

SPECIAL FINANCE AND CLAIMS COMMITTEE OF THE COMMON COUNCIL MEETING AGENDA

Thursday, September 7, 2023, 6:00 P. M.

By Zoom Virtual Teleconference:

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

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

Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above.

Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. These comments should be submitted at least three hours in advance of the meeting start time. Please email Chitsamay Lam at clam@norwalkct.org to provide written public comment prior to the meeting.

Public should watch via the youtube link to the City of Norwalk CT
is <https://www.youtube.com/channel/UCRcAj0a6fNzo2prQ6LhSjVA>

Listen mode only please dial 1 (646) 558-8656 Webinar ID: 874 9084 0474 Password: 377930

To take part in public participation:

<https://www.norwalkct.org/1913/Meeting-Notices>

AGENDA

1. Call to Order
2. Roll Call
3. Public Participation
4. Recommend and refer to the Common Council a special capital appropriation in the amount of \$2,900,000 for the Norwalk Public Schools for the acquisition of 6 properties abutting the proposed South Norwalk School and other project related purposes.

RESOLUTION:

- a. Authorize the allocation of \$2,900,000.00 in Special Capital Appropriation funds to the Norwalk Public Schools for the acquisition of 6 properties abutting the proposed South Norwalk School as identified herein this memo.

This capital appropriation shall be funded through \$2,900,000 of authorized but unissued general obligation bonds or notes of the City. The \$2,900,000 of bonds or notes of the City shall be issued in accordance with the provisions and terms set forth in the original bond resolutions that authorized the issuance of the bonds or notes of the city for project account #0919-205010-5777-C0619.

- b. Approve the deauthorization in the amount of \$2,900,000 from free balance in the Jefferson School Improvement Project – capital budget account # 0919-205010 5777 C0619.
5. Review proposed amendment to the description of available capital budget funds for Belden Library Expansion Project and refer the following RESOLUTION to the Common Council for action:

RESOLUTION:

- a. Authorize to revise the project description for capital budget account # 092-06210 5777 C0662. Current: Funding for building programming phase with design options Proposed: Funding for building programming phase with design options and property acquisition. This project was approved in FYE 2020 with a budget of \$450,000, no actuals to date.

- b. Authorize to revise the project description for capital budget account # 092-16210 5777 C0662. Current: Belden Ave Library Expansion – Architectural Services Proposed: Belden Ave Library Expansion – Architectural Services and property acquisition This project was approved in FYE 2021 with a budget of \$1,570,000, no actuals to date.
6. Recommend special capital appropriation in the amount of \$2,000,000 by the Buildings and Facilities Department for the following improvements at the new South Norwalk School (formerly the Hatch & Bailey site) at the intersection of South Main Street/Meadow Street/Wilson Avenue.

RESOLUTION:

- a. Authorized the allocation of \$2,000,000 in Special Capital Appropriation to the Buildings and Facilities Department for the following improvements at the new South Norwalk School (formerly the Hatch & Bailey site) at the intersection of South Main Street/Meadow Street/Wilson Avenue: a. \$1,000,000 for Intersection Traffic Improvements to be allocated to TM&P b. \$1,000,000 for Intersection Flood Improvement to be allocated to DPW. Account 0924021-5777-C0808 Traffic Improvements Norwalk Neighborhood School.

This capital appropriation shall be funded through \$2,000,000 of authorized but unissued general obligation bonds or notes of the City. The \$2,000,000 of bonds or notes of the City shall be issued in accordance with the provisions and terms set forth in the original bond resolutions that authorized the issuance of the bonds or notes of the city for project account #09225010-5777-C0808 Norwalk Neighborhood School.

- b. Approve the deauthorization of \$1,000,000 from free balance in the Ponus Ridge School Improvement Project - capital budget account #09185010 5777 C0608. 11 of 164 d.
 - c. Approve the deauthorization of \$1,000,000 from free balance in the Jefferson School Improvement Project – capital budget account #09205010 5777 C0619.
7. Adjournment.



CITY OF NORWALK

Tom Ellis

Director of Management & Budgets
tellis@norwalkct.gov

Office: 203-854-7708

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

August 21, 2023

To: Members of the Board of Estimate & Taxation
Members of the Planning Commission
Members of the Common Council

From: Tom Ellis, Director of Management & Budgets 

Re: Special Capital Appropriation Request from Buildings and Facilities
Department for \$2,900,000 for the acquisition of land abutting the South
Norwalk School.

