COMMON COUNCIL **REVISED AGENDA** **MARCH 22, 2022**
NORWALK, CONNECTICUT **7:30 PM EST** **VIA TELECONFERENCE**

ALL COMMON COUNCIL ACTIONS TAKEN AT THIS MEETING TO APPROVE EXPENDITURES AND CONTRACTS OR TO ACCEPT BIDS AND OTHER PROPOSALS REQUIRING THE EXPENDITURE OF CITY FUNDS ARE SUBJECT TO THE AVAILABILITY OF FUNDS

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**

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.

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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 Irene Dixon at idixon@norwalkct.org to provide written public comment prior to the meeting.

I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting: March 8, 2022

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS:

REAPPOINTMENTS: Don Overton, Board of Assessment Appeals
Steve Scatamacchia, Board of Assessment Appeals
Janet Woodward, Board of Assessment Appeals

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

RESIGNATION AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS:

REAPPOINTMENTS: Kara A.T. Murphy, Board of Ethics, Regular

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. REPORTS

1. Report of Evergreen Solutions, LLC on the Efficiency Study of the City of Norwalk.

B. CORPORATION COUNSEL

1. Potential Executive Session to discuss Legal Memorandum, File No. WD- 50400-0153 of Assistant Corporation Counsel, Darin L. Callahan dated March 18, 2022, re: Land acquisition. **EXECUTIVE SESSION**

VII. COMMON COUNCIL COMMITTEES

A. RECEREATION, PARKS AND CULTURAL AFFAIRS COMMITTEE

1. Approve the use of Calf Pasture Beach and immediate surrounding grounds by the Lightfoot Running Club for their Norwalk Mother's Day 10K Race to be held on Sunday May 8, 2022 from 9:00 AM to 10:30 AM. Set-up to begin at 7:00 AM with tear-down at 11:00 AM. Approximate 100 people.

2. Approve the use of Veterans Park and immediate surround grounds by Frank C. Godfrey American Legion Post 12 for their The Wall That Heals event to be held on May 31 till Sunday June 5, 2022 from 3:00 PM to 6:00 PM. Set up on Tuesday May 31, 2022 at 8:00 AM with tear down on Monday June 6, 2022 at 6:00 PM. Approximate 150 people.

3. Approve the use of Calf Pasture Beach and immediate surrounding grounds by the Coachmen Rod and Custom Car Club for their Cruising at the Beach Car Show event to be held on the following Tuesdays May 17, June 21, July 12 and August 16, 2022 from 6:00 PM to 9:00 PM. Set-up to begin same Tuesdays at 4:00 PM with tear-

down at 9:00 PM. With a rain date as follows: Friday May 20, June 24, July 15 and August 19, 2022. Approximate 250 people each Tuesday (or Friday in case of need to use a rain date).

4. Approve the use of Mathews Park and immediate surrounding grounds by The Lockwood-Mathews Mansion Museum for their Scavenger Hunt to be held on Sunday June 5, 2022 from 12:00 PM to 4:00 PM. Set-up to begin at 11:00 with tear-down at 5:00 PM. Approximate 200 people.

5. Approve the use of Calf Pasture Beach and immediate surrounding grounds by Mountain Workshop for their Team Building Day to be held on Monday June 13 and Wednesday September 28, 2022 from 9:00 AM to 3:00 PM. Set-up to begin at 7:00 AM with tear-down at 3:00 PM each day. Approximate 200 people.

6. Approve the use of Show-mobile at Calf Pasture Beach and immediate surrounding grounds by Third Taxing District Electric Dept. for their Sundays District Concerts to be held on Sundays July 10, 17, 24, and 31; August 14, 21 and 28, 2022 from 5:00 PM to 7:00 PM. Set-up to begin at 1:00 PM with tear-down at 9:00 PM every Sunday. Approximate 250-300 people.

7. Approve the use of Mathews Park and immediate surrounding grounds by Ted Thomas Dance Foundation for their Fairfield County Dance Festival to be held on Thursday July 21, 2022 from 6:30 PM to 8:30 PM. Set-up to begin at 8:00 AM with tear-down no later 8:30 PM. With a rain date on Tuesday July 26, 2022. Approximate 200 people.

B. ORDINANCE COMMITTEE

1. Approve the following revisions/amendments to the following City Code sections:
   - 98-43 - Blocking of Intersections

C. FINANCE AND CLAIMS COMMITTEE

1. Accept and Approve the Report of the Claims Committee Dated: March 10, 2022

2. For informational purposes only: Narrative on Tax Collections Dated: March 10, 2022

3. For informational purposes only: Monthly Tax Collector's Report Dated: February 2022

4. RESOLUTION: Requesting Special Emergency Funding from the ARPA Fund in the amount of $301,066 for the Fire Department to carry out Emergency repairs at Fire Station No. 1 at 90 New Canaan Avenue. General Ledger Account: American Rescue Plan Act (ARPA) Fund 13

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

REAPPOINTMENTS

BOARD OF ETHICS **C** **Chapter 32-12**

KARA A.T. MURPHY (U)
50 Aiken Street, Building 173
Norwalk, CT 06851
Term Expires – 3/10/25
Regular

BOARD OF ASSESSMENT APPEALS **M/C** **CGS/NwkCht 1-271/NCC 103**

DONALD OVERTON (R)
309 Foxboro Drive
Norwalk, CT 06851
Term Expires 11/01/2024
Regular

STEVE SCATAMACCHIA (U)
8 Colonial Place
Norwalk, CT 06851
Term Expires 11/01/2024
Regular

JANET H. WOODWARD (R)
18 Catalpa Street
Norwalk, CT 06851
Term Expires 11/01/2024
Regular

COMMON COUNCIL REGULAR MEETING MARCH 8, 2022
NORWALK, CONNECTICUT VIA TELECONFERENCE

ALL COMMON COUNCIL ACTIONS TAKEN AT THIS MEETING TO APPROVE EXPENDITURES AND CONTRACTS OR TO ACCEPT BIDS AND OTHER PROPOSALS REQUIRING THE EXPENDITURE OF CITY FUNDS ARE SUBJECT TO THE AVAILABILITY OF FUNDS

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Mayor Rilling called the meeting to order at 7:34 p.m. and led the Assembly in reciting the Pledge of Allegiance.

I. **ROLL CALL**

Ms. Dixon called the Roll:

Council at Large:	Mr. Gregory Burnett (7:43 p.m.)	Mr. Joshua Goldstein
	Ms. Dominique Johnson	Ms. Nora Niedzielski Eichner
	Ms. Barbara Smyth	

District A:	Ms. Nicol Ayers (7:37 p.m.)	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 thirteen (13) Council members present and two (2) absent (Ms. Ayers and Mr. Burnett). 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: February 22, 2022

The following correction was made to the minutes: Correct the spelling of Mr. Stower's name.

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

Ms. Ayers joined the meeting at 7:37 p.m.

III. **PUBLIC PARTICIPATION**

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

Ms. Diane Lauricella said she submitted a correction to the February 8, 2022 minutes and asked that it be filed into the record.

There were no other members of the public who wished to comment this evening.

IV. **MAYOR**

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS: There were no resignations announced this evening.

APPOINTMENTS:

**** MS. SHANAHAN MOVED TO APPROVE THE FOLLOWING APPOINTMENT:**

KATHRYN KNIGHT, CONSERVATION COMMISSION

Ms. Shanahan spoke in support of the appointment.

**** MOTION PASSED UNANIMOUSLY**

Mayor Rilling thanked Ms. Knight for her willingness to serve.

REAPPOINTMENTS: There were no reappointments announced this evening.

MAYOR'S REMARKS:

Mayor Rilling said the City is in the middle of its budget season and currently reviewing departmental budget requests. He asked all department heads to reduce their budget by ½%.

The efficiency study conducted by Evergreen for the City and Board of Education, will be released on March 22, 2022. Mayor Rilling said they will be able to look at the study to see if there is anything they can do within those guidelines to reduce the budget.

Mayor Rilling announced that Ms. Young will be running the Mayor's Summer Youth Program. Applications for Norwalk young people age 14 – 18 are being accepted from March 7, 2022 to March 28, 2022. The program has been in place since 1998. He said they average over 300 applicants each year and it is a very competitive process.

Mr. Burnett joined the meeting at 7:43 p.m.

V. **COUNCIL PRESIDENT**

A. GENERAL COUNCIL BUSINESS:

Mr. Livingston said he expects Evergreen to give a presentation at the March 22nd meeting of the Common Council.

Mr. Livingston announced that Mr. Heuvelman would be reading this evening's Consent Calendar.

B. CONSENT CALENDAR:

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

VII.B.1, VII.B.2, VII.B.3, VII.B.4, VII.B.5, VII.C.1, VII.C.2A, VII.C.2B, VII.C.3, VII.C.4, VII.D.1, VII.D.2, VII.D.3

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC SAFETY AND GENERAL GOVERNMENT COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL AGREEMENTS AND OTHER DOCUMENTS NECESSARY TO APPLY FOR, ACCEPT AND/OR RECEIVE FEDERAL OR STATE GRANT FUNDS FOR ANY GRANT PROGRAM WHICH WILL BE UTILIZED BY THE NORWALK POLICE DEPARTMENT FOR PUBLIC HEALTH AND SAFETY PURPOSES ANNUALLY UNTIL HEREINAFTER REVOKED BY THE COMMON COUNCIL, PROVIDED THAT:

(1) THE GRANT PROGRAM DOES NOT REQUIRE A MUNICIPAL FUNDING MATCH;

(2) THE GRANT PROGRAM IS FOR FUNDS EQUAL TO OR LESS THAN $100,000.00;

(3) PRIOR TO ACCEPTANCE OF THE GRANT FUNDS:

(A) THE NORWALK POLICE DEPARTMENT POSTS A GENERAL DESCRIPTION OF THE GRANT PROGRAM ON THE CITY OF NORWALK'S OFFICIAL WEBSITE; AND

(B) THE CHIEF OR A DEPUTY CHIEF OF THE NORWALK POLICE DEPARTMENT NOTIFIES THE THEN CURRENT CHAIR OF THE PUBLIC SAFETY AND GENERAL GOVERNMENT COMMITTEE OF THE INTENT TO ACCEPT THE GRANT FUNDS. ***CONSENT TO TABLE***

B. PUBLIC WORKS COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO MAINTENANCE AGREEMENT NO. 11.23-01(21) WITH THE CONNECTICUT DEPARTMENT OF TRANSPORTATION TO MAINTAIN GRANITE CURBING, CROSSWALKS, PLANTINGS, AND OTHER NON-STATE STANDARD APPURTENANCES REQUESTED BY THE CITY AND INSTALLED WITHIN THE STATE RIGHT-OF-WAY AS PART OF ENCROACHMENT PERMIT NO. 3019477 ISSUED TO NORWALK LAND DEVELOPMENT, LLC.

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO THE MARCH 29, 2021 AGREEMENT BETWEEN THE CITY OF NORWALK AND AI ENGINEERS FOR PROJECT NO. DPW2021-1 ON-CALL ENGINEERING SERVICES. THE AMENDMENT IS TO EXTEND THE AGREEMENT FOR A PERIOD OF ONE (1) YEAR AT A SUM NOT TO EXCEED $100,000.00, BILLABLE ON AN HOURLY BASIS WITH AN OPTION TO EXTEND FOR ONE (1) ADDITIONAL TERM FOR ONE (1) YEAR.

ACCOUNT NO. 01 40 30 5258
09 22 4021 5777 C0021
09 21 4021 5777 C0234
09 22 4021 5777 C0234
09 22 4021 5777 C0315
09 21 4021 5777 C0440
09 22 4021 5777 C0440
09 22 4021 5777 C0471
09 17 4021 5777 C0526
09 19 4021 5777 C0617
09 20 4031 5777 C0617
09 21 4021 5777 C0617
09 22 4021 5777 C0617
09 20 4027 5777 C0643

09 21 4021 5777 C0643
09 22 6030 5777 C0643
09 21 6030 5777 C0365
09 22 6030 5777 C0365
09 22 6030 5777 C0367
09 22 6030 5777 C0588
09 0 6030 5777 C0657

3. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO THE MARCH 29, 2021 AGREEMENT BETWEEN THE CITY OF NORWALK AND WESTON & SAMPSON ENGINEERS, INC. FOR PROJECT NO. DPW2021-1 ON-CALL ENGINEERING SERVICES. THE AMENDMENT IS TO EXTEND THE AGREEMENT FOR A PERIOD OF ONE (1) YEAR AT A SUM NOT TO EXCEED $100,000.00, BILLABLE
ON AN HOURLY BASIS WITH AN OPTION TO EXTEND FOR ONE (1) ADDITIONAL TERM FOR ONE (1) YEAR.

ACCOUNT NO. 01 40 30 5258
09 22 4021 5777 C0021
09 21 4021 5777 C0234
09 22 4021 5777 C0234
09 22 4021 5777 C0315
09 21 4021 5777 C0440
09 22 4021 5777 C0440
09 22 4021 5777 C0471
09 17 4021 5777 C0526
09 19 4021 5777 C0617
09 20 4031 5777 C0617
09 21 4021 5777 C0617
09 22 4021 5777 C0617
09 20 4027 5777 C0643
09 21 4021 5777 C0643
09 22 6030 5777 C0643
09 21 6030 5777 C0365
09 22 6030 5777 C0365
09 22 6030 5777 C0367
09 22 6030 5777 C0588
09 0 6030 5777 C0657

4. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO THE MARCH 29, 2021 AGREEMENT BETWEEN THE CITY OF NORWALK AND TIGHE & BOND, INC. FOR PROJECT

NO. DPW2021-1 ON-CALL ENGINEERING SERVICES. THE AMENDMENT IS TO EXTEND THE AGREEMENT FOR A PERIOD OF ONE (1) YEAR AT A SUM NOT TO EXCEED $100,000.00, BILLABLE ON AN HOURLY
BASIS WITH AN OPTION TO EXTEND FOR ONE (1) ADDITIONAL TERM FOR ONE (1) YEAR.

