

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

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I. ROLL CALL

II. ACCEPTANCE OF MINUTES

Regular Meeting: January 9, 2024

III. PUBLIC PARTICIPATION

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

RESIGNATIONS: Kathryn Knight Sellschop, Conservation Commission, Alternate

APPOINTMENTS: Kathryn Knight Sellschop, Conservation Commission, Regular
Nathan Sumpter, Police Commission
Rabbi Ita Paskind, Fire Commission

REAPPOINTMENTS: Alan Kibbe, Harbor Management Commission
Matthew Gifford, Harbor Management Commission
Mark Jackson, Historical Commission
Lisa Wilson Grant, Historical Commission

MAYOR'S REMARKS:

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

1. Authorize the Corporation Counsel to retain Attorney Steven Mednick to provide legal counsel to the City to advise the Common Council and a Charter Revision Commission in connection with the next mandated charter revision in 2025.

RESIGNATION AND APPOINTMENTS

RESIGNATIONS:

APPOINTMENTS: Esther Murillo, Assistant City Clerk

REAPPOINTMENTS:

B. CONSENT CALENDAR:

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

VII. COMMON COUNCIL COMMITTEES

A. FINANCE & CLAIMS COMMITTEE

1. Accept and approve the Report of the Claims Committee Dated: January 2024
2. For informational purposes only: Narrative on Tax Collections Dated: January 2024
3. For informational purposes only: Monthly Tax Collector's Reports Dated: December 2023
4. Approve ARPA transfer request for Norwalk Community Recovery Fund Program -- ARPA Account No. 132010 5796 ACS03 in the amount of \$1,170,000.62 from 134010-5796 APW01 DRG2021-1 DREAMY HOLLOW BETTS \$372,013.56; 134010-5796-APW06 STORMWATER MANAGEMENT PLAN \$48,462.06; 134010-5796-APW07 COASTAL RESILIENCY CITYWIDE \$350,000.00; 34010-5796-APW11 MUNICIPAL SOLID WASTE DISPOSAL \$78,553.00; 133710-5796-AEC12 DIGITIZATION DOCUMENTATION \$190,972.00; 133710-5796-AEC13 BUSINESS NAVIGATION ONLINE \$130,000.00.
5. Approve ARPA transfer request for Norwalk Community Carver -- ARPA Account No. 132010 5796 ACS04 in the amount of \$500,000.00 from 131310-5796-AFG01 ARPA GENERAL PURPOSE \$400,000.00; 131310-5796-AFN01 FIBER OPTIC CABLE \$71,677.50; 133710-5796-AEC12 DIGITIZATION DOCUMENTATION \$28,322.50.
6. Approve ARPA transfer request for Mayor Initiative -- ARPA Account No. 130100 5796 AMD01 in the amount of \$450,000 from 133710-5796-AEC14 ADMINISTRATOR FOR ARPA \$304,250; 133710-5796-AEC10 INNOVATION GRANTS FOR START UP \$130,000 133710-5796-AEC2 DIGITIZATION DOCUMENTATION \$15,750.

B. COMMUNITY SERVICES COMMITTEE

- 1a. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept funds from the Connecticut Department of Public Health in the amount of \$495,935.38, for the period beginning March 1, 2022, through March 31, 2026, for the enhanced detection, response, surveillance, and prevention of COVID-19.
- 1b. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary to implement enhanced detection, response, surveillance, and prevention of COVID-19 activities for the period March 1, 2022, through March 31, 2026.
- 2a. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary with Carver Foundation, Inc. to provide financial assistance for low-income families whose elementary school-aged children attend Norwalk Public Schools in the amount of \$500,000. ARPA Account No. 132010 5796 ACS04.
- 2b. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary with the Local Prevention Council in the amount of \$20,000.00 to the fiduciary Positive Directions, 90 Post Road W, Westport, CT 06880 c/o The Norwalk Partnership.
Account No. 012010 5A0620

VIII. RESOLUTIONS FROM COMMON COUNCIL

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

X. SUSPENSION OF RULES

XI. ADJOURNMENT

REAPPOINTMENTS

HARBOR MANAGEMENT COMMISSION	M/C	Nwlk. Code 69
ALAN KIBBE (R) 1 Singing Woods Road Norwalk, CT 06850		Term Expires – 12/31/2027
MATTHEW GIFFORD (R) 3 River Drive Norwalk, CT 06855		Term Expires – 12/31/2027
HISTORICAL COMMISSION	M/C	Nwlk. Code 57A
MARK JACKSON (U) 95 George Avenue Norwalk, CT 06851		Term Expires – 12/31/2028
LISA WILSON GRANT (U) 377 Highland Avenue Norwalk, CT 06851		Term Expires – 12/31/2028

APPOINTMENTS

CONSERVATION COMMISSION	M/C	Nwlk. Code 35-2
KATHRYN KNIGHT SELLSCHOP (D) 5 Farm Creek Road Norwalk, CT 06853		Term Expires – 01/01/2027 Regular
POLICE COMMISSION	M/C	Nwlk. Code 1-297
NATHAN SUMPTER (D) 45 Baxter Drive Norwalk, CT 06854		Term Expires – 11/18/2025
FIRE COMMISSION	M/C	Nwlk. Code 1-333
RABBI ITA PASKIND (D) 2 Tierney Street Norwalk, CT 06851		Term Expires – 11/18/2028

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Mayor Rilling called the meeting to order at 7:32 p.m.

I. ROLL CALL

Ms. Dixon called the Roll as follows:

Council at Large:	Mr. Gregory Burnett Mr. Johan Lopez	Mr. Joshua Goldstein Ms. Barbara Smyth
District A:	Ms. Nicol Ayers	Mr. Jalin Sead
District B:	Mr. Dajuan Wiggins	Ms. Darlene Young
District C:	Ms. Jenn McMurrer	Ms. Melissa Murray
District D:	Ms. Heather Dunn	Mr. Doug Sutton

District E: Mr. James Frayer Ms. Lisa Shanahan

At Roll Call there were fourteen (14) Common Councilmembers present and one Common Councilmember absent (Ms. Niedzielski Eichner). 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: December 12, 2023

The following correction was made to page 4. The reappointment of Ms. Ash should read motion passed with one (1) vote in opposition (Ms. Dunn).

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

III. PUBLIC PARTICIPATION

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

IV. MAYOR

A. RESIGNATIONS AND APPOINTMENTS

There were no resignations, appointments or reappointments announced this evening.

RESIGNATIONS:

APPOINTMENTS:

REAPPOINTMENTS:

MAYOR'S REMARKS:

Mayor Rilling advised a Code Red alert was sent notifying everyone of the anticipated storm. He asked residents to be very careful and not drive through puddles, especially if the road is closed off by the Norwalk Police Department or the Department of Public Works. Residents who wish to participate in the annual Christmas Tree Collection should follow their recycling collection schedule. January 9th is Law Enforcement Appreciation Day; the Mayor thanked everyone involved in law enforcement for their service in keeping the community safe. He added that the Norwalk Police Department is made up of professional and dedicated individuals.

V. COUNCIL PRESIDENT

A. GENERAL COUNCIL BUSINESS:

Mr. Burnett announced the annual Dr. Martin Luther King event being held on Monday, January 15th honoring Dr. King's birthday. The event will be held at the west campus at Norwalk Community College beginning at 8:00 a.m. and followed by breakfast. A program in celebration of Dr. Martin Luther King's birthday will take place on Monday, January 15th at 5:00 p.m. at Norwalk Community College.

RESIGNATION AND APPOINTMENTS

There were no resignations or reappointments announced this evening.

RESIGNATIONS:

APPOINTMENTS: Michelle Sawyer, Board of Ethics, Regular

**** MS. MURRAY MOVED TO APPROVE THE APPOINTMENT OF MICHELLE SAWYER AS A REGULAR MEMBER OF THE BOARD OF ETHICS.**

Ms. Murray and Mr. Frayer spoke in support of the appointment.

**** MOTION PASSED UNANIMOUSLY**

REAPPOINTMENTS:

B. CONSENT CALENDAR:

Ms. Young announced that Mr. Sead would be reading this evening's Consent Calendar.

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

VI. REPORTS: DEPARTMENTS, BOARDS AND COMMISSIONS

A. CORPORATION COUNSEL

1. AUTHORIZATION FOR DISCUSSION:

SETTLEMENT: JANET TRIFERO V. CITY OF NORWALK EXECUTIVE SESSION

VII. COMMON COUNCIL COMMITTEES

A. PUBLIC SAFETY & GENERAL GOVERNMENT COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL AGREEMENTS, DOCUMENTS, APPLICATIONS, AND AMENDMENTS AS MAY BE NECESSARY WITH CONNECTICUT DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION, DIVISION OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY (DESPP/DEMHS) FOR PARTICIPATION IN THE EMERGENCY MANAGEMENT GRANT PROGRAM (EMGP) AND REGIONAL HOMELAND SECURITY PLANNING AND FUNDING ACTIVITIES.

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO SIGN MUTUAL BENEFIT AND USE AGREEMENT (MBUA) FORMS TO UTILIZE THE FOLLOWING STATE OF CONNECTICUT CONTRACTS, AS NEEDED, IN THE EVENT OF LARGE-SCALE DISASTER RESPONSES THAT PROVIDE THE OPPORTUNITY FOR FEMA REIMBURSEMENT. DISASTER DEBRIS RESPONSE MANAGEMENT SERVICES

A. APPROVED VENDOR: ASHBRIIT

B. STATE OF CONNECTICUT CONTRACT # 22PSX 0119

DISASTER DEBRIS MONITORING SERVICES

C. APPROVED VENDOR: TETRATECH

D. STATE OF CONNECTICUT CONTRACT # 22PSX 0118

3. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE FAIRFIELD COUNTY CHIEF OF POLICE ASSOCIATION TO BE A MEMBER OF THE FAIRFIELD COUNTY MUTUAL POLICE ASSISTANCE COMPACT (FAIRFIELD COUNTY BLUE PLAN).

4. AUTHORIZE THE PURCHASING AGENT, SHARON CONNERS, TO ISSUE A PURCHASE ORDER TO INTERACTION INSIGHT CORPORATION FOR THE SOLE SOURCE, UNDER GSA CONTRACT # GS-35F-0415V FOR THE PURCHASE AND INSTALLATION OF THE PHASE 2 EVENTIDE NEXLOG 740 (PHASE 2 MOTOROLA P25 AIS INTEGRATION) CALL RECORDER SYSTEM IN THE AMOUNT OF \$80,258.74.

ACCOUNT NO. 0919 3610 5777 C0615

5. AUTHORIZE THE PURCHASING AGENT, SHARON CONNERS, TO ISSUE A PURCHASE ORDER TO THE SOLE SOURCE AND BIDDER, CIRMOZO GROUP LLC, FOR THE PURCHASE OF FYRSTCERT SOFTWARE DESIGNED TO DIGITALLY TRACK SIGNATURES AND DIGITAL RECORDS OF THE

STATE OF CONNECTICUT POLICE OFFICER STANDARD TRAINING COUNCIL RT50 FORMS AT THE RATE OF \$8,310.40 FOR THE FIRST YEAR (205 USERS AT \$41.88 = \$8,585.40 AND ANNUAL INSTRUCTION AT \$225) WITH ANTICIPATED REOCCURRING COST IN THE FOLLOWING FISCAL YEAR AT APPROXIMATELY \$6,275.40.

6. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH MATTHEW NITTOLY, EXECUTIVE DIRECTOR OF THE SIDE-BY-SIDE CHARTER SCHOOL, TO HAVE THE NORWALK POLICE DEPARTMENT PROVIDE SCHOOL RESOURCE OFFICER PROGRAM AND SERVICES.

7. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO IMPLEMENT THE NON-UNIT PERSONNEL BENEFITS AND COMPENSATION POLICY, AS WELL AS THE ORDINANCE SALARY SCHEDULE.

