

**CITY OF NORWALK  
LAND USE AND BUILDING MANAGEMENT COMMITTEE  
REGULAR MEETING  
MARCH 1, 2017**

**ATTENDANCE:** Thomas Livingston, Chair; Nick Sacchinelli, Faye Bowman,  
Richard Bonenfant

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

**OTHERS:** Ralph Valenzisi, BOE Chief of Technology; David Westmoreland,  
Norwalk Historical Commission; Joe Giandurco, Meagan  
Occhiogrosso, Greenskies

**I. ROLL CALL**

Mr. Livingston called the meeting to order at 7:34 p.m. A quorum was present.

**II. PUBLIC PARTICIPATION**

There was no one present who wished to address the Committee at this time.

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

**February 1, 2017**

**\*\* MR. SACCHINELLI MOVED THE MINUTES OF FEBRUARY 1, 2017.  
\*\* THE MOTION TO APPROVE THE MINUTES OF FEBRUARY 1, 2017 AS  
SUBMITTED PASSED WITH TWO IN FAVOR (LIVINGSTON AND  
SACCHINELLI) AND TWO ABSTENTIONS (BONENFANT AND BOWMAN)**

**IV. OLD BUSINESS**

*Mr. Sacchinelli recused himself at 7:35 p.m. A quorum was no longer present.*

- A. Board of Education (Item referred back to Committee on 2/14/17)**
- 1. Review IT Department's request to consolidate data and storage units and refer the following to the Common Council for action:**  
**“Authorize the Purchasing Agent to issue a Purchase Order to The Walker Group to consolidate IT data and storage units and virtual server for the Norwalk Public Schools for a total not to exceed \$69,439.34. Acct #09175010-5777-C0112”**

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

Mr. Valenzisi came forward and explained that this item had been discussed by the Committee in the past and had been approved. He said that he was looking to create a new ad hoc committee to provide greater transparency and regular status reports. Mr. Livingston said that both he and Mr. Kimmel had been concerned about whether Mr. Valenzisi had the authority to order the items. Mr. Valenzisi said that if it was within the plan and remained within the budget, he thought it would be within his authority to do this. Mr. Lo pointed out that the BOE operates slightly differently than the Council because once the BOE approves an item, the department does not have to go back to the Board for further approval. Mr. Valenzisi said that one of the reasons that he wanted to create the additional committee in order to provide status reports to the Council.

A brief discussion followed about the possibility of submitting a letter from either the Board or Dr. Adamowski authorizing Mr. Valenzisi to use the Capital funds for the project and to provide details about the bids. Mr. Valenzisi said that the project had gone out to bid with minimum specifications. The server will be used for the entire school district.

Mr. Valenzisi explained that currently the BOE shares space with the City's IT Department. Moving to the new server will provide the City with more physical space because the new BOE server will free up space in the IT department. Mr. Valenzisi said that there were a number of back up servers in different locations.

Mr. Lo suggested that if a letter from Dr. Adamowski was received by the middle of next week, he would forward it to the Committee members. This was agreeable to all. Mr. Livingston said that due to the fact that they did not have a quorum, he would bring this item forward to the full Council.

*Mr. Sacchinelli rejoined the meeting at 7:49 p.m.*

**B. Building Management**

**1. Review terms for the City Hall solar array agreement with Greenskies and refer the following to the Common Council for action:**

**“Authorize the Mayor, Harry W. Rilling to execute a 15 year Power Purchase Agreement (PPA) with Greenskies Renewable Energy, for the installation of photovoltaic panels on City Hall roof. Terms for the agreement shall be as outlined in Alan Lo’s memo dated February 23, 2017”**

**\*\* MR. LIVINGSTON MOVED THE ITEM.**

Ms. Occhigrosso from Greenskies came forward to present the material to the committee. Mr. Lo said that the City would like to lease solar panels from Greenskies

and install them on the flat roof at City Hall. Because the panels are leased, there is no initial outlay required by the City for the project. At the previous meeting, there were concerns about the original proposal term for 20 years. This revised proposal will be for 15 years. Mr. Lo reviewed the remaining details as outlined in his memo dated February 23, 2017 with the Committee members.

Mr. Lo said that he had not heard back from Corporation Counsel about this, but thought that there would not be any issues.

Mr. Sacchinelli asked what would happen if the solar technology improved during the 15 years. Ms. Occhiogrosso pointed out that it was in everyone's interest to keep the system working at peak performance. Greenskies would swap out the outdated panels for newer technology. They perform routine maintenance and would update the panels as needed. Discussion followed.

