

**CITY OF NORWALK  
LAND USE AND BUILDING MANAGEMENT COMMITTEE  
MARCH 29, 2009**

**ATTENDANCE:** Douglas Hempstead, Chair; Richard Bonenfant, Michael Geake; Laurel Lindstrom; William Krummel; Annapurna Duleep; Nicholas Kydes

**STAFF:** Alan Lo, Building and Facilities Manager

**OTHERS:** Fire Chief McCarthy; Michael Sgobbo, Guardian Services

Mr. Hempstead called the meeting to order at 8:00 p.m. at Volk Fire Station.

**MINUTES OF PREVIOUS MEETING(S)**

January 15, 2009 Minutes were moved and Mr. Krummel noted on P. 6 of 8, second paragraph, corrected spelling: “Andriopoulos”.

**\*\* MOTION PASSED WITH ONE (1) ABSTENTION (MS. DULEEP)**

**OLD BUSINESS**

**Item III.A.1. was moved:**

**“Technical Correction: Amend Common Council Action of November 25, 2008, Item VII. C.3a which “Authorize the Purchasing Agent to issue Purchase Orders to Total Communications for the purchase....” to read as follows:  
“Authorize the Mayor, Richard A. Moccia, to execute an Amendment to Total Communications Inc.’s existing agreement for the purchase and installation of a new Cisco Phone System for Roton Middle School for a total not to exceed \$111,765.75. Account #0908/09 5010-5777-C0112.”**

There was no discussion.

**\*\* MOTION PASSED UNANIMOUSLY**

## NEW BUSINESS

**Item IV.A.1. was moved:**

**“Authorize the Mayor, Richard A. Moccia, to execute an Amendment to the License Agreement with the United Haitian American Society of Norwalk for the use of Conference Room #124 in City Hall, to extend the agreement to April 1, 2010. All remaining terms of the Agreement to remain unchanged.”**

Mr. Lo presented the item and noted that the room is being used about twice a month for a few hours each day. There are no conflicts or use issues regarding the use of this room. Discussion proceeded with Ms. Lindstrom and Mr. Kydes expressing support for the item.

**\*\* MOTION PASSED UNANIMOUSLY**

**Item IV.B.1. was moved:**

**“a. Authorize the Mayor, Richard A. Moccia, to execute an agreement with Batholomew Company for the supply and installation of carpeting in Norwalk City Hall for a total not to exceed \$64,439.64 from Capital Account #09097100-5777-C0439.  
b. Authorize the Office of Building Management to issue Change Orders on Contract for a total not to exceed \$6,443.00.”**

Mr. Sgobbo explained that this is the last phase of the multi-years carpet replacement project at City Hall. The carpet is original to the 1987 City Hall renovation. BKM was the contractor for the last three phases and due to the current economy, Batholomew has provided a lower bid. Batholomew has not contracted with the City of Norwalk in the past, but Mr. Sgobbo had worked with them at the State Capital Building. Mr. Krummel inquired about the use of carpet tile and Mr. Lo explained that due to the modular office stations, carpet tile offers greater flexibility with reinstallation and ultimately reduces project costs.

**\*\* MOTION PASSED UNANIMOUSLY**

**Item IV.B.2 was moved:**

**“Authorize the Mayor, Richard A. Moccia, to execute an Amendment to Guardian Service Industries, Inc.’s building engineering and janitorial services agreement, to increase the overtime allowance from \$20,000 to a not to exceed amount of \$30,000. Funds were allocated as part of 2008-09 Operating Budget Account #014071-5266”**

Mr. Lo explained that the original contract was signed two years ago with an allowance of \$20,000 for overtime. This amount was insufficient. As part of last year’s and this year’s Operating Budgets, the amount has been increased to \$30,000. This proposed amendment serves to align the actual expenditures with the contract allowance limit. Mr. Sgobbo also explained various maintenance and repair activities, as well as staff absentee coverage that are charged against overtime. No additional funding allocation is required for this amendment.

**\*\* MOTION PASSED UNANIMOUSLY**

**Item IV.E was moved:**

**“Approve to proceed with the installation of drop ceiling (not to exceed \$8,000) and the replacement of toilet with associated plumbing modification (not to exceed \$4,000) at Tumble Bugs, Roosevelt Center, with funds from Tumble Bugs’ Reserves for Replacement account #03-000-2633”**

Mr. Hempstead and Mr. Lo provided an overview of the lease payment arrangement between the City and Tumble Bugs. The payments are separated into common charges and reserves for replacements. At the present time, there is approximately \$185,000 in the Reserves for Replacements Account. Thereafter, Mr. Lo explained the need to replace the ceiling and the cost to replace the toilet.

**\*\* MOTION PASSED UNANIMOUSLY**

**Item V.A. - General update on the proposed new Fire Department Headquarters development project.**

Chief McCarthy started by noting the “Plan 9” water bottles on the table and efforts to simplify public awareness of emergency preparedness.