Attached is a request from the Norwalk Buildings and Facilities Department for a special capital appropriation in the amount of \$2,900,000.

Last year, the City acquired the old Hatch and Bailey Lumber Company's property at 1 Meadow Street Extension for a new South Norwalk Elementary School. The property is 11.7 acres. The new pre-kindergarten to fifth grade school will have a maximum capacity of 682 students with the intended occupancy at approximately 85% of capacity. The proposed building will be two stories for a total of approximately 86,000 square feet. The City has allocated \$76,000,000 for land acquisition and development of the new school. We are scheduled to go out for bid by the end of 2023, start construction through the winter, and complete by August of 2025.

The current site design meets the basic vehicle traffic, parking and open space needs when the school opens, anticipating that 4th and 5th grades attendance will lag behind for two years. Acquisition of additional properties along Oxford Street and South Main Street is essential to enhance both vehicular and student access into the property, will provide additional parking and will provide open space meeting the needs of full occupancy of the school. The acquisition of property along South Main Street will allow right-of-way improvements by Traffic, Mobility and Parking Department to remove existing sightline obstruction by the modification of travel lane and reconfiguration of the intersection at the South Main Street/Meadow Street/ Wilson Avenue/Meadow Street Extension.

The amount of \$2,900,000 is being requested at this time. It is anticipated that additional funds would be required in the future to cover final purchase prices, relocation costs and site development costs that are not included in current budgets. It is important to note that as the State has approved this project for a specific amount, this additional cost will likely not be reimbursable.

In an effort to help manage the City's overall capital debt, we have identified a remaining free balance from the Jefferson School improvement project in the same amount that can be used to support the proposed land acquisition. Further details are included in the attached memorandum from Building Management & Facilities dated August 7th, 2023.

We are also seeking approval to modify the description of two existing projects as noted in Resolution #2 below.

RESOLUTION:

1. ACTION REQUESTED:

a. Recommend the allocation of \$2,900,000.00 in Special Capital Appropriation funds to the Norwalk Public Schools for the acquisition of 6 properties abutting the proposed South Norwalk School as identified herein this memo.

b. Recommend the reduction of \$2,900,000 from free balance in the Jefferson School Improvement Project – capital budget account # 0919-205010 5777 C0619

2. ACTION REQUESTED:

a. Revise the project description for capital budget account # 092-06210 5777 C0662.

Current: Funding for building programming phase with design options

Proposed: Funding for building programming phase with design options and property acquisition

This project was approved in FYE 2020 with a budget of \$450,000, no actuals to date.

b. Revise the project description for capital budget account # 092-16210 5777 C0662.

Current: Belden Ave Library Expansion – Architectural Services

Proposed: Belden Ave Library Expansion – Architectural Services and property acquisition

This project was approved in FYE 2021 with a budget of \$1,570,000, no actuals to date.

Finance recommends approval.



**CITY OF NORWALK
Office of the Mayor**

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

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

MEMORANDUM

August 21, 2023

To: Members of the Board of Estimate & Taxation
Members of the Planning Commission
Members of the Common Council

From: Harry Rilling, Mayor 

Re: Special Capital Appropriation Request from Buildings and Facilities
Department for \$2,900,000 for the acquisition of land abutting the South
Norwalk School.

Attached is a request from the Norwalk Buildings and Facilities Department for a special capital appropriation in the amount of \$2,900,000.

Last year, the City acquired the old Hatch and Bailey Lumber Company's property at 1 Meadow Street Extension for a new South Norwalk Elementary School. The new pre-kindergarten to fifth grade school will have a maximum capacity of 682 students with the intended occupancy at approximately 85% of capacity. The City has allocated \$76,000,000 for land acquisition and development of the new school. We are scheduled to go out for bid by the end of 2023, start construction through the winter, and complete by August of 2025.

The current site design meets the basic vehicle traffic, parking and open space needs when the school opens. Acquisition of additional properties along Oxford Street and South Main Street is essential to enhance both vehicular and student access into the property, will provide additional parking and will provide open space meeting the needs of full occupancy of the school. The acquisition of property along South Main Street will also allow right-of-way improvements by Traffic, Mobility and Parking Department to remove existing sightline obstruction by the modification of travel lane and reconfiguration of the intersection at the South Main Street/Meadow Street/ Wilson Avenue/Meadow Street Extension.

