on behalf of the Municipality/Special Tax District. The funding to be received from the fiscal year 2022 Municipal Grants-in-Aid will be used as delineated in CGS §13a-175a(a).

Will any project related activities be conducted within a floodplain (C.G.S. §§ 25-68b through 25-68h – Flood Management Certification)?

☐ YES ☒ NO

If you answer "YES", please be advised that the provisions of the Department of Energy and Environmental Protection's Flood Management Certification are applicable.

Municipality / Special Tax District Name:

CITY OF NORWALK, CONNECTICUT

Federal Employee Identification Number: 06-6011881

Name: Mayor Harry W. Rilling

Title: Mayor

Address: 125 East Ave

Town: Norwalk CT Zip: 06856

Phone Number: 203-854-7701

E-mail Address: HRilling@norwalkct.org

SIGNATURE: _____

SIGNED: ____/____/ 2022

RETURN PDF COPY BY MAY 6TH TO MARTIN.HEFT@CT.GOV



STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT
INTERGOVERNMENTAL POLICY AND PLANNING DIVISION

April 5, 2022

Dear Municipal/Special Tax District Chief Executive Officer:

PA 21-111 Section 55 continues the Municipal Grants-in-Aid to provide grants to municipalities and certain special taxing districts for the fiscal year ending June 30, 2022.

Funds may be used as specified in CT General Statutes (CGS) Section 13a-175a(a) "...to be used by the towns for construction, reconstruction, improvement or maintenance of highways, sections of highways, bridges or structures incidental to highways and bridges or the improvement thereof, including the plowing of snow, the sanding of icy pavements, the trimming and removal of trees, the installation, replacement and maintenance of traffic signs, signals and markings, and for traffic control and vehicular safety programs, traffic and parking planning and administration, and other purposes and programs related to highways, traffic and parking, and for the purposes of providing and operating essential public transportation services and related facilities."

The main intent of this funding is to supplement your municipal infrastructure. CGS Section 13a-175a(b) states that if a municipality wishes to use the funds for purposes other than those listed under CGS Section 13a-175a(a); a waiver request must be sent to the Secretary of the Office of Policy and Management stating the purpose for which the grant will be used. While a municipality may not wish to use the funds for "town road" projects, the grant must be used for capital projects with a minimum 20-year life expectancy for consideration. The Secretary may either grant or deny the request.

Additionally, pursuant to CGS Sections 25-68b through 25-68h ("Flood Management Act") any state agency proposing an activity within or affecting a floodplain must certify that the project meets certain requirements detailed in the Flood Management Act. As part of maintaining the state's transportation infrastructure, OPM passes to municipalities' state funding for municipal activities, such as local road and bridge projects as defined above.

Please complete either the Certification or Waiver Request and return to: Martin.Heft@ct.gov. **Submit only one - the Certification or Waiver Request - no later than May 6, 2022.**

Sincerely,

A handwritten signature in blue ink, appearing to read "Martin L. Heft".

Martin L. Heft, Undersecretary



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

INTERGOVERNMENTAL POLICY AND PLANNING DIVISION

Public Act 21-111 Section 55

Sec. 55. (Effective July 1, 2021) (a) For the purposes described in subsection (b) of this section, the State Bond Commission shall have the power from time to time to authorize the issuance of bonds of the state in one or more series and in principal amounts not exceeding in the aggregate one hundred eighty-two million dollars, provided ninety-one million dollars of said authorization shall be effective July 1, 2022. (b) The proceeds of the sale of said bonds, to the extent of the amount stated in subsection (a) of this section, shall be used by the Office of Policy and Management for grants-in-aid to municipalities for the purposes set forth in subsection (a) of section 13a-175a of the general statutes, for the fiscal years ending June 30, 2022, and June 30, 2023. Such grant payments shall be made annually as follows:

TOWN CODE	MUNICIPALITY / DISTRICT	FY 22 ALLOCATION
1	Andover	\$ 2,620
2	Ansonia	\$ 85,419
3	Ashford	\$ 3,582
4	Avon	\$ 261,442
5	Barkhamsted	\$ 41,462
6	Beacon Falls	\$ 43,809
7	Berlin	\$ 1,593,642
8	Bethany	\$ 67,229
9	Bethel	\$ 282,660
10	Bethlehem	\$ 7,945
11	Bloomfield	\$ 3,201,688
12	Bolton	\$ 24,859
13	Bozrah	\$ 138,521
14	Branford	\$ 374,850
15	Bridgeport	\$ 1,031,564
16	Bridgewater	\$ 587
17	Bristol	\$ 4,856,625
18	Brookfield	\$ 118,281
19	Brooklyn	\$ 10,379
20	Burlington	\$ 15,300
21	Canaan	\$ 20,712
22	Canterbury	\$ 2,022
23	Canton	\$ 7,994
24	Chaplin	\$ 601