B. FINANCE & CLAIMS COMMITTEE

1. REPORT OF THE CLAIMS COMMITTEE DATED: DECEMBER 2023

2. FOR INFORMATIONAL PURPOSES ONLY: NARRATIVE ON TAX COLLECTIONS DATED: DECEMBER 2023

3. FOR INFORMATIONAL PURPOSES ONLY: MONTHLY TAX COLLECTOR'S REPORTS DATED: NOVEMBER 2023

**4. AUTHORIZE THE PURCHASING AGENT TO AUTHORIZE A SINGLE SOURCE PURCHASE ORDER TO AMCS GROUP INC. FOR A SOFTWARE PLATFORM TO MANAGE THE TRUCK SCALES AND CUSTOMER ACCOUNTS AT THE CITY TRANSFER STATION AND YARD WASTE SITE; PRICING NOT TO EXCEED \$72,900.00, WITH AN OPTION TO EXTEND THIS SERVICE FOR ONE EXTRA YEAR.
ACCOUNT NO. 01 4042 5299 01 1370 5742**

C. RECREATION, PARKS & CULTURAL AFFAIRS COMMITTEE

1. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO AN AGREEMENT WITH JS ENDURANCE FOR THE USE OF VETERAN'S MEMORIAL PARK AND IMMEDIATE SURROUNDING GROUNDS FOR THEIR GARAVEL SONO HALF MARATHON 5K & KIDS FUN RUN EVENT TO BE HELD ON SUNDAY, OCTOBER 6, 2024, FROM 8:30 AM TO 12:45 PM. SETUP TIME AT 7:45 AM WITH TEAR-DOWN BY 2:00 PM. APPROXIMATELY 1,500+ PEOPLE.

**2A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO A CONTRACT WITH M.E. O'BRIEN & SONS FOR THE SOLE SOURCE PURCHASE AND INSTALLATION OF A NEW PLAYGROUND AT BROOKSIDE SCHOOL, PRICING FROM STATE CONTRACT # 17PSX0081, IN AN AMOUNT NOT TO EXCEED \$187,425.15 FROM THE STATE OF CT DEEP PARKS BEAUTIFICATION GRANT.
ACCOUNT NO. 0923 6030 5796 C0832**

**2B. AUTHORIZE THE DIRECTOR OF RECREATION AND PARKS TO ISSUE CHANGE ORDER TO M.E. O'BRIEN & SONS FOR THE PURCHASE AND INSTALLATION OF A NEW PLAYGROUND AT BROOKSIDE SCHOOL, IN AN AMOUNT NOT TO EXCEED \$18,425.00 FROM THE STATE OF CT DEEP PARKS BEAUTIFICATION GRANT.
ACCOUNT NO. 0923 6030 5796 C0832**

D. PUBLIC WORKS COMMITTEE

1. APPROVE TO INCREASE THE FEE PROPOSED ADJUSTMENTS TO THE PUBLIC WORKS RATES AND FEES SET BY THE DEPARTMENT OF OPERATIONS AND PUBLIC WORKS FEE SCHEDULE AS PER ATTACHED.

E. LAND USE & BUILDING MANAGEMENT COMMITTEE

2. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A LEASE AMENDMENT WITH FAMILY AND CHILDREN'S AGENCY FOR THE USE OF PORTIONS OF THE SECOND FLOOR AND THIRD FLOOR OF BEN FRANKLIN CENTER FOR ITS CHILDREN AFTERSCHOOL PROGRAMS AND ADMINISTRATIVE OFFICES FOR A PERIOD OF 5 YEARS. LEASE PAYMENTS SHALL BE AS FOLLOWS:

**SEPTEMBER 1, 2024 TO AUGUST 31, 2025: \$3.00/SF
SEPTEMBER 1, 2025 TO AUGUST 31, 2026: \$3.25/SF
SEPTEMBER 1, 2026 TO AUGUST 31, 2027: \$3.50/SF
SEPTEMBER 1, 2027 TO AUGUST 31, 2028: \$3.75/SF
SEPTEMBER 1, 2028 TO AUGUST 31, 2029: \$4.00/SF**

REMAINING TERMS OF THE AGREEMENT TO REMAIN UNCHANGED.

**** MOTION PASSED UNANIMOUSLY**

VII. COMMON COUNCIL COMMITTEES

E. LAND USE & BUILDING MANAGEMENT COMMITTEE

**** MS. SMYTH MOVED TO Approve naming of the patio at Oak Hills Park tennis facilities in honor of Mr. Arthur Goldblatt, local attorney, long-time Norwalk resident and dedicated supporter of tennis in the community with special interest in promoting tennis and education with urban kids.**

Ms. Smyth spoke in support of naming the patio at Oak Hills Park tennis facilities in honor of Mr. Goldblatt. She said he was a founder of the Grass Roots Tennis program that provided opportunities for youth.

Mr. Burnett also spoke in support of this item and said Mr. Goldblatt was passionate about making a difference in the lives of young people. He taught them how to focus and how to transfer those skills to the classroom. Many graduates of the Grass Roots Tennis program became very successful.

Ms. Young said that what Mr. Goldblatt started turned into a real gem for the City and its young people. The Grass Roots Tennis program became a path to college and in addition, they raised some really good tennis players. She expressed her thanks to Ms. Denise Brown, Oak Hills Park Authority who moved this forward.

Ms. Brown spoke on behalf of the Oak Hills Park Authority and the Tennis Friends of Oak Hill Park and said Mr. Goldblatt and his family would be very happy. She expressed her thanks to everyone who supported this initiative and said a dedication will take place in the spring.

Mayor Rilling said he echoed everyone's comments. He said he knew Mr. Goldblatt for many years and he was a stalwart citizen. He said that over 4,000 young people from Norwalk went through the program and every single participate at least graduated from high school; others went on to college and/or played professional tennis.

**** MOTION PASSED UNANIMOUSLY**

**** MS. SMYTH MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO ENTER INTO A SUBGRANT AGREEMENT AND ALL OTHER RELATED HUD GRANT REQUIREMENTS/DOCUMENTS/AGREEMENTS AS MAY BE REQUIRED WITH RIVERBROOK REGINAL YOUNG MEN'S CHRISTIAN ASSOCIATION, INC. (YMCA) FOR THE DEVELOPMENT OF THE NORWALK COMMUNITY RECREATION CENTER AT 98 SOUTH MAIN STREET, AS NECESSARY IN ANTICIPATION OF THE RECEIPT AND EXPENDITURE OF HUD GRANT IN THE AMOUNT NOT TO EXCEED \$1,750,000.00. THE CITY WILL HAVE FULL RESPONSIBILITIES IN COMPLIANCE WITH HUD GRANT REQUIREMENTS.**

Ms. Smyth reviewed the history of the agreement with the YMCA prior to the pandemic. She said that the YMCA received funds and to be sure those funds stay with the building, HUD requires a subgrant agreement.

**** MOTION PASSED WITH ONE (1) ABSTENTION (MS. AYERS)**

**** MS. SMYTH MOVED TO AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH SILVER PETRUCELLI + ASSOCIATES FOR ARCHITECTURAL DESIGN SERVICES FOR THE PROPOSED NORWALK COMMUNITY RECREATION CENTER AT 98 SOUTH MAIN STREET FOR A TOTAL NOT TO EXCEED \$662,751.00. FUNDS FOR THIS AGREEMENT ARE AVAILABLE FROM ARPA FUNDS. ACCOUNT NO. 134030 5796 ABL01**

AND TO AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON CONTRACT FOR ADDITIONAL SERVICES AS MAY BE REQUIRED FOR A TOTAL NOT TO EXCEED \$60,000.00. ACCOUNT NO. 134030 5796 ABL01

Ms. Smyth reviewed the item and said it went through the usual RFP process with Silver Petrucelli +Associates coming in as the lowest qualified bidder.

Mr. Wiggins expressed concern with the process and said that going forward they should try to find and bring out diversity for all projects. He said that as a City, they need to be more intentional and bring more minority and women owned businesses to the forefront. He said he would abstain, but going forward, they should look at this.

**** MOTION PASSED WITH TWO (2) ABSTENTIONS (MS. AYERS AND MR. WIGGINS)**

F. ECONOMIC & COMMUNITY DEVELOPMENT COMMITTEE

**** MR. GOLDSTEIN MOVED TO AUTHORIZE THE TRANSFER OF \$150,000.00 OF GGP FUNDING FROM ACCOUNT NUMBER 510000-5796-GGP08 TO THE REDEVELOPMENT AGENCY FOR THE COMPLETION OF THE SOUTH NORWALK COMMUNITY PLAN.**

Mr. Goldstein reviewed the item. He said this is a change order on an existing study that will balance the important community needs and this item will help fund that effort.

Ms. Young explained that this item is a result of the Norwalk Redevelopment Agency and the Economic and Community Development department listening to the residents and hearing their concerns.

Mr. Sead expressed his thanks to Mr. Bidoli and Ms. Vonashek. He also expressed his thanks to Ms. Young and acknowledged her long time fight for South Norwalk.

Ms. Smyth expressed her thanks and commended Mr. Bidoli for his community engagements. She added that what excites her about this Study is that it may make recommendations for issues that have plagued the community.

Mr. Goldstein explained that there is not going to be an RFP process, because they are engaging with someone who knows the community. He noted they had a conversation about the amount of investment in South Norwalk over the past five years.

Ms. Vonashek said that on behalf of the Economic and Community Development department, they are very proud of the work they have been able to do on behalf of the residents of the community. She said the presentation at the last meeting of the Economic and Community Development Committee highlighted the investments made in South Norwalk.

Mayor Rilling talked about the lack of investing in Norwalk, following the Flood of 1955 and noted that now there are new efforts in the Wall Street area. He expressed his appreciation to Mr. Bidoli and Ms. Vonashek for all they do.

**** MOTION PASSED UNANIMOUSLY**

VIII. RESOLUTIONS FROM COMMON COUNCIL

There were no resolutions presented this evening.

IX. MOTIONS POSTPONED TO A SPECIFIC DATE

There were no motions postponed to a specific date this evening.

X. SUSPENSION OF RULES

There were no suspension of the rules this evening.

XI. ADJOURNMENT

**** MS. SHANAHAN MOVED TO ADJOURN**

**** MOTION PASSED UNANIMOUSLY**

There was no further business, and the meeting was unanimously adjourned at 8:13 p.m.

ATTEST: _____
Irene Dixon, City Clerk

KATHRYN KNIGHT

5 Farm Creek Road, Norwalk, CT 06853 | 860-967-7408 (c) | kathryn_sellschop@me.com

Volunteer

DEI Parent Taskforce, Chair, New Canaan Country School 2021-2022, Member 2022-2023

Experience

Standard Bank (Johannesburg, South Africa)

Director, Strategy Stanbic Africa/2002-2005

Managed strategic issues and business planning for banking and financial services operations across 17 African countries. Developed customer value propositions and market segmentation to expand retail banking service and product offerings. Worked with governments to deepen financial services infrastructure

Monitor Group (Johannesburg, South Africa)

Consultant, Project Leader/1998-2001

Project leadership: Local Economic Development Strategies, Transportation Strategies and Infrastructure Development for Public Sector; Pan-European Growth Strategies for large financial services company; Organizational Restructuring and Procurement Strategy for Southern African retail company; Consumer Goods Growth Strategies and Channel marketing.

Ford Motor Company – World Headquarters (Dearborn, MI)

Paid Intern Economist, Corporate Economics & Strategic Issues/ 1997

Developed index to measure the relative risk of currency devaluation events in emerging markets, contributed to economic and political analyses of markets of a variety of topics (EU formation scenarios, global automotive trends, input cost trends, currency forecasting)

Thelen, Marrin, Johnson & Bridges (San Francisco, CA)

Legal Assistant, Insurance Regulation, Anti-trust and Business Litigation 1994-1996

Managed cases for insurance regulatory and anti-trust proceedings; Collaborated with expert witnesses, attorneys and clients in the development of reports for briefs; analyzed transcripts of economic arguments, financial statements, regulations to generate reports for post-trial briefs

Education

MA Applied Economics / December 1997

University of Michigan

BA Humanities / May 1992

University of New Hampshire

④

**Nathan Sumpter
45 Baxter Drive
Norwalk, Connecticut 06854
203-854-9466**

Career Objective: To use my knowledge and skills as a General Contractor to assist with decisions regarding Zoning regulations in Norwalk.

Education: 1971 – 1974 Attended State University of New York at Stony Brook, Stony Brook, New York. Major: Architectural and Art History.

1962 Graduate of J.M. Wright Technical School, Stamford, Connecticut
Area of Concentration: Drafting

Experience: 1991 – Present Owner of Aztec Painting & Remodeling Contractors
General Contractor specializing in home improvement including installation of drywall interior and exterior painting, replacement windows and doors, decks and porches, wallpapering and power washing.

1989 – 1991~CTE, Inc. Stamford, Ct. Director ~ Weatherization Program
Trained, scheduled and supervised ten (10) employees
Responsible for weatherizing homes in Fairfield county area.

1976 – 1989 Coordinator of Section 8 Program, Stamford Housing Authority, Stamford, Connecticut
Trained, scheduled and supervised six (6) employees in the payment of rent subsidies to landlords through a federally subsidized program sponsored by the Department of Housing and Urban Development.

