

**CITY OF NORWALK  
LAND USE AND BUILDING MANAGEMENT COMMITTEE  
JULY 16, 2009  
CITY HALL**

ATTENDANCE: Douglas Hempstead, Chair; Richard Bonenfant;  
Michael Geake; William Krummel; Nicholas Kydes; Laurel  
Lindstrom (7:36 p.m.)

STAFF: Alan Lo, Building and Facilities Manager

OTHERS: David Park, Chair, Historical Commission

**I. ROLL CALL**

Mr. Hempstead called the meeting to order at 7:33 p.m. and called the Roll.

**II. MINUTES OF PREVIOUS MEETING(S)**

- June 18, 2009

**\*\* MR. KYDES MOVED TO ACCEPT THE MINUTES AS PRESENTED  
\*\* MOTION PASSED WITH ONE (1) ABSTENTION (MR. KRUMMEL)**

Ms Lindstrom joined the meeting at 7:36 p.m.

**III. OLD BUSINESS**

A. Building Management

**\*\* MR. KYDES MOVED THE FOLLOWING ITEMS:**

1. Review bid results for Roosevelt Center – U.S.A.G. Inc./Tumble Bugs Roof Replacement Project and refer the following recommendation to the Common Council for action:

**“a. Authorize the Mayor, Richard A. Moccia, to execute a contract with Allen Construction International, LLC for the Roosevelt Center – Tumble Bugs Roof Replacement Project for a total not to exceed**

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**\$89,800.00. Funds are available from U.S.A.G. Inc. Reserves for Replacement account #03-000-2633**

- b. Authorize the Office of Building Management to issue Change Orders on contract for a total not exceed \$8,980.00.”**

Mr. Lo explained the item. He said that Allen Construction is a small company located in Bridgeport. Their references came back very good. If they go out of business, RPI will guarantee the product. Mr. Hempstead noted that there is a sliding scale for warranty replacement. Mr. Lo said that the job will be done during the weekends, which increases the cost. The job will take about two weekends and they want to start work in September. Mr. Krummel asked that the cover memo should be revised to reflect the warranty period for the proposed system.

**\*\* MOTION PASSED UNANIMOUSLY**

#### **IV. NEW BUSINESS**

A. Historical Commission

**\*\* MS. LINDSTROM MOVED THE FOLLOWING ITEM:**

1. Review recommendation for consulting services to prepare a comprehensive Historic Building Preservation Plan and refer the following recommendation to the Common Council for action:

**“Authorize the Mayor, Richard A. Moccia, to execute an agreement with John Milner Associates for the preparation of a Historic Building Preservation Plan of City owned historic buildings, for a total not to exceed \$65,000. Funds are available from CT Trust for Historic Preservation (\$25,000) and City Capital Budget Acct. #09096310-5777-C0456 (\$40,000)”**

Mr. Park explained that he provided a written summary of this item to Mr. Lo which he has included as part of the back-up. This plan is to provide building assessment for nine historic buildings. He said that they received 11 good proposals and it was hard to eliminate bids. They were able to get it down to five live interviews. After the interviews, the Selection Committee agreed to choose John Milner Associates.

Mr. Lo said that Mr. Foley indicated that he will try to expedite this through the Corporation Counsel. Mr. Park indicated that the entire process will take about five months. Mr. Krummel said that this was great and he knew that this project has been in the works for some time. He added that he has a problem with the proposal because it is focused on observing and analyzing the perimeter conditions of each building envelope, plus mechanical, electrical, and other systems throughout each building, however, for the LMMM, the analysis is generally limited to the exterior building structure. Mr. Park

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explained that the Mansion has completed their own master preservation plan for the interior of the building.

Mr. Krummel said that he has a problem because he is used to seeing references to the Secretary of the Interior standard and would like to be reassured that their evaluation of the exterior is in accordance with those standards. Mr. Park said that should be there; all of the 11 proposals mentioned the Secretary of the Interior Standards. Mr. Krummel said that he was happy that a public hearing will be scheduled because a report of this nature should have a public hearing.

Mr. Park said that there are a lot of projects going on with the historical properties. The preservation plan will give the Historical Commission a long range plan for preventative maintenance. In addition, they will provide the Commission with a schedule and in some cases they will provide designs.

Mr. Hempstead noted that it seems like the report will not be back in time for the 2010-2011 capital budget approval process. Mr. Park said that was a good point and they are working on this as fast as they can.

Ms. Lindstrom asked Mr. Park if he anticipates that the Commission will not be able to meet the budget approval schedule, or will this be manageable. Mr. Park said that they need to outline what needs to be done and then submit a capital request for funding. He said that their Handyman has been replacing rotten wood at the Mansion and the Gate House, which has resulted in cost savings.

A reference was made between the Mill Hill Park Master Plan and this study. Mr. Park explained that this Building Assessment Plan is about the historical buildings; the master plan is about the site and the surrounding area.

**\*\* MOTION PASSED UNANIMOUSLY**

**\*\* MR. BONENFANT MOVED THE FOLLOWING ITEM:**

2. Review bids for exterior painting of historic buildings in Mathews Park and refer the following to the Common Council for action:

**“a. Authorize the Mayor, Richard A. Moccia, to execute a Contract with Forino USA LLC for exterior painting of Lockwood Mathews Mansion, Lockwood Carriage House and Lockwood Gate House – in Mathews Park for a total not to exceed \$43,700.00. Funds are available in accts. #09096310-5777-C0186, #09076310-5777-C0403 and #09076310-5777-C0404.**

**B. Authorize the Historical Commission to issue Change Orders on Contract for a total not to exceed \$4,370.00.**

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Mr. Park explained that this project is for exterior painting. Mr. Krummel asked where Forino USA LLC is located. Mr. Park said that he also asked that question. He noted that it is not on their quote. Mr. Park explained that this project was delayed because they had to test for asbestos and lead. Mr. Lo said that he will provide the address.