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

INTERGOVERNMENTAL POLICY AND PLANNING DIVISION

25	Cheshire	\$ 736,700
26	Chester	\$ 89,264
27	Clinton	\$ 191,674
28	Colchester	\$ 39,009
29	Colebrook	\$ 550
30	Columbia	\$ 26,763
31	Cornwall	-
32	Coventry	\$ 10,533
33	Cromwell	\$ 31,099
34	Danbury	\$ 3,027,544
35	Darien	-
36	Deep River	\$ 104,136
37	Derby	\$ 14,728
38	Durham	\$ 153,897
39	Eastford	\$ 54,564
40	East Granby	\$ 1,096,577
41	East Haddam	\$ 1,696
42	East Hampton	\$ 18,943
43	East Hartford	\$ 8,052,927
44	East Haven	\$ 43,500
45	East Lyme	\$ 22,442
46	Easton	\$ 2,660
47	East Windsor	\$ 295,024
48	Ellington	\$ 223,527
49	Enfield	\$ 256,875
50	Essex	\$ 74,547
51	Fairfield	\$ 96,747
52	Farmington	\$ 545,804
53	Franklin	\$ 23,080
54	Glastonbury	\$ 240,799
55	Goshen	\$ 2,648
56	Granby	\$ 35,332
57	Greenwich	\$ 89,022
58	Griswold	\$ 31,895
59	Groton	\$ 2,362,532
60	Guilford	\$ 64,848
61	Haddam	\$ 3,554
62	Hamden	\$ 286,689



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

INTERGOVERNMENTAL POLICY AND PLANNING DIVISION

63	Hampton	-
64	Hartford	\$ 1,419,161
65	Hartland	\$ 955
66	Harwinton	\$ 21,506
67	Hebron	\$ 2,216
68	Kent	-
69	Killingly	\$ 1,228,578
70	Killingworth	\$ 5,148
71	Lebanon	\$ 30,427
72	Ledyard	\$ 421,085
73	Lisbon	\$ 3,683
74	Litchfield	\$ 3,432
75	Lyme	-
76	Madison	\$ 6,795
77	Manchester	\$ 1,912,643
78	Mansfield	\$ 6,841
79	Marlborough	\$ 7,313
80	Meriden	\$ 1,663,015
81	Middlebury	\$ 84,264
82	Middlefield	\$ 248,652
83	Middletown	\$ 3,966,296
84	Milford	\$ 2,257,853
85	Monroe	\$ 179,106
86	Montville	\$ 528,644
87	Morris	\$ 3,528
88	Naugatuck	\$ 341,656
89	New Britain	\$ 2,864,920
90	New Canaan	\$ 200
91	New Fairfield	\$ 1,149
92	New Hartford	\$ 139,174
93	New Haven	\$ 2,214,643
94	Newington	\$ 1,785,740
95	New London	\$ 33,169
96	New Milford	\$ 1,298,881
97	Newtown	\$ 235,371
98	Norfolk	\$ 7,207
99	North Branford	\$ 301,074
100	North Canaan	\$ 359,719



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

INTERGOVERNMENTAL POLICY AND PLANNING DIVISION

101	North Haven	\$ 2,249,113
102	North Stonington	-
103	Norwalk	\$ 402,915
104	Norwich	\$ 187,132
105	Old Lyme	\$ 1,888
106	Old Saybrook	\$ 46,717
107	Orange	\$ 104,962
108	Oxford	\$ 84,313
109	Plainfield	\$ 144,803
110	Plainville	\$ 541,936
111	Plymouth	\$ 152,434
112	Pomfret	\$ 27,820
113	Portland	\$ 90,840
114	Preston	-
115	Prospect	\$ 70,942
116	Putnam	\$ 171,800
117	Redding	\$ 1,329
118	Ridgefield	\$ 561,986
119	Rocky Hill	\$ 221,199
120	Roxbury	\$ 602
121	Salem	\$ 4,699
122	Salisbury	\$ 83
123	Scotland	\$ 7,681
124	Seymour	\$ 281,186
125	Sharon	-
126	Shelton	\$ 584,121
127	Sherman	-
128	Simsbury	\$ 77,648
129	Somers	\$ 82,324
130	Southbury	\$ 20,981
131	Southington	\$ 1,427,348
132	South Windsor	\$ 2,187,387
133	Sprague	\$ 386,528
134	Stafford	\$ 437,917
135	Stamford	\$ 1,154,179
136	Sterling	\$ 24,398
137	Stonington	\$ 100,332
138	Stratford	\$ 5,784,709