The amount of \$2,900,000 is being requested at this time. It is anticipated that additional funds would be required in the future to cover final purchase prices, relocation costs and site development costs that are not included in current budgets. It is important to note that as the State has approved this project for a specific amount, this additional cost will likely not be reimbursable.

In an effort to help manage the City's overall capital debt, we have identified a remaining free balance from the Jefferson School improvement project in the same amount that can be used to support the proposed land acquisition. Further details are included in the attached memorandum from Building Management & Facilities dated August 7th, 2023.

We are also seeking approval to modify the description of two existing projects as noted in Resolution #2 below.

RESOLUTION:

1. ACTION REQUESTED:

a. Recommend the allocation of \$2,900,000.00 in Special Capital Appropriation funds to the Norwalk Public Schools for the acquisition of 6 properties abutting the proposed South Norwalk School as identified herein this memo.

b. Recommend the reduction of \$2,900,000 from free balance in the Jefferson School Improvement Project – capital budget account # 0919-205010 5777 C0619

2. ACTION REQUESTED:

a. Revise the project description for capital budget account # 092-06210 5777 C0662.

Current: Funding for building programming phase with design options

Proposed: Funding for building programming phase with design options and property acquisition

This project was approved in FYE 2020 with a budget of \$450,000, no actuals to date.

b. Revise the project description for capital budget account # 092-16210 5777 C0662.

Current: Belden Ave Library Expansion – Architectural Services

Proposed: Belden Ave Library Expansion – Architectural Services and property acquisition

This project was approved in FYE 2021 with a budget of \$1,570,000, no actuals to date.



CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.org P: 203-854-7877
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO : MAYOR HARRY W. RILLING
 HENRY DACHOWITZ, CHIEF FINANCIAL OFFICER

FROM: ALAN LO, BUILDING AND FACILITIES MANAGER

RE : SPECIAL APPROPRIATION - LAND ACQUISITION
 ABUTTING SOUTH NORWALK SCHOOL

DATE: AUGUST 7, 2023

As you know, the South Norwalk School project team is working expeditiously on the development of this project. We have completed the design development phase and are currently preparing construction documents. Although the current design generally meets project requirements, the acquisition of an additional six abutting properties is essential in meeting school's needs for open space, public roadway vehicular access, safe route to school and internal vehicular circulation/parking including pick-up/drop-off.

For more the 50 years, the City of Norwalk through Norwalk Board of Education has provided public school busing for South Norwalk students with access to schools throughout the City. Columbus School became a magnet school in meeting student enrollment demographics of the City. With changes in the demographics in the Norwalk community through the years, there is significant need to provide a South Norwalk neighborhood elementary school.

Last year, the City acquired the old Hatch and Bailey Lumber Company's property at 1 Meadow Street Extension for a new South Norwalk Elementary School. The property is 11.7 acres. The new pre-kindergarten to fifth grade school will have a maximum capacity of 682 students with the intended occupancy at approximately 85% of capacity. The proposed building will be two stories for a total of approximately 86,000 square feet. The City has allocated \$76,000,000 for land acquisition and development of the new school. This project will benefit from the

2022 State's Special Legislative Action which granted the City of Norwalk a new reimbursable rate of 60% in lieu of 33% for renovation work and 22% for new construction. We are scheduled to go out for bid by the end of 2023, start construction through the winter and complete by August of 2025.

The current site design meets the basic vehicle traffic, parking and open space needs when the school opens, anticipating that 4th and 5th grades attendance will lag behind for two years. Acquisition of additional properties along Oxford Street and South Main Street is essential to enhance both vehicular and student access into the property, will provide additional parking and will provide open space meeting the needs of full occupancy of the school. The acquisition of property along South Main Street will allow right-of-way improvements by Traffic, Mobility and Parking Department to remove existing sightline obstruction by the modification of travel lane and reconfiguration of the intersection at the South Main Street/Meadow Street/Wilson Avenue/Meadow Street Extension.

Attached is a site plan showing the properties. On August 2, 2023, the Land Use and Building Management Committee recommended to proceed with the acquisition of these properties. Introduction letters expressing the City's interest have been sent to the property owners and we had initial meetings with most of the property owners. The Law Department has received two set of appraisals from two independent appraisal companies establishing current appraised values.

