CITY OF NORWALK
ECONOMIC AND COMMUNITY DEVELOPMENT
SPECIAL MEETING
JANUARY 16, 2025

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

STAFF: Sabrina Godeski

OTHER: James Travers, Fred Eshraghi, Steve Kleppin, Nicole Eaddy, Stevan Ivan

I. CALL TO ORDER

Mr. Goldstein called the meeting to order at 7:01 p.m.

II. ROLL CALL

The roll was called as reflected above. A quorum was present.

III. ACCEPTANCE OF MINUTES

A. Regular Meeting: 12/05/24

** **MS. DUNN MOVED TO APPROVE THE MINUTES.**
** **THE MOTION PASSED WITH SIX AYES AND ONE ABSTENTION (LISA SHANAHAN)**

IV. PUBLIC PARTICIPATION

There was no one present for public comment.

V. OLD BUSINESS

No old business was discussed.

VI. NEW BUSINESS

A. Review and Discussion on FY25-26 Operating and Capital Budget

Ms. Godeski did a readout of the report submitted by Bill Ireland. She also touched on the Chief of the Economic and Community Development budget.

Ms. Godeski answered Mr. Frayers question about hiring stating they didn't have anybody but the position was being advertised. Ms. Godeski said Mr. Ireland didn't wasn't concerned about finding a candidate. Mr. Frayer had pay scale concerns.

Ms. Godeski indicated there would be some cost savings because the Chief of Economic and Community Development wasn't filled. She also mentioned that the permitting and licensing software was a new request.

Ms. Godeski noted that the operating budget for Business Development and Tourism has not changed. She stated that her salary was the only salary in the operating budget; the other two salaries are funded by ARPA. She discussed the revenue generated by special events.

Ms. Godeski outlined plans for the newly designated Arts and Cultural District. She explained the Arts and Cultural Commission's operating budget and their request for a line item within their budget to support Artist Speaks. She discussed their Art in Public Places Capital request. She indicated they are applying for an NEA grant to help cover costs. She also noted their request for the Public Art Inventory.

Ms. Godeski answered Ms. Smyth's question about how much of the public art inventory had been done by the Historical Commission. She stated she thought it was around a 50/50 split. She pointed out they control the pieces they own. She indicated there is no comprehensive, cohesive inventory.

Mr. Kleppin discussed the operating budget for the Redevelopment Agency. He noted the numbers were static. He stated for the first time in two years they were at full staff. He indicated they now have two people who are full-time dedicated to inspection and enforcement. He

indicated the only operating increase was for the Norwalk River Watershed Alliance. Mr. Kleppin then described the two Capital items, the Open Space plan and the digitization of the old land use records.

Mr. Frayer was interested in the payback they would get by digitizing the land use records. Mr. Kleppin responded that they couldn't pinpoint the number. He did describe the current process and the amount of man-hours involved in finding necessary documents. He stated it would allow them to be more efficient and organize their projects. Mr. Kleppin said it was in line with the Mayor's initiative to make Norwalk a Digital City.

Mr. Kleppin answered Ms. Dunn's question about people pulling permits. He said an online process is easier.

Mr. Sead noted this would bring them up to speed with neighboring towns. He pointed out it would be a time saver and make it easier all around.

Mr. Traverse indicated the Transportation, Mobility, and Parking operating budget was within the given guidelines. He noted the only changes were in the contractual salary increases. He noted there was an increase in the request for the Capital budget relative to the work and secured grants. He discussed the various projects that are part of the budget.

Mr. Ivan presented the budget requests for the Norwalk Redevelopment Agency. He described the various projects included in the budget.

Ms. Eaddy had a question about the timeline with so many projects going on. Mr. Travers explained the priorities for the various projects with a lot of activity this year.

B. Transportation Mobility and Parking

1. Authorize the Mayor, Harry W. Rilling, to execute an agreement with NY Conn Corp to provide On-Call Traffic Signal Emergency Services for an amount not to exceed $21,572.32.
   ACCT: 0922 4120 5777 C0232

** **MS. SHANAHAN MOVED TO APPROVE THE AUTHORIZATION.**

Mr. Eshraghi explain the workings of the contract that would allow the TMP to use the selected contractor for emergency situations. He cited an example of how this would work. He also outlined the selection process used to choose.