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

INTERGOVERNMENTAL POLICY AND PLANNING DIVISION

139	Suffield	\$	180,663
140	Thomaston	\$	395,346
141	Thompson	\$	76,733
142	Tolland	\$	85,064
143	Torrington	\$	605,345
144	Trumbull	\$	189,309
145	Union		-
146	Vernon	\$	151,598
147	Voluntown	\$	2,002
148	Wallingford	\$	3,481,873
149	Warren	\$	288
150	Washington	\$	158
151	Waterbury	\$	4,435,498
152	Waterford	\$	34,255
153	Watertown	\$	642,281
154	Westbrook	\$	267,405
155	West Hartford	\$	805,784
156	West Haven	\$	147,516
157	Weston	\$	453
158	Westport		-
159	Wethersfield	\$	21,785
160	Willington	\$	20,018
161	Wilton	\$	842,618
162	Winchester	\$	306,204
163	Windham	\$	454,575
164	Windsor	\$	2,075,052
165	Windsor Locks	\$	2,784,595
166	Wolcott	\$	234,916
167	Woodbridge	\$	29,920
168	Woodbury	\$	56,908
169	Woodstock	\$	68,767
606	Jewett City (Bor)	\$	4,195
301	Barkhamsted F.D.	\$	2,500
303	Berlin: Kensington F.D.	\$	11,389
304	Berlin: Worthington F. D.	\$	941
306	Bloomfield: Blue Hills F.D.	\$	103,086
305	Bloomfield: Center F.D.	\$	4,173
309	Cromwell Fire District	\$	1,832



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

INTERGOVERNMENTAL POLICY AND PLANNING DIVISION

315	Enfield: Fire District #1	\$	14,636
319	Enfield: Thompsonville #2	\$	3,160
316	Enfield: Hazardville Fire #3	\$	1,373
317	Enfield: North Thompsonville F.D. #4	\$	69
318	Enfield: Shaker Pines #5	\$	6,403
501	Groton: City of	\$	164,635
59A	Groton: Sewer District	\$	1,688
377	Groton: Old Mystic F.D. 5	\$	1,695
324	Groton: Poquonock Bridge F.D.	\$	22,300
327	Killingly: Attawaugan F.D.	\$	1,836
328	Killingly: Dayville F.D.	\$	42,086
329	Killingly: Dyer Manor	\$	1,428
330	Killingly: East Killingly F.D.	\$	95
332	Killingly: South Killingly F.D.	\$	189
333	Killingly: Williamsville F.D.	\$	6,710
335	Manchester Eight Util.	\$	68,425
337	Middletown: South F.D.	\$	207,080
338	Middletown: Westfield F.D.	\$	10,801
83A	Middletown: City Fire	\$	33,838
339	New Hartford: Village F.D. #1	\$	7,128
340	New Hartford Pine Meadow #3	\$	131
341	New Hartford: South End F.D.	\$	10
344	Plainfield: Central Village F.D.	\$	1,466
345	Plainfield: Moosup F.D.	\$	2,174
346	Plainfield F.D. #255	\$	1,959
347	Plainfield: Wauregan F.D.	\$	5,136
348	Pomfret F.D.	\$	1,032
349	Putnam: East Putnam F.D.	\$	10,109
355	Simsbury F.D.	\$	2,638
134A	Stafford Springs Service Dist.	\$	15,246
357	Sterling F.D.	\$	1,293
321	Stonington: Mystic F.D.	\$	600
377	Stonington: Old Mystic F.D.	\$	2,519
360	Stonington: Pawcatuck F.D.	\$	5,500
361	Stonington: Quiaaug F.D.	\$	72
363	Stonington: Wequetequock F.D.	\$	73
365	Trumbull Center F.D.	\$	555
366	Trumbull: Long Hill F.D.	\$	1,105