At this time, I would like to initiate the Special Capital Appropriation process to allocate funds for the acquisition of the six abutting properties listed below.

- (1) 28 Oxford Street, Norwalk, CT
- (2) 32 Oxford Street, Norwalk, CT
- (3) 36 Oxford Street, Norwalk, CT
- (4) 38 Oxford Street, Norwalk, CT
- (5) 16 Meadow Street Ext., Norwalk, CT
- (6) A portion of real property identified as Portion of Parcel A to be Deeded to the City of Norwalk, Area = 44,338 s.f.± (1.01786 Acres), and Portion of Lots 8 & 9 to be Deeded to the City of Norwalk, Area = 4,426 s.f.± (0.10161 Acres) on and as shown in a certain map entitled "Boundary Survey (Parcel A and

Lots 8 & 9)" Scale 1" = 30' dated July 27, 2023 prepared by Langan CT, Inc., on file in Building Management Department of the City of Norwalk.

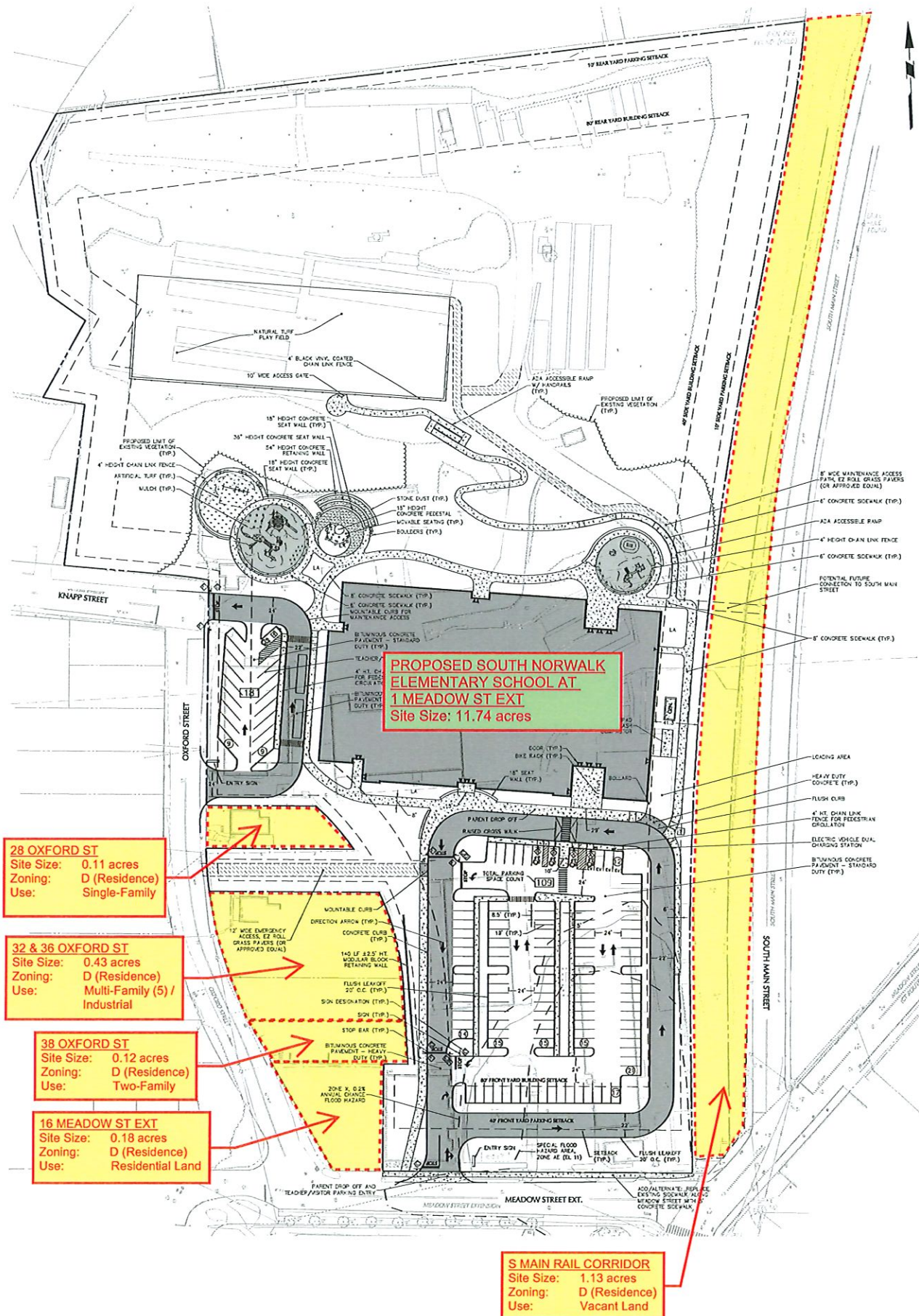
The amount of \$2,900,000.00 is being requested at this time. It is anticipated that additional funds would be required in the future to cover final purchase prices, relocation costs and site development costs that are not included in current budgets. It is important to note that as the State has approved this project for a specific project amount, this additional cost will probably not be reimbursable.