** **THE MOTION PASSED UNANIMOUSLY.**

2. Authorize the Mayor, Harry W. Rilling, to enter into a Maintenance Agreement with the Connecticut Department of Transportation under Route 136 Rowayton Avenue – from Cudlipp Street to Pennoyer Street.

** **MR. SEAD MOVED TO APPROVE THE AUTHORIZATION.**

Mr. Traverse described the particulars of the maintenance agreement.

Mr. Goldstein was curious about the projected timing of improvements. Mr. Travers responded in the Spring as soon as the weather warms up.

** **THE MOTION PASSED UNANIMOUSLY.**

3. Authorize the Mayor, Harry W. Rilling to execute an amendment to increase the Fuss and O'Neill contract by $471,000 for Additional Transportation Engineering and Related Design Services for Wall Street Corridor Improvements – Garrett Bolella & Jim Travers
Account(s): 0924 3750 5777 C0824
0925 3750 5777 C0800

** **MS. SMYTH MOVED TO APPROVE THE AUTHORIZATION.**

Mr. Travers described the grant process and noted they had a considerable amount of funding place. He cited a number failed attempts at completion and explained the decision to break the project up into multiple phases. He indicated they were in the process of working on various aspects of phase two.

** **THE MOTION PASSED UNANIMOUSLY.**

C. Business Development and Tourism

1. Authorize Mayor Harry W. Rilling to execute a license agreement for the use of

three rooms, 729 sq. ft on the 2nd floor, at 3 Belden Avenue, Norwalk, CT, for a term of three (3) years, with two (2) one-year extension options, terminable on 90 days advance notice, for an annual fee of $4.50 per square foot, which is equal to $3,280 per year or $273 per month.

2. In accordance with C.G.S. § 8-24, refer the proposed license agreement for the use of three rooms at 3 Belden Avenue to the Planning and Zoning Commission for review and report.

** **MS. SHANAHAN MOVED TO APPROVE ITEMS 1 AND 2**

Ms. Godeski described the reason for the authorization.

** **THE MOTION PASSED UNANIMOUSLY.**

3. Authorize Mayor Harry W. Rilling to execute a license agreement for the use of 468 sq. ft. on the 1st floor of 3 Belden Avenue, Norwalk, CT, for a term of three (3) years, with two (2) one-year extension options, terminable on 90 days advance notice, for an annual fee of $4.50 per square foot, which is equal to $2,106 per year or $175.50 per Month.

4. In accordance with C.G.S. § 8-24, refer the proposed license agreement for the use of 468 sq. ft. at 3 Belden Avenue to the Planning and Zoning Commission for review and Report.

** **MR. FRAVER MOVED TO APPROVE ITEMS 3 AND 4.**

Ms. Godeski described the reason for the authorization.

** **THE MOTION PASSED UNANIMOUSLY.**

5. Authorize Mayor Harry W. Rilling to execute a license agreement for the use of 714 sq. ft. on the second floor of 3 Belden Avenue, Norwalk, CT, for a term of three (3)

years, with two (2) one-year extension options, terminable on 90 days advance notice, for an annual fee of $4.50 per square foot, which is equal to $3,213 annually or $268 per month.

6. In accordance with C.G.S. § 8-24, refer the proposed license agreement for the use of 714 sq. ft. at 3 Belden Avenue to the Planning and Zoning Commission for review and Report.

** **MS. SHANAHAN MOVED TO APPROVE ITEMS 5 AND 6.**

Mss Godeski described the reason for the authorization.

** **THE MOTION PASSED UNANIMOUSLY.**

7. Authorize the Mayor, Harry W. Rilling, to extend the agreement with Berry Dunn, McNeil & Parker, LLC, through December 31, 2025, at no additional cost.

Item 7 was dropped from the agenda because it didn't need to go to council for approval.

VII. DISCUSSION

There were no topics brought up for discussion.

VIII. ADJOURNMENT

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

The meeting ended at 8:09 p.m.

Respectfully submitted

China Mayhew
Telesco Secretarial Services