

**ECONOMIC AND COMMUNITY DEVELOPMENT
OF THE COMMON COUNCIL
125 East Avenue
P.O. Box 5125
Norwalk, CT 06856**

TO: MEMBERS, ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE OF THE
COMMON COUNCIL

FROM: JOSH GOLDSTEIN, CHAIRMAN

DATE: NOVEMBER 5, 2024

RE: MEETING NOTICE

The Meeting of the Economic & Community Development Committee is scheduled for Thursday, November 7, 2024, at 7:00pm. To allow public access, anyone may access a meeting by telephone, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at www.norwalkct.org/meetings.



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide "live comments" may also use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually explicit language, will be removed. Please find the information using the link above.



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



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Sabrina Godeski at sgodeski@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

**ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE OF THE COMMON COUNCIL
REGULAR MEETING
NOVEMBER 7, 2024 @ 7:00PM
AGENDA**

CALL TO ORDER

ROLL CALL

PUBLIC PARTICIPATION

I. ADMINISTRATION

A. Approval of the Minutes of September 19th, 2024 special meeting.

II. NEW BUSINESS

A. TRANSPORTATION, MOBILITY, AND PARKING

1. Authorize the Mayor, Harry W. Rilling, to enter into any and all Project Authorization Letters and other documents required by Conn. DOT needed for expenditure of funds under the Connecticut Department of Transportation's Urban Action Grant (UAG) Program for Improvements to Richards Avenue and West Cedar Street as part of State Project No. DOT01020376GR.
**Acct. No. 363701 4120 G0060
363701 5799 G0060**
2. Authorize the Mayor, Harry W. Rilling to execute any and all agreement(s) and other documents necessary to accept and receive the benefit of the EECBG Program Technical Assistance Voucher in the amount of \$144,600.
3. Authorize the Mayor, Harry W. Rilling, to enter into a Maintenance Agreement with the Connecticut Department of Transportation for State Project 102-375 (East Norwalk Connectivity Enhancements) for non-standard items.
Acct. No. 0924 3750 5777 C0562

III. OLD BUSINESS

ADJOURNMENT

**ECONOMIC AND COMMUNITY DEVELOPMENT
COMMITTEE OF THE COMMON COUNCIL
SPECIAL MEETING
SEPTEMBER 19, 2024
VIA TELECONFERENCE**

ATTENDANCE: Josh Goldstein; Chair, James Frayer, Lisa Shanahan, Jalin Sead, Sr.,
Darlene Young, Heather Dunn

STAFF: Sabrina Godeski

OTHER: Owen Lee; Deputy Harbor Master, Dajuan Wiggins, Nicole Eaddy,
Steven Ivan

CALL TO ORDER

Mr. Goldstein called the meeting to order at 7:00 p.m.

ROLL CALL

Mr. Goldstein called the roll as reflected above.

PUBLIC PARTICIPATION

There was no one present for public participation.

I. ADMINISTRATION

A. Approval of the Minutes of August 1st, 2024 regular meeting.

**** MS. SHANAHAN MOVED TO APPROVE THE MINUTES OF THE
REGULAR MEETING.**

Mr Goldstein noted the Ms. Smyth's name was incorrectly spelled with an "i" instead of a "y".

**** THE MOTION TO APPROVE THE MINUTES PASSED UNANIMOUSLY.**

B. Approval of the Minutes of August 1st , 2024 Special Joint Meeting

**** MS. EADDY MOVED TO APPROVE THE MINUTES.**

Ms. Eaddy noted her name had been misspelled as was Ms. Niedzielski-Eichner's

**** THE MINUTES AS AMENDED PASSED UNANIMOUSLY.**

II. NEW BUSINESS

A. REDEVELOPMENT AGENCY

1. Authorize the Mayor, Harry W. Rilling to execute any and all documents for submission of the PY49 CAPER to HUD.

**** MR. SEAD MOVED THE MOTION FORWARD.**

Mr. Ivan explained CAPER is a yearly report supplied to HUD at the end of every program year. He explained what was necessary to stay in compliance.