In an effort to manage the City's overall capital debt, we have identified a remaining free balance from the Jefferson School improvement project in the same amount that can be used to support the proposed land acquisition.

ACTION REQUESTED:

- a. **Recommend the allocation of \$2,900,000.00 in Special Capital Appropriation funds to the Norwalk Public Schools for the acquisition of 6 properties abutting the proposed South Norwalk School as identified herein this memo.**
- b. **Recommend the reduction of \$2,900,000 from free balance in the Jefferson School Improvement Project – capital budget account #0919/205010 5777 C0619**

CC: Greg Burnett, President of Norwalk Common Council
 Barbare Smyth, Chair, Land Use and Building Management Committee
 Tom Livingston, Chief-of-Staff
 Darin Callahan, Assistant Corporation Counsel
 Tom Ellis, Budget Director
 Dr. Alexandra Estrella, Superintendent of Schools
 Sandra Faioes, Assistant Superintendent
 Lunda Asmani, CFO, NPS
 JoAnn Acquarulo, Assistant Facilities Manager
 Dan Phillips, Project Manager





CITY OF NORWALK
 Alan Lo, Buildings and Facilities Manager
 alo@norwalkct.gov P: 203-854-7877
 Norwalk City Hall
 125 East Avenue, PO Box 5125
 Norwalk, CT 06856-5125

TO : MAYOR HARRY RILLING
 HENRY DACHOWITZ, FINANCE DIRECTOR

FROM: ALAN LO, BUILDINGS AND FACILITIES MANAGER

RE : SPECIAL APPROPRIATION REQUEST

DATE: MAY 22, 2023

This letter serves as a request for Special Capital Appropriation funds to address two existing conditions at the intersection of South Main Street, Meadow Street and Meadow Street Extension that will indirectly impact the new South Norwalk School project. The two conditions are intersection configuration/sight line traffic concerns and storm water flooding.

As you know, the City has allocated funds for the construction of the new South Norwalk School at the old Hatch & Bailey site. The City acquired this property due to its unique size (11.7 acres) and light industrial use as a lumber yard. However, being in an urban neighborhood like South Norwalk, it is inevitable that there are conditions that would directly or indirectly impact on the development of a school.

Intersection Traffic Improvements:

The project's traffic consultant, in consultation with Department of Traffic, Mobility and Parking (TM&P), is near completion with the traffic report for the new South Norwalk School. Our consultant is concluding that the size of the school, total number of parking spaces and trip generation do not require traffic improvements or a State Traffic Commission permit. However, the intersection can be improved substantially if the streets (specifically South Main Street) are realigned and the old railroad abutment is removed.

Intersection Flooding Improvements:

A small portion of the southeast corner of the school property is located in the flood zone. The South Main Street and Meadow Street intersection has a number of catch basins which drain into a storm line that discharges into the inlet/mudflat. Occasionally, this storm line would back up during heavy rainstorms compounded with periods of high tide.

The new South Norwalk School has minimal impact on these two conditions however, alleviating these conditions will contribute positively to the development and operation of the school. In support of DPW and TM&P as well as the need to maintain the schedule for the development of the new South Norwalk School, staff would like to recommend the Special Appropriation of \$1,000,000 to TM&P for traffic and roadway configuration improvements at this intersection and \$1,000,000 to DPW for drainage improvements at this intersection. In an effort to avoid the need to secure additional capital allocation, we would like to suggest to reduce the balance in the Ponus School improvement account in the amount of \$1,000,000 and reduce the balance in the Jefferson School improvement account in the amount of \$1,000,000. These projects are in closeout phase with the State.