ACCOUNT NO. 01 40 30 5258
09 22 4021 5777 C0021
09 21 4021 5777 C0234
09 22 4021 5777 C0234
09 22 4021 5777 C0315
09 21 4021 5777 C0440
09 22 4021 5777 C0440
09 22 4021 5777 C0471
09 17 4021 5777 C0526
09 19 4021 5777 C0617
09 20 4031 5777 C0617
09 21 4021 5777 C0617
09 22 4021 5777 C0617
09 20 4027 5777 C0643
09 21 4021 5777 C0643
09 22 6030 5777 C0643
09 21 6030 5777 C0365
09 22 6030 5777 C0365
09 22 6030 5777 C0367
09 22 6030 5777 C0588
09 0 6030 5777 C0657

5. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE THE FIRST AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF NORWALK AND FREEMAN COMPANIES DATED FEBRUARY 27, 2019, TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE EMERGENCY RECONSTRUCTION OF THE ROWAYTON AVENUE BRIDGE IN ACCORDANCE WITH SCOPE OF SERVICES EXTRA WORK ORDER
NO. 4 "BRIDGE PRESERVATION AND REHABILITATION OF CITY-OWNED BRIDGES RECONSTRUCTION OF BRIDGE NO. 102-009 ROWAYTON AVENUE OVER KEELERS BROOK" DATED DECEMBER 1, 2021 (COPY INCLUDED) FOR A SUM NOT TO EXCEED $150,000.00.
ACCOUNT NO. 09 22 4021 5777 C0315

C. LAND USE AND BUILDING MANAGEMENT COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO THE LICENSE AGREEMENT WITH NORWALK SEAPORT ASSOCIATION, INC. FOR ACCESS TO THE HOPE DOCK FROM NORTH WATER STREET PARKING LOT, TO EXTEND THE AGREEMENT PERIOD RETROACTIVELY FROM FEBRUARY 1, 2022 TO JANUARY 31, 2023.

2A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH TITAN ENTERPRISES, INC. FOR THE KITCHEN IMPROVEMENT PROJECT AT THE NORWALK MUSEUM FOR A TOTAL NOT TO EXCEED $47,800.00. FUNDS ARE AVAILABLE FROM ACCOUNT #0921 6310 5777 C0549

2B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED $4,780.00.

3. AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO DIGITAL BACK OFFICE, D/B/O ADVANCED CORPORATE NETWORKING TO PROVIDE MUNICIPAL AREA NETWORK (MAN) FIBER INSTALLATION SERVICES FOR THE NEW CRANBURY ELEMENTARY SCHOOL PROJECT FOR A TOTAL NOT TO EXCEED $35,000. ACCT. # 0921 5010 5777 C0786.

4. AUTHORIZE TO INCREASE THE CONTINGENCY ALLOWANCE FOR ADDITIONAL SERVICES FOR HORIZON ENGINEERING ASSOCIATES, LLP. FOR COMMISSIONING SERVICES FOR THE PONUS RIDGE SCHOOL PROJECT FOR AN ADDITIONAL AMOUNT NOT TO EXCEED $3,220.00
ACCOUNT# 0918 5010 5777 C0608

D. ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE

1. 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 ON A SOLE SOURCE PROCUREMENT BASIS INCLUDING A CONTRACTED STAFF POSITION IN AN AMOUNT NOT TO EXCEED $308,000. ACCOUNT: AMERICAN RESCUE PLAN ACT FUNDS

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY FOR THE CITY OF NORWALK TO APPLY, ACCEPT, AND/OR RECEIVE THE NLC KAUFFMAN FOUNDATION GRANT IN THE AMOUNT OF $15,000.

3. AUTHORIZE MAYOR, HARRY W. RILLING, TO AMEND THE AGREEMENT BETWEEN THE CITY OF NORWALK AND FUSS & O'NEILL FOR DESIGN SERVICES FOR THE WALL STREET CORRIDOR IMPROVEMENT, PROJECT NO. 4149. FOR AN AMENDMENT AMOUNT OF $49,500., WITH A REVISED TOTAL AGREEMENT AMOUNT NOT TO EXCEED $399,500. ACCOUNT 0921-4120-5777-C0649

** **MOTION PASSED UNANIMOUSLY**

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 7:51 p.m.

ATTEST:_____
Irene Dixon, City Clerk

IV

R

Donald D. Overton
5 Honey Hill Road
Norwalk, CT 06851
Cell: 203-984-2872
Email: donalddoverton@gmail.com

Realtor:
William Pitt Sotheby's International Realty
1`99 Post Road East
Westport, Ct 06880
2000-current

City of Norwalk
Board of Assessment Appeals
2001-Current
Board Member 13+ years

Norwalk Senior Center
Chair person Board of Directors
2019-current
Board Member 13+ years

Volunteer – Norwalk Senior Center
Meals on Wheels 20+ Years

Previous
State of Connecticut – Residential Property Appraiser

Mortgage Broker – 8 years

KELLERWILLIAMS

U

Steve Scatamacchia

Direct: 203-858-4784
email: steve.scatamacchia@kw.com

About Steve

Steve is a top producing Real Estate Professional since 2004. He has assisted hundreds of buyers and sellers achieve their goals. Based in Norwalk where he have lived for the past 32 years, he is well informed on the loca school system as well as local politics that impact home ownership. While more than 90% of his business is in Norwalk, he also serves the neighboring towns of Fairfield, New Canaan, Stamford and Wilton.

Steve believes that being a knowledgeable agent is meaningless if not combined with exceptional customer service. It is his job to meet each clients' individual needs and he achieves that by first being a great listener so he understands those needs. Steve is always accessible by phone, email or text and will always respond in a timely manor. Buying or selling a home, and sometimes doing both at the same time, can be stressful. Steve wil walk you through it all, along with his network of professionals (building inspectors, mortgage brokers, attorneys)and make sure you feel well informed and comfortable during each step along the way.

Steve is very proud to have been named as a Five Star Real Estate Professional for Overall Customer Service each year since 2011 as seen in Connecticut Magazine.

Steve had been married to Teri, a Norwalk Public Schools teacher, for 33 years and together they have two grown children, both graduates of Norwalk Public Schools and UCONN. Michelle, a special education teacher for students with autism and Eric, a producer at NBC Sports.

Achievments

Over $100,000,000 in Sales
Top Listing Associate
Top Selling Associate
Excellence in Customer Service
Five Star Professional since 2011

Community Service

Norwalk Board of Assessment Appeals
Norwalk Mentor Program
Northeast Community Church
ASPIRE Tutoring Program

Areas Covered

Norwalk
Stamford
New Canaan
Fairfield
Wilton

Jan Woodward
Jane Walters Realty Group

William Pitt | Sotheby's INTERNATIONAL REALTY

ABOUT ME

Jan has helped first time buyers, moving up buyers, seasoned transferees and empty nesters throughout her 25+ year career.

Jan's Norwalk family roots date back to 1625! Jan is involved in the community and volunteers with numerous organizations including the Women's Board for Norwalk Hospital (Treasure House) and the Norwalk Board of Assessment Appeals.

QUALIFICATIONS

Jan is a part of The Jane Walters Realty Group, a top sales team dedicated to providing our clients with the perfect blend of experience, market knowledge, and a client centric philosophy. We are local agents servicing the lower Fairfield County area. We know this market and want to help guide you through the process of either selling your current home or buying a new home. We are here to be your advocate in the transaction, your ally in negotiations and your advisor when making a life changing decision. All of our efforts will allow you to move forward and travel on life's next adventure.

SERVICE AREAS

Jan is a local agent servicing the lower Fairfield County area including:

- Norwalk
- Westport
- Wilton
- Stamford
- Darien
- Weston
- Fairfield
- Other areas on request

AWARDS & RECOGNITION

- Top 4% of Team Sales
- Member of the Multi-Million Dollar Club
- Member of the Sales Honor Society
- Antique Home Certified

CONTACT

jwoodward@williampitt.com
203.984.1361

JANE WALTERS REALTY GROUP

Westport Brokerage

199 Post Road East
Westport, CT 06880

KARA A.T. MURPHY, ESQ.

EXECUTIVE SUMMARY

General practice attorney with experience in general civil litigation, insurance defense litigation, premises liability, medical malpractice, health law, municipal law, contracts, and general legal matters for individuals, not for profit corporations, healthcare entities, municipal corporations, municipal taxing districts, municipal electric and water companies.

LEGAL EXPERIENCE

Member October 1999-Present
Tierney, Zullo, Flaherty & Murphy, P.C. Norwalk, Connecticut

Represent a diverse group of clients in general legal matters, general civil litigation, personal injury, insurance defense litigation, premises liability, medical malpractice, and commercial litigation for individuals, not for profit corporations, healthcare entities, volunteer fire departments, and municipal corporations, municipal taxing districts, municipal electric and water companies. Negotiate contracts for non-profit, healthcare, and municipal electric and water corporations. Served as outside counsel for a quasi-municipal corporations, including fire districts, volunteer fire departments, and taxing districts with utility operations. Represent clients in Federal and State court, probate court, municipal and state administrative agency proceedings, arbitrations, and mediations.

Associate Attorney April 1997-September 1999
Milano & Wanat, LLC Branford, Connecticut

Litigation Associate for litigation and insurance defense firm. Managed independent case load from inception through mediation, arbitration and/or trial. Analyzed and interpreted contracts. Negotiated settlements, releases, and arbitration parameters. Reported to insurers regarding pending matters. Represented a local redevelopment agency in a large eminent domain project.

Temporary Assistant Clerk assigned to Hon. Robert Satter September 1996-April 1997
Connecticut Judicial Branch Hartford, Connecticut

Legislative Intern, UCONN Law School, assigned to Hon. James A. Amann January 1996-May 1996
Connecticut General Assembly Hartford, Connecticut

HONORABLE ACCOMPLISHMENTS, PRO BONO AND VOLUNTEER ACTIVITIES

Greater Norwalk Chamber of Commerce, Small Business Awards Committee December 2019 to Present
Rolling Ridge Condominium Association, Board of Directors June 2018 to August 2019
Board of Ethics, City of Norwalk, Connecticut 2016 to Present
Connecticut Bar Association

- Board of Governors July 2011 to July 2021
- House of Delegates July 2011 to July 2020
- Legislative Policy & Review Committee July 2013 to July 2020
- Audit Committee, Chairman July 2012 to Present
- Nominating Committee 2013-2014, 2020 to Present
- Standing Committee on Professional Ethics 2014-2015

Fairfield County Bar Association

- Board of Directors 2010 to 2014
- Women in Law Committee, Co-Chair 2009-2011

- Bench/Bar Committee, Co-Chair 2014 to 2017
- Nominating Committee 2018

State of Connecticut Judicial Branch, Volunteer Attorney Program (Foreclosures) 2013-2014
Fellow of the American Bar Foundation January 2013 to Present
Fellow of the Connecticut Bar Foundation (James W. Cooper Fellow) December 2015 to Present
Women in Law Publications Sub-committee, Defense Research Institute 2010 to 2013
Statewide Grievance Committee, Fairfield Judicial District, Local Panel July 2004-June 2010
Norwalk Economic Opportunity Now, Board of Trustees January 2006 to January 2007

EDUCATION

Juris Doctor May 1996
University of Connecticut School of Law Hartford, Connecticut
Research Editor, Connecticut Insurance Law Journal 1995-1996
"Pleading the Policy Limit as a Special Defense: An Attempt to Clarify Connecticut Uninsured Motorist Coverage," 1 Conn. Ins. Law J. 167 (1995); cited in Jon Berk and Michael C. Jainchill, Connecticut Law of Uninsured and Underinsured Motorist Coverage, § 7.9.3.B, p. 620 (4th Ed, 2010).

Bachelor of Arts, Cum Laude Honors in History with Thesis May 1992
Lafayette College Easton, Pennsylvania
McKelvy Scholars Program
Class of 1910 Prize (Outstanding Student in History, 1992)
Phi Alpha Theta (National History Honor Society; Chapter President 1991-1992)
Pi Sigma Alpha (National Political Science Honor Society)

BAR ADMISSIONS

State of Connecticut November 1996
U.S. District Court, District of Connecticut September 1998
U.S. Supreme Court December 2004

CITY OF NORWALK RECREATION & PARKS DEPARTMENT
FACILITIES RENTAL APPLICATION FORM 2019

PLEASE PRINT

PERSONAL/FAMILY ____
COMPANY/BUSINESS ____
ORGANIZATION NAME: Lightfoot Running Club NON-PROFIT (501C3) YES ____ NO ✓

NAME OF BENEFICIARY: ____ Is this an Annual Event? Yes ____ No ____ For years ____
NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: ____ TITLE: ____

YOUR NAME: Don Capone TITLE: Race Director
ADDRESS: 7 New St. EMAIL ADDRESS: dcapone972@aol.com
CITY: Norwalk STATE: Ct ZIP CODE: 06855
HOME PHONE: 203-434-6746 BUSINESS PHONE: 203 852-0917 CELL: 203-434-6746

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Calf Pasture Beach # OF PARTICIPANTS: 100
EVENT: Norwalk Mother's Day 10k Race DATE REQUESTED: May 8, 2022
SET UP TIME: 7 AM STARTING TIME: 9 AM BREAKDOWN TIME: 10:30 END TIME: 11:00 am 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)
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 this outing for accountability in case of emergency.