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

INTERGOVERNMENTAL POLICY AND PLANNING DIVISION

367	Trumbull: Nichols F.D.	\$	3,435
371	West Haven: West Shore F.D.	\$	34,708
156A	West Haven: Allington FD	\$	21,515
370	West Haven: First Fire Taxation District	\$	4,736
764	Windham First	\$	8,929
372	Windsor: Wilson F.D.	\$	214
373	Windsor F.D.	\$	14

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

VII.B

PLEASE PRINT

ORGANIZATION NAME: Gordon Fine Arts, LLC

PERSONAL/FAMILY

COMPANY/BUSINESS ☒ X

NON-PROFIT (501C3) Yes ☐ No ☐

NAME OF BENEFICIARY: _____ Is this an Annual Event: Yes ☒ No ☐ # of years 10

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT: Susan Brown Gordon TITLE: Owner

YOUR NAME: Sue Brown Gordon TITLE: Festival Director

ADDRESS: 26 Yew Street E-MAIL ADDRESS: Suebg.art@gmail.com

CITY: Norwalk STATE: CT ZIP CODE: 06850

HOME PHONE: 518-852-6478 BUSINESS PHONE: 518-852-6478 CELL: 518-852-6478

FACILITY REQUESTED: Matthews Park FACILITY & EVENT INFORMATION # OF PARTICIPANTS 400

EVENT: Annual Norwalk Art Festival DATE REQUESTED: June 18 - 19, 2022

SET UP TIME: Noon - 5 June 17, 2022 STARTING TIME: 10:00 am BREAKDOWN TIME: Sunday 5:00 - 7:30 pm END TIME: 5:00 pm RAIN DATE: NONE
Sat 10 am - 5 pm Sunday 10 am - 5:00 pm (RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☒ X

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☐ NO ☒ X ARE YOU USING A FOOD TRUCK? YES ☐ NO ☒ X NAME: _____

ARE YOU REQUESTING A TENT? YES ☐ NO ☒ X *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES ☐ NO ☒ X

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES ☐ NO ☒ X

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES ☐ NO ☒ X

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES ☐ NO ☒ X

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☐

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES ☐ NO ☐

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☐

If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: [Signature] DATE: March 15, 2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 4/13 YES ☐ NO ☐ N/A ☐

COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: _____ YES ☐ NO ☐ N/A ☐

City of Norwalk Recreation & Parks Department
Facility Rental Event Application Form

PLEASE PRINT

ORGANIZATION NAME: Gordon Fine Arts, LLC

PERSONAL/FAMILY _____
COMPANY/BUSINESS X
NON-PROFIT (501C3) Yes _____ No _____

NAME OF BENEFICIARY: _____ Is this an Annual Event: Yes X No _____ # of years 4

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT: Susan Brown Gordon TITLE: Owner

YOUR NAME: Sue Brown Gordon TITLE: Festival Director

ADDRESS: 26 Yew Street E-MAIL ADDRESS: Suebg.art@gmail.com

Text

CITY: Norwalk STATE: CT ZIP CODE: 06850

HOME PHONE: 518-852-6478 BUSINESS PHONE: 518-852-6478 CELL: 518-852-6478

FACILITY REQUESTED: South/ North Main Street,
Washington Street from Water
Street to Madison Street, park at
50 Washington Street FACILITY & EVENT INFORMATION
OF PARTICIPANTS _____

EVENT: Annual SoNo Art Festival DATE REQUESTED: August 6 - 7, 2022

6am August 6, 2022 Sunday 5:00 - 7:30pm 5:00 pm
SET UP TIME: _____ STARTING TIME: 10:00 am BREAKDOWN TIME: _____ END TIME: _____

RAIN DATE: NONE
(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☒

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☐ NO ☒ ARE YOU USING A FOOD TRUCK? YES ☐ NO ☒ NAME: _____

ARE YOU REQUESTING A TENT? YES ☐ NO ☒ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO;
ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT
ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED
SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY
PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES ☐ NO ☒

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES ☐ NO ☒

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES ☐ NO ☒

Text

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES ☐ NO ☒

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☐

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES ☐ NO ☐

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS
ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☐

If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for
accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: [Signature]

DATE: March 15, 2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 4/13 YES _____ NO _____ N/A _____
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: _____ YES _____ NO _____ N/A _____

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

PLEASE PRINT

ORGANIZATION NAME: The Lockwood-Mathews Mansion Museum

PERSONAL/FAMILY

COMPANY/BUSINESS ☒

NON-PROFIT (501C3) Yes ☒ No ☐

NAME OF BENEFICIARY:

Is this an Annual Event: Yes ☒ No ☐ # of years 15

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT:

Douglas E. Hempstead

TITLE: Chairman of the Board

YOUR NAME: Charles W. Hill

TITLE: Building & Events Coordinator

ADDRESS: 295 West Avenue

E-MAIL ADDRESS: chill@lockwoodmathewsmansion.com

CITY: Norwalk

STATE: CT

ZIP CODE: 06850

HOME PHONE:

BUSINESS PHONE: 203-838-7777 ext 117 CELL:

FACILITY REQUESTED: Mathews Park

FACILITY & EVENT INFORMATION

OF PARTICIPANTS 2,500

EVENT: Old-fashioned Flea Market

DATE REQUESTED: 9/18/2022

SET UP TIME: 7:00AM

STARTING TIME: 10:00AM

BREAKDOWN TIME: 4:00PM

ENDTIME: 6:00PM

RAIN DATE: N/A

(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☒

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☐ NO ☒

ARE YOU USING A FOOD TRUCK? YES ☒ NO ☐

NAME: _____

ARE YOU REQUESTING A TENT? YES ☐ NO ☒

*ANY TENT (STRUCTURE) 10x10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO, ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, I.E. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT?

YES ☒ NO ☐

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT?

YES ☒ NO ☐

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES?

YES ☒ NO ☐

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES?

YES ☒ NO ☐

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☒

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES ☐ NO ☒

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☒

If yes, name of person(s) N/A Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: Chris Hill

DATE: 2/16/2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 12/1/22 YES ☐ NO ☐ N/A ☐

COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: YES ☐ NO ☐ N/A ☐

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

PLEASE PRINT

PERSONAL/FAMILY

ORGANIZATION NAME: National Marine Manufacturers Association

COMPANY/BUSINESS Business

NON-PROFIT (501C3) Yes No X

NAME OF BENEFICIARY: Norwalk Boat Show

Is this an Annual Event: Yes X No # of years

NAME OF CORPORATE OFFICER AUTHORIZED

TO EXECUTE THE LICENSE AGREEMENT: Jon Pritko

TITLE: Vice President, Northeast Shows

YOUR NAME: Josh Rosales

TITLE: Operations Manager

ADDRESS: 231 S. LaSalle Street, Suite 2050

E-MAIL ADDRESS: jrosales@nmma.org

CITY: Chicago

STATE: IL

ZIP CODE: 60604

HOME PHONE:

BUSINESS PHONE: 646-370-3679

CELL: 631-944-0469

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Calf Pasture Beach Park, Shady Beach, Marvin School Sites, Taylor Farm # OF PARTICIPANTS 15,000+

EVENT: 2022 Norwalk Boat Show

DATE REQUESTED: September 22-25

SET UP TIME: STARTING TIME:

10am-7pm Fri-Sat

10am-5pm Sun

BREAKDOWN TIME: Sept 25 END TIME: 5PM

RAIN DATE:

(RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES ☐ NO ☒

Exchange Club - Sold in Norwalk Cove Marina

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES ☒ NO ☐

Food sold in Norwalk Cove Marina

ARE YOU USING A FOOD TRUCK? YES ☒ NO ☐ NAME:

All Tents will be placed inside the Norwalk Cove Marina

ARE YOU REQUESTING A TENT? YES ☒ NO ☐ *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC. REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT?

YES ☐ NO ☒

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT?

YES ☐ NO ☒

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES?

YES ☐ NO ☒

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES?

YES ☐ NO ☒

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES ☐ NO ☒

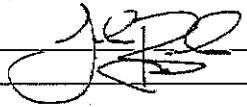
WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES ☐ NO ☒

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES ☐ NO ☒

If yes, name of person(s) Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: 

DATE: 3/14/22

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 4/13 YES ☐ NO ☐ N/A ☐

COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: YES ☐ NO ☐ N/A ☐

The School Readiness Preschool Program provides affordable, high-quality early care and education services in high-need communities that help young children prepare for kindergarten. The Norwalk SR grant began in 1998.

The program funds spaces for children ages 3, 4, and 5 who aren't yet eligible for kindergarten. At least 60 percent of the children enrolled must be at or below 75 percent of the State Median Income.