Thank you for your consideration of this request.

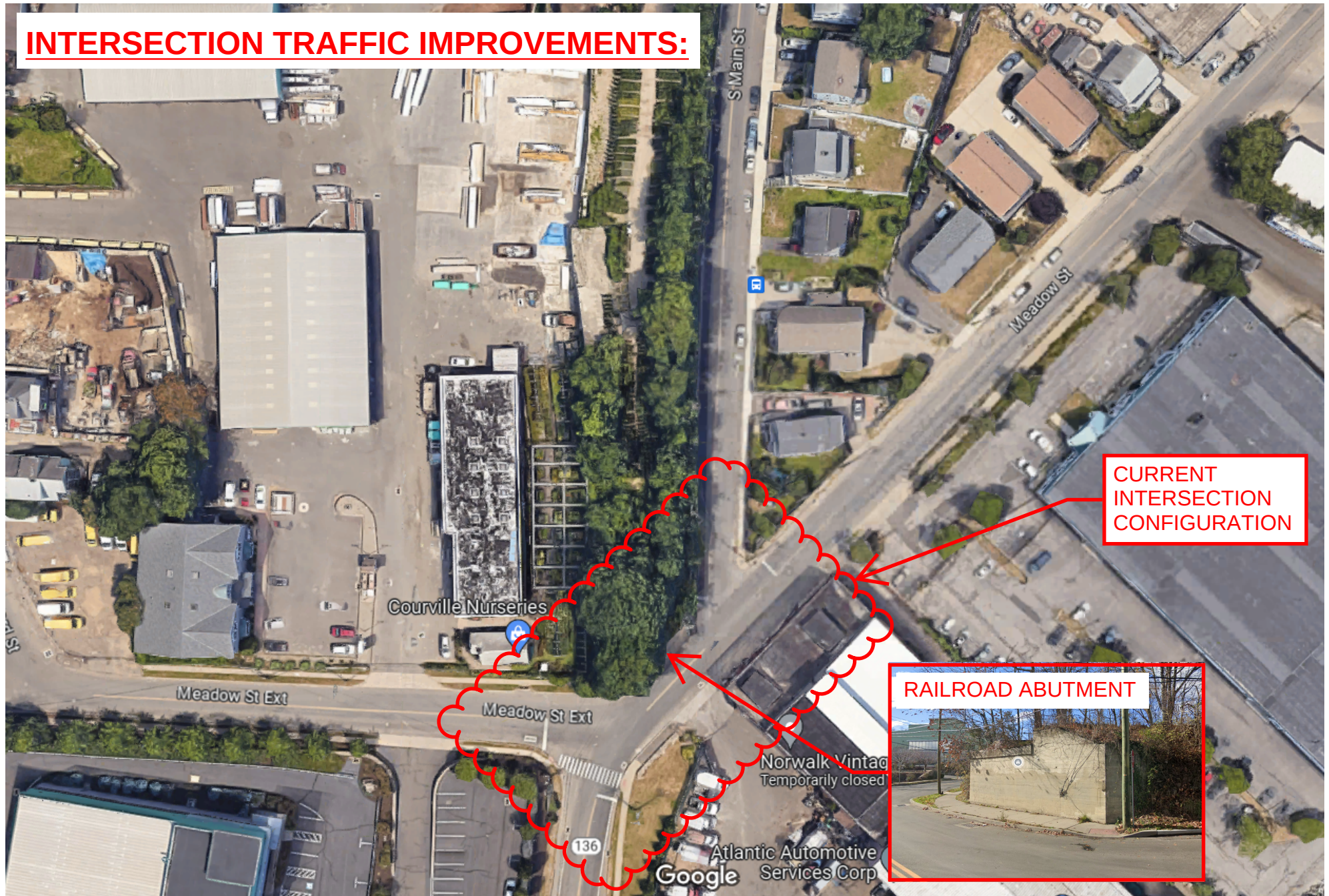
ACTION REQUESTED:

- a. Recommend the allocation of \$1,000,000 in Special Capital Appropriation funds to Department of Transportation, Mobility and Parking for intersection design and construction to address traffic, right-of-way and street alignment issues at the intersection of South Main Street, Meadow Street and Wilson Avenue.**
- b. Recommend the allocation of \$1,000,000 in Special Capital Appropriation funds to Department of Public Works for storm drainage design and construction to address flooding issues at the intersection of South Main Street, Meadow Street and Wilson Avenue.**
- c. Recommend the reduction of \$1,000,000 from free balance in the Ponus Ridge School Improvement Project - capital budget account #09185010 5777 C0608.**

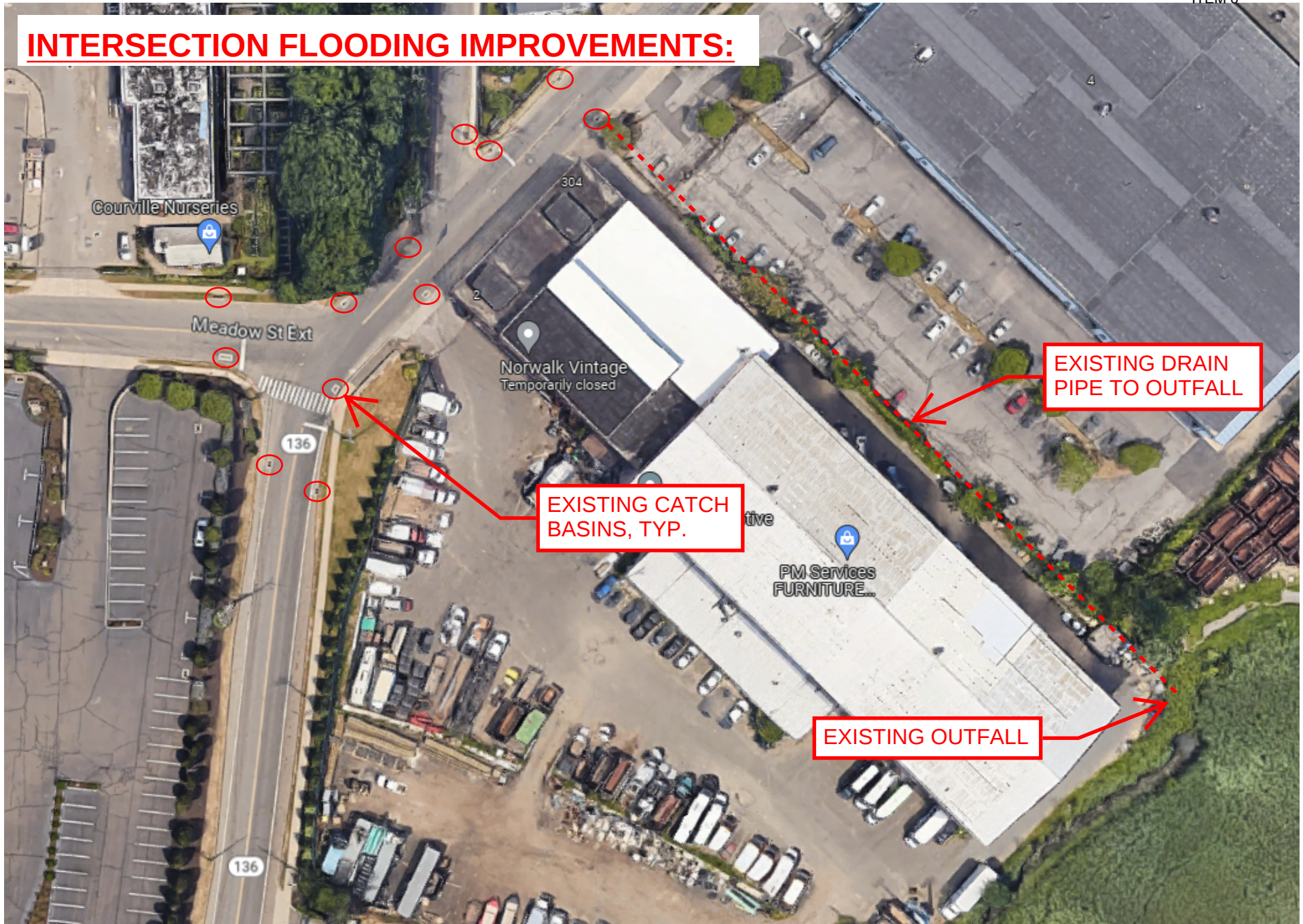
- d. Recommend the reduction of \$1,000,000 from free balance in the Jefferson School Improvement Project – capital budget account #09205010 5777 C0619.**