**\*\* MOTION PASSED UNANIMOUSLY**

C. Building Management

**\*\* MR. GEAKE MOVED THE FOLLOWING ITEM:**

1. Review bids results for DPW Center roof recoating project and refer the following to the Council for action:
  - “a. Authorize the Mayor, Richard A. Moccia, to execute an agreement with Phil’s Main Roofing, LLC for Elastomeric Membrane Roofing for the Public Works Center Administrative and Dispatch buildings for a total not to exceed \$98,770.00. Funds are available from account 09097100-5777-C0119.**
  - b. Authorize the Office of Building Management to issue change orders on the contract for a total not to exceed \$9,877.00.”**

Mr. Hempstead noted that he has had dealing with Phil’s Main Roofing, LLC, but not in the last five years.

Mr. Lo explained that the City acquired the buildings at DPW Center through Eminent Domain which was a rock crushing facility. The buildings were constructed in 1970’s. He said that renovations were made when DPW moved in, but the roof was never done. The corrugated roof leaks. About two years ago the worst section of the roof was coated.

The City received funding to recoat the DPW garage and dispatch building roofs. Purchasing interviewed the initial low bidder, but they were disqualified because they were not certified GAF installers. Thereafter, Purchase moved to the second bidder and is hereby recommending their approval.

**\*\* MOTION PASSED UNANIMOUSLY**

**\*\* MS. LINDSTROM MOVED THE FOLLOWING ITEM:**

1. Review proposed extension to 195 Liberty Square License Agreement and refer the following to the Common Council for approval:

**“Authorize the Mayor, Richard A. Moccia, to execute an amendment to the License Agreement with property owners of 195 Liberty Square for the use of an abutting area (approximately 10 feet by 14 feet), for the continue use of an outdoor walk-in freezer. The Agreement shall be extended from**

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**November 1, 2009 to October 31, 2014. All remaining terms of the agreement shall remain unchanged.”**

Mr. Bonenfant said that this item came up 10 years ago when he chaired this committee. The restaurant owner wanted to install a walk-in freezer on the end of the building closest to the Norwalk River.

Mr. Lo said that the agreement is between the City and the property owner, not the restaurant. Ms. Lindstrom asked if all of the inspections were done. She said that she looked at the location today and saw that the freezer was on concrete stilts. She said that she assumes the freezer is steady. She added that the location looked pretty clean.

Mr. Krummel asked if this property belongs to the Third Taxing District. Mr. Lo said that it is City property; however, the adjoining park belongs to the Third Taxing District.

**\*\* MOTION PASSED UNANIMOUSLY**

**V. MISCELLANEOUS/DISCUSSION ITEMS**

Mr. Lo explained that he has only one item for next month's agenda and asked if the August meeting should be cancelled. A Special Meeting to be scheduled for September 2, 2009 in lieu of the regular September meeting. The Committee agreed to cancel the August meeting and to add the following item to this evening's agenda.

**\*\* MR. BONENFANT MOVED TO SUSPEND THE RULES TO ADD AN ITEM TO THE AGENDA**

**\*\* MOTION PASSED UNANIMOUSLY**

**New Police Headquarters – Continue Ground Water Monitoring**

**\*\* MR. HEMPSTEAD MOVED THE FOLLOWING ITEM:**

- a. Authorize the Mayor, Richard A. Moccia to execute an agreement with (most qualified consultant) to provide groundwater monitoring services at the New Police Headquarters. (fee structure to be determined based on proposals).  
Account # 013055-5269, #09074071-5777-C0391
- b. Authorize the Office of Building Management to approve additional services (ie waste water disposal, maintenance of wells, traffic protection, etc.) for a maximum not to exceed \$1,500 per year

Mr. Hempstead said that he had no problem with this provided the information is provided prior to sending out the Council packets. Mr. Lo explained that the area will have to be tested forever. The property is known to have mercury. The City is required

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to monitor the site every quarter. The area of South Main Street and Monroe Street is an old industrial site.

Mr. Lo explained that at the beginning of the year, their consultant asked the DEP for a reduction in criteria and DEP agreed. The tests have shown no new contaminations coming in and there are no concerns, but at the same time, they are required to monitor the site. There is a deed restriction on the property which prohibits building at the back corner of the property along the railroad tracks.

Mr. Lo said that he anticipates the cost to be \$15,000 per year. Mr. Bonenfant asked what kind of scope was reduced. Mr. Lo said that they reduced the criteria of the test.

Mr. Hempstead will put this item on the next Council agenda.

**\*\* MOTION PASSED UNANIMOUSLY**

Mr. Lo distributed copies of the Office of Building Management Capital Projects Updates, dated July 16, 2009. He described the current problem with one of the elevators at City Hall. He said that the work will cost approximately \$50,000, which is not in the budget. Mr. Lo said that he discussed this with the Finance Department and they will have to request a special appropriation to pay for the repairs. The work will begin tomorrow.

Mr. Kydes asked Mr. Lo if they have thought about replacing the cupola at City Hall with a new material. Mr. Lo said that specs are being written and where they can, they will use a new product.

**\*\* MR. KYDES MOVED TO ADJOURN**  
**\*\* MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 8:42 p.m.

Respectfully submitted,

Rosemarie Lombardi  
Telesco Secretarial Services