**** MR. GOLDSTEIN MOVED TO TAKE THE ITEM TO THE COUNCIL.
** THE MOTION PASSED UNANIMOUSLY.**

2. Authorize the Mayor, Harry W. Rilling, to execute an agreement for a five-year extension of the contract designating the Norwalk Redevelopment Agency as the administrator of the City's annual CDBG entitlement grant.

**** MS. YOUNG MOVED TO APPROVE THE MOTION.**

Mr. Ivan explained how they were administering the funding. He stated the motion proposed was to renew the authorization for five years. He said why they needed to renew the authorization. He indicated they would handle the particulars to create an agreement similar to the previous one.

**** THE MOTION PASSED UNANIMOUSLY**

B. ECONOMIC AND COMMUNITY DEVELOPMENT

1. Authorize the purchase of a 2024 PackMan Landing Craft for the Harbormaster from Munson Boats in an amount not to exceed one hundred ninety-eight thousand, one hundred forty-nine dollars (\$198,149) via sole source procurement.
ACCT: 134010-5796-AEC26

MS. SHANAHAN MOVED THE MOTION FORWARD.

Mr. Lee described the advantages of the vessel they wished to purchase. He stated it would work from a harbor commission standpoint, but a law enforcement standpoint as well.

Mr. Frayer noted that after discussions with Mr. Lee, he was fully behind the purchase. Mr. Frayer did note that the city may want to consider a designated marina for the central maintenance of all vessels used by first responders. Mr. Lee agreed.

Mr. Lee answered Ms. Young's questions about the life expectancy of the current vessel and the one they would be purchasing. Mr. Lee said the decommissioned vessel may be put up for auction. Mr. Frayer noted that they may get rid of it due to necessary repairs. Mr. Lee said the only value was in the replacement motor worth six to seven thousand dollars.

Ms. Young was curious about the delivery time. Mr. Lee stated they wouldn't know until they got on the schedule. He noted a conservative estimate was 6-12 months. Ms. Young wanted to know if the current vessel would last until. Mr. Lee said he couldn't give any guarantees. Mr. Goldstein asked if there was a contingency plan if the current boat didn't make it through the next season. Mr. Lee explained the stopgap was to use one of the marine police vessels. Mr. Frayer noted that if they needed a vessel to handle larger jobs there were services in the city that could come in, but the city would have to pay for those services. Mr. Sead had questions about the fee structure. Mr. Lee said to his knowledge there were no charges by the Coast Guard or the City of Norwalk for a rescue or moving a mooring. However, for a vessel that beached itself due to negligence, the city does try to recoup those costs. Mr. Frayer stated there is a coast when the sea tow is called in.

THE MOTION PASSED UNANIMOUSLY.

2. Authorize the Mayor, Harry W. Rilling, to enter an agreement with ARC Documents Solutions, LLC for document digitization and cataloging in an amount not to exceed \$284,995.50.
ACCT: 133710-5796-AEC12
0922 3730 5777 C0801

MS. SHANAHAN MOVED TO APPROVE THE MOTION.

Ms. Godeski gave her presentation on the document digitization project. She described what items would be digitized. She stated it would allow an individual to access all the information about their property in one place. Ms. Godeski explained the scanning process and how it would affect the system.

THE MOTION PASSED UNANIMOUSLY.

III. OLD BUSINESS

There was no old business to discuss

ADJOURNMENT

**** MS. SHANAHAN MOVED TO ADJOURN THE MEETING.
** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 7:33 p.m.

Respectfully submitted
China Mayhew
Telesco Secretarial Services.



CITY OF NORWALK
Transportation Mobility & Parking
P: 203-854-7260
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06856-5125

TO: Economic and Community Development Committee of the Common Council

FROM: Garrett Bolella, P.E., PTOE, RSP1 – Assistant Director, TMP

CC: Sabrina Godeski, BS, MPL, AICP – Director of Business Development & Tourism
James Travers – Director of Transportation, Mobility and Parking

REF: November 7th Meeting Agenda Item – Authorize the Mayor, Harry W. Rilling to enter into any and all agreements related to Improvements to Richards Avenue and West Cedar Street as part of State Project No. DOT01020376GR with funding administered through the Connecticut Department of Transportation's Urban Action Grant (UAG) Program; and all other agreements and documents required thereunder.