Cc: Greg Burnett, President of Common Council
Tom Livingston, Chairman, Land Use and Building Management Committee
Vanessa Valadares, DPW
Jim Travers, TM&P
Lunda Asmani, NPS
Sandra Faioes, NPS

INTERSECTION TRAFFIC IMPROVEMENTS:



INTERSECTION FLOODING IMPROVEMENTS:





CITY OF NORWALK
Office of the Mayor

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

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

MEMORANDUM

June 5, 2023

To: Members of the Board of Estimate & Taxation
Members of the Planning Commission
Members of the Common Council

From: Harry Rilling, Mayor *HR*

Re: Special Capital Appropriation Request from Buildings and Facilities
Department for \$2,000,000 for the new South Norwalk School: \$1,000,000
for Intersection Traffic Improvements and \$1,000,000 for Intersection Flood
Improvements

Attached is a request from the Norwalk Buildings and Facilities Department for a special capital appropriation in the amount of \$2,000,000.

The new South Norwalk School has minimal impact on these two conditions. However, alleviating these conditions will contribute positively to the development and operation of the school. In support of DPW and TM&P, staff would like to recommend the Special Appropriation of \$1,000,000 to TM&P for traffic and roadway configuration improvements at this intersection and \$1,000,000 to DPW for drainage improvements at this intersection. To avoid the need to secure additional capital allocation, we suggest the reduction of the balance in the Ponus School improvement account in the amount of \$1,000,000 and a reduction in the balance in the Jefferson School improvement account in the amount of \$1,000,000. These projects are in closeout phase with the State.

ACTION REQUESTED:

1. Recommend the allocation of \$1,000,000 in Special Capital Appropriation funds to Department of Transportation, Mobility and Parking for intersection design and construction to address traffic, right-of-way and street alignment issues at the intersection of South Main Street, Meadow Street and Wilson Avenue.
2. Recommend the allocation of \$1,000,000 in Special Capital Appropriation funds to Department of Public Works for storm drainage design and construction to address flooding issues at the intersection of South Main Street, Meadow Street and Wilson Avenue.
3. Recommend the reduction of \$1,000,000 from free balance in the Ponus Ridge School Improvement Project - capital budget account #09185010 5777 C0608.
4. Recommend the reduction of \$1,000,000 from free balance in the Jefferson School Improvement Project - capital budget account #09205010 5777 C0619.

MEMORANDUM

June 5, 2023

To: Members of the Board of Estimate & Taxation
Members of the Planning Commission
Members of the Common Council

From: Tom Ellis, Director of Management & Budgets 

Re: Special Capital Appropriation Request from Buildings and Facilities
Department for \$2,000,000 for the new South Norwalk School: \$1,000,000
for Intersection Traffic Improvements and \$1,000,000 for Intersection Flood
Improvements

Attached is a request from the Norwalk Buildings and Facilities Department for a special capital appropriation in the amount of \$2,000,000.

The new South Norwalk School has minimal impact on these two conditions. However, alleviating these conditions will contribute positively to the development and operation of the school. In support of DPW and TM&P, staff would like to recommend the Special Appropriation of \$1,000,000 to TM&P for traffic and roadway configuration improvements at this intersection and \$1,000,000 to DPW for drainage improvements at this intersection. To avoid the need to secure additional capital allocation, we suggest the reduction of the balance in the Ponus School improvement account in the amount of \$1,000,000 and a reduction in the balance in the Jefferson School improvement account in the amount of \$1,000,000. These projects are in closeout phase with the State.

ACTION REQUESTED:

1. Recommend the allocation of \$1,000,000 in Special Capital Appropriation funds to Department of Transportation, Mobility and Parking for intersection design and construction to address traffic, right of-way and street alignment issues at the intersection of South Main Street, Meadow Street and Wilson Avenue.
2. Recommend the allocation of \$1,000,000 in Special Capital Appropriation funds to Department of Public Works for storm drainage design and construction to address flooding issues at the intersection of South Main Street, Meadow Street and Wilson Avenue.
3. Recommend the reduction of \$1,000,000 from free balance in the Ponus Ridge School Improvement Project - capital budget account #09185010 5777 C0608.