

CITY OF NORWALK  
LAND USE AND BUILDING MANAGEMENT COMMITTEE  
MAY 21, 2009

ATTENDANCE: Douglas Hempstead, Chairman, Richard Bonenfant;  
Anna Duleep; Michael Geake, Laurel Lindstrom;

STAFF: Alan Lo, City of Norwalk Building and Facility Manager;

OTHER George Giannitti; Norwalk Public Schools Purchasing; Ralph Valenzisi, Norwalk Public Schools Director of Technology

Call to Order

Mr. Hempstead called the meeting to order at 8:10 p.m. and requested to suspend the rules of order to move up items IV A and B to first on the agenda.

New Business

A. NFCC Referral

Mr. George Giannitti, Purchasing Agent for the Norwalk Public Schools provided an overview of the budget background and equipment bid summary for the Culinary Arts Center at Norwalk High School. He highlighted the savings with changing specifications from all stainless steel fabrication to molded plastic on the interior and the alternative brand prices, which in total produced a savings of nearly \$15,000 with total cost of \$98,000 compared to original estimates.

Mr. Valenzisi added that a bottom up approach was done with the specifications by meeting with teachers and building the equipment list based on what was most needed to teach the course. Mr. Bonenfant asked about the timing and construction-related costs and warranties, and Mr. Giannitti responded that equipment was scheduled for delivery by June 19 for installation by Mark Gorian's team in time for the beginning of the 09-10 school year.

Mr. Bonenfant added that this Culinary Arts program meets the demand of many young people who plan to enter the Culinary Arts field in their future, and it brings Norwalk High School up to par with Brien McMahon's program. He asked about certification and Mr. Valenzisi responded that the Norwalk Public Schools Curriculum Department is working on providing certification programs for both Culinary Arts and the technology classes with Microsoft certification. Mr. Hempstead added that this would be a benefit to those high school students looking for entry-level jobs in the restaurant or food preparation industry.

**\*\* MR. BONENFANT MOTIONED TO APPROVE AND FORWARD TO THE COMMON COUNCIL FOR APPROVAL, THE AUTHORIZATION FOR THE NORWALK PUBLIC SCHOOLS PURCHASING AGENT TO ISSUE PURCHASE ORDER(S) TO THE WAREHOUSE STORE FIXTURE COMPANY FOR THE SUPPLY OF KITCHEN EQUIPMENT FOR THE NORWALK HIGH SCHOOL CULINARY ARTS CENTER, FOR A TOTAL NOT TO EXCEED \$98,000.  
ACCT. # 09065010-5798-B0310.**

**\*\* MOTION PASSED UNANIMOUSLY.**

B. Board of Education

Mr. Valenzisi provided a background overview and supporting documents with pricing for Board of Education IT equipment purchases for laptop computers and SmartBoards. Mr. Geake added that he attended a presentation at Brookside and was impressed with how first graders are using these computers in the classrooms. Mr. Valenzisi added that as technology becomes improved and available they constantly work out upgrades with the vendors, for example, instant imaging systems that can be projected onto screens as teaching tools.

**\*\* MR. BONENFANT MOTIONED TO AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDER(S) TO HEWLETT PACKARD PER STATE CONTRACT FOR THE PURCHASE OF 10 LAPTOP COMPUTERS FOR BOARD OF EDUCATION, MODEL #HP-6930P FOR A TOTAL NOT TO EXCEED \$8,590.00. ACCT. #0908/09-5010-5777-C0112.**

**\*\* MOTION PASSED UNANIMOUSLY.**

**\*\* MR. BONENFANT MOTIONED TO AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDER(S) TO HEWLETT PACKARD PER STATE CONTRACT FOR THE PURCHASE OF 100 DESKTOP COMPUTERS FOR BOARD OF EDUCATION, MODEL #DC7900 FOR A TOTAL NOT TO EXCEED \$69,400.00. ACCT. #0908/09-5010-5777-C0112.**

**\*\* MOTION PASSED UNANIMOUSLY.**

**\*\* MR. BONENFANT MOTIONED TO AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDER(S) TO RNB PER STATE CONTRACT FOR THE PURCHASE OF 27 SMARTBOARDS FOR BOARD OF EDUCATION, FOR A TOTAL NOT TO EXCEED \$197,100.00.  
ACCT. #0908/09-5010-5777-C0112”**