DATE: November 1, 2024

Memorandum

The State of Connecticut has allocated and authorized \$1,000,000 through the Bond Commission for the design, construction, and related expenses of a Roundabout at the intersection of Richards Avenue and West Cedar Street, including roadway improvements along the Connecticut State Colleges and Universities (CSCU) Norwalk Campus. The funding provides a grant-in-aid administered through the Connecticut Department of Transportation's Urban Action Grant (UAG) Program. This project is one hundred percent (100%) State participation.

The transportation project includes the installation of a modern roundabout to replace an aging traffic signal to improve traffic flow, operations, and safety for all roadway users, while also serving as a gateway to the neighborhood. It also includes several Complete Streets improvements including right-sizing Richards Avenue to balance all modes of transportation within the corridor and better connect the easterly and westerly CSCU Norwalk campuses.

The project will improve connectivity and mobility along the campus with pedestrian friendly features including wider sidewalks/paths, improved crossings, pedestrian level lighting, street trees and green infrastructure. The Transportation Mobility and Parking Department plans to hold a public meeting to introduce the project and share preliminary concepts early 2025.

- A. Authorize the Mayor, Harry W. Rilling to enter into any and all Project Authorization Letters and other documents required by Conn. DOT needed for expenditure of funds under the Connecticut Department of Transportation's Urban Action Grant (UAG) Program for Improvements to Richards Avenue and West Cedar Street as part of State Project No. DOT01020376GR.

Acct. No. 363701 4120 G0060
363701 5799 G0060



CITY OF NORWALK
Transportation Mobility & Parking
P: 203-854-7260
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06856-5125

TO: Economic and Community Development Committee of the Common Council

FROM: Bryan Lutz – Assistant Director of Parking

CC: Sabrina Godeski, BS, MPL, AICP – Director of Business Development & Tourism
James Travers – Director of Transportation, Mobility and Parking

REF: November 7th Meeting Agenda Item – Authorize the Mayor, Harry W. Rilling to enter into any and all agreements related to the Energy Efficiency Conservation Grant Block (EECBG) Program as part of the EECBG Program Technical Assistance Vouchers with management and funding administered through the Department of Energy (DOE); and all other agreements and documents required thereunder.

DATE: November 1, 2024

Memorandum

The City of Norwalk applied for this voucher program to conduct a comprehensive review of electric vehicle (EV) infrastructure and needs. This grant, fully funded and administered by the DOE. They will contract with a vendor, pay the vendor directly, and provide the City with an end report. There is no transference of funds associated with this program and no City funds required.

This initiative will help us plan, design, collect data, manage projects, train staff, conduct outreach, report findings, and analyze the development of EV-related projects—without any physical modifications to structures or ground disturbances.

The DOE has allocated \$144,600 through the EECBG Program Technical Assistance Voucher. This program is designed to help the City of Norwalk develop strategies to reduce energy use, lower fossil fuel emissions, and improve energy efficiency. Activities funded by the EECBG Technical Assistance Voucher will focus solely on desktop and administrative tasks, avoiding any physical modifications to structures or ground disturbances.

Proposed Authorization:

Authorize the Mayor, Harry W. Rilling to execute any and all agreement(s) and other documents necessary to accept and receive the benefit of the EECBG Program Technical Assistance Voucher in the amount of \$144,600.



CITY OF NORWALK
Transportation Mobility & Parking
P: 203-854-7260
Norwalk City Hall
125 East Avenue, PO Box 5125
Norwalk, CT 06856-5125

TO: Economic and Community Development Committee of the Common Council

FROM: Greg Pacelli – Transportation Planner, TMP

CC: Sabrina Godeski, BS, MPL, AICP – Director of Business Development & Tourism
James Travers – Director of Transportation, Mobility and Parking
Garrett Bolella, P.E., PTOE, RSP1 – Assistant Director, TMP

REF: November 7th Meeting Agenda Item – Authorize the Mayor, Harry W. Rilling, to enter into a Maintenance Agreement with the Connecticut Department of Transportation under State Project 102-375 “East Norwalk Connectivity Enhancements” for non-standard items.