1975-1976 Neighborhood Preservation Program Housing Rehabilitation Specialist
Responsible for data collection and reports used to assess home repairs.

1974– 1975 Fair Rent Commission, Housing Investigator, Stamford
Investigated tenant complaints filed against landlords in the private sector.

Military Service: 1965 – 1969 U. S. Army
Occupation – Illustration and Topography
Honorable Discharge

Affiliations: Current member of The NAACP
Treasurer 1999 - 2001
Second Vice President 2001 - 2002
First Vice President 2002 - 2003
Babe Spinola Little League, Vice President

References: Furnished upon request

• **Member of the Independent Party of Norwalk, 1999-present**

SKILLS

Microsoft Excel, Word, and Works, Internet, intermediate French, beginner Russian, musical knowledge.

Rabbi Ita M. Paskind

732.668.4417 • Rabbipaskind@congbethel.org

Rabbi Ita Paskind serves the spiritual, religious, communal, pastoral, and educational needs of Congregation Beth El. Rabbi Paskind values collaboration among professional staff and between clergy and lay leadership. She believes in the transformative power of community and actively nurtures connections between community members.

RABBINICAL EXPERIENCE

Congregation Beth El, Norwalk, CT
Solo Rabbi, July 2015-Present

Congregation Olam Tikvah, Fairfax, VA
Assistant Rabbi, July 2010-Present

Women's League Seminary Synagogue, Jewish Theological Seminary, New York, NY
Student Clergy Leader, September 2009-May 2010

Congregation Etz Chayim, Arlington, VA
Rabbinic Intern, Summer 2007

High Holiday Leadership

Student Rabbi and Prayer Leader

Led services, read Torah, and delivered sermons in the following communities:

Boston University Hillel, Boston, MA 2009

Congregation Bnei Israel, Biloxi, MS 2008

University of Virginia Hillel, Charlottesville, VA 2007

Congregation Ohev Shalom, Lewistown, PA 2006

Binghamton University Hillel, Binghamton, NY 2005

COMMUNITY AND RELATED EXPERIENCE

Rabbinical Assembly (RA)

Member since 2010

Member, RA Women's Commission, 2010-Present

Member, Clergy Manual Redesign Committee, 2022-Present

Norwalk Interfaith Clergy and Community Building

Active Participant and Leader since 2015

Member, Gratitude on the Green planning committee

Member, Earth Day on the Green planning committee

Northeastern District of United Synagogue of Conservative Judaism (USCJ)

Rabbinic Advisor since November 2021

* Offers rabbinic guidance upon request to small synagogues who do not employ a Rabbi

Joint Placement Commission, Rabbinical Assembly and United Synagogue of Conservative Judaism

Member, 2015-2021

* Participated in shaping the guidelines for professional placement of Conservative Rabbis in

Conservative congregations in the United States and Canada

Nativ College Leadership Program in Israel, Jerusalem and Be'er Sheva

Counselor/Educator, September 2004-May 2005

- Mentored thirty-six pre-college students toward deepened Jewish and personal identity through dormitory living, leadership exercises, and classes on Jewish text, Conservative ideology, the holidays, and Hebrew
- Worked with staff in Jerusalem and Be'er Sheva to coordinate logistics and ensure participant safety and well-being; meetings conducted in both English and Hebrew

United Synagogue Youth (USY) Pilgrimage, Israel, Spain, Eastern Europe

Group Leader, Summers 2004-2006 and 2008

EDUCATION

The Jewish Theological Seminary, New York, NY

The Rabbinical School, Rabbinic Ordination, 2010

Davidson School of Jewish Education, Master of Arts, 2010

Schechter Institute for Jewish Studies, Jerusalem, Israel

Visiting Rabbinical Student, 2007-2008

Conservative Yeshiva, Jerusalem, Israel

Student, Fall 2004

Albert A. List College, The Jewish Theological Seminary, New York, NY

Columbia University, Bachelor of Arts, Psychology, 2004

The Jewish Theological Seminary, Bachelor of Arts, Talmud, 2004, summa cum laude

Rothberg International School, Hebrew University, Jerusalem, Israel

Nativ student, Fall 1999

Alan L. Kibbe
One Singing Woods Road
Norwalk, CT 0650-1225

R

H: 203 846-4182

C: 203 952-5166

E: akibbe@att.net

MARITIME/NORWALK RELATED EXPERIENCE

Norwalk Harbor Management Commission

Commissioner 2019

Commissioner 2020 – 2023

Commission Chairman 2023

The Shore and Country Club 1995 - Present

Member

Past Vice-President

Past Commodore

Beach House Planning Committee

Board of Governors Junior Sailing Chair

Board of Governors Marina Chair

Board of Governors B & G Chair

Wednesday Night Race Crew

Sprite Island Yacht Club 1986 – 95

Member

Membership Chairman

NASH – Norwalk Association of Silvermine Homeowners

Board of Directors

Route 7-15 Interchange Project Advisory Committee

Boats Owned since 1976: Hunter 380, Hunter 29, O'Day 27, Columbia 23

PROFESSIONAL CAREER

2015 Retired

1981 - 2015 34 years technical sales, design, and consulting work in the entertainment lighting field.

Held principal roles at:

Theatre Projects Consultants, Norwalk, CT

ROSCO, Stamford, CT

Philips Entertainment, Dallas, TX

Strand Lighting, Rancho Dominguez, CA

1976 – 1981 SUNY – College at Purchase, Assistant Professor and Chair: Department of Theatre Design and Technology

ALAN L. KIBBE

EDUCATION

Completed USCG Captain's License Preparatory Course Have not yet sat for the license exam

Yale University – School of Drama MFA Theatre Design & Technology
Theatre Engineering
Additional Coursework in Operations Research

Dartmouth College AB Major: Drama
Magna cum Laude with Highest Distinction in the Major

OVERVIEW

I moved to Norwalk in 1981, married and was joined here by my new wife, and then raised two, now-grown sons who attended Norwalk schools and learned to sail, row, windsurf, wakeboard, kiteboard and power boat in Norwalk Harbor. My younger son purchased a home in Norwalk and now has had his own boat for enjoying the harbor and the islands. I spent my early summers at my Grandparents' home at Giants Neck, digging clams, learning to row with my Dad, and exploring the salt marshes. As a teen, I was privileged to attend summer camp in the Berkshires where I learned to sail small boats and had the opportunity to teach other campers to sail, as well as to respect and appreciate the outdoors and the water. Once I completed my education and was able to settle in Connecticut, it didn't take me long to acquire my own starter cruising boat. Norwalk Haror has been very important to me and my family for more thab 40 years and I would like to help preserve that resource for others to enjoy for recreation and as a continued source of livelihood for our commercial users.

Matt Gifford

3 River Drive, East Norwalk, CT 06855
203.943.2772; captmattgifford@gmail.com

Background:

- ❖ Harbor Commission Member Dec 2019 - Dec 2023
- ❖ Plans and Recommendations member
- ❖ Mooring Committee member
- ❖ Walk-Bridge Committee member
- ❖ Resident of Norwalk since 1999
- ❖ Resident of Marvin Beach in East Norwalk since 2006
- ❖ Commodore Marvin Beach YC 2018-present
- ❖ Board Member Marvin Beach Association 2010-present
- ❖ Member of Sprite Island YC 1979-present
- ❖ Commodore Sprite Island YC 2007-2009
- ❖ Harbormaster of Sprite Island YC 2002-present
- ❖ Member of East Norwalk YC 1999-present
- ❖ Board Member ENBC 2000-2002
- ❖ Member South Norwalk Boat Club 2006-present
- ❖ Member of the Westport Striped Bass Club
- ❖ US Coast Guard OUPV Certified Captain 2008-present

Summary:

I am an avid boater growing up in the Norwalk Islands and currently living on Norwalk Harbor in East Norwalk with my wife Joy and two boys, Jack (age 18) and Cooper (age 16). I am blessed to have had an unbelievable experience as a kid growing up operating a launch at Sprite Island YC and having the opportunity to sail and fish in this amazing environment. My initial interest in the Harbor Commission in 2019 was to understand more about their pivotal role, both short and long term, in the health and quality of Norwalk Harbor. With my background as Harbormaster of one of the three large managed mooring fields for many years I have had interaction with the Commission and understand the needs of the boating community. I feel as the Commission moves forward reaching out to the boating community and communicating the important role the Commission plays in the betterment of the harbor is critical. In these times of active large projects such as the walk-bridge and the numerous waterfront zoning issues I believe my involvement is essential. My goal to learn more about these ongoing issues and make sure the city is being properly represented allowing important details to be fully analyzed. Allowing the community to understand more about the Commission and their goals to improve the harbor access, water quality and overall safety is the truly successful outcome we are looking for. As a resident, a die-hard fisherman, recreational shell fisherman and someone who is blessed to spend a significant amount of time on the water here locally I feel I continue to be a good fit for the group. Please feel free to reach out with any questions or concerns and thank you very much for this opportunity.

Mark Jackson

95 George Ave, Norwalk, CT 06851 | 203-858-2146 | mjackson42983@gmail.com

U

Summary

Enthusiastic, dedicated, and experienced teacher with superb leadership, communication, and classroom management skills. I am also a teacher who is focused on maximizing individual potential and cultivating a learning-focused atmosphere for student success through trusting and productive relationships with students, parents, teachers, and administration.

Leadership Experience

GRADE LEVEL LEADER | 08/2020 - August 2023

Norwalk Public Schools - Norwalk, CT

- Facilitates staff meetings to convey policy changes and hear employee input.
- Plans and leads professional development activities for teachers, administrators, and support staff.
- Enforces school rules for attendance, discipline, and honesty.
- Confers with parents and staff to discuss educational activities, policies, student behavior, and/or learning problems.

SOCIAL STUDIES DEPARTMENT CHAIR | 08/2019 - August 2023

Norwalk Public Schools - Norwalk, CT

- Develops or uses assessment instruments to monitor student learning results.
- Establishes policies and procedures and makes modifications based on operations, performance, and other research information analysis.
- Conveys new standards policies and adjustments and coordinates implementation at the building level.

SUMMER CAMP DIRECTOR | 06/2018 - Current

Norwalk Recreation and Parks - Norwalk, CT

- Oversee safety protocols for rides, games, vehicles, and campuses.
- Develops, organizes, and/or leads exercise regimes, athletic events, and recreational activities.
- Schedules and coordinates programs, tasks and staffing for maximum effectiveness.
- Maximizes instructor and staff strengths and training while optimizing coverage.
- Explains the policies and procedures of facilities and entertainment attractions to customers.

Teaching Experience

ADJUNCT PROFESSOR | 06/2022 - Current

University of Bridgeport - Bridgeport, CT

- Teaches History of Transnationalism course.
- Develops custom course syllabus outlining standards, material, grading and progression for students.
- Designed exams, lecture material and writing assignments.
- Developed and adjusted course syllabus according to curriculum and university guidelines.

TEACHER | 08/2009 - Current

Norwalk Public Schools - Norwalk, CT

- Engages students and improves their understanding of material using focused instructional strategies and hands-on activities
- Prepares and presents lesson plans in academic subjects using traditional and modern teaching techniques.
- Receives recognition for contributions to innovative concepts in classroom instruction.
- Utilizes behavior management skills to foster an environment conducive to student learning.

Coaching Experience

ASSISTANT WRESTLING COACH | 10/2015 - Current

- Informs athletes and parents about the benefits of proper nutrition and good sleep habits to promote better performance.
- Develops exercise regimens to target individualized athletes' needs.
- Analyzes strengths and weaknesses of opposing teams to develop game strategies.

HEAD INDOOR FIELD HOCKEY COACH | 09/2017 - Current

- Plans strategies and selects optimal team lineups to execute game plans.
- Monitors student-athlete academic performance through grade checking and boosts results with study hall and techniques.
- Acts as a positive role model for team athletes and community members.
- Conducts exercise drills to improve the flexibility, stamina, and strength of each player.

STUDENT COUNCIL FACILITATOR | 09/2015 - August 2023

Norwalk Public Schools - Norwalk, CT

- Creates and coordinates age-appropriate enrichment activities to drive social, emotional, and intellectual development.
- Instructs and monitors students in the use and care of equipment and materials.
- Coordinates civic minded projects within the building or out in the community.