Chief McCarthy also informed the Committee regarding the next round (every two years) of firefighters’ employment opportunities coming up in the next few months, ending on June 30. There are 15 positions available at this time. The Committee discussed local and minority recruitment and the Chief went into details regarding minority participation in the application process. He noted that in 2004 and 2006, minority applicants represented 11% and 22% of the total applicants, respectively. However, only one minority fire fighter was determined to be qualified and hired. In the upcoming application process, the Fire Department intends to provide special consultation to minority applicants so that they are better prepared with the application process. The Chief also emphasized on the benefits of candidates from Norwalk community.

In regard to the proposed new Fire Station, the Chief noted that the existing Volk Fire Station was built in 1963. In 2004, the City commissioned the Matrix Report. About four years ago, the City allocated \$370,000 as design money for the renovation of the Volk Fire Station and the Fire Support Services Building. The construction budget for Volk was \$2.5 million and Fire Support Services Building was \$1.5 million. As the project proceeded through the design phases, it was cleared that additional funds would be required. Given the physical constraints of the existing buildings and sites, it was concluded that it would be desirous to construct a new building in lieu of rehabilitation of the existing buildings. The firm of Pacheco Ross Architects was retained to examine the location of existing fire stations as well as evaluate options for the new main fire headquarters. The report focused on three locations: 100 Fairfield Avenue and two sites on Connecticut Avenue which are the preferred options. The two sites on Connecticut Avenue will require acquisition of properties.

The Chief provided information regarding the availability of \$210 million nationally of Stimulus Money. The process will be highly competitive and the City is looking to submit the construction of the new fire headquarters for funding. In terms of local funding, the Mayor has recommended \$50,000 in the upcoming 2009-2010 Capital Budget to cover project start-up costs.

Questions were raised regarding I-95 exit reconfiguration. The Chief indicated that he has met with State DOT and he has no major concerns.

The only issue that he needs to work out with the State is the alternate closing of the highway over paths and associated intersections.

**Item IV.C. was moved: Discussion and Action regarding the Naming of Municipal Facilities.**

Mr. Bonenfant distributed a revised proposed ordinance. He noted that this update is basically the same as early version except that after speaking with the Corporation Counsel, the procedure section was consolidated into three items. The Committee discussed the term “....active social life.” and decided to replace it with “...misconduct.” The Committee agreed to forward this document to the Ordinance Committee. The proposed Ordinance is specific for naming of facilities under the jurisdiction of Land Use and Building Management Committee. The Committee wanted to be clear that they are only proposing procedure for Land Use; however, the Ordinance Committee is welcome to adopt the same procedures for other facilities that may fall under Parks or DPW. Members of the Committee thanked Mr. Krummel’s and Mr. Bonenfant’s efforts in putting the document together.

**Item IV.D. - Discussion and possible action regarding Resolution on CT Energy Policy (back-up to be available at the meeting)**

Mr. Hempstead advised the Committee regarding the Governor’s and the State Legislature’s proposal to redirect Energy Efficient Money (approximately \$40 million) into the State’s coffer. These funds are collected by utility companies from utility customers to support energy conservation projects. Mr. Hempstead is developing a Council Resolution opposing the State’s proposal and would like the Committee’s and the Council’s support. He would like to present this Resolution to the Common Council as early as the next Council meeting. The Committee expressed support for this Resolution.

**Item V.B. - Receive Municipal Power Authority Report**

Mr. Geake indicated that the State is scheduling meetings on same issue and that there isn’t much the Committee needs to do at this time. Mr. Krummel commented that he has problems with the report in that the focus was not to take over the distribution of electricity but rather, to evaluate the feasibility

of bulk purchase of power. Mr. Hempstead requested to place this item on the next Committee meeting as an Action item to receive the report.

**Item V.C. - Fodor Farms building disposition update**

Mr. Lo updated the Committee on the status on the disposition of the two Fodor Farm properties. 322 Flax Hill Road is moving forward and the bank appraiser is scheduled to walk-through the building tomorrow. It is possible the closing will occur in two weeks. 25 Pogany is moving a little slower due to the evaluation of options to bring utilities from “down the street”, which has the potential of affecting the sale.

**Item V.D. - Ben Franklin Center – Heating system conversion and boiler replacement project update**

Mr. Hempstead would like to have the next Committee meeting at the Ben Franklin Center and at which time, the Committee can receive an update on this project.

**Item V.E. - Discussion of Historical Preservation**

Mr. Hempstead informed the Committee regarding significant studies that the Historical Commission has initiated and would like to invite representative from the Historical Commission to attend the next Committee meeting for an update.

**Item V.F. - Discussion on Health Department roof replacement project**

Mr. Hempstead commented that due to project schedule, the amendment of the Architect’s contract for roofing design services was processed through the Health, Welfare and Public Safety Committee. However, he anticipates that the project will come back to Land Use Committee for future approvals.

**Meeting adjourned at 9:50 P.M.**

**Minutes prepared by Alan Lo**