**\*\* MOTION PASSED UNANIMOUSLY.**

### Approval of Minutes

Ms. Lindstrom requested a correction to page 8 the last paragraph, first line “and they have” should read “the NHPT has” (The Norwalk Historical Preservation Trust)

- \*\* **MS. DULEEP MOVED TO APPROVE THE MINUTES OF THE APRIL 16, 2009 MEETING AS CORRECTED.**
- \*\* **MOTION PASSED UNANIMOUSLY.**

### Law Department Referral

Mr. Hempstead provided a map and supporting documentation on the proposed donation of property at 7 Norton Place to the City.

- \*\* **MS. DULEEP MOVED TO APPROVE THE RECOMMENDATION FOR SECTION 8-24 REVIEW AND TO FORWARD TO THE COMMON COUNCIL FOR FINAL ACTION THE ACQUISITION OF DONATED PROPERTY AT 7 NORTON PLACE TO THE CITY OF NORWALK.**
- \*\* **MOTION PASSED UNANIMOUSLY.**

Mr. Hempstead provided a map and supporting documentation on the proposed purchase of property from Gary Crossland of 10 acres of land located near Woods Pond off Blake Street and East Rocks Road for \$40,000. He indicated that funding for this purchase is available from Capital Budget Open Space Funds, and suggested there be a public meeting with City’s legal counsel in representation at the next committee meeting. The Committee recommended to meet at Roosevelt Senior Center. Mr. Lo suggested that he send letters to adjacent property owners, and notification to the City Departments involved, including Conservation Committee, Planning & Zoning, Parks & Recreation and Department of Public Works. Refer recommendation to the Planning Commission for Section 8-24 Review and to the Common Council for final action.

- \*\* **MR. GEAKE MOVED TO APPROVE THE RECOMMENDATION FOR SECTION 8-24 REVIEW THE ACQUISITION OF 10 ACRES OF LAND FROM GARY GROSSLAND \$40,000 AND TO FORWARD TO THE COMMON COUNCIL FOR FINAL ACTION FOLLOWING A PUBIC HEARING AT THE NEXT MEETING.**
- \*\* **MOTION PASSED UNANIMOUSLY.**

### Building Management

Mr. Lo presented the proposed CL&P energy incentive agreement and supporting documents to provide Building Retro-Commissioning Services for Norwalk City Hall.

**\*\* MR. BONENFANT MOTIONED TO APPROVE AND FORWARD TO THE COMMON COUNCIL TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA, TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY WITH CL&P TO IMPLEMENT NORWALK CITY HALL – BUILDING RETRO-COMMISSIONING, PHASE I - SURVEY STUDY AT NO COST TO THE CITY**

**\*\* MOTION PASSED UNANIMOUSLY.**

Old Business

Ms Duleep asked about the issue of a process for renting city property, for example by the Norwalk Historical Commission. After much discussion, Mr. Hempstead suggested each committee member e-mail their thoughts to him to be used as a discussion basis for developing guidelines for the rental approval process. He added that there is currently no formal process for acquiring donated property other than approval by the committee. Mr. Bonenfant added that this is similar to the naming of City property issue that was discussed at this week's Ordinance Committee, where it was agreed to create an ordinance based on recommended committee guidelines.

Miscellaneous/Discussion Items

Mr. Hempstead asked for an update on Fodor Farm, and Mr. Lo responded that the purchaser for the Flax Hill parcel is David DeTroy and he is on track pending final bank approval. There are no legal issues, and the closing should be scheduled by next week.

Mr. Lo stated the Pogany Street property is more difficult because of a deed issue with the "Paper Road" portion of Pogany Street. The buyer is Doug Peoples, and he has been working with the legal department on this matter. They are determining the appropriate language for a quick-claim for utility access, and will keep the committee updated on the progress.

**\*\* MR. GEAKE MOTIONED TO ADJOURN**

**\*\* MOTION PASSED UNANIMOUSLY**

The meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Marilyn Knox  
Telesco Secretarial Services