Accomplishments

- John H. Stedman Passion for Teaching Social Studies Award by the CT Council for Social Studies (May 2023)
- Outstanding Teacher of American History by The Daughters of the American Revolution (May 2022)
- Member of the Norwalk Historical Commission (Sept 2020-Present)
- Teacher Leadership Award University of Saint Joseph (April 2018)
- NEF Excellence in Education Award Norwalk Federation of Teachers (May 2018)
- Excellence in Education Award Norwalk Board of Education for "Red Nose Day" Fundraiser (June 2013)
- Phi Alpha Theta Induction National History Honors Society (May 2005)
- [Local publications and recognition articles](#)

Education and Training

Sacred Heart University - Fairfield, CT

Administrative Certification 06/2021

University of Saint Joseph - West Hartford, CT | Master of Arts

Curriculum And Instruction (Education), 08/2017

University of Bridgeport - Bridgeport, CT | Master of Science

Education, 08/2006

Western Connecticut State University - Danbury, CT | Bachelor of Arts

History, 05/2005

References

- Joseph Devellis, Retired Assistant Principal Roton Middle School, 201 Highland Ave, Norwalk, CT 06853 (203-417-0115)
- **Diane Campbell** Recreation Supervisor, 125 East Ave Norwalk, CT 06851 (914)-582-0283 campbelld@norwalkct.org
- **Robert Pennington** Assistant Superintendent of Schools, 125 East Ave Norwalk, CT 06851 (203)-246-3414
penningtonr@norwalkps.org
- **Rick McQuaid** Town Clerk City of Norwalk, 125 East Ave Norwalk, CT 06851 (203)-216-8882 rmcquaid@norwalkct.org
- **John Cross** Athletic Director Brien McMahon High School, 300 Highland Ave, Norwalk CT 06853 (203)- 522-2739
crossj@norwalkps.org

Lisa Wilson Grant

203-524-2555 | lisawgrant@yahoo.com | Norwalk, CT 06854

SUMMARY

I am a lifelong resident of Norwalk and enjoy participating in and sharing local history. I have been able to do this through writing books and magazine articles about Norwalk. I also enjoy sharing numerous photos and information on social media and I am the sole Admin of the Facebook group "I Grew up in Norwalk" with 9,000 members. I am fortunate to have flexibility in my work schedule, enabling me to pursue my many hobbies and honor my many volunteer commitments.

VOLUNTEER

- Commissioner, Norwalk Historic Commission since 2014, appointed by Mayor Rilling and the Common Council.
- Chair, Roton Point History Committee since 2009.
- Historic Preservation of the Roton Point Gazebo and on a plan to build new stairs to match old photos, Fall 2023.
- Volunteer with Cub Scout Pack 97
- BMHS Class of '81 Reunion Committee, all reunions including last one October 2022.
- Member, Rowayton Gardeners Garden Club 1988-current
- Volunteer, Norwalk Exchange Club Lobster booth at Norwalk Oyster Festival
- Honorary Regent, Norwalk-Village Green Chapter NSDAR (Daughters of the American Revolution) and member since 2009.
- Exhibiting Member, Rowayton Arts Center
- Member, Mayflower Society, Plymouth, MA.
- Member, Jamestowne Society, VA.
- Sewn Quilts of Valor presented to five veterans
- Sewing Facemasks –made over 1,000 and donated 275+ to first responders and emergency room workers (2020-2022)
- Sewed over 200 baby Joey Kangaroo pouches shipped to Australia during wildfires (2020)
- Transcribing genealogical records Norwalk City Hall (2023)

EXPERIENCE

Landscape Designer, Minutemen Land Services, January 2004-Current
Norwalk, CT

- Office and marketing manager, and draws landscape design plans by hand for family owned business.
- Takes part in community events, such as Arbor Day 2023 at Rowayton School educating students on the care of trees and speaking at the program.
- Landed \$280,000 ARPA tree planting contract with City of Norwalk for 2022-2024.
- Has designed and sewn 200 tree hydration mats to aid in the survival of street trees by slowly keeping roots hydrated.

Chapter Regent (Volunteer), Norwalk-Village Green Chapter DAR, June 2013-May 2023
Norwalk, CT

- As Chapter Regent, I have presented JROTC Bronze Medals each year to two deserving cadets, one in Brien McMahon High School Navy and Norwalk High School Air Force JROTC programs and attended the End of Year Awards Ceremony.
- Attended Norwalk's Naturalization Ceremony at Lockwood-Mathews Mansion in 2017 and presented each with a handmade drawstring bag containing patriotic items and Flag Code.
- Presented several local veterans with handmade patriotic quilts I made through the nationwide Quilts of Valor program each year.
- Arranged all luncheons and presented Community Service Awards each year.
- Arranged with Mayor for a Proclamation for Constitution Week each Sept 17-23.

Membership and General Administration Coordinator, Lockwood-Mathews Mansion Museum,
January 2014-January 2015
Norwalk, CT

- Coordinated all membership mailings.
- Executed contracts for weddings and events.
- Educated the public by providing tours of the Mansion.

Author, Arcadia Publishing , January 2011-January 2014

- Authored "Norwalk" in the Images of America series featuring vintage photographs and interesting information about Norwalk, CT.
- As Chair of the Roton Point History Committee, co-authored "Roton Point" in the Postcard History series about the former amusement park in Norwalk, CT.

Field Operations Supervisor, U.S. Census Bureau, U.S. Department Of Commerce, January 2009-January 2010
Norwalk, CT

- Supervised 250 crew leaders and enumerators for 2010 decennial census.

EDUCATION AND TRAINING

Certificate

Landscape Design, School of Professional Horticulture At The New York Botanical Garden, The Bronx NY June 2004

Associate of Arts

Graphic Design, Norwalk Community College, Norwalk CT 1988

Architectural Engineering, Norwalk State Technical College, Norwalk, CT 1982

High School Diploma

Brien McMahon High School, Norwalk CT June 1981

- National Honor Society
- High Honor Roll

ACCOMPLISHMENTS

"Best in Show" First Place Mixed Media and Gale Parsons Award for "Psychedelic Memories and Musical Debris" August 2012

Mixed Media Third Place "The Trolley, Wall Street, Norwalk" September 2017

Recipient of Norwalk Preservation Trust "Valle Weber Fay Preservation Leadership Award". Awarded for the restoration of the "Nathan Hale Memorial Fountain" and parterre garden design at Fodor Farm, May 2021

Nominated for the DAR Historic Preservation Award for "Nathan Hale Memorial Fountain" Project, 2023

Grant, Lisa Wilson, "Roton Point; An Old Amusement Park in Norwalk Ignites a Life-Long Interest in History", NorwalkPlus magazine article, Summer 2022, pg 33-37.

Grant, Lisa Wilson, "Fodor Farm", NorwalkPlus magazine article, Spring 2022, pg 46-48.

Conservation Award, National Society Daughters of the American Revolution, for Outstanding Service in the creation of 200 hand sewn tree hydration mats for City of Norwalk trees, October 2023

Brien McMahon High School "Hall of Fame" Inductee, October 2023

Steven G. Mednick

Attorney

15 December 2023

Hon. Harry Rilling
Mayor
City Hall
125 East Avenue
Norwalk, CT 06851

Re: Post Charter Ordinance Project/2025 Charter Revision

Attn: Thomas P. Livingston, Chief of Staff
Mario Coppola, Corporation Counsel

Dear Mayor Rilling:

It was a great pleasure and honor working with you, the Council and the Charter Revision Commission in 2022-2023. Much was accomplished and the approval of the voters must have been gratifying to all of you. I, too, was pleased with the outcome of the process and especially with accomplishing the objective of reorganizing and modernizing your City Charter.

As you may recall the Charter mandates a second charter revision in 2025; however, prior to that exercise, there are a number of implementing ordinances that need to be addressed. I would recommend a multi-tiered approach with the 2024-2025 Charter Commission coming sometime in the early winter of 2024-2025.

My representation is limited to the matters as described in this letter. It is my policy to confirm, in writing, the nature of the engagement and the terms of my legal representation. If you do not understand all of the terms or language in this engagement agreement, please contact me prior to signing any engagement agreement.

Scope of Representation. I would be engaged to work with the Council and the Commission with regard to the Ordinance revisions required by the revised 2023 Charter, including an initial effort to create a redistricting/reapportionment committee to establish Council and Board of education districts in time for the 2025 municipal election cycle or beyond depending on the need for integration of the districts. I would also be working with representatives of the City on a mandated 2025 charter revision that will address substantive structural issues that were not included in the 2023 revision. One of the elements of this enterprise is establishing a working with the Taxing districts to seek their input on revisions to the Special Act provisions of the Charter that are out-of-date and obsolete. The decision will

Law Offices:	142 Temple Street, 2 nd Floor, New Haven, Connecticut 06510
Telephone:	203.752.9198
Facsimile:	203.752.9367
E-Mail:	smednick01@snet.net

Steven G. Mednick

Attorney

be entirely up to the Taxing Districts themselves; although they will need to be finalized by the Charter Commission, the Council and the voters in a 2025 referendum.

To achieve these objective I will work with the Mayor, Council leadership, the Chief of Staff and Corporation Counsel¹ on the Ordinance Project and the pre-charter due diligence. After the CRC is appointed my general role will be to work with the CRC on the review of proposals and the analysis of such proposals with an eye on compliance with state statutes, case law and other relevant legal documents, including applicable collective bargaining agreements. In recognition of the budgetary constraints faced by municipalities I always work closely with the Council leadership and the Corporation Counsel to ensure that my time is spent wisely.

Legal Fees and Billing Statements: I will submit a bill to you every thirty (30) days. Expenses, if any, will be separately stated on the bill and my fees will be charged as indicated below. My billing statements are due and payable upon presentation, and are overdue if not paid by the due date set forth on the statements. You are responsible for payment of all legal fees, expenses, and disbursements, regardless of the outcome of the Project or any step in the process. Of course, I cannot guarantee the success of any venture, only the commitment to provide you with the services set forth in this letter.

My rate for this engagement will be in the amount of \$260.00 per hour. My statement for services is the product of the hours worked multiplied by my hourly rate. I will review my monthly billing statement before it is issued to insure that the amount charged is appropriate. It is my policy to describe services performed in a detailed manner so that you may be able to understand fully the services and the charges. If there are any questions relating to the services or the charges, I will be pleased to discuss them with you at the earliest possible time after receipt of the billing statement, since the matters will be freshest in my memory at that time. Accordingly, you agree to notify me in writing or email within thirty (30) days of receiving our billing statement if you dispute any entry for legal services or charges on any billing statement. In the absence of any written objections thereto within thirty (30) days of your receipt of a billing statement, you will be deemed to have accepted and acknowledged the billing statement as correct through the period covered by the billing statement. So long as payments are faithfully made, I will not require a retainer.

Expenses: In addition, I may bill and would expect payment for out-of-pocket expenses such as copying and other necessary expenses which I will discuss with

¹ It is my understanding that Corporation Counsel is appointing Deputy Corporation Counsel Brian Candela to work with me in order to coordinate with the departments and other members of the Corporation Counsel's office as we plow through the Ordinances and begin to introduce Ordinances to the Council for legislative action and approval by the Mayor...

Steven G. Mednick

Attorney

you prior to expenditure, if the item will exceed \$100.00. Third-party expenses may be forwarded directly to you for payment.

File Retention and Destruction: At the conclusion of your matter, this matter will be closed, and I will retain a client file of your matter for a period of seven (7) years. I may store some or all client file materials in a digital format. In the process of digitizing such documents, any original paper documents provided by you will be returned to you. Any copies of paper documents provided by you will not be returned to you unless you request such copies in writing. After any or all paper documents are digitized, I will destroy all paper documents in the client file, subject to the exceptions noted above. At the expiration of the seven (7) year period, I will destroy all client file materials unless you notify me in writing that you wish to take possession of them.

Client Review of this Agreement: You have a right to have this engagement agreement reviewed by another law firm prior to signing it. Likewise, you have the right to review this engagement agreement outside the presence of this law firm and away from the law firm's office prior to signing it. You understand that this law firm is not retained until the signed original engagement agreement is returned to me.

If you have any questions or concerns about the terms of this engagement agreement, please contact us immediately. On behalf of the law firm, we appreciate the opportunity to represent you in this matter. By signing this agreement, I confirm that have I read this engagement agreement, understand its provisions, and agree to abide by it.

You would have a right to terminate my representation at any time. I would have the same right, and at my sole option, to discontinue the provision of legal consulting services if invoices are not paid promptly. Of course, I will abide by the standards set on the Rules of Professional Conduct in this regard.

I hope we will have an opportunity to work together.