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

APPLICANT'S SIGNATURE: Don Capone DATE: 2-16-22

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: ____ 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 _____
COMPANY/BUSINESS _____
ORGANIZATION NAME: Frank C. Godfrey American Legion Post 12 NON-PROFIT (~~501C3~~) Yes X No ___ 501C19

NAME OF BENEFICIARY: Jeffrey DeWitt Is this an Annual Event: Yes ___ No X #of years ___

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Jeffrey DeWitt TITLE: Finance Officer

YOUR NAME: Jeffrey DeWitt TITLE: Finance Officer

ADDRESS: 28 Holiday Drive E-MAIL ADDRESS: jeffdu21@gmail.com

CITY: Norwalk STATE: CT ZIP CODE: 06851

HOME PHONE: — BUSINESS PHONE: — CELL: 480-266-5729

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Veterans Park #OF PARTICIPANTS: 150

EVENT: The Wall That Heals DATE REQUESTED: 5/31/2022

SET UP TIME: 8:00a 6/1 STARTING TIME: 3:30p 6/1 BREAKDOWN TIME: 2:00p 6/5 ENDTIME: 6:00p 6/5 RAIN DATE: _____ (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 JEAPORDIZE 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 ACITIVITIES 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: Jeffrey DeWitt DATE: 2/1/2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: _____ 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 ____
COMPANY/BUSINESS ____
NON-PROFIT (501C3) Yes ____ No ____

ORGANIZATION NAME: Coachmen Rod & Custom Car club

NAME OF BENEFICIARY: ____ Is this an Annual Event: Yes X No ____ # of years 50+

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Nicholas Grancaspro TITLE: President

YOUR NAME: Nicholas Grancaspro TITLE: President

ADDRESS: 65 William St E-MAIL ADDRESS: bayrester@aol.com

CITY: Norwalk STATE: Ct ZIP CODE: 06851

HOME PHONE: 2038533772 BUSINESS PHONE: 718 379 0800 CELL: 203 856 2126

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Calf Pasture Beach # OF PARTICIPANTS: 250*

EVENT: Cruisin at the Beach Car show DATE REQUESTED: 5/17/2022

SET UP TIME: 4pm STARTING TIME: 6pm BREAKDOWN TIME: 9pm ENDTIME: 9pm RAIN DATE: 5/20/2022
(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 JEAPORDIZE 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 ANYWAY, 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: Nicholas Grancaspro DATE: 2/9/2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: ____ 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 ____
COMPANY/BUSINESS ____

ORGANIZATION NAME: Bohemian Rod + Custom Car Club NON-PROFIT (501C3) Yes ___ No ___

NAME OF BENEFICIARY: ____ Is this an Annual Event: Yes X No ___ # of years 50+

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Nicholas Giancaspro TITLE: President

YOUR NAME: Nicholas Giancaspro TITLE: President

ADDRESS: 65 William St E-MAIL ADDRESS: bayrchester@aol.com

CITY: Norwalk STATE: Ct ZIP CODE: 06851

HOME PHONE: 203 853 3772 BUSINESS PHONE: 718 379 0800 CELL: 203 856 2126

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Calf Pasture beach # OF PARTICIPANTS: 250+

EVENT: Cruisin at the beach car show DATE REQUESTED: 6/21/2022

SET UP TIME: 4pm STARTING TIME: 6pm BREAKDOWN TIME: 9pm ENDTIME: 9pm RAIN DATE: 6/24/2022
(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 JEAPORDIZE 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: Nicholas Giancaspro DATE: 2/9/2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: ____ 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 _____
COMPANY/BUSINESS _____

ORGANIZATION NAME: Coachmen Rod + Custom Car club NON-PROFIT (501C3) Yes ___ No ___

NAME OF BENEFICIARY: _____ Is this an Annual Event: Yes X No ___ # of years 50 +

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Nicholas Giancaspro TITLE: President

YOUR NAME: Nicholas Giancaspro TITLE: President

ADDRESS: 165 William St E-MAIL ADDRESS: bayChester@aol.com

CITY: 165 William Norwalk STATE: Ct ZIP CODE: 06855

HOME PHONE 203 853 3772 BUSINESS PHONE: 718 379 0800 CELL: 203 856 2126

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Calf Pasture Beach # OF PARTICIPANTS 250

EVENT: Cruisin at the beach Car Show DATE REQUESTED: 7/10/2022

SET UP TIME: 4pm STARTING TIME: 10am BREAKDOWN TIME: 9pm END TIME: 9pm RAIN DATE: 7/15/2022
(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 JEAPORDIZE 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: Nicholas Giancaspro DATE: 2/9/2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: _____ 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 ____
COMPANY/BUSINESS ____
NON-PROFIT (501C3) Yes ____ No ____

ORGANIZATION NAME: Southmen Rod + Custom Car Club

NAME OF BENEFICIARY: ____ Is this an Annual Event: Yes X No ____ # of years 50+

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Nicholas Giancaspro TITLE: President

YOUR NAME: Nicholas Giancaspro TITLE: President

ADDRESS: 65 William St E-MAIL ADDRESS: baychester@aol.com

CITY: Norwalk STATE: Ct ZIP CODE: 06855

HOME PHONE: 2038533372 BUSINESS PHONE: 2183790800 CELL: 2038562426

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Calf Pasture Beach # OF PARTICIPANTS: 250

EVENT: Cruzin at the beach carshow DATE REQUESTED: 8/11e/2022

SET UP TIME: 4PM STARTING TIME: 6pM BREAKDOWN TIME: 9pM ENDTIME: 9pM RAIN DATE: 8/14/2022
(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 JEAPORDIZE 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: Nicholas Giancaspro DATE: 2/9/2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: ____ 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_____
COMPANY/BUSINESS_____

ORGANIZATION NAME: The Lockwood-Mathews Mansion Museum NON-PROFIT (501C3) Yes X No____

NAME OF BENEFICIARY: _____ Is this an Annual Event: Yes X No____ #of years 5

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 9799 x 117 CELL: _____

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Mathews Park # OF PARTICIPANTS: 200

EVENT: Scavenger Hunt DATE REQUESTED: 6/5/2022

SET UP TIME: 11:00AM STARTING TIME: 12:00PM BREAKDOWN TIME: 4:00PM ENDTIME: 5:00PM 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) 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 JEAPORDIZE 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: _____ DATE: 2/10/2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 3/9 YES_____ NO_____ N/A_____
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: _____ YES_____ NO_____ N/A_____

CITY OF NORWALK RECREATION & PARKS DEPARTMENT
FACILITIES RENTAL APPLICATION FORM 2018-2019

PLEASE PRINT

PERSONAL/FAMILY _____
COMPANY/BUSINESS _____

ORGANIZATION NAME: Mountain Workshop NON-PROFIT (501C3) Yes ____ No X

NAME OF BENEFICIARY: _____ Is this an Annual Event: Yes X No ____ #of years 2

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Kent Tullo TITLE: Director

YOUR NAME: Kent Tullo TITLE: Director

ADDRESS: 158 Kenwood Ave E-MAIL ADDRESS: ktullo@mountainworkshop.com

CITY: Fairfield STATE: CT ZIP CODE: 06824

HOME PHONE: 203-797-1435 BUSINESS PHONE: 203-797-1435 x106 CELL: 203-512-1321

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Calf Pasture Beach # OF PARTICIPANTS approximately 200

EVENT: Team Building Day DATE REQUESTED: 6/13/2022

SET UP TIME: 7am STARTING TIME: 9am BREAKDOWN TIME: 1 hr ENDTIME: 3pm RAIN DATE: TBD
(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 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 JEAPORDIZE 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 X NO ____

WILL THE GROUP HAVE ANY ACITIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES X 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 X NO ____

If yes, name of person(s) TBD - CLOSER TO EVENT. 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: 2/9/2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL:	DATE TO COMMITTEE: 3/9	YES ____	NO ____	N/A ____
COMMON COUNCIL APPROVAL:	DATE TO COMMITTEE: ____	YES ____	NO ____	N/A ____

CITY OF NORWALK RECREATION & PARKS DEPARTMENT
FACILITIES RENTAL APPLICATION FORM 2018-2019

PLEASE PRINT

PERSONAL/FAMILY _____
COMPANY/BUSINESS (circled)

ORGANIZATION NAME: **Mountain Workshop** NON-PROFIT (501C3) Yes____ No X

NAME OF BENEFICIARY: _____ Is this an Annual Event: Yes X No____ #of years 2

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: **Kent Tullo** TITLE: **Director**

YOUR NAME: **Kent Tullo** TITLE: **Director**

ADDRESS: **158 Kenwood Ave** E-MAIL ADDRESS: **ktullo@mountainworkshop.com**

CITY: **Fairfield** STATE: **CT** ZIP CODE: **06824**

HOME PHONE: **203-797-1435** BUSINESS PHONE: **203-797-1435 x106** CELL: **203-512-1321**

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: **Calf Pasture Beach** # OF PARTICIPANTS **approximately 300**

EVENT: **Team Building Day** DATE REQUESTED: **9/28/2022**

SET UP TIME: **7am** STARTING TIME: **9am** BREAKDOWN TIME: **1 hr** ENDTIME: **3pm** RAIN DATE: **TBD**
(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 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 JEAPORDIZE 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 X NO_____

WILL THE GROUP HAVE ANY ACITIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES X 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 X NO _____

If yes, name of person(s) TBD - CLOSER TO EVENT. 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: 2/9/2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 3/9 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_____
COMPANY/BUSINESS_____
NON-PROFIT (501C3) Yes ✓ No____

ORGANIZATION NAME: Third Taxing District Electric Dept.

NAME OF BENEFICIARY: Ron Scofield - TTD Is this an Annual Event: Yes X No___ #of years 25

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Ron Scofield TITLE: Assistant General Manager

YOUR NAME: Ron Scofield TITLE: Assistant General Manager

ADDRESS: 2 Second St. E-MAIL ADDRESS: rscofield@ttd.gov

CITY: East Norwalk STATE: CT. ZIP CODE: 06855

HOME PHONE (203) 866-9271 BUSINESS PHONE (203) 939-1840 939-1840 CELL (203) 943-1437

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Showmobile AT Cove Pasture Beach # OF PARTICIPANTS 250-300

EVENT Sunday District Concerts (7) DATE REQUESTED: July 10, 17, 24, 31 August 14, 21, 28

SET UP TIME: 1:00 PM STARTING TIME: 5:00 PM BREAKDOWN TIME: 9:00 PM ENDTIME: 7:00 PM 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) 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 JEAPORDIZE 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 ☐ We Plug Into Beach Service

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 ACITIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES ☐ NO ☒

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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: Ronald Scofield DATE: 1/26/22

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: _____ 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 ____
COMPANY/BUSINESS ____
NON-PROFIT (501C3) Yes X No ____

ORGANIZATION NAME: Ted Thomas Dance Foundation

NAME OF BENEFICIARY: ____ Is this an Annual Event: Yes ____ No ____ #of years ____

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Theodore Thomas TITLE: Artistic Director

YOUR NAME: Theodore Thomas TITLE: Artistic Director

ADDRESS: 11 Meeting Grove Lane E-MAIL ADDRESS: tedthomas01@aol.com

CITY: Norwalk STATE: CT ZIP CODE: 06850

HOME PHONE: 203 966-5103 BUSINESS PHONE: 203 972-3265 CELL: 646 286-8911

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Mathews Parks # OF PARTICIPANTS 200

EVENT: Fairfield County Dance Festival DATE REQUESTED: July 21 2022

SET UP TIME: 8 AM STARTING TIME: 6:30PM BREAKDOWN TIME 8:30PM ENDTIME 9:00PM RAIN DATE: July 26, 2022
(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 JEAPORDIZE 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 ACITIVITIES 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: January 21, 2022

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 3/9 YES ____ NO ____ N/A ____
COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: ____ YES ____ NO ____ N/A ____

§ 98-43 **Blocking of intersections.**
[Added 3-22-2016]

A. No operator of a motor vehicle, other than a tractor-trailer unit, as defined in Connecticut General Statutes Sec. **14-1**, shall proceed into an intersection that has been designated, posted and marked by the City in accordance with Subsection **B** of this section, except when making a turn, unless there is sufficient space on the opposite side of the intersection to accommodate such motor vehicle without obstructing the passage of other vehicles or pedestrians, notwithstanding the indication of a traffic control signal that would permit such operator to proceed into the intersection.

B. The City shall
   (1) Post signs at each such designated intersection indicating that blocking the intersection is prohibited and that violators are subject to a fine; and
   (2) Mark, in white paint, the boundary of such intersection with a line not less than one foot in width and the area within such boundary line with parallel diagonal lines not less than one foot in width.

C. Any person who violates the provisions of Subsection **A** of this section shall have committed an infraction and shall be issued a fine of $100.

D. This section shall apply to the following intersections within the City:

Intersection

East Avenue and Interstate 95 Exit 16 northbound off ramp

~~U.S. Route 1 and France Street~~
East Avenue Northbound and Olmstead Place

AGENDA

MARCH 10TH 2022

CLAIMS COMMITTEE MEETING

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

MOTOR VEHICLE

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
ACAR LEASING LTD	20-MV-300341	$522.27	PRORATION
	20-MV-400174	$446.28	PRORATION
ACAR LEASING LTD	20-MV-300339	$285.93	PRORATION
	20-MV-300474	$492.56	PRORATION
AGUIRRE-BENITES NARDO F	18-MV-301312	$39.03	PRORATION
ALLYN LAURA A	18-MV-301855	$132.07	PRORATION
ANGLE STEPHANIE DENISE	20-MV-302599	$67.37	PRORATION
ARGUETA-ROMERO NOHEMYS	20-MV-400768	$50.79	PRORATION
BAILEY-SAEED LENA MAXINE	18-MV-374606	$36.34	PRORATION
BALDERRAMA BROS LLC	20-MV-304160	$51.00	PRORATION
CATALAN-OLIVA FIDEL DE JESUS	20-MV-310682	$36.53	PRORATION
	20-MV-310681	$22.27	PRORATION
CCAP AUTO LEASE LTD	20-MV-310841	$529.52	PRORATION
	20-MV-311195	$312.38	PRORATION
COLEMAN TERRY CECIL JR	20-MV-313104	$79.07	PRORATION
CONCEPCION LILY B	20-MV-313305	$19.53	PRORATION
DAIMLER TRUST	20-MV-315373	$419.62	PRORATION
DAIMLER TRUST	20-MV-315304	$496.40	PRORATION
DAIMLER TRUST	20-MV-315403	$371.09	PRORATION
DOROMAL NOEL THOMAS	20-MV-318777	$194.04	PRORATION
DUBON-MARROQUIN MARTA A	20-MV-318606	$38.08	PRORATION
FIORDELISI JAMIE M	20-MV-322077	$109.62	PRORATION