Benefits for children

- **Promote health and safety** and provide open access to quality programs that prepare children for formal schooling
- **Minimize developmental delays** in children prior to their reaching the age of 5
- **Integrate children with disabilities** into programs available to children who aren't disabled

Benefits for families

- **Improve local options** so that parents can choose among affordable, high-quality programs
- **Encourage parental involvement** in a child's development and education
- **Enhance family abilities** to meet the special needs of children, including children with disabilities

A community may be eligible to receive school readiness funds if:

- It's a community designated as a priority school district — either currently or in the past
- It's a community in the lowest 50 towns ranked by wealth

Each year, OEC determines eligibility and issues a request for proposals from communities.

There is a range of space types, from part-time to full-time, year-round programs. Each space type has specific requirements that determine how much the program will be reimbursed for each enrolled child.

Programs charge parent fees based on the [OEC Fee Schedule](#).

Communities receiving School Readiness Grant funds have a School Readiness Council (SRC) that's responsible for making recommendations about the school readiness grant program.



CITY OF NORWALK
Norwalk Health Department

To: Members of the Common Council
From: Deanna D'Amore, Director of Health
Re: Business Agreement for training and education of health department staff
Date: April 8, 2022

The Norwalk Health Department is seeking to arrange staff training sessions with the Health Education Center. The training is contracted on a per staff attendee basis and will total no more than \$2500, payable within 30 days of completion of the service.

We request approval for the following authorization:

1. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary to contract services provided by the Health Education Center at a total cost of no more than \$2500 for the purpose of employee training and education. Account No. 0120-11-5272.

Training Description: The Health Education Center is a non-profit organization whose mission is to eliminate health disparities through recruiting, training, sustaining, and supporting health professionals from diverse backgrounds, community engagement, and advocacy. The training is being provided as part of the health department's workforce development and training for health department staff in the areas of cultural competency and language barriers. This will include addressing unconscious bias, exploring individual biases, reviewing core features of effective communication skills, defining culture and cultural humility, addressing health disparities and health literacy, highlighting best practices for working with medical interpreters, and managing stereotypes.



CITY OF NORWALK
Norwalk Health Department

To: Members of the Common Council
From: Deanna D'Amore, Director of Health
Re: A Public Health Approach to Comprehensive Suicide Prevention in Connecticut Grant
Date: April 12, 2022

The Norwalk Health Department (NHD) is seeking to implement a new grant, "A Public Health Approach to Comprehensive Suicide Prevention in Connecticut" (CSP). This is a CT Department of Public Health administered program that will be co-directed by the CT Departments of Mental Health and Addiction Services (DMHAS) and Children and Families (DCF), evaluated by UConn Health, and advised by the CT Suicide Advisory Board. CSP will enhance suicide prevention activities coordinated by cooperating state agencies. The goal is to reduce suicide attempts and deaths among the most vulnerable populations - middle-aged adults (ages 35-65), in particular men, with serious mental illness or substance use disorder and adolescents and young adults (ages 10-24), a group of disproportionately represented in emergency department data for a suicide attempt or reported suicide ideation.

We request approval for the following authorizations:

2a. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept grant funds from the State of Connecticut Department of Public Health for the "A Public Health Approach to Comprehensive Suicide Prevention in Connecticut" program in the amount of \$159,000.00 for the period August 1, 2022 through August 31, 2025.

2b. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary to implement the "A Public Health Approach to Comprehensive Suicide Prevention in Connecticut" program for the period August 1, 2022 through August 31, 2025

Program Description: The CSP program would require engagement by NHD in six major domains: (1) participation in committees and advisory boards focused on suicide and/or violent death; (2) the development or revision of a local suicide prevention resources inventory; (3) the development of a community-based, healthcare-related, and upstream local suicide prevention plan consistent with CT [Statewide Suicide Prevention Plan 2020-2025](#) and the [CDC's Suicide Prevention Technical Package \(2017\)](#); (4) a multi-agency and stakeholder collaboration to create a mental health and suicide prevention toolkit aligned with the revised 2020 [10 Essential Public Health Services Framework](#) for LHDs and the Suicide Prevention Resource Center's [Comprehensive Approach to Suicide Prevention](#) framework; (5) communications and dissemination of the local suicide prevention plan; and (6) use of local level data to target suicide prevention initiatives and evaluation based on the local suicide prevention plan developed as part of this program. NHD would also attend regular meetings led by United Way of Connecticut and submit quarterly programmatic reports.

Grant funds can be used for DPH-approved suicide prevention, intervention, and response activity-related expenses, such as staff time (salary and fringe), training of staff in evidence-based suicide prevention gatekeeper training, marketing and awareness campaign costs, and supplies.