Very truly yours,

Steven G. Mednick

SGM/oho

Agreed to this ___ day of December, 2023

City of Norwalk

By: _____
Harry Rilling
Its Mayor

AGENDA

CLAIMS COMMITTEE MEETING

JAN 11TH 2024

REFUNDS PROCESSED CLAIMS COMMITTEE

APPROVED BY TAX COLLECTOR

PAY TO:	BILL No & AMOUNT REFUNDED	REASON
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MOTOR VEHICLE

BOYD TIMOTHY	22-MV-307101 \$213.03	PRORATION
CALLAHAN OWEN J	22-MV-309410 \$495.50	PAID IN ERROR
CCAP AUTO LEASE LTD	22-MV-311574 \$271.46	PRORATION
	22-MV-311122 \$144.63	PRORATION
CCAP AUTO LEASE LTD	21-MV-402344 \$626.67	PRORATION
FINANCIAL SER VEH TRUST	21-MV-322352 \$550.24	PRORATION
HONDA LEASE TRUST	22-MV-331498 \$57.34	PRORATION
	22-MV-331530 \$385.16	PRORATION
HONDA LEASE TRUST	22-MV-331754 \$431.78	PRORATION
	22-MV-331798 \$467.70	PRORATION
HONDA LEASE TRUST	22-MV-331772 \$230.45	PRORATION
HONDA LEASE TRUST	22-MV-331885 \$264.36	PRORATION
INTERNATIONAL ARTISAN BAKING CO	22-MV-333651 \$10.08	ABATEMENT
LEVINSON JOANNE E	22-MV-340009 \$12.58	PRORATION
MARCEL-HIERRO YUSED F	22-MV-342829 \$36.13	PRORATION
MCNEES MATTHEW CHRISTOPHER	22-MV-344849 \$39.69	PRORATION
NISSAN MOTOR ACCEPTANCE CORP	21-MV-348641 \$47.44	PRORATION/ABATMT
	22-MV-349760 \$520.38	PRORATION/ABATMT
NISSAN INFINITI LT LLC	21-MV-410030 \$283.71	PRORATION
	22-MV-349802 \$403.26	PRORATION

PROVANS LLC	22-MV-355522 \$51.03	ASSESSMENT CHANGE
SERVICEMASTER OF DARIEN INC	22-MV-362237 \$89.84	PRORATION
TOYOTA LEASE TRUST	21-MV-365985 \$54.78	PRORATION
	21-MV-366180 \$51.73	PRORATION
	21-MV-366767 \$70.01	PRORATION
USB LEASING LT	20-MV-416069 \$529.46	ABATEMENT
	21-MV-367840 \$595.57	ABATEMENT
	22-MV-369845 \$503.31	ABATEMENT
USB LEASING LT	22-MV-413206 \$432.02	PRORATION
VAULT TRUST	22-MV-370941 \$822.85	PRORATION
VAULT TRUST	22-MV-370873 \$343.18	PRORATION
	22-MV-370891 \$490.33	PRORATION
	22-MV-370996 \$343.18	PRORATION
	22-MV-371084 \$436.14	PRORATION
VIESTI LISA A	22-MV-371917 \$33.15	PRORATION
VW CREDIT LEASING LTD	22-MV-372546 \$303.06	PRORATION
	22-MV-372789 \$299.80	PRORATION
WOODS MICHAEL PATRICK JR &		
WOOD KRISTIN	22-MV-374678 \$177.01	PRORATION

SPECIAL REQUEST

CROWN ATLANTIC COMPANY LLC

50 ROCKLAND ROAD

5-82-58-0

\$21,100.19

19,20,21-RE-106338, 106354,106413

TAX APPEAL

Inquiry Report			NORWALK TAX COLLECTOR			Interest Date : 12/12/2023			Page : 1			Balance		
Bill#	Unique_id	Dist	Name	Address	City/State/Zip	Prop Loc/Veh. Info./Plan-Sew	MBL/LINK #	Flags	TOT Inst	Tax Due	Due Now	Due Now	Due Now	Discount
2019-01-0106338-00	5-82-58-0	4	CROWN ATLANTIC COMPANY LLC	4017 WASHINGTON RD	McMURRAY PA 15317	50 ROCKLAND RD	5-82-58-0		81,527.28	-6,968.34	-6,968.34	-6,968.34	-6,968.34	
					PMB 353				TOT Adj	Int Due				
									TOT Paid	L/F/Bint Due				
									81,527.28	0.00				
									-6,968.34	0.00				
									81,527.28					
2020-01-0106354-00	5-82-58-0	4	CROWN ATLANTIC COMPANY LLC	4017 WASHINGTON RD	McMURRAY PA 15317	50 ROCKLAND RD	5-82-58-0		89,690.52	-6,973.26	-6,973.26	-6,973.26	-6,973.26	
					PMB 353				-6,973.26	0.00				
									89,690.52	0.00				
2021-01-0106413-00	5-82-58-0	4	CROWN ATLANTIC COMPANY LLC	4017 WASHINGTON RD	McMURRAY PA 15317	50 ROCKLAND RD	5-82-58-0		83,757.16	-7,158.59	-7,158.59	-7,158.59	-7,158.59	
					PMB 353				-7,158.59	0.00				
									83,757.16	0.00				
# Of Acct (s) : 3									254,974.96	-21,100.19	-21,100.19	-21,100.19	-21,100.19	0.00
									-21,100.19	0.00				
									254,974.96	0.00				

REF REF
MAILED
12-12-23



CITY OF NORWALK

Tax Collector's Office
Department of Finance

125 East Avenue Room 105

Norwalk, CT 06851

Phone: 203- 854-7731 (main line)

Fax: 203-854-7770

To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance and Claims Committee

From: Lisa Biagiarelli, Tax Collector

Date: January 10, 2024

Re: Tax Collector's Narrative: December 2023 End of Month report

As of the end of December, having concluded the first six months of the fiscal year, we collected more than \$220 million against what is now our \$379 million adjusted levy. Our adjusted levy *increased* since the beginning of the fiscal year with the addition of \$4.2 million in supplemental motor vehicle taxes that are payable by February 1, 2024. Although we added these billable taxes in November 2023, the cumulative net adjusted levy *is still down* from the original budgeted levy by more than \$3.7 million, primarily due to credits resulting from stipulated judgments in property tax appeal cases. As of December 2023, our current collection rate was **58.06%**. We also collected **57.38%** of our sewer use levy, more than \$10.5 million, and **77.63%** of the Industrial Pretreatment Program (IPP) fee billing on behalf of the WPCA. Compared with the prior fiscal year, we ended December 2023 behind last year for collection of taxes (-4.19%); sewer use (-1.20%), and the IPP fee (-2.35%).

We are currently about halfway through our collection period; February 1 is the last day on which to pay the second installment of the 2022 grand list, and 2022 supplemental motor vehicle bills. These bills are "due" by law on January 1, 2024, but taxpayers have a month from the due date to pay without interest. Payments may be made online, by phone, or by mail; for those who wish to pay in person, bills may be paid either at our office at City Hall, or at one of 10 local bank branches that serve as "satellite" tax payment locations. The collection has been going well and there have been no major issues.

At the request of the Administration and the Finance and Claims Committee, we included with each real estate bill a one page pamphlet with information about our local tax relief programs for elderly and / or disabled residents. The application period for tax relief is February through May 15, 2024. As noted in prior reports we felt it was more useful to the taxpayer to send the flyer with this billing, in December 2023, rather than the June 2024 billing, since sending information about the programs at that point would be too late to help taxpayers seeking to receive a credit on their July 2024 bill. Our intent in providing this information is to try to reach anyone who may be eligible, and encourage them to inquire and apply if they think they might qualify. These programs are administered by the office of the Tax Assessor, and their contact information is included in the pamphlet, which is also available on our website.

Regarding prior years' collections, year to date through the end of December 2023, we continue to see the effects of transferred payments from prior years taxes to current taxes, in accordance with court stipulated judgments in property tax appeal cases, as noted above. I have addressed this issue in greater detail in prior narratives. Please note that the figures we report are net of refunds and credits.

In October 2023, we began working on our July 2024 tax sale, and identified more than 100 properties that stand to be included in the sale. We mailed preliminary letters to those property owners in mid-November 2023, advising them of the impending sale. The sale date is Monday, July 22, 2024. As of the end of November, we had already collected nearly \$500,000 in approximately four weeks' time. Our year to date collections of prior years' taxes and interest through December 2023 are already nearly \$1.6 million more than what we collected during the first half of the prior fiscal year. We will begin assigning title searches on sale properties within the next few weeks. We will continue to provide more information about this initiative in the coming months.

Our third-party collection agency continues to bill on our behalf for suspended motor vehicle accounts. We began working with this agency in late 2022. As of the end of December 2023, we have been collecting based on their billing for 13 calendar months. Through their efforts, we have collected nearly \$840,000 in past due motor vehicle taxes and interest due to the City, and have processed in excess of \$126,000 in fees due to the agency. Their fees are charged in addition to the taxes and interest due to the City, and are paid by the taxpayers who owe the past due bills. We consider this a successful endeavor and will continue to work with the agency going forward.

This month the Comptroller's office will implement a wage garnishment for those City and Board of Education employees who owe past due taxes; we worked on this initiative since the late fall of 2023. We are also preparing to work with the Department of Health, as health permits renew in January 2024, and taxpayers owing past due business personal property taxes must pay back taxes that are more than one year past due before being issued a health permit or renewal.

Prior narratives discussed the revised / corrected billing of 2022 grand list motor vehicle accounts that were incorrectly assessed in our July 2023 billing. Our office continues to accept and process refund applications; these appear on the "claims" report that is submitted monthly to the Finance and Claims Committee of the Common Council. Refunds related to the revised billing bear a notation indicating "assessment change." This will continue through the rest of the fiscal year.

I will continue to keep all stakeholders advised of our progress and am available to respond to any questions, issues or concerns.



CITY OF NORWALK

Lisa Biagiarelli, CCMC, Esq.

Tax Collector

125 East Avenue Room 105

Norwalk, CT 06851

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Fax: 203-854-7770

Norwalkct.gov

lbiagiar@norwalkct.gov

To: Finance and Claims Committee Members
From: Lisa Biagiarelli, Tax Collector
Date: January 10, 2024
Re: The Role of the Tax Collector at Finance & Claims Meetings

The Tax Collector's Office interacts with the Finance and Claims Committee on a limited basis. I attend the monthly meeting primarily to present information concerning tax refunds. I also keep the Committee informed of current and past due tax collection activity, and provide monthly reports in both spreadsheet and narrative form.

The Tax Collector's Office issues refunds in accordance with Connecticut General Statute 12-129 and generally accepted accounting principles. Most refunds occur because abatements or credits are granted by the Assessor's Office after a tax bill has already been paid. For example, taxpayers sell or otherwise dispose of motor vehicles after having already paid their tax bills in full. Many refunds are issued to leasing companies that pay taxes on behalf of their lessees, who subsequently change cars mid cycle and are entitled to tax refunds. Sometimes third-party agents, such as attorneys or escrow agents, make duplicate payments of bills, or misidentify a tax bill and pay on the wrong parcel.

The procedure for refunds is relatively strict in terms of documentation, although not overly burdensome to the taxpayer. We require the taxpayer to complete a form, provide a valid signature, and include backup information concerning the payment. The backup is necessary to prove both that the requesting taxpayer has in fact made the payment, and that this person or entity, and no other, is entitled to the refund.

Refunds less than \$10,000 are processed by the Tax Collector's Office without requiring special approval. However, these refunds are still presented to the Committee each month, and the Committee exercises oversight regarding this process. The report of refunds presented will include the name of the taxpayer, the amount of the refund, and the reason. Due to the high volume of accounts, we process literally thousands of refunds per fiscal year as part of our normal office activity.

Committee members are asked to review the listings of these refunds in order to fulfill their oversight function. If a councilperson's own name, or if the name of a relative, close acquaintance, or entity with whom they are associated (for example, an employer or a client) appears on the listing, in order to avoid the appearance of impropriety, the councilperson may consider the option of recusal from the discussion and / or vote.

Refunds of \$10,000 or more are considered “*special requests*.” Special requests do require the formal approval of the Finance and Claims Committee, and subsequently the Common Council. These refunds are not processed until the Committee’s, and Council’s, approvals are received. The Tax Collector will have information on any special requests available at the meeting. Special requests are listed separately from other refunds, usually toward the end of the report.

The Committee will also be asked periodically to approve tax abatements for various housing projects. These abatements stem from agreements approved by prior Common Councils. Partial tax abatements are granted by the City and some are subsequently submitted by our office to the state for full or partial reimbursement. For example, one agreement is for a low income senior housing project to pay 10% its annual rental income toward taxes; the balance of the tax bill is then abated, according to the agreement. In this example, the amounts in question change semi-annually or annually to reflect the income of the project and the amount of the tax levied.