AGENDA

MARCH 10TH 2022

CLAIMS COMMITTEE MEETING

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

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
GILBERT MARCELIN	17-MV-326009	$584.66	PRORATION
	18-MV-800809	$410.50	PRORATION
GLAZKOVA SVETLANA NIKOLAEVNA	20-MV-325439	$55.79	PRORATION
GONZALEZ-COCHE MATEO ABDIAS	18-MV-405844	$75.65	PRORATION
GONZALEZ-DEJESUS ALFREDO	20-MV-326048	$113.80	PRORATION
HONDA LEASE TRUST	20-MV-329594	$137.29	PRORATION
	20-MV-407476	$106.05	PRORATION
HONDA LEASE TRUST	20-MV-329605	$273.83	PRORATION
	20-MV-329672	$396.68	PRORATION
	20-MV-329979	$440.28	PRORATION
	20-MV-407377	$274.60	PRORATION
HROMYK ANATOLIY V	20-MV-330747	$31.88	PRORATION
HYUNDAI LEASE TRUST	20-MV-332710	$141.20	PRORATION
HYUNDAI LEASE TRUST	20-MV-331126	$197.88	PRORATION
HYUNDAI LEASE TRUST	20-MV-331158	$299.52	PRORATION
	20-MV-331210	$235.39	PRORATION
	20-MV-331345	$134.05	PRORATION
	20-MV-407750	$495.85	PRORATION
KNS EXCAVATION SERVICES LLC	20-MV-408862	$34.11	PRORATION
LATO MICHAEL DOMINICK	20-MV-337319	$303.64	PRORATION
LIONETTI MARK R	20-MV-338446	$548.65	PRORATION
MANNELLA MICHAEL RICHARD			
MANNELLA MICHELLE	20-MV-409921	$575.43	PRORATION
NEW ENGLAND OVERHEAD DOOR SERV	20-MV-348438	$136.66	PRORATION

AGENDA

MARCH 10TH 2022

CLAIMS COMMITTEE MEETING

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

PAY TO:	BILL No & AMOUNT REFUNDED		REASON
NISSAN INFINITI LT	20-MV-347217	$448.93	PRORATION
OCHOA-CERVANTES ROBERTO	20-MV-348271	$106.98	PRORATION
POMARICO MICHAEL N	19-MV-354368	$76.57	PRORATION
	20-MV-352152	$80.24	PRORATION
PRESCOTT EDWARD JAMES	20-MV-412790	$182.80	PRORATION
RANDAZZO NATALIE ANN	20-MV-413041	$47.32	PRORATION
RAWSON EDMUND G 4TH	20-MV-353769	$64.07	PRORATION
RIOS EVELYN	20-MV-354697	$159.62	PRORATION
SANCHEZ ANGEL JESUS	20-MV-357376	$17.26	PRORATION
	20-MV-357375	$100.83	PRORATION
SIGNS BY ANTHONY INC	20-MV-359690	$17.86	PRORATION
TOMLINSON SPENCER J	20-MV-363848	$40.03	PRORATION
TOYOTA LEASE TRUST	20-MV-364509	$430.68	PRORATION
TOYOTA LEASE TRUST	19-MV-411205	$764.63	PRORATION
USB LEASING LT	20-MV-366188	$42.84	PRORATION
VAULT TRUST	20-MV-367365	$471.20	PRORATION
VW CREDIT LEASING LTD	20-MV-368842	$288.98	PRORATION
	20-MV-368994	$219.43	PRORATION

REAL ESTATE

CORELOGIC			
3 VALLEY VIEW RD G/4			
5-22B-5-G/4	20-RE-104995	$1,964.37	PAID WRG PAR

AGENDA

MARCH 10TH 2022

CLAIMS COMMITTEE MEETING

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

PAY TO:	**BILL No & AMOUNT REFUNDED**		**REASON**
CORELOGIC			
71 AIKEN ST K/11			
5-21-382-K/11	20-RE-101876	$122.00	OVER PYMT
FALCONE JOANNES			
71 AIKEN ST 1/1	20-RE-108836	$122.00	OVER/DUP PYMT
5-21-382-1			
15 AUBURN ST	20-RE-108837	$3,053.50	OVER/DUP PYMT
5-81-83-0			
MOREY DONALD J			
MOREY MARGARET ANN			
12 PERSHING ST			
5-11-26-0	20-RE-118521	$3,678.06	PAID IN ERR
MURDOCK SALLY ANN	18-RE-118827	$360.00	ABATE SEWER
2 FLINTROCK RD	19-RE-118835	$367.00	
5-62-94-0	20-RE-118808	$183.50	
PARNELL WARREN			
2 FLINTROCK RD			
5-62-94-0	20-RE-118808	$183.50	ABATE SEWER

AGENDA

MARCH 10TH 2022

CLAIMS COMMITTEE MEETING

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

PAY TO:	**BILL No & AMOUNT REFUNDED**		**REASON**
ROJAS ANA & CONDORI HECTOR			
73 STUART AVE			
1-7-3-0	20-RE-122893	$3201.69	OVER PYMT
TSAHIRIDIS TRIATAFILAS & ANAS			
46 ELMWOOD AVE			
2-37-6-0	19-RE-127288	$250.00	ENT STATE CREDIT

SPECIAL REQUESTS

CORELOGIC TAX SERVICE			
212 ROWAYTON AVE	19-RE-123164	$6,923.31	SPECIAL ABATE
6-23A-42-0	20-RE-123152	$18,147.48	SPECIAL ABATE
RAMIREZ ROBERT NICOLE			
27 SASQUA RD			
3-24B-12-0	20-RE-122078	$10,822.89	DUP PAYMENT
SIXTY-FOUR FORT POINT ST LLC			
64 FORT POINT ST			
3-33-25-0	20-RE-124899	$21,083.52	OVER/DUP PYMT

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: March 4, 2022
Re: Narrative for February 2022 Tax Collector's Report

As of the end of February, 2022, representing eight out of 12 months, or two thirds, of the fiscal year, we collected more than $345 million against our $353 million adjusted levy, or **97.87%**. We collected **96.61%** of our sewer use levy, nearly $16 million, and **89.82%** of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA. Compared with the prior fiscal year, we ended the month of February ahead of last year for collection of taxes (1.84%), sewer use (1.92%), and the IPP fee (5.71%).

For prior years' collections, through the end of February 2022, we show a net collection of in excess of $3.4 million since the beginning of this fiscal year on July 1, 2021. This amount is approximately $1.5 million more than what we collected during the first eight months of the prior fiscal year, and is attributable to the tax sale held in October 2021. We collected in excess of **$8.5 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, a little more than a month 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 link to the sale website is: City of Norwalk Tax Sale 2021 (arcgis.com)

During February and March 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. 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, and we issued delinquent notices, called demand for payment notices, at the end of February. We expect to file lien continuing certificates by the middle of March.

Our in-person office hours remain **Monday through Friday, from 8:30 am to 4 pm.** No appointment is needed, and we do not close for lunch. We also continue to offer other payments options, including online payment, pay-by-phone, and paying by mail. We continue to adhere to all directives and protocols as communicated by the Administration and the Department of Health. In the interest of maintaining customer satisfaction and our collection rates, we continue to accommodate those who expect in-person service.

I expect to be on vacation and consequently will not attend at the April 14, 2022 Finance and Claims Committee meeting. I will attend the meetings of the Board of Estimate and Taxation in March and in April.

TAX COLLECTOR'S REPORT
FEBRUARY 2022

FISCAL YEAR 2021-2022 (2020 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 21 - FEB 22	COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
AUTOMOBILE-REGULAR	$21,672,160.18	$19,769,325.44	91.22%	$21,334,411.94	($337,748.24)	92.66%
AUTOMOBILE-SUPPLEMENTAL	$4,219,965.63	$3,198,600.69	75.80%	$4,208,440.17	($11,525.46)	76.00%
PERSONAL PROPERTY	$22,966,731.64	$21,902,709.54	95.37%	$23,003,663.66	$36,932.02	95.21%
REAL ESTATE	$308,716,745.40	$300,643,233.73	97.38%	$304,495,273.93	($4,221,471.47)	98.73%
TOTAL TAX	**$357,575,602.85**	**$345,513,869.40**	**96.63%**	**$353,041,789.70**	**($4,533,813.15)**	**97.87%**
SEWER USE	$16,488,685.00	$15,778,136.55	95.69%	$16,331,457.16	($157,227.84)	96.61%
IPP FEE	$187,000.00	$170,660.47	91.26%	$190,000.00	$3,000.00	89.82%

FISCAL YEAR 2020-2021 (2019 GRAND LIST)	ORIGINAL LEVY	JUN 20 - FEB 21				
AUTOMOBILE-REGULAR	$20,760,190.24	$18,841,362.43	90.76%	$20,456,412.42	($303,777.82)	92.10%
AUTOMOBILE-SUPPLEMENTAL	$2,974,458.75	$2,204,798.56	74.12%	$2,981,798.30	$7,339.55	73.94%
PERSONAL PROPERTY	$20,000,411.00	$19,242,319.11	96.21%	$20,040,502.48	$40,091.48	96.02%
REAL ESTATE	$310,928,205.46	$297,320,340.20	95.62%	$308,078,628.04	($2,849,577.42)	96.51%
TOTAL TAX	**$354,663,265.45**	**$337,608,820.30**	**95.19%**	**$351,557,341.24**	**($3,105,924.21)**	**96.03%**
SEWER USE	$16,883,967.00	$15,987,435.74	94.69%	$16,883,034.84	($932.16)	94.70%
IPP FEE	$200,500.00	$169,280.04	84.43%	$201,249.78	$749.78	84.11%

TAX DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	$2,912,337.40	$7,905,049.10	1.44%	$1,484,448.46	($1,427,888.94)	1.84%
SEWER DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	($395,282.00)	($209,299.19)	1.00%	($551,577.68)	($156,295.68)	1.92%
IPP DIFFERENCE 2020 G.L. vs. 2019 G.L. INCREASE/(DECREASE)	($13,500.00)	$1,380.43	6.83%	($11,249.78)	$2,250.22	5.71%

BACK TAXES COLLECTED	FISCAL YR 2020-2021 (JUL 21 - FEB 22)	FISCAL YR 2019-2020 (JUL 20 - FEB 21)	CUR YR vs.PRIOR YR INC/(DEC)
PRIOR TAXES	$1,474,550.58	$327,559.19	$1,146,991.39
PRIOR SEWER USE FEE	$212,265.20	$164,147.25	$48,117.95
PRIOR IPP FEE	$12,291.12	$10,859.66	$1,431.46
TOTAL PRIOR TAX, SEWER & IPP	**$1,699,106.90**	**$502,566.10**	**$1,196,540.80**
CURRENT INTEREST	$463,953.21	$606,304.37	($142,351.16)
PRIOR INTEREST	$954,082.60	$679,161.81	$274,920.79
SEWER USE FEE INTEREST	$77,987.46	$58,846.47	$19,140.99
IPP FEE INTEREST	$5,671.54	$5,990.01	($318.47)
TOTAL INTEREST COLLECTED	**$1,501,694.81**	**$1,350,302.66**	**$151,392.15**
PRIOR LIEN FEE	$11,082.73	$10,348.36	$734.37
CURRENT LIEN FEE	$0.00	$0.00	$0.00
TOTAL LIEN FEE COLLECTED	**$11,082.73**	**$10,348.36**	**$734.37**
MISC FEES COLLECTED**	**$264,608.71**	**$89,898.40**	**$174,710.31**
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	**$3,476,493.15**	**$1,953,115.52**	**$1,523,377.63**

* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION & SUSPENSE TRANSFERS

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

CITY OF NORWALK
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

Date: March 7, 2022

To: Harry Rilling, Mayor
The Members of the Finance Committee
The Members of the Common Council

From: Henry Dachowitz, Chief Financial Officer (HD for H.M.D.)

Re: Special Funding Request from the ARPA Fund to the Fire Department for Emergency work at Station #1

Attached is a request from the Fire Department requesting Emergency Funding from the ARPA Fund to carry out emergency repairs at Fire Station #1 at 90 New Canaan Avenue.

This request also includes all the specific emergency work needed to be done and quotes from Contractors with detailed pricing quotes for the completion of such work.

The Finance Department recommends the approval of this Special Emergency request.

ACTION REQUESTED:

1. RESOLUTION: Requesting Special Emergency Funding from the ARPA Fund in the amount of $301,066 for the Fire Department to carry out Emergency repairs at Fire Station No. 1 at 90 New Canaan Avenue.

CITY OF NORWALK
Office of the Mayor

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

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

MEMORANDUM

Date: March 7, 2022

To: Members of the Finance Committee
The Members of the Common Council

From: Harry Rilling, Mayor HWR

Re: Special Funding Request from the ARPA Fund to the Fire Department for Emergency work at Station #1

Attached is a request from the Fire Department requesting Emergency Funding from the ARPA Fund to carry out emergency repairs at Fire Station #1 at 90 New Canaan Avenue.

This request also includes all the specific emergency work needed to be done and quotes from Contractors with detailed pricing quotes for the completion of such work.

The Finance Department recommends the approval of this Special Emergency request.

ACTION REQUESTED:

1. RESOLUTION: Requesting Special Emergency Funding from the ARPA Fund in the amount of $301,066 for the Fire Department to carry out Emergency repairs at Fire Station No. 1 at 90 New Canaan Avenue.

CITY OF NORWALK
FIRE DEPARTMENT

Office of Chief Gino Gatto

121 CONNECTICUT AVENUE

NORWALK, CONNECTICUT 06854

Tel: (203) 854-0230

Fax: (203) 854-0234

Feb. 28, 2022

Dear members of the Board of Estimate and Taxation,

I am writing to request a special appropriation of $ 301,066. for emergency work at Fire Station #1, 90 New Canaan Ave.

Fire Station #1 has been under construction for approximately 1 1/2 years. The original contractor was removed from the project due to unacceptable work. The removed company's bonding agency assumed responsibility of the project. Maggiore Construction was then hired through a bidding process.