Mr. Bonenfant said that he was one of the Council members who kicked the item back to the Committee and he appreciated the fact that additional information was provided. He said that he was looking for real numbers. Ms. Occhiogrosso said that the company looked to cut the bills by about 18%. She explained that due to weather variations, the costs will fluctuate, but over the course of the year, it averages out.

**\*\* THE MOTION TO PRESENT THE REVISED TERMS FOR THE CITY HALL SOLAR ARRAY AGREEMENT WITH GREENSKIES AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:  
“AUTHORIZE THE MAYOR, HARRY W. RILLING TO EXECUTE A 15 YEAR POWER PURCHASE AGREEMENT (PPA) WITH GREENSKIES RENEWABLE ENERGY, FOR THE INSTALLATION OF PHOTOVOLTAIC PANELS ON CITY HALL ROOF. TERMS FOR THE AGREEMENT SHALL BE AS OUTLINED IN ALAN LO’S MEMO DATED FEBRUARY 23, 2017” PASSED UNANIMOUSLY.**

#### **V. NEW BUSINESS**

##### **A. Norwalk Historical Commission**

**1. Review bids for the reframing of the historic Smith Street Jail and refer the following to the Common Council for action:**

**“a. Authorize the Mayor, Harry W. Rilling, to execute a Contract with Domus Constructors, LLC for the reframing of the historic Smith Street Jail for a total not to exceed \$30,742. Acct. # 161343-5414 & #09176310 5777 C0430**

**b. Authorize the Historical Commission to issue change orders on Contract for a total not to exceed \$6,000.”**

**\*\* MR. SACCHINELLI MOVED THE ITEM.**

Mr. Westmoreland came forward and displayed a photo of the Smith Street Jail and gave a brief overview of the history of the building. He explained that in 2010, there was a fire in one of the 2nd story studio apartments. The bids for repairs were extremely high, so the City has been working on the project over the past years. The old framing was damaged in the fire and needs to be replaced. This is complicated by the fact that there were additions made over the years and adjustments have to be made to compensate for those changes. Mr. Westmoreland said that there was about 70 years of deferred maintenance to deal with. He added that often the small projects cost the City more. Domus Construction had done a number of other projects for the Historical Commission and they have done good work.

**\*\* THE MOTION TO APPROVE THE BIDS FOR THE REFRAMING OF THE HISTORIC SMITH STREET JAIL AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:**

**“A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH DOMUS CONSTRUCTORS, LLC FOR THE REFRAMING OF THE HISTORIC SMITH STREET JAIL FOR A TOTAL NOT TO EXCEED \$30,742. ACCT. # 161343-5414 & #09176310 5777 C0430**

**B. AUTHORIZE THE HISTORICAL COMMISSION TO ISSUE CHANGE ORDERS ON CONTRACT FOR A TOTAL NOT TO EXCEED \$6,000” PASSED UNANIMOUSLY.**

**B. Referral from Recreation, Parks and Cultural Affairs Committee**

**1. Consider the proposal to name the new Nathan Hale athletic complex in honor of the late Supreme Court Judge Robert J. Callahan and schedule a Public Hearing.**

Mr. Lo said that there had been a miscommunication about who was supposed to be present at the meeting.

Mr. Bonenfant commented that while he was impressed by Judge Callahan's accomplishments, but felt that the Oldtimer's Club was a mutual admiration society.

**\*\* MR. SACCHINELLI MOVED TABLE THE ITEM TO THE NEXT MEETING.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

**C. Building Management**

**1. Review bids for the supply and installation of security cameras at the Police Headquarters and refer the following to the Common Council for action:**

**“a. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Etricity Electrical Co., Inc., for the Norwalk Police Headquarters Camera Upgrade Project for a total not to exceed \$66,411.32. Funds are available from account #0917 7100 5777 C0137.**

**b. Authorize the Office of Building Management to issue change orders on contract for a total not to exceed \$6,641.”**

Mr. Lo introduced the Department’s Assistant Property Manager, and explained that the job only involves installation of camera equipment and low voltage wiring. Therefore, he said that a full construction is not required. The Purchasing Agent can issue a P.O. for this project. There were a number of different types of cables in the Police department and they want to change from analog to digital. Mr. Lo said that since the agenda had been published, Etricity had been selected as the vendor for the project.