The Tax Collector’s Office also presents the Committee with reports in order to keep members informed of ongoing collection processes and activities. We provide monthly reports on collections, and compare the current collection cycle (year to date) with the prior year, in order to track our progress toward budgeted collections of both current and past due taxes. We respond to questions from Committee members about current and delinquent collection enforcement activity.

According to the organizational structure of the City, the Tax Collector reports directly to, and is under the supervision of, the Chief Financial Officer. The Tax Collector’s Office is directly responsible for the collection of approximately 90% of the city’s operating revenue. The staff of the Tax Collector’s Office includes eight full time employees: me as Tax Collector; Al Palumbo, Jr. as Assistant Tax Collector; Cynthia Haith as Delinquent Tax Collector; and Jeanette Lopez, Cathy Petrini, Charise Bronson, Kalenia Woolford, and Joann Santiago. Both Al and Cynthia have worked for Norwalk for more than 30 years. I’ll have my 24 year anniversary in Norwalk in March and have been collecting taxes for 40 years. Five of us are state certified in municipal tax collection. Jeanette and Joann are fully bilingual in English and in Spanish. Al Palumbo has an MBA, and I have a JD.

We pride ourselves on efficient, diligent collection of current and back taxes. We do most of our collection work in house and in so doing, save our taxpayers tens of thousands of dollars in fees. Our collection rate is the highest among Connecticut’s six largest cities, and we consistently achieve our budgeted collection goals, which provides stability to the city’s budget process and enhances the city’s overall financial planning and fiscal outlook.

There is extensive information on the tax collection process on our tax collector’s office homepage on the city’s website. Taxpayers may look up their taxes, and their payment history online, and can pay online. We have various flyers and information available for members of the Committee, or for their constituents, as needs arise. I am also available in person or by telephone or email to answer questions. I wish the returning and the newly elected members of the Committee well, and look forward to working with you.

TAX COLLECTOR'S REPORT
DECEMBER 2023

FISCAL YEAR 2023-2024 (2022 GRAND LIST)	ADJ. TAX COLLECTIONS			COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
	ORIGINAL LEVY	JUN 23 - DEC 23					
AUTOMOBILE-REGULAR	\$30,725,059.50	\$25,114,016.15		81.74%	\$29,527,871.69	(\$1,197,187.81)	85.05%
AUTOMOBILE-SUPPLEMENTAL	\$4,210,689.03	\$606,285.80		14.40%	\$4,234,513.59	\$23,824.56	14.32%
PERSONAL PROPERTY	\$22,422,652.30	\$13,379,001.04		59.67%	\$22,224,454.94	(\$198,197.36)	60.20%
REAL ESTATE	\$325,927,765.40	\$181,276,474.68		55.62%	\$323,582,943.24	(\$2,344,822.16)	56.02%
TOTAL TAX	\$383,286,166.23	\$220,375,777.67		57.50%	\$379,569,783.46	(\$3,716,382.77)	58.06%
SEWER USE	\$18,240,059.00	\$10,571,892.99		57.96%	\$18,424,224.06	\$184,165.06	57.38%
IPP FEE	\$199,250.00	\$155,057.38		77.82%	\$199,750.00	\$500.00	77.63%
FISCAL YEAR 2022-2023 (2021 GRAND LIST)	JUN 22 - DEC 22			COLLECTION %	CORRECTED LEVY*	CHANGE IN LEVY	COLLECTION %
	ORIGINAL LEVY						
AUTOMOBILE-REGULAR	\$27,605,498.25	\$23,948,524.35		86.75%	\$27,214,418.45	(\$391,079.80)	88.00%
AUTOMOBILE-SUPPLEMENTAL	\$0.00	\$0.00		#DIV/0!	\$0.00	\$0.00	#DIV/0!
PERSONAL PROPERTY	\$26,217,238.98	\$13,325,455.07		50.83%	\$21,819,922.44	(\$4,397,316.54)	61.07%
REAL ESTATE	\$315,360,461.09	\$187,458,554.14		59.44%	\$311,999,496.87	(\$3,360,964.22)	60.08%
TOTAL TAX	\$369,183,198.32	\$224,732,533.56		60.87%	\$361,033,837.76	(\$8,149,360.56)	62.25%
SEWER USE	\$17,981,973.00	\$10,315,295.16		57.36%	\$17,608,981.53	(\$372,991.47)	58.58%
IPP FEE	\$190,750.00	\$154,347.88		80.92%	\$193,000.00	\$2,250.00	79.97%
TAX DIFFERENCE 2022 G.L. vs. 2021 G.L. INCREASE/(DECREASE)					\$18,535,945.70	\$4,432,977.79	-4.19%
SEWER DIFFERENCE 2022 G.L. vs. 2021 G.L. INCREASE/(DECREASE)					\$815,242.53	\$557,156.53	-1.20%
IPP DIFFERENCE 2022 G.L. vs. 2021 G.L. INCREASE/(DECREASE)					\$6,750.00	(\$1,750.00)	-2.35%
BACK TAXES COLLECTED	FISCAL YR 2023-2024 (JUL 23 - DEC 23)		FISCAL YR 2022-2023 (JUL 22 - DEC 22)		CUR YR vs. PRIOR YR INC/(DEC)		
PRIOR TAXES							
PRIOR SEWER USE FEE	(\$150,827.54)		(\$1,570,487.17)		\$1,419,659.63		
PRIOR IPP FEE	\$120,181.78		\$96,777.93		\$23,403.85		
TOTAL PRIOR TAX, SEWER & IPP	\$4,019.09		\$1,723.73		\$2,295.36		
	(\$26,626.67)		(\$1,471,985.51)		\$1,445,358.84		
CURRENT INTEREST	\$382,242.60		\$422,933.49		(\$40,690.89)		
PRIOR INTEREST	\$679,715.84		\$502,102.84		\$177,613.00		
SEWER USE FEE INTEREST	\$40,957.03		\$28,765.08		\$12,191.95		
IPP FEE INTEREST	\$2,235.97		\$3,328.07		(\$1,092.10)		
TOTAL INTEREST COLLECTED	\$1,105,151.44		\$957,129.48		\$148,021.96		
PRIOR LIEN FEE	\$7,361.59		\$6,535.51		\$826.08		
CURRENT LIEN FEE	\$0.00		\$0.00		\$0.00		
TOTAL LIEN FEE COLLECTED	\$7,361.59		\$6,535.51		\$826.08		
MISC FEES COLLECTED**	\$52,402.17		\$77,634.55		(\$25,232.38)		
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$1,138,288.53		(\$430,685.97)		\$1,568,974.50		

* 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

FYE 2024 ARPA BUDGET TRANSFER REQUEST

AUTHORIZING SIGNATURE: Tom Livingston

REQUESTING MANAGER/Department: Tom Livingston

Date: 01/09/2024

FISCAL YEAR 2023-24

Division / Department: Community Services

"FROM" ACCOUNT	"FROM" ACCOUNT NAME	"TO" ACCOUNT	"TO" ACCOUNT NAME	TRANSFER AMOUNT
134010-5796-APW01	DREAMY HOLLOW BETTS	132010-5796-ACS03	Norwalk Community Recovery	\$ 372,013.56
134010-5796-APW06	STORMWATER MANAGEMENT PL	132010-5796-ACS03	Norwalk Community Recovery	\$ 48,462.06
134010-5796-APW07	COASTAL RESILENCY CITYWIDE	132010-5796-ACS03	Norwalk Community Recovery	\$ 350,000.00
134010-5796-APW11	MUNICIPAL SOLID WASTE DISPOS	132010-5796-ACS03	Norwalk Community Recovery	\$ 78,553.00
133710-5796-AEC12	DIGITIZATION DOCUMENTATION	132010-5796-ACS03	Norwalk Community Recovery	\$ 190,972.00
133710-5796-AEC13	BUSINESS NAVIGATION ONLINE	132010-5796-ACS03	Norwalk Community Recovery	\$ 130,000.00
				\$ 1,170,000.62

New ARPA Account and Description: 132010-5796-ACS03 Norwalk Community Recovery

ARPA Expenditure Category: 2-Negative Economic Impacts

ARPA Expenditure Sub Category: 2.10-Aid to nonprofit organizations

Explanation: Phase II, ARPA Funding for Non-Profit Organizations – In 2023, the City of Norwalk granted \$1.5M to nonprofit organizations that provided services and programs that will address the negative economic impacts of COVID-19 that serve the needs of vulnerable populations, particularly those heavily impacted by the pandemic. The ARPA funding in this account will support a second round of grant awards to further support this work in the community.

Division / Department: Community Services

"FROM" ACCOUNT	"FROM" ACCOUNT NAME	"TO" ACCOUNT	"TO" ACCOUNT NAME	TRANSFER AMOUNT
131310-5796-AFG01	ARPA TO GENERAL PURPOSE	132010-5796-ACS04	Norwalk Community Carver	\$ 400,000.00
131310-5796-AFN01	FIBER OPTIC CABLE	132010-5796-ACS04	Norwalk Community Carver	\$ 71,677.50
133710-5796-AEC12	DIGITIZATION DOCUMENTATION	132010-5796-ACS04	Norwalk Community Carver	\$ 28,322.50
				\$ 500,000.00

New ARPA Account and Description: 132010-5796-ACS04 Norwalk Community Carver

ARPA Expenditure Category: 2-Negative Economic Impacts

ARPA Expenditure Sub Category: 2.10-Aid to nonprofit organizations

Explanation: Carver Foundation: The funding in this account will be awarded to the Carver Foundation to provide children access to before-school, after-school, and summer programs. This funding will serve the needs of vulnerable populations in the community.

Division / Department: Mayor

"FROM" ACCOUNT	"FROM" ACCOUNT NAME	"TO" ACCOUNT	"TO" ACCOUNT NAME	TRANSFER AMOUNT
133710-5796-AEC14	ADMINISTRATOR FOR ARPA	130100-5796-AMD01	Mayor Initiative	\$ 304,250.00
133710-5796-AEC10	INNOVATION GRANTS FOR START	130100-5796-AMD01	Mayor Initiative	\$ 130,000.00
133710-5796-AEC12	DIGITIZATION DOCUMENTATION	130100-5796-AMD01	Mayor Initiative	\$ 15,750.00
				\$ 450,000.00

New ARPA Account and Description: 130100-5796-AMD01 ARPA Mayor Initiative

ARPA Expenditure Category: 2 - Negative Economic Impacts; 5 - Water, Sewer, and Broadband; 3 - Public Health-Negative Impact: Public Sector Capacity; and 4 - Premium Pay

ARPA Expenditure Sub Category: 2.22 - Strong Healthy Communities: Neighborhood Features that Promote Health and Safety; 5.6 - Clean Water: Stormwater; 5.7 - Clean Water: Energy Conservation; 5.8 - Clean Water: Water Conservation; 3.1 - Public Sector Workforce: Payroll and Benefits for Public Health, Public Safety, or Human Services Workers; 4.1 - Public Sector Employees

Explanation: Sustainability Initiative: The funding in this account will support the City of Norwalk's sustainability initiatives, aimed to establish Norwalk as the "Greenest City in the State of Connecticut."



CITY OF NORWALK
Lamond Daniels, LCSW, MPA
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ADDENDUM

In 2022, the City of Norwalk allocated \$1.5 million to nonprofit organizations that provide services and programs to help those affected by the negative economic impacts of COVID-19. These programs aim to assist vulnerable populations, particularly those heavily impacted by the pandemic.

With the ongoing effects of COVID-19, we request funding for a second round of grant awards through the Norwalk Community Recovery Fund Program as part of the American Rescue Plan Act (ARPA).

There are two action items related to these funding transfers.

1. The first action item involves transferring funds for the Community Services ARPA project. The Common Council previously approved funding for various programs, including:

- \$500,000 for a rental and housing mortgage relief program to assist individuals and families struggling financially to pay their rent or mortgage due to the pandemic.
- \$70,000 for the Triangle Community Center mental health initiative, providing mental health services and support.
- \$100,000 for the Workforce Development Initiative with Norwalk Acts, providing training and employment opportunities to those who have lost their jobs due to the pandemic.

A new grant program will be developed with \$500,000 to provide targeted assistance to increase access to services for vulnerable populations in Norwalk.

2. The second action item involves transferring funds to Community Services:

The funding in this account is proposed to support the Carver Foundation, which provides before-school and after-school programs for children. The Carver Foundation has requested \$500,000 to assist low-income families whose elementary school-aged children attend Norwalk Public Schools. This funding will enable the Carver Foundation to continue its Financial Aid and Discount programs, subsidizing tuition for nearly 600 students enrolled in its high-quality elementary before- and after-school programs.

Respectfully Submitted By,

A handwritten signature in blue ink that reads "Lamond Daniels".