During pre-construction walk-through, multiple issues were discovered regarding the building ventilation system and existing asbestos flooring. An inspection was requested by FD with Maggiore Construction (General Contractor), Encon (HVAC Contractor), and Bill Ireland (Head Building Official). After inspection, Mr. Ireland concluded that the building's ventilation system was not up to code due to the lack of make-up air. It was also determined that improper ceiling insulation and ceiling tile installation was contributing to the poor air quality. This is in conjunction with undersized split AC units in portions of the building, causing excessive condensation in the AC cooling lines resulting in staining of the ceiling tiles throughout the building. All aspects are causing a mold ripe atmosphere in various plenum spaces throughout the building. Gill & Gill (Architect) was then consulted and agreed. They then sent an emergency work recommendation to Mr. Ireland. The original asbestos tiles located in the bunk room and lounge were also observed to be broken and/or loose in several areas.

The active project cannot be properly completed without addressing the code violation/poor air quality in the building. This involves several phases to resolve:
1) Provide make-up air to the building.
2) Expose the ceilings in the building to install adequate insulation and appropriate duct work throughout.
4) Resize and re-pipe existing units (where necessary).
3) Increase the scope of the floating floor system scheduled to be installed to include the lounge and bunk room floors, effectively encapsulated all remaining disturbed asbestos tile.

Mayor Rilling and Henry Dachowitz have approved using ARPA funds for this additional work.

Thank you for your time and consideration in this important project.

Chief Gatto Gino Gatto

DEPT OF FINANCE
Purchasing Department
NONCOMPETITIVE PROCUREMENT JUSTIFICATION FORM

DATE: 01/25/2022 **DEPARTMENT:** Fire

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

Check One:

☐	The item is available only from a single source (justification is attached). The provisions of this regulation apply to all sole source procurements unless emergency conditions exist as defined by Purchasing Guideline on Emergency Procurements
☐	After solicitation of a number sources, competition is determined inadequate (record of source contacts and/or attempts to obtain pricing is attached)
☐	The compatibility of equipment, accessories, or replacement parts is of paramount consideration
☐	The item/service is available on a Cooperative Purchasing Agreement (please provide the organization name, quote and the contract/agreement number)
X ☐	The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation (documented emergency contingency is attached). **Please forward this form and supporting documentation within 48 hours of the Emergency**
☑	Other, please explain: Expanded scope to active project necessary to comply with building codes and provide air quality improvements from mold and asbestos concerns.

TOTAL COST: $301,066.70 **MUNIS Account:** 09153110- Renovate/Upgrade Stations

VENDOR: Maggiore Construction & Encon, Inc.

Purchasing Agent Signature	The Purchasing Agent		Department Head Signature
Sharon Conners Digitally signed by Sharon Conners Date: 2022.02.02 10:40:38 -05'00'	X	**Supports**	Gino Gatto
Purchasing Agent Name		**Does Not Support**	**Department Head Name**
		Single Source Requires Common Council Authorization (in excess of $20,000.00)?	Gino Gatto
Date			**Date** 01/31/2022

JUSTIFICATION:

Fire Station #1 has been under construction for approximately 1 1/2 years. The original contractor was removed from the project due to unacceptable work. The removed company's bonding agency assumed responsibility of the project. Maggiore Construction was then hired through a bidding process.

During pre-construction walk-through, multiple issues were discovered regarding the building ventilation system and existing asbestos flooring. An inspection was requested by FD with Maggiore Construction(General Contractor), Encon (HVAC Contractor), and Bill Ireland (Head Building Official). After inspection, Mr. Ireland concluded that the building's ventilation system was not up to code due to the lack of make-up air. It was also determined that improper ceiling insulation and ceiling tile installation was contributing to the poor air quality. This is in conjunction with undersized split AC units in portions of the building, causing excessive condensation in the AC cooling lines resulting in staining of the ceiling tiles throughout the building. All aspects are causing a mold ripe atmosphere in various plenum spaces throughout the building. Gill & Gill (Architect) was then consulted and agreed. They then sent an emergency work recommendation to Mr. Ireland. The original asbestos tiles located in the bunk room and lounge were also observed to be broken and/or loose in several areas.

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

Vendor 1: Maggiore Construction

Vendor 2: _____

EMERGENCY: Explain in detail the nature of the emergency

The active project cannot be properly completed without addressing the code violation/poor air quality in the building. This involves several phases to resolve:

1) Provide make-up air to the building.
2) Expose the ceilings in the building to install adequate insulation and appropriate duct work throughout.
4) Resize and re-pipe existing units (where necessary).
3) Increase the scope of the floating floor system scheduled to be installed to include the lounge and bunk room floors, effectively encapsulated all remaining disturbed asbestos tile.

Purchasing Agent Comments: The Purchasing Department recognizes this additional work as an emergency since it is a active construction project and the issues were raised under the new contractor as stated in the supporting documentation. This work needs to be completed to resolve the code violations and poor air quality. CO would not be granted.

Maggiore Construction Inc.

Bill Ireland, Chief Building Official
Norwalk City Hall
125 East Avenue
Norwalk, CT 06851
Email: wireland@norwalkct.org
Phone: 203.854.7760

Revised: January 19, 2022
January 18, 2022

Re: Norwalk Fire Station #2
Silvermine

Bill,

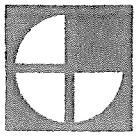
Please find attached letter from Patsy Gill of Gill & Gill Architects as well as the Encon report. Both include information from their assessment of the HVAC at the Fire Station and include some recommended remedies.

Thank you for your attention to this matter and I look forward to hearing from you.

Sincerely,

Anthony Maggiore

GILL & GILL
ARCHITECTS, L.L.C.
ARCHITECTS · DESIGNERS · PLANNERS



17 High St. Suite 301
Norwalk, CT 06851

203.831.8808
www.GILLandGILL.com

January 18, 2022

Mr. William Ireland, Chief Building Official
Norwalk Code Enforcement
125 East Avenue
Norwalk, CT 06851

Re: **Fire Station #1**
90 New Canaan Avenue

Dear Bill:

We have been working with the Norwalk Fire Department on interior alterations at Fire Station #1 at 90 New Canaan Avenue. Due to nonperformance, the original contractor has been removed from the project and a new contractor has been hired to perform remedial work and finish the project. I understand that you were onsite to review existing conditions at the building, along with Fire Department personnel, Maggiore Construction, and Encon Heating and AC.

The HVAC systems have been replaced and/or modified in various areas in recent years. During their inspection, Encon has determined many inefficiencies and non-code-compliant aspects of the existing HVAC systems. In particular, there is a lack of adequate ventilation to bring in outside make-up air, temper it when required, and circulate it back inside. Due to this lack of fresh air, indoor air quality is poor, and humidity builds up in heavily used areas such as the lounge, bunkroom, locker room and bathroom spaces. This condition is unacceptable and performing remedial work is necessary to improve indoor air quality for the health and safety of our first responders stationed at this building.

It is our professional opinion that this work should be expedited as an emergency repair. Should you have any questions or comments, please do not hesitate to call our office.

Sincerely,

Patricia K. Gill, AIA

Cc: Mr. Anthony Maggiore
Captain Mark Conte, Norwalk Fire Department

ENCON Heating & AC
Building Efficiency and Sustainability
A Service Logic Company

Corporate Office
1265 Woodend Road
Stratford, CT 06615
Phone 203.375.5228
CT LIC #395593
NY LIC #103
GoENCON.COM

Glenn Giustino P.E.
Sr Design Consultant

MEMORANDUM

Date: January 14, 2022

To: T. Giangrande

From: G. Giustino

Subject: Norwalk Fire Station #1
HVAC System Assessment & Proposed Enhancements

At the request of the projects general contractor Maggiore Construction, and in response to reports of concerns with the existing HVAC system, Encon performed a brief survey with preliminary observations of the HVAC system and have found deficiencies with the existing system, as noted below.

Ventilation – The building lacks a forced air mechanical ventilation system required to provide code required outdoor air to all occupiable spaces. The lack of a forced mechanical ventilation system has led to reports of poor indoor air quality with high indoor summer relative humidity, specifically in the densely populated spaces such as the; lounge/meeting room and second floor bunkroom, locker room and bathroom spaces.

In addition to required outdoor air ventilation systems, required exhaust air systems for the bathroom, locker/shower rooms are either inoperative or non-existent.

It would appear the installation of an engineered outdoor air ventilation system (DOAS) system coupled with functional exhaust air systems meeting current code requirements would resolve the above conditions.

Air Conditioning System – The ductless split type air conditioning systems installed in a number of areas appear marginal to undersized and incapable of maintaining acceptable indoor temperatures during summer outdoor design conditions. The lounge/meeting room and second floor bunkroom, locker room and bathroom spaces were areas reported to have high indoor summer temperatures.

Encon would like approval to perform a more thorough evaluation of the existing HVAC system with the objective of recommending enhancements to the existing system with associated budgetary costs to resolve the current HVAC system issues.

Maggiore Construction Inc.

Mr. Mark Conte
c/o Norwalk Fire Department
121 Connecticut Avenue
Norwalk, CT 06854
Email: mconte@norwalkct.org
Cell: 203.822.2574
Office: 203.854.0232

January 20, 2022

Change Order #8A
Bunk Room #201 Floor

To provide all labor and materials to complete the Bunk room #201 floor for the total cost of $23,125.00

Our price includes:

1. Relocate contents to location directed by owner.
2. Remove the existing floor, loose and damaged floor, tiles. Apply level-lastic to all areas required.
3. Install the matching floating floor CLX XD Pyrenees maple on the entire Bunk Room floor.
4. Provide and install 6" cove base to match the new vinyl base to the other areas of the building.
5. Clean and remove all job related debris and relocate the owner's contents.

*Upon acceptance of our proposal we will prepare a detailed scope of work and submittals of all material to be used in this change order for your approval.

X_____
Norwalk Fire Station

X_____
Maggiore Construction

Maggiore Construction Inc.

Mr. Mark Conte
c/o Norwalk Fire Department
121 Connecticut Avenue
Norwalk, CT 06854
Email: mconte@norwalkct.org
Cell: 203.822.2574
Office: 203.854.0232

January 20, 2022

Change Order #8B
Bunk Room #201 Ceiling Insulation & Renovation

To provide all labor and materials to complete the Bunk Room #201 ceiling insulation for the total cost of $28,800.00.

Our price includes:

1) Provide all protection and isolate the area to control construction dust.
2) Remove the existing acoustical ceiling tiles, grid, old ceiling tiles, and "old" grid.
3) Remove all superfluous materials above the grid and dispose of properly.
4) Provide and install 5 1/2" closed cell spray foam insulation to the entire ceiling above the Bunk room.
5) Re-install the acoustical ceiling grid.
6) Replace lighting with LED 2x2 extended life fixtures.
7) Install existing and new 2x2 "pads" as necessary to complete the ceiling.
8) Clean and remove all job related debris from the work site.

*Upon acceptance of our proposal we will prepare a detailed scope of work and submittals of all material to be used in this change order for your approval.

X_____
Norwalk Fire Station

X_____
Maggiore Construction

Maggiore Construction Inc.

Mr. Mark Conte
c/o Norwalk Fire Department
121 Connecticut Avenue
Norwalk, CT 06854
Email: mconte@norwalkct.org
Cell: 203.822.2574
Office: 203.854.0232

January 20, 2022

Change Order #9A:
Lounge Room #112 Floor

To provide all labor and materials to replace the Lounge Floor Room #112 for a total cost of $11,946.00

Our price includes:

1. Relocate contents to location directed by owner.
2. Remove the existing floor, loose and damaged floor, tiles. Apply level-lastic to all areas required.
3. Install the matching floating floor CLX XD Pyrenees maple on the entire lounge floor.
4. Provide and install 6" cove base to match the new vinyl base to the other areas of the building.
5. Clean and remove all job related debris and relocate the owner's contents.

*Upon acceptance of our proposal we will prepare a detailed scope of work and submittals of all material to be used in this change order for your approval.

X_____
Norwalk Fire Station

X_____
Maggiore Construction

Maggiore Construction Inc.

Mr. Mark Conte
c/o Norwalk Fire Department
121 Connecticut Avenue
Norwalk, CT 06854
Email: mconte@norwalkct.org
Cell: 203.822.2574
Office: 203.854.0232

January 20, 2022

Change Order #9B:
Lounge #112 Ceiling Insulation & Renovation

To provide all labor and materials to complete the Lounge #112 Room's ceiling insulation for the total cost of $21,450.00.

Our price includes:

1) Provide all protection and isolate the area to control construction dust.
2) Remove the existing acoustical ceiling tiles, grid, old ceiling tiles, and "old" grid.
3) Remove all superfluous materials above the grid and dispose of properly.
4) Provide and install 5 1/2" closed cell spray foam insulation to the entire ceiling above the lounge.
5) Re-install the acoustical ceiling grid.
6) Replace lighting with LED 2x2 extended life fixtures.
7) Install existing and new 2x2 "pads" as necessary to complete the ceiling.
8) Clean and remove all job related debris from the work site.

*Upon acceptance of our proposal we will prepare a detailed scope of work and submittals of all material to be used in this change order for your approval.

X_____ X_____

Norwalk Fire Station Maggiore Construction

Maggiore Construction Inc.

Mr. Mark Conte
c/o Norwalk Fire Department
121 Connecticut Avenue
Norwalk, CT 06854
Email: mconte@norwalkct.org
Cell: 203.822.2574
Office: 203.854.0232

January 19, 2022

Change Order #10A:
Captain's Office #104 Ceiling Insulation & Renovation

To provide all labor and materials to complete the Captain's office #104 ceiling renovation for the total cost of $9,600.00.

Our price includes:

1) Provide all protection and isolate the area to control construction dust.
2) Remove the existing acoustical ceiling tiles, grid, old ceiling tiles, and "old" grid.
3) Remove all superfluous materials above the grid and dispose of properly.
4) Provide and install 5 ½" closed cell spray foam insulation to the entire ceiling above the Captain's office.
5) Re-install the acoustical ceiling grid.
6) Replace lighting with LED 2x2 extended life fixtures.
7) Clean and remove all job related debris from the work site.

*Upon acceptance of our proposal we will prepare a detailed scope of work and submittals of all material to be used in this change order for your approval.

X_____
Norwalk Fire Station

X_____
Maggiore Construction

Maggiore Construction Inc.