**\*\* MR. LIVINGSTON MOVED TO AMEND THE FOLLOWING FROM:**

**A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH ETRICITY ELECTRICAL CO., INC., FOR THE NORWALK POLICE HEADQUARTERS CAMERA UPGRADE PROJECT FOR A TOTAL NOT TO EXCEED \$66,411.32. FUNDS ARE AVAILABLE FROM ACCOUNT #0917 7100 5777 C0137.**

**B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON CONTRACT FOR A TOTAL NOT TO EXCEED \$6,641.”**

**TO:**

**A. “AUTHORIZE THE PURCHASING AGENT TO ISSUE A PURCHASING ORDER TO ETRCITY ELECTRICAL CO., INC., FOR THE NORWALK POLICE HEADQUARTERS CAMERA UPGRADE PROJECT FOR A TOTAL NOT TO EXCEED \$66,411.32. FUNDS ARE AVAILABLE FROM ACCOUNT #0917 7100 5777 C0137.**

**B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON CONTRACT FOR A TOTAL NOT TO EXCEED \$6,641.”**

**\*\* THE MOTION TO APPROVE THE ITEM AS AMENDED PASSED UNANIMOUSLY.**

**2. Review bids for the restrooms renovation at Norwalk Senior Center (Roosevelt Center) and refer the following to the Common Council for action:**

**“a. Authorize the Mayor, Harry W. Rilling, to execute a Contract with DPM Contracting for the restrooms renovation project at Norwalk Senior Center for a total not to exceed \$106,088.00. Funds are available from Redevelopment Agency CDBG, Human Relations ADA acct. #09171000 5777 C0526 and Building Management capital improvement account #0916/17 7100 5777 C0476.**

**b. Authorize Building Management to issue Change Order on Contract for a total not to exceed \$10,608.00”**

**\*\* MS. BOWMAN MOVED THE ITEM.**

Mr. Lo reviewed the details of the project and why the original contractor was rejected and the second lowest bidder was selected.

Mr. Bonenfant asked why the funding was coming from three different sources. Mr. Lo explained that there were three different departments contributing and the funds were allocated. There was two years of funding available for ADA requests. The Senior Center services the elderly population of Norwalk that need handrails and other modifications.

**\*\* THE MOTION TO APPROVE THE BIDS FOR THE RESTROOMS RENOVATION AT NORWALK SENIOR CENTER (ROOSEVELT CENTER) AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:**

**“A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT WITH DPM CONTRACTING FOR THE RESTROOMS RENOVATION PROJECT AT NORWALK SENIOR CENTER FOR A TOTAL NOT TO EXCEED \$106,088.00. FUNDS ARE AVAILABLE FROM REDEVELOPMENT AGENCY CDBG, HUMAN RELATIONS ADA ACCT. #09171000 5777 C0526 AND BUILDING MANAGEMENT CAPITAL IMPROVEMENT ACCOUNT #0916/17 7100 5777 C0476.  
B. AUTHORIZE BUILDING MANAGEMENT TO ISSUE CHANGE ORDER ON CONTRACT FOR A TOTAL NOT TO EXCEED \$10,608.00”**

**PASSED UNANIMOUSLY.**

## **VI. MISCELLANEOUS/DISCUSSION ITEMS**

Ms. Bowman asked what the status was on the Senior Center. Mr. Lo said that the Roosevelt Center was constructed many years ago and in the last few years, there was no parking issues because Tumblebugs had a low enrollment. However since the Early Childhood Center was created, there is now much more traffic. Mr. Lo gave an overview of some of the issues. The peak problem appears to center around the lunch period, when the morning program ends and the afternoon program starts. He pointed out that the tennis courts are about four feet above grade and would require a two lane ramp that would be approximately 30 feet long.

Mr. Lo said that there had been a request for funding to repave the parking lots. He said that the front drop off loop was only one way and illustrated how it could be reconfigured to add about 9 more spaces.

Mr. Livingston said that Mr. Lo was looking for volunteers to help with the process of hiring a program manager for the school improvement plan. He said that the City will be hiring a program manager to coordinate the work on individual projects with the State of Connecticut, Zoning and other groups. He explained that a RFP has been advertised for a program manager. Mr. Lo said that he needs volunteers to review the proposals and conduct the interviews. On March 17th, there would be a short meeting followed by another meeting a few days later that would be 3 hours. Ms. Bowman pointed out that there has not been a decision made on whether to build a school. Mr. Lo said that the RFP gave a scope for the projects, but did not have a specific project named.

Ms. Bowman pointed out that the BOE has no say over the school buildings. She said that the BOE Charter does not include the building of a school and therefore their plans are merely suggestions.

Mr. Sacchinelli said that he and Ms. Bowman had met with a newly formed organization that had been working in churches but would like to become non-denominational and is looking for space in the downtown area of South Norwalk. Mr. Lo said that Mid Fairfield Child Guidance Center had lost some funding for a major program and may not be interesting in the third floor at Franklin anymore. He also received a memo about interest in City space from a group that does a summer program on technology that is currently held at the library. Mr. Lo said that it would be important to establish a \$2.50/ft per year fee to cover the utilities. Discussion followed about how to