Lamond Daniels, LCSW, MPA
Chief of Community Services



Public Health
Prevent. Promote. Protect.
Norwalk Health Department



To: Members of the Common Council
From: Deanna D'Amore, Director of Health
Re: Health Department Grant Reauthorization Request
Date: January 11, 2024

Enhanced Detection, Response, Surveillance and Prevention of COVID-19

The Connecticut Department of Public Health (CT DPH), as part of the Centers for Disease Control and Prevention (CDC) Epidemiology and Laboratory Capacity (ELC) Cooperative Agreement, provided funding to support local public health efforts to enhance detection, response, surveillance and prevention of COVID-19. The Norwalk Health Department was allocated \$495,935.38, and we got authorization from the Common Council for this funding and contract in December 2021. Our current contract started on June 1, 2023 and ends on May 31, 2024. Because of delays in contract execution, the CDC has granted a no-cost extension for the reminder of the funds to be spent through March 31, 2026.

We are requesting authorization to amend the contract to reflect a new end date of March 31, 2026.

- 1a. Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept funds from the Connecticut Department of Public Health in the amount of \$495,935.38, for the period beginning March 1, 2022 through March 31, 2026 for the enhanced detection, response, surveillance and prevention of COVID-19.
- 1b. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary to implement enhanced detection, response, surveillance and prevention of COVID-19 activities for the period March 1, 2022 through March 31, 2026.

NORWALK COMMON COUNCIL
REQUEST FOR ITEM TO BE PLACED ON AGENDA

DATE OF REQUEST: January 18, 2024

(Note - Agenda closes 12:00 PM on the Thursday before the Council meeting.)

PERSON/DEPARTMENT/COMMITTEE MAKING REQUEST: Lamond Daniels

SECTION ON AGENDA WHERE ITEM IS TO APPEAR: Community Services - CC Committees

HAS ITEM BEEN TO A COUNCIL COMMITTEE? YES NO WHICH ONE?
Community Services 1/17/24

HAS THE ITEM BEEN REVIEWED BY THE P&Z COMMISSION UNDER Section 8-24 OF THE STATE STATUTES? YES NO N/A

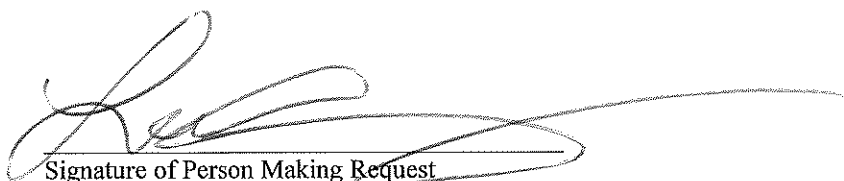
LIST ITEMS AND ACTION TO BE TAKEN: (Attach document to be approved or backup material. If a contract is to be awarded, please include name of contractor, amount of contract to be awarded and account from which payment will be made.)

a. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary with Carver Foundation, Inc. to provide financial assistance for low-income families whose elementary school-aged children attend Norwalk Public Schools in the amount of \$500,000. ARPA Account No. 132010 5796 ACS04

b. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments, or amendments as may be necessary with the Local Prevention Council in the amount of \$20,000.00 to the fiduciary Positive Directions, 90 Post Rd W, Westport, CT 06880 c/o The Norwalk Partnership. Account #012010- 5A0620

STATUTORY AUTHORITY UNDER WHICH ACTION IS BEING TAKEN:

EFFECTIVE DATE OF ACTION (if applicable): 1/17/24


Signature of Person Making Request

Please fill in all blanks and note if an item is not applicable.



Proposal to the City of Norwalk for Support of Carver Elementary School Financial Aid

Introduction

Carver requests a grant of \$500,000 from the City of Norwalk to provide critical financial assistance for low-income families whose elementary school-aged children attend Norwalk Public Schools. This funding will allow Carver to continue our Financial Aid and Discount programs, which subsidizes tuition for nearly 600 students enrolled in our high-quality elementary before- and after-school programs.

The Need

Over the years, Carver has been successful in supporting financially distressed Norwalk families through tuition discounts and financial aid. However, the growing need for assistance has reached a critical point, and we are seeking your support to continue our mission, with 63% of Carver students being High Needs (Free/Reduced Lunch, receiving Special Education services, and/or Multilingual Learners). Without financial assistance, hundreds of children would lose access to the academic, social, and enrichment opportunities Carver provides. This would negatively impact both families and the school district.

In the 2023-2024 school year, Carver anticipates an increase in the percentage of students requiring financial assistance from 52% to at least 60%. Last year alone, Carver provided an \$868,137 in tuition discounts and financial aid. Additionally, \$125,499 in tuition went uncollected. To maintain our commitment to serving all children, regardless of their economic circumstances, Carver covered this shortfall by spending down our reserves. Unfortunately, this approach is not sustainable in the long term.

To address the growing financial assistance needs and uphold our mission, Carver estimates \$957,341 in financial aid and discounts for the current fiscal year for elementary programs\.. Securing a grant of \$500,000 from the City of Norwalk would make a tremendous difference in our capacity to meet this need and ensure that every child in our community has access to a quality education.

We understand the challenges and priorities faced by the City of Norwalk, and we believe that supporting Carver aligns with the shared goal of fostering a strong, educated community. By investing in Carver, the City of Norwalk would be contributing to the well-being and future success of the children and families we serve.

We kindly request the City of Norwalk's consideration and support in providing a grant of \$500,000 to Carver. This funding will not only help bridge the financial gap but also enable us to continue providing essential educational opportunities to those who need it the most.

The Impact

Carver's before- and after-school school programs are a lifeline for working families. In FY 2022-23, we served 2,889 (unduplicated) students across all Norwalk public schools. Of these, 70% were elementary school students. Overall, 20% of Norwalk students qualifying for free/reduced lunch benefit from Carver programming.

By providing academic support, mentoring, social-emotional learning, and enrichment, including workforce development programs, we empower Norwalk's most disadvantaged students to thrive. This benefits families, schools, the school district's excellent standing in the state, and the broader community. Without sufficient financial aid, hundreds of children will lose access to the transformative opportunities Carver provides.

The Request

To meet the rising need, Carver requests a grant of \$500,000 from the City of Norwalk. The grant would fund aid for before- and after-school elementary programs. Carver remains committed to utilizing donor funds and rebuilding reserves to support our financial assistance programs in the future. But this year, we cannot meet the need without the City's support. These children are Norwalk's future. Please invest in them by funding Carver's mission to serve all students, regardless of economic status.

Background Information

Carver took over administering the After the Bell (ATB) before- and after-school program from the Norwalk Public Schools district in 2019 at the request of superintendent Dr. Adamowski. At the time, ATB consisted of nine elementary schools. Carver since expanded ATB to include an additional four ATB sites and nine Scholars Programs. Carver operates 22 elementary school programs targeting 1,532 students in the 2023-2024 school year.

Carver operates 50+ before-school, after-school, and summer programs in all K-12 public schools in Norwalk, Side by Side Charter School, the Classical Studies Magnet Academy in Bridgeport, Naugatuck High School, Stamford High School, and the Carver Community Center. Carver programming aligns with in-school curricula, occurs within the student's respective schools, and is led by each school's daytime certified teachers.

Carver is expected to serve 4,090 students (includes students participating in two or more programs) in its before-school, after-school, and summer programs. Summer programs include After the Summer Bell, After the Bell (ATB) Summer Enrichment, and Summer Transition Programs at all four middle school and three high schools.

Carver consistently achieves the highest possible annual ratings from Better Business Bureau, Charity Navigator, and GuideStar. This exceptional recognition serves as a testament to our unwavering dedication to transparency, accountability, and to the efficient and responsible stewardship of donor funds. Our steadfast commitment to realizing our charitable objectives fosters trust among our donors as well as the nation's top rating agencies, ensuring that contributions are utilized effectively to drive meaningful and lasting impact that transforms young lives.

Carver's 2023-24 Operating Revenue Budget

2023-24 BUDGET		REVENUE	SECURED (includes likely to renew)	To Be SECURED
GRANTS		\$ 6,112,698	\$ 5,037,623	\$ 1,075,075
CONTRIBUTIONS		\$ 871,544	\$ 435,715	\$ 435,829
FUNDRAISERS		\$ 786,413	\$ 484,977	\$ 301,436
SCHOLARSHIP		\$ 140,000	\$ 140,000	0
PROGRAM FEES		\$ 2,445,634	\$ 1,516,995	\$ 928,639
TOTAL BUDGET		\$ 10,356,289	\$ 7,615,310	\$ 2,740,979

Budget/Budgeted Fees/Subsidy- Discounts and Financial aid

Elementary programs (all)	2023-24	2022-23	2021-22
Budget	\$ 3,963,724	\$ 3,639,757	\$ 2,492,967
Budgeted Fees	\$ 1,936,234	\$ 1,653,703	\$ 781,594
Discounts & Financial Aid	\$ 722,156	\$ 868,137	\$ 328,462

Funding Gap for Scholars Program

Six Scholars Programs (elementary) affected by no new or reduced 21 st Century Funding for 2023-24 school year.	2023-24 Budget	GRANTS Secured	Total Funding Secured	To be Secured
Brookside Elementary – <i>Scholars</i>	131,762	100,000	100,000	31,762
Tracey Elementary – <i>Scholars</i>	131,762	100,000	100,000	31,762
Kendall Elementary – <i>Scholars</i>	131,993	85,500	85,500	46,493
Naramake Elementary – <i>Scholars</i>	120,089	57,000	57,000	63,089
Fox Run Elementary – <i>Scholars</i>	127,021	100,000	100,000	27,021
Marvin Elementary – <i>Scholars</i>	135,058	100,000	100,000	35,058
	\$ 777,685	\$ 342,500	\$ 542,500	\$ 235,185

Elementary Programs – Enrollment, Budgets, Fees, Discounts and Financial Aid

	<i>Enrollment Target</i>	<i>Program Budgets</i>	<i>Budgeted Fees</i>	<i>Estimated Fees to be Collected</i>	<i>Estimated Discounts/ Financial Aid</i>
Brookside Elementary - ATB	80	235,972	166,787	95,582	71,205
Concord Magnet School - ATB	60	206,694	131,767	84,521	47,246
Cranbury Elementary - ATB	110	218,821	200,000	139,816	60,184
Fox Run Elementary - ATB	60	192,301	145,655	100,032	45,623
Jefferson Elementary - ATB	80	255,137	192,150	118,289	73,861
Kendall Elementary - ATB	80	251,947	182,000	94,854	87,146
Marvin Elementary - ATB	110	239,176	198,900	129,198	69,702
Naramake Elementary - ATB	60	182,301	135,656	80,000	55,656
Rowayton Elementary - ATB	80	190,897	158,219	76,475	81,744
Silvermine Elementary -ATB	80	184,456	149,100	100,533	48,411
SONO School - ATB	72	188,997	0	0	0
Tracey Elementary - ATB	80	218,429	153,000	99,843	53,157
Wolfpit Elementary - ATB	70	166,886	123,000	94,935	28,221
Tracey Elementary - Scholars	50	131,762			
Naramake Elementary - Scholars	40	120,089			
Kendall Elementary - Scholars	60	131,993			
Jefferson Elementary - Scholars	75	132,706			
Silvermine Elementary - Scholars	75	132,322			
Fox Run Elementary - Scholars	40	127,021			
Marvin Elementary - Scholars	60	135,058			
Concord Magnet School - Scholars	60	188,997			
	1,532	\$ 3,963,724,	\$ 1,936,234	\$ 1,214,078	\$ 722,156

Carver 2022-2023 Demographics Highlights

End of Year

About 2,900 students were served in The Carver's 2022-2023 programming.

Breakdown:

About 2,900 (2,889) unduplicated students.

- Summer 2022 (12 programs, 848 students): 779 NPS and 69 Side by Side Summer.
 - Also including 17 NPS New England Camp and 93 other out-of-district, 958 total served in Summer 2022.
- Before/Afterschool 2022-2023 (39 programs, 2,198 students): 2,169 NPS and 29 Side by Side afterschool).
 - Traditional afterschool (18 programs): 990 NPS.
 - After the Bell (ATB) (12 programs): 777 NPS.
 - Extended School Hours (ESH) (9 programs): 402 NPS.
- Classical Studies Magnet Academy afterschool: 119 out-of-district.