Mr. Mark Conte
c/o Norwalk Fire Department
121 Connecticut Avenue
Norwalk, CT 06854
Email: mconte@norwalkct.org
Cell: 203.822.2574
Office: 203.854.0232

January 20, 2022

Change Order #11A:
Lieutenant's Office #107 Ceiling Insulation & Renovation

To provide all labor and materials to complete the Lieutenant's office #107 ceiling insulation for the total cost of $9,750.00.

Our price includes:

1) Provide all protection and isolate the area to control construction dust.
2) Remove the existing acoustical ceiling tiles, grid, old ceiling tiles, and "old" grid.
3) Remove all superfluous materials above the grid and dispose of properly.
4) Provide and install 5 1/2" closed cell spray foam insulation to the entire ceiling above the Lieutenant's office.
5) Re-install the acoustical ceiling grid.
6) Replace lighting with LED 2x2 extended life fixtures.
7) Clean and remove all job related debris from the work site.

*Upon acceptance of our proposal we will prepare a detailed scope of work and submittals of all material to be used in this change order for your approval.

X_____ X_____

Norwalk Fire Station Maggiore Construction

ENCON Heating & AC
Building Efficiency and Sustainability
A Service Logic Company

Corporate Office
1265 Woodend Road
Stratford, CT 06615
Phone 203 375 5228
CT LIC #395593
NY LIC #103
GoENCON.COM

January 31, 2022

Mr. Anthony Maggiore
Maggiore Construction
Norwalk, CT

Project: **Norwalk Fire Department Station #1**
90 New Canaan Ave
Norwalk, CT

Dear Anthony;

We are pleased to submit our HVAC design-build proposal for the NFD Fire Station #1 in Norwalk, CT. Our understanding of the project scope and our HVAC design-build proposal are based upon the Request for Proposal and associated architectural plans latest revision dated November 7, 2019.

This letter proposal shall constitute our proposed arrangement for providing HVAC design-build services and will form the basis of our formal agreement.

HVAC Scope of Work

Installation of a dedicated outside air system (DOAS) to provide code compliant mechanical ventilation throughout building (except equipment bays). This unit will deliver conditioned (heated, cooled, and dehumidified) air to the building allowing for a controlled indoor environment. Unit will be placed on roof and ducted throughout the building to each space.

Installation of a larger 30,000 BTU air handler for the Lounge/Meeting Room lieu of existing 15,000 BTU air handler. Unit is being increased in size to accommodate room usage.

Installation of relocated 15,000 BTU air handler from Lounge/Meeting Room to new second floor washroom.

Installation of upgraded exhaust systems for locker rooms and bathrooms throughout the building.

Each HVAC system will be designed and installed in accordance with the 2018 Connecticut State Building and Fire Safety and Fire Prevention Codes including the 2015 version of the International Mechanical Code and International Energy Conservation Code, including Connecticut amendments. HVAC permit and construction plans will be prepared by a professional engineer licensed in the state of Connecticut.

Scope of HVAC Engineering Services

The scope of HVAC engineering services will include the following deliverables and tasks;

1. Preparation of HVAC Permit/Construction plans for submission to the local building department to obtain construction permit. HVAC plans will be prepared using AutoCad/Revit 2018 software based on receipt of suitable architectural AutoCad file floor plans or Revit model, which will be used as base sheets for the development of HVAC plans.

2. Preparation of preliminary design development plans for coordination with the architect, structural engineer and other trades.

3. Preparation of HVAC ventilation and thermal load calculations using Trane Trace 700 software to size HVAC systems.

4. Preparation of HVAC related energy compliance documentation using Department of Energy Building Energy Compliance program COMcheck. Attendance at design coordination meetings.

Scope of Construction Services

The scope of construction services will include all necessary work (labor, equipment, materials) to provide a complete operating HVAC system in accordance with design documentation and code and will include the following deliverables and tasks;

1. Project management
2. Permit fees and taxes
3. Attendance at construction coordination meetings
4. Coordinated HVAC shop drawings
5. Equipment and material submittals
6. Rigging and stagging as required.
7. Test & balance report
8. As-built plans
9. O&M manuals

Exclusions

1. Electrical power wiring (120/208/460V) for all mechanical equipment and controls.
2. Floor, roof and wall openings, structural cutting, framing, roofing and flashing including core drilling to accommodate HVAC system installation.
3. Roof smoke and or heat vents.
4. Architectural access doors in general construction.

HVAC Design-Build Budget

We propose to provide our HVAC design-build services for the lump sum amount indicated below.

HVAC Cost: (non-prevailing wages)	$153,964.00
Add for Prevailing Wages if required:	$15,062.00
Total Cost:	$169,026.00

Thank you again for this opportunity to submit our proposal to Maggiore Construction. We enthusiastically look forward to working with you and the and the development team on this project.

Regards,

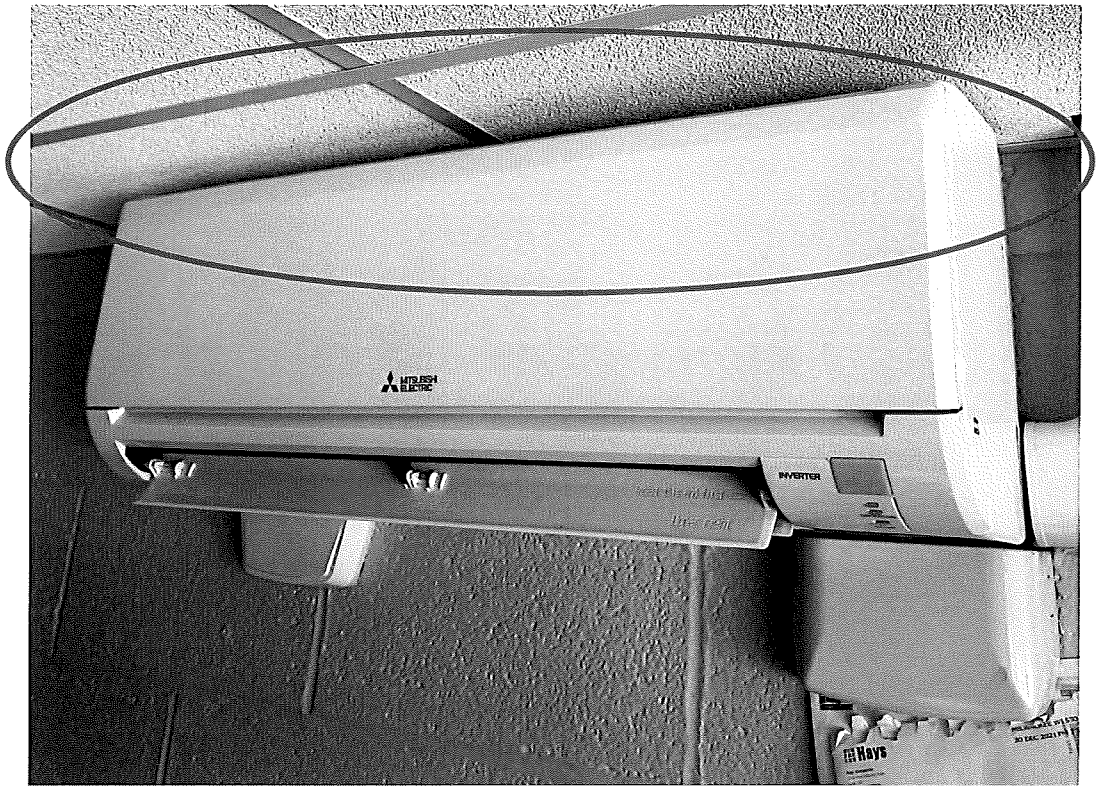
Brian Reilly
Project Manager

Toby Giangrande
Commercial Sales Manager

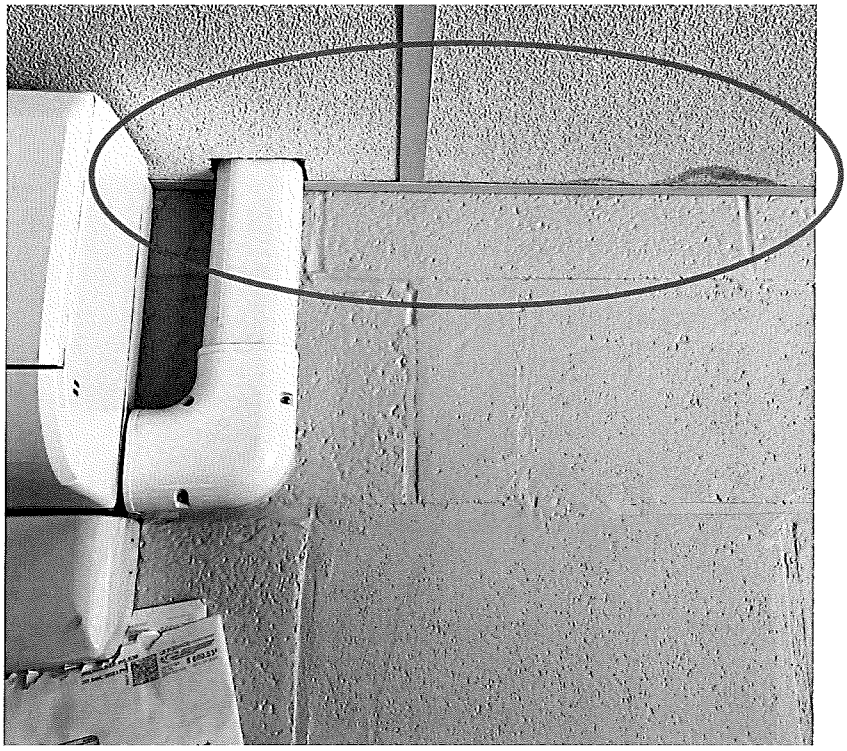
CO #	Description	Cost
8A	Bunk Room #8A Floor	$ 23,125.00
8B	Bunk Room #201 Ceiling Insulation & Renovation	$ 28,800.00
9A	Lounge Room #112 Floor	$ 11,946.00
9B	Lounge #12 Ceiling Insulation & Renovation	$ 21,450.00
10A	Captain's Office #104 Ceiling Insulation & Renovation	$ 9,600.00
11A	Lieutenant's Office #107 Ceiling Insulation & Renovation	$ 9,750.00
12	Encon- HVAC Upgrades & Repairs	$ 169,026.00
Total	**Change Orders**	**$ 273,697.00**
10% Contingency Allowance		**$ 27,369.70**
Total Requested Amount		**$ 301,066.70**

Lieutenant's Office

Manufacturer's recommended 5" minimum clearance not met



Split unit lines are leaking through the ceiling.