DATE: November 5, 2024

Memorandum

State Project 102-375, East Norwalk Connectivity Enhancements, includes drainage upgrades, roadway paving, sidewalk construction, crosswalks, pavement markings, and the addition of bike lanes. The project is situated south of the East Norwalk Train Station and encompasses roadway improvements along State Route 136 (East Avenue) and State Route 136 (Gregory Boulevard).

The Connecticut Department of Transportation will be responsible for overseeing all construction related activities as part of State Project 102-375. The project is scheduled to begin construction in 2025.

Upon completion of the roadway improvements, the city will be responsible maintenance as related for non-standard items, which is outlined within the Maintenance Agreement (Attachment 1).

- a. Authorize the Mayor, Harry W. Rilling, to enter into a Maintenance Agreement with the Connecticut Department of Transportation for State Project 102-375 (East Norwalk Connectivity Enhancements) for non-standard items.

Account Number

0924 3750 5777 C0562



October 9, 2024

The Honorable Harry W. Rilling
Mayor
City of Norwalk
125 East Avenue
Norwalk, Connecticut 06851

Dear Mayor Rilling:

Subject: **Project Authorization Letter** - Maintenance
East Norwalk Connectivity Enhancements
State Project No. 0102-0375
Master Agreement No. 11.29-02(12)
CORE ID No. 13DOT0237AA
City of Norwalk

On April 11, 2013, the State of Connecticut, Department of Transportation (CTDOT) and the City of Norwalk (Municipality) entered into the Master Municipal Agreement for Construction Projects (Master Agreement) noted above. This Project Authorization Letter (PAL) is issued pursuant to the Master Agreement. Except for the term "Construction Project," the capitalized terms used in this PAL are the same as those used in the Master Agreement. The CTDOT and the Municipality agree that "Construction Project," as referred to in this PAL, means the construction phase activities undertaken by the CTDOT to construct improvements on State-owned and/or State-maintained facilities.

The CTDOT is responsible for the Administration of the Construction Project noted above.

The project "East Norwalk Connectivity Enhancements" is located in East Norwalk, south of the MNR bridge over East Ave. The scope of work includes roadway work on East Ave. and Gregory Blvd. including drainage improvements along Gregory Blvd., paving, and new striping to include a proposed bike lane.

Upon completion of the Construction Project, the subject land will be released to the Municipality and the Municipality shall continue to maintain full responsibility for all maintenance, repairs, and snow and ice removal.

2800 Berlin Turnpike
P.O. Box 317546
Newington, CT 06131-7546
860-594-2000

[CT.GOV/DOT](https://www.ct.gov/dot)

The Honorable Harry W. Rilling

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October 9, 2024

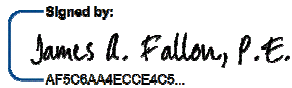
In addition, the Municipality will be responsible for the following maintenance items:

- Preformed thermoplastic crosswalk pavement markings on State Route 136.
- Pavement markings and snow plowing in the area north of the bump out located on the west side of East Avenue just north of the Van Zant Street intersection approximately between stations 8+00 and 8+50.
- Green methyl methacrylate (MMA) paint in bicycle lanes and dotted bicycle extension lines (CAT tracks)

Please indicate your concurrence with the PAL by signing below on or before October 16, 2024 and returning a copy to the Project Manager listed below at the letterhead address. By signing below, the Municipality agrees to assume full responsibility for the maintenance as described above. Submission of the Written Acknowledgement of the PAL by hard copy, facsimile, or electronic transmission is acceptable. The Master Agreement and the PAL will be incorporated into one another in their entirety and contain the legal and binding obligations of the Municipality with respect to the Construction Project. Please retain a copy of this signed PAL for your records.

If you have any questions, please contact the Project Manager, Gregory A. Funk at (860) 594-3214 or Gregory.Funk@ct.gov.

Very truly yours,

Signed by:

AF5C6AA4ECCE4C5...

James A. Fallon, P.E.
Assistant Chief Engineer
Bureau of Engineering and Construction

Concurred By _____
The Honorable Harry W. Rilling
Mayor

Date _____