There were 276 students who participated in two or more programs

Before/Afterschool Programs 2022-2023:

Relating to the **2,198** Carver students in Norwalk Public Schools (NPS) / Side by Side Districts:

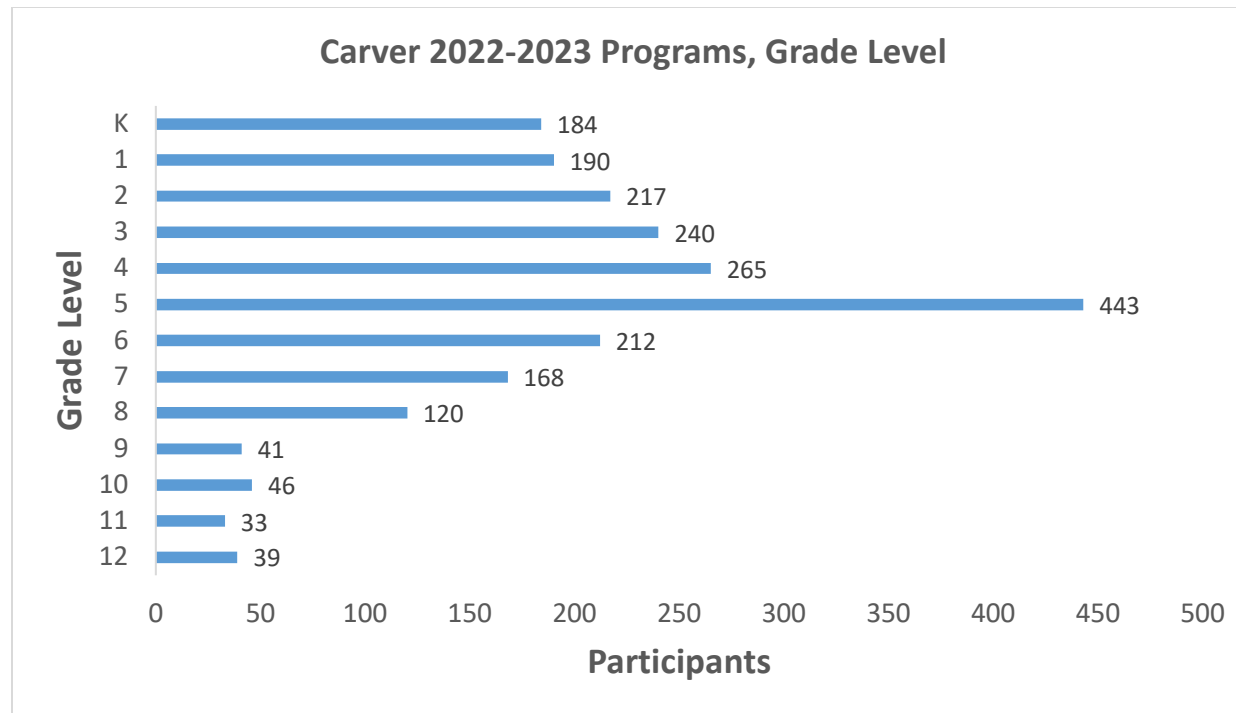
- The largest grade group Carver serves is Elementary school (1546, 70%).
 - Middle school (493, 22%); High school (159, 7%).
- **1135 (52%) of participants are Free/Reduced Lunch Status (FRL).**
 - Side by Side has the highest percentage of Free/Reduced Lunch Status students (97%), followed by Brookside Scholars (71%), and Tracey Scholars (69%).
 - The programs with the lowest percentage of Free/Reduced Status students are Cranbury ATB (28%), Wolfpit ATB (29%), Concord ATB (31%).
- **1,393 (63%) are High Needs (Free/Reduced Lunch, receiving Special Education services, and/or Multilingual Learner status).**
- Ethnicity: The majority of students are Hispanic (54%) or Black (20%).
- Gender: 49.45% Male, 50.50% Female, 0.05% Non-binary.
- The top Zip Code is 06854 (37%).
- Compared to the District, Carver's composition is:
 - Similar % MLL students (Carver: 19%, NPS: 20%).
 - Similar % students receiving SPED services (Carver: 15%, NPS: 16%).
 - More FRL students (Carver: 52%, NPS: 47%).
 - Similar % Hispanic students (Carver: 54%, NPS: 56%).
 - More Black students (Carver: 20%, NPS: 14%).
 - Less White students (Carver: 19%, NPS: 23%).

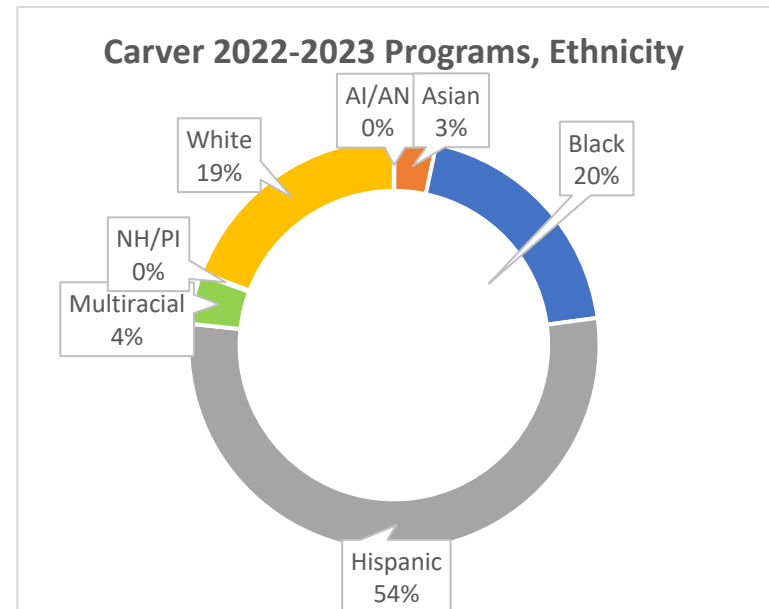
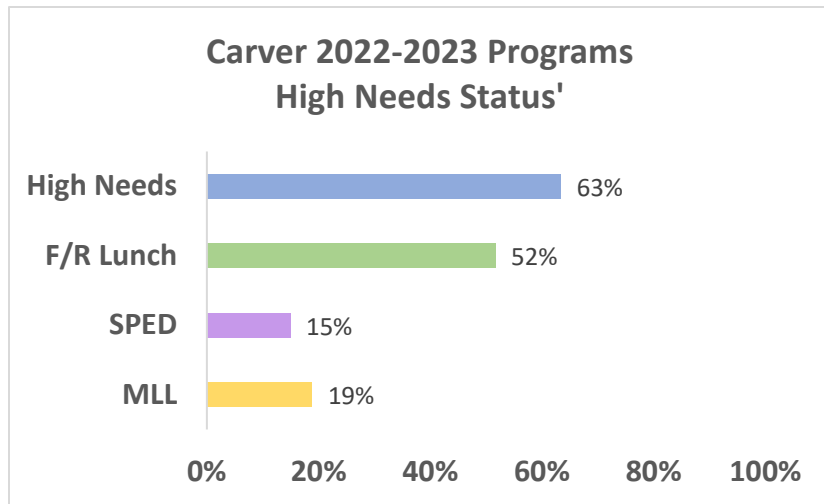
Hispanic 54% | Black 20% | White 19% | Multiracial 4% | Asian 3%

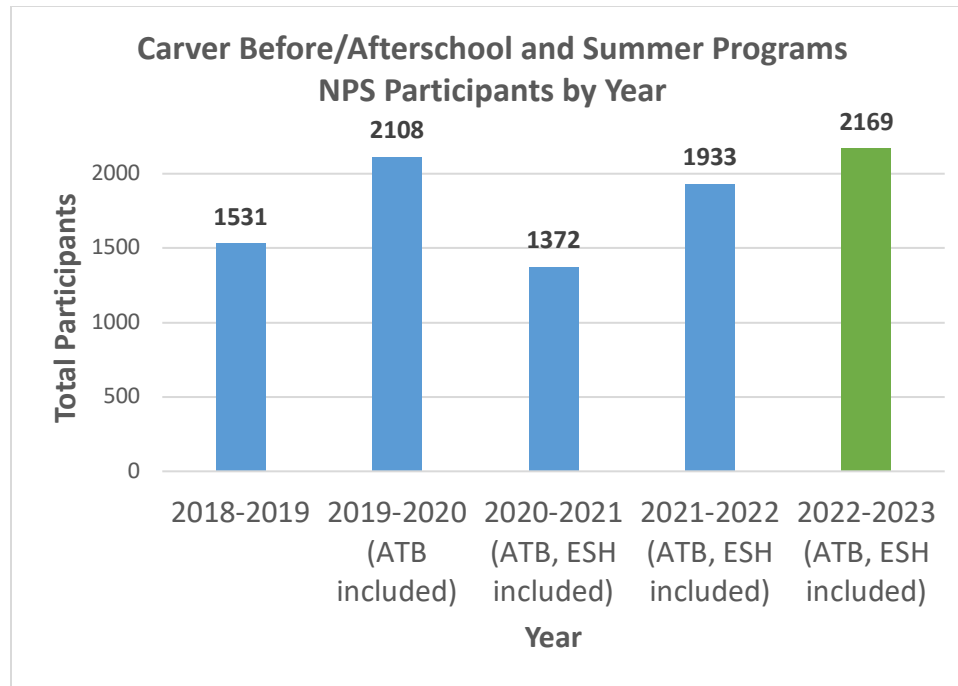
Before/Afterschool Programs 2022-2023 (cont.):

Relating to the **2,169** NPS Carver students (excluding Side by Side afterschool):

- 2,169 students means nearly one in five NPS students are Carver students (19% of NPS District – 11,623).
- 1,107 Free/Reduced Lunch students means one in five Free/Reduced Lunch NPS students are Carver students (20% of all Free/Reduced Lunch students in the District - 5,437).
- These schools have the strongest Carver representation: South Norwalk Elementary School (48% of all South Norwalk students are Carver participants), Marvin Elementary School (41%), Silvermine Dual Language Magnet School (41%).
- Carver's Grade 5 students (443) make up 53% of all Grade 5 students in the District (831).





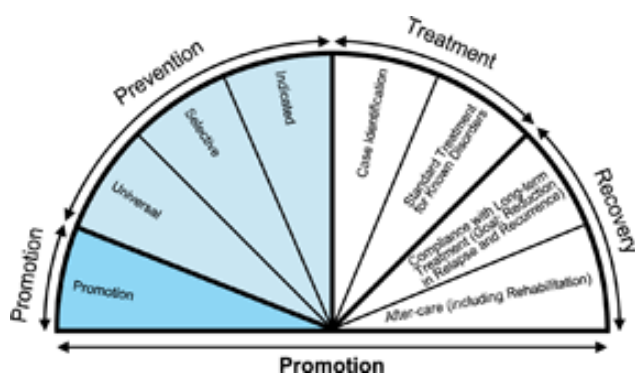


Note: "NPS Participants" excludes Side by Side students.

The Norwalk Partnership: Norwalk's Prevention Coalition

Background: In CT, the designated structure for substance misuse prevention at the community level is the Local Prevention Council (LPC), also known as local prevention coalition. An LPC must consist of 12 required stakeholder groups collaborating to identify local issues and to develop and implement plans to address those issues. (See graph on right.)

According to the behavioral health continuum (see graphic below), prevention work should begin with mental health promotion and then includes universal, selective, and



targeted prevention efforts for different populations, as well as coordination with and referral to treatment and recovery efforts. The work is approached through a public health model requiring seven types of strategies that create community change: gather & provide data; provide education; provide support; address access; address consequences; improve physical design; improve policies and enforcement.

Norwalk: In Norwalk, the LPC is called The Norwalk Partnership (TNP). Positive Directions-The Center for Prevention & Counseling is the nonprofit that currently receives both the LPC and SOR grants from DMHAS on behalf of TNP, totaling just under \$14K per year. In years past the City of Norwalk would contribute between \$16,000- \$18,000, we are looking to reactive this critical commitment at \$20,000 a year.

TNP has done important work in recent years, starting with planning and conducting a youth survey and a community survey which allowed coalition members to identify needs and plan and coordinate a wide variety of responses, including but not limited to:

- new mental health and LGBTQ trainings and resources for staff and students in the schools;
- community events such as the NorWALK for Mental Health walk and wellness fair;
- creation of an active youth coalition that provides peer education and awareness;
- a partnership with Norwalk ACTS to provide a Day of Training for youth-serving providers;
- ARPA grants to support prevention initiatives such as support groups and Teen Nights Out;
- the development of training and resource materials to combat local parent and teen misperceptions about marijuana;
- trainings for target groups such as youth and health teachers;
- legislative forums that have led to improvements in cannabis advertising and labeling laws;

Importantly, all of this work was only made possible as Positive Directions braids funding and continues to advocate for additional funding.