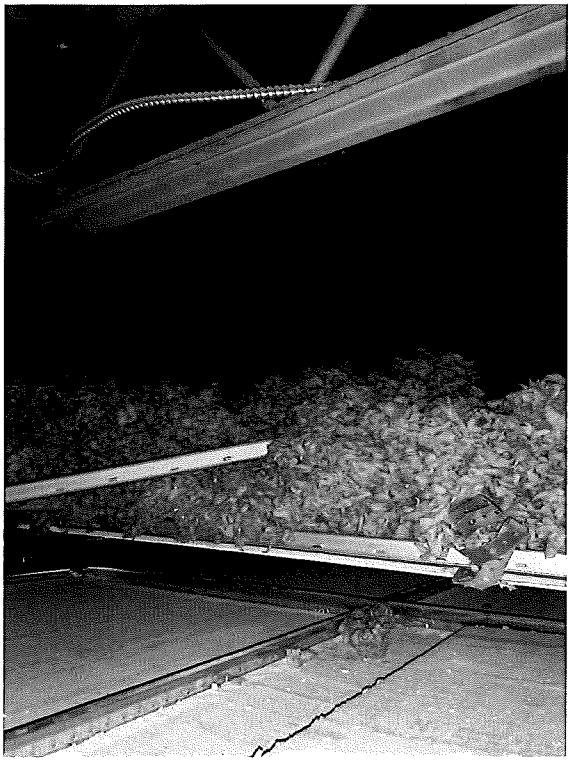


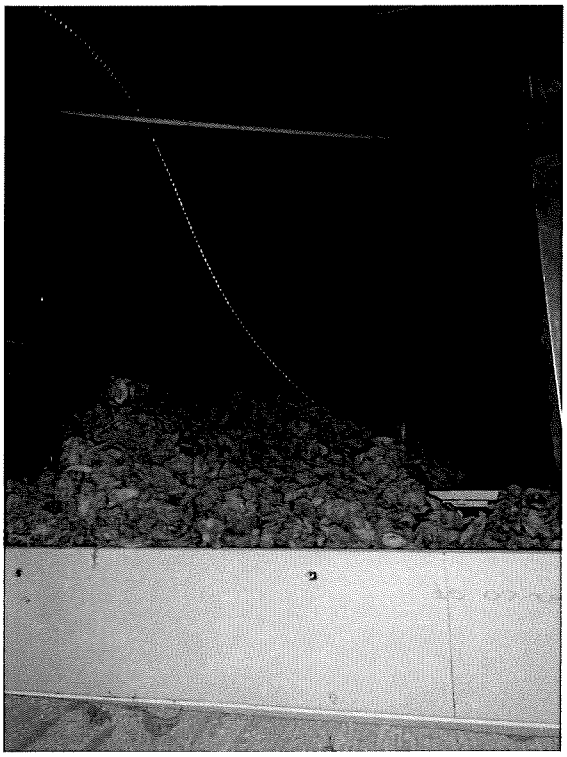
Captain's Office

Manufacturer's recommended 5" minimum clearance not met

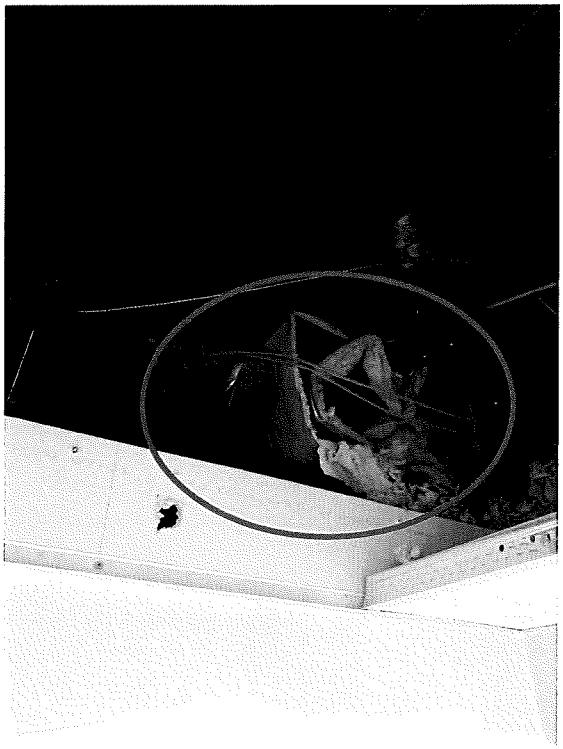
Captain's and Lieutenant's Offices

Improper insulation





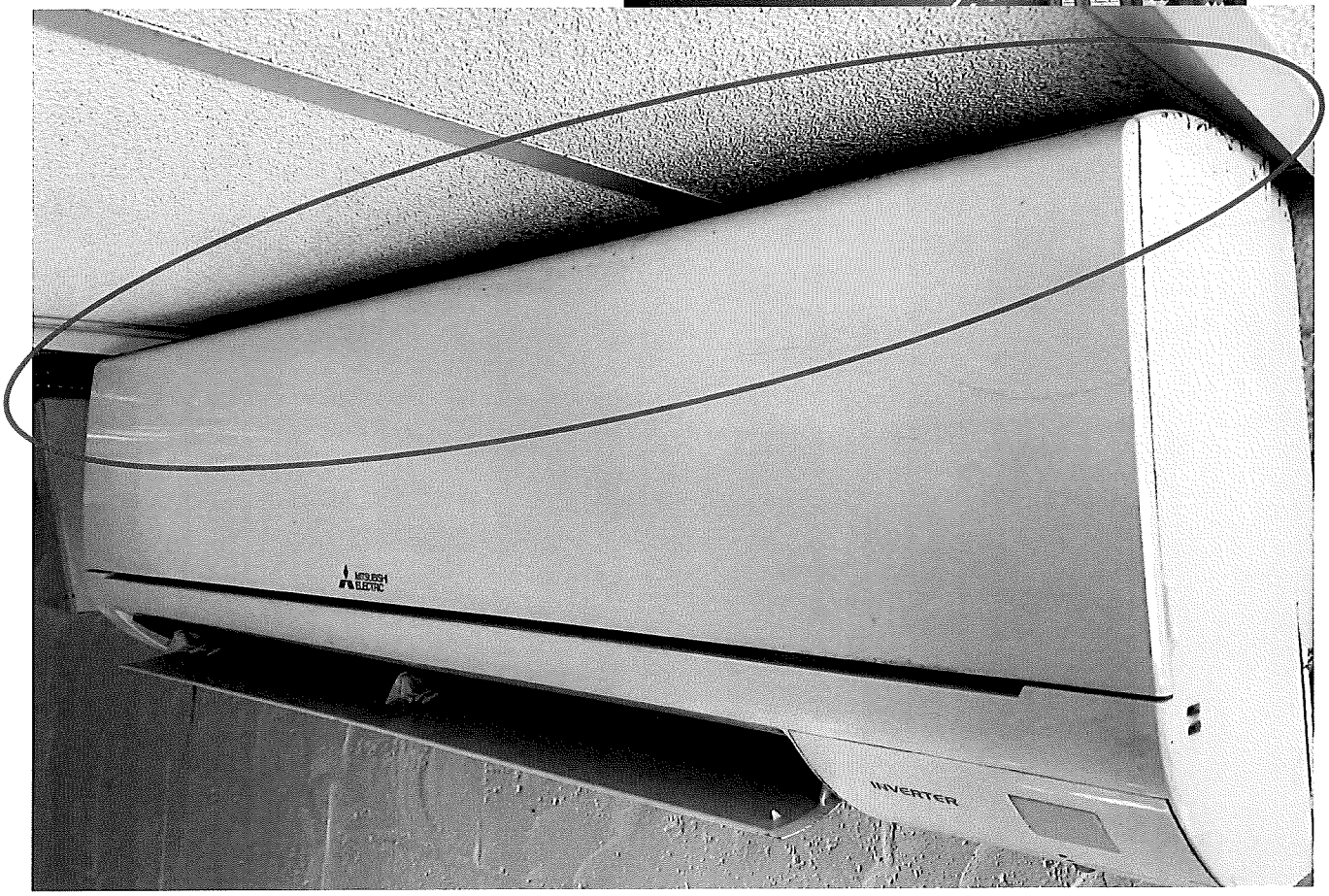
Abandoned unsealed duct work.



Kitchen

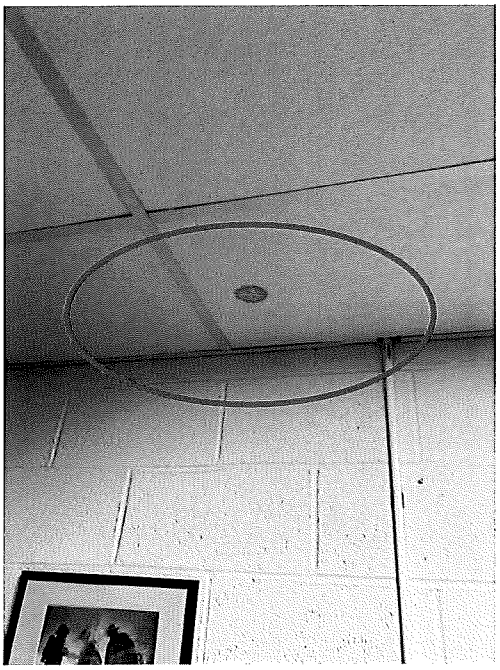
Split unit lines are leaking through the ceiling.

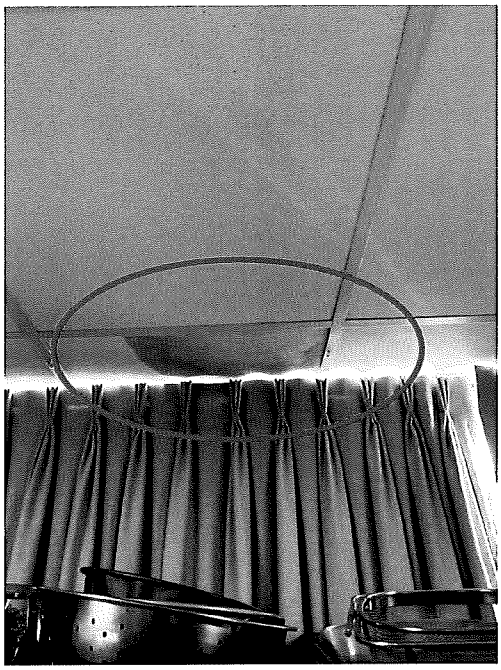
Manufacturer's recommended 5” minimum clearance not met.



Lounge

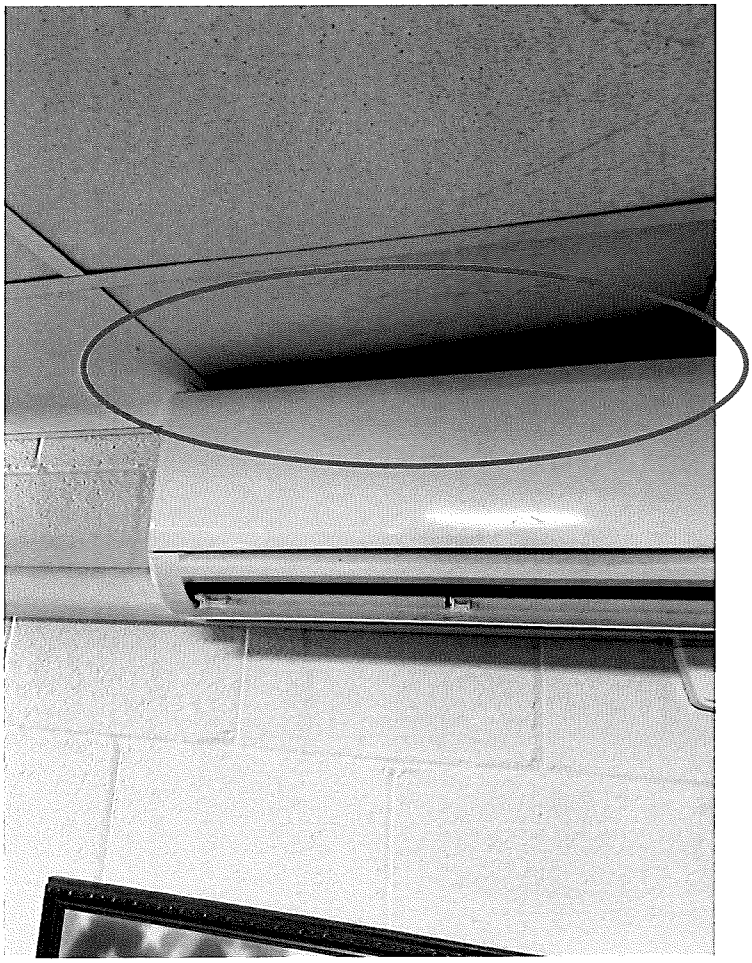
Split unit lines are leaking through the ceiling.



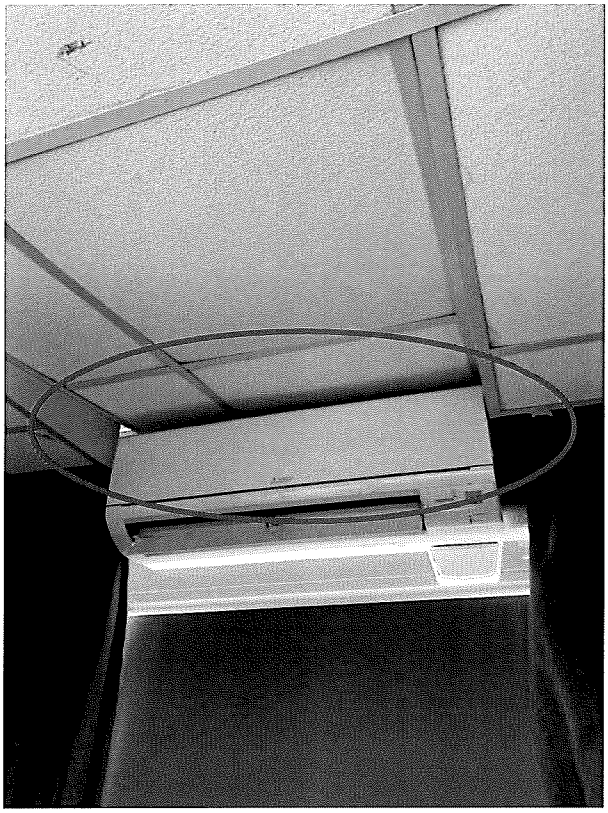


Manufacturer's recommended 5” minimum clearance not met.

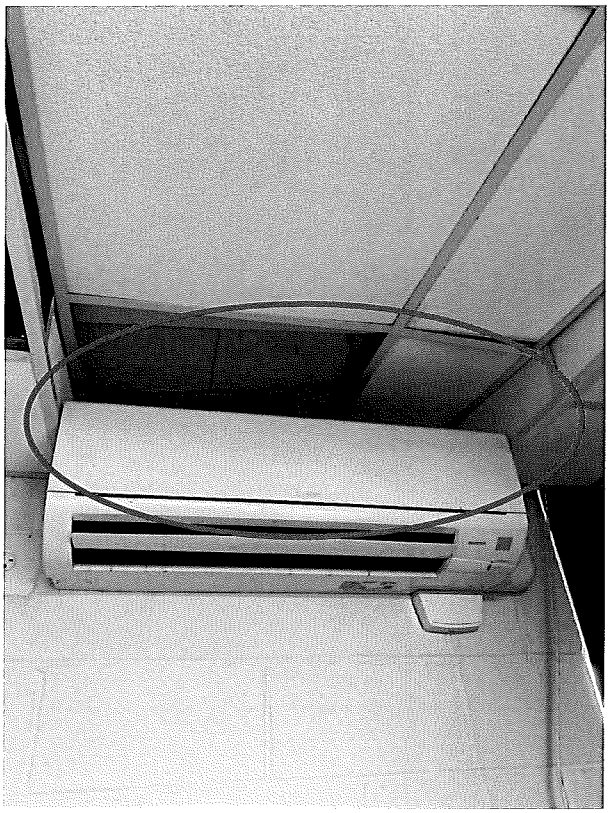
Unit is undersized for the space.



Bunk Room

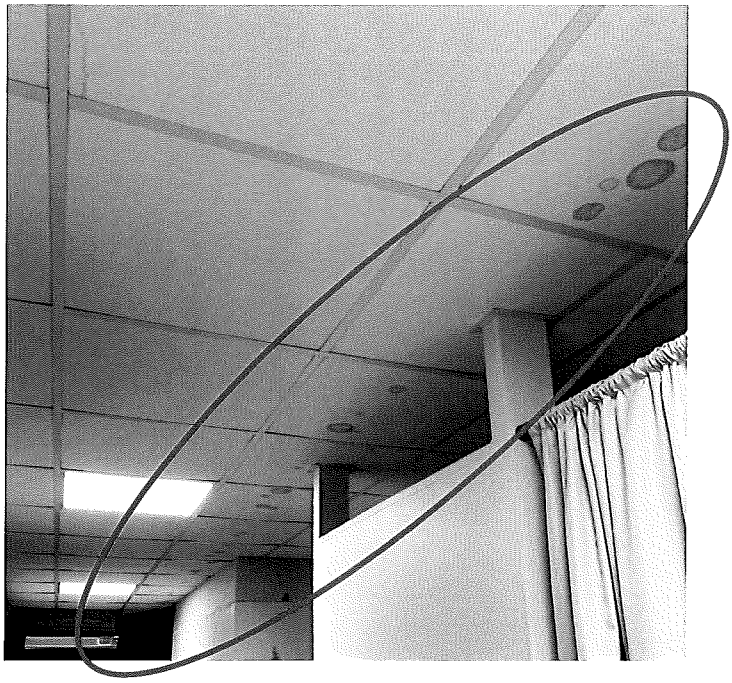


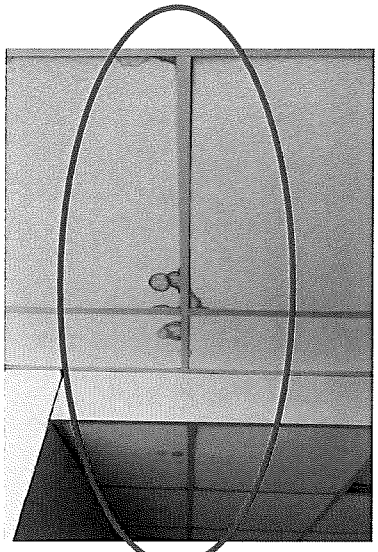
Manufacturer's recommended 5” minimum clearance not met.

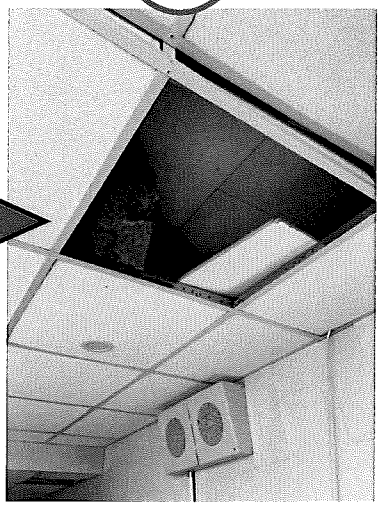


Bunk Room

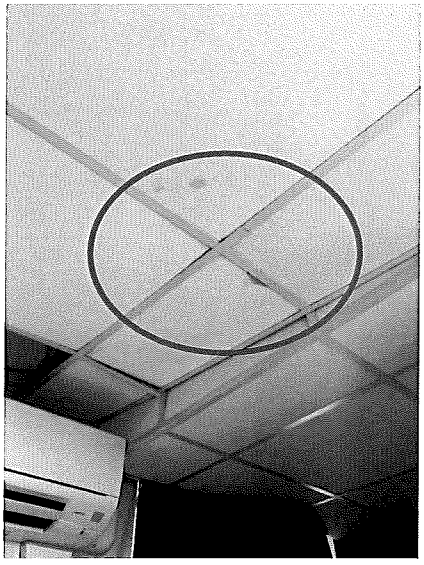
Split unit lines are leaking through the ceiling.

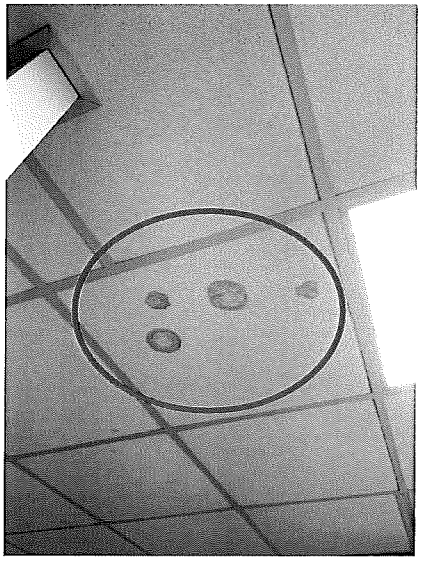


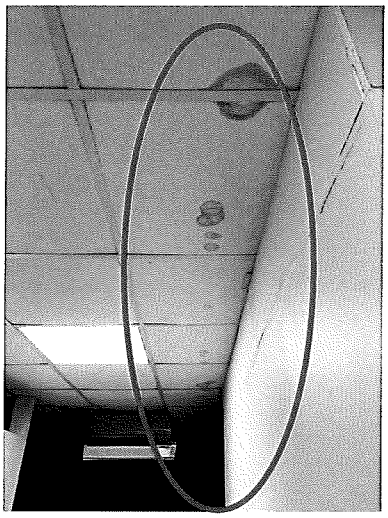




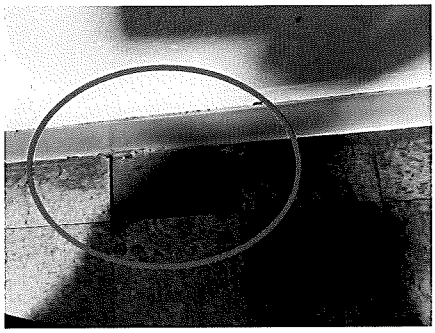
Inadequate insulation

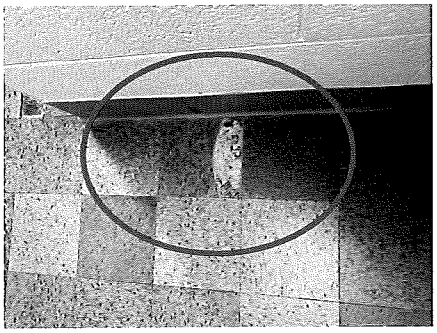


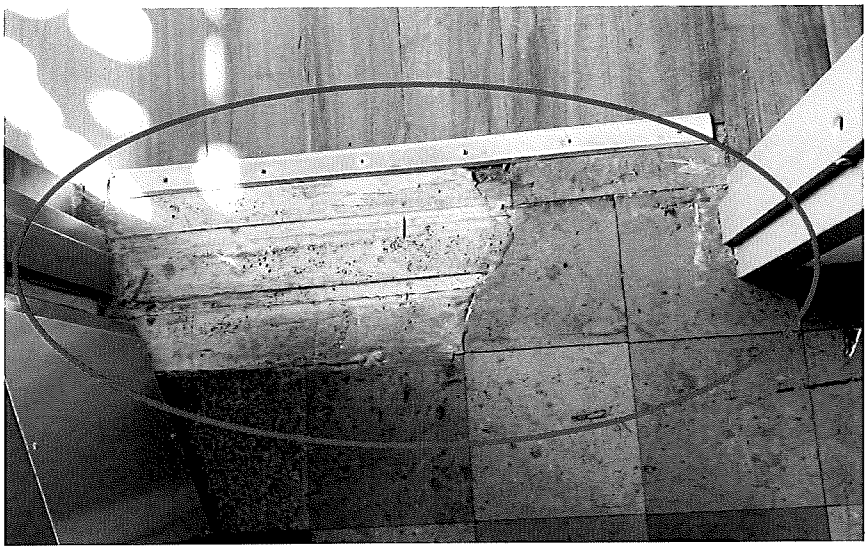


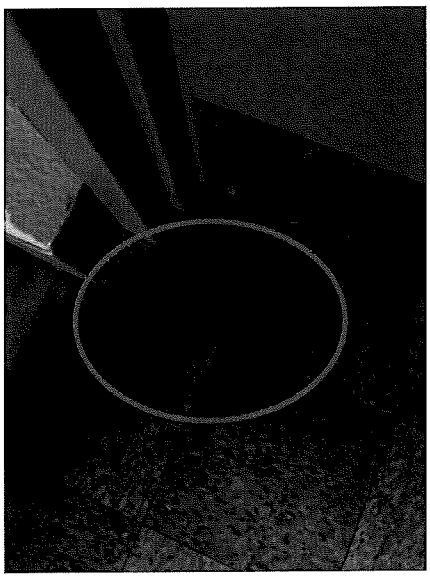


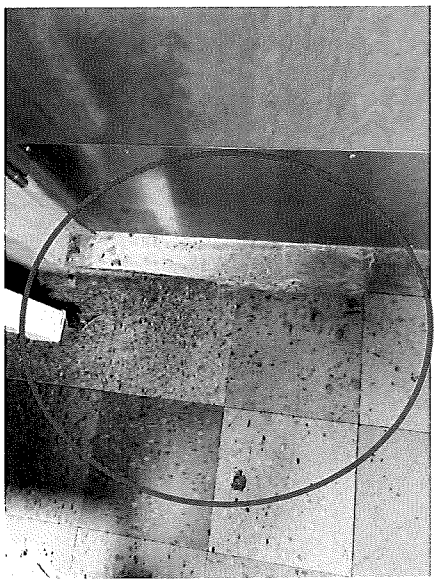
Bunk Room and Lounge Loose/Broken Asbestos Tile

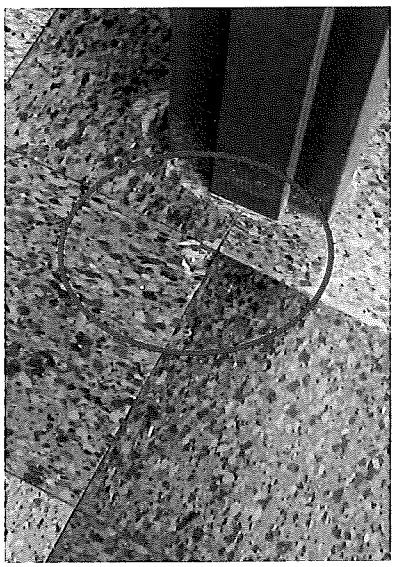




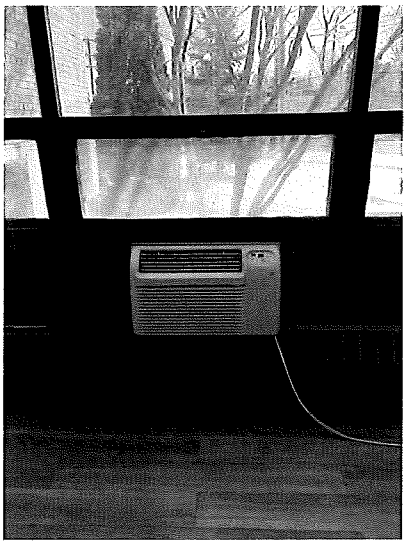


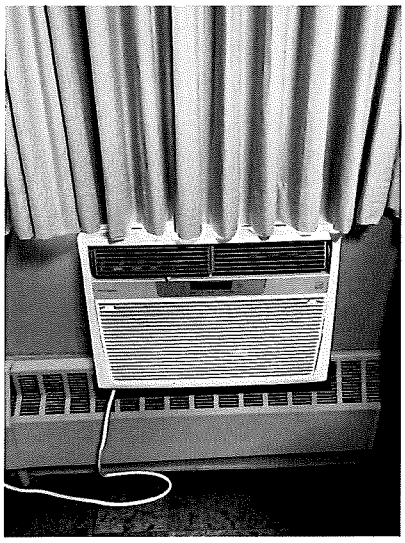


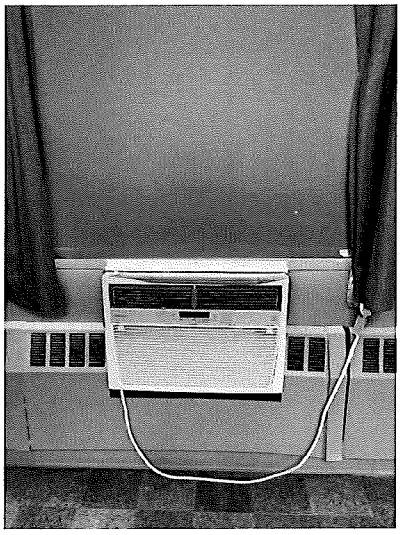


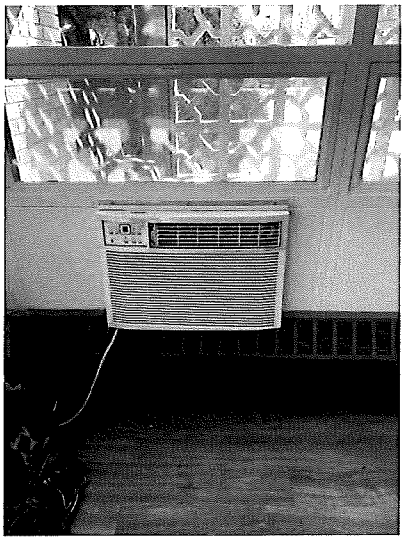


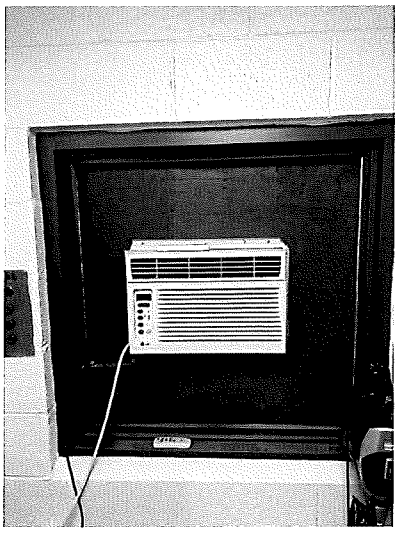
Inefficient Room Wall Units Will Be Removed











ARPA TRACKING
DEPARTMENT

Funding Source	Date	Expense line item	Payee	Goods or services	$ amt	Purchasing Dept. prior approval	Reason for ARPA Funding
ARPA	2/14/2022	ARPA	Maggiore Construction & Encon, Inc.	Renovate/Upgrade Stations	$301,066.70	Noncompetitive Procurement	1.7 Capital investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 Public Health Emergency
				Total expenses	$301,066.70		

CFO APPROVAL:_____

CHIEF OF STAFF APPROVAL:_____

ARPA Summary

	Budget	Actual
Budget ARPA	39,249,678.78	19,624,839.39

Allocations:	Budget	Actual
Economic and Community Development	6,743,750.00	-
Department of Public Works for 5.6 Clean Water: Stormwater	9,759,820.00	-
Finance: Broardband	500,000.00	-
Community Services: Aid to non for profit organizations	1,500,000.00	-
Total Reported via ARPA PORTAL ON 01-31-2022	18,503,570.00	-
FY2022 OPERATING BUDGET BOOK	12,900,000.00	-
Total Allocated as of 01-31-22	31,403,570.00	
Unallocated balance of 01-31-22	**7,846,108.78**	

Remaining as of 02-14-22
19,624,839.39

Remaining as of 02-14-22
6,743,750.00
9,759,820.00
500,000.00
1,500,000.00
18,503,570.00
12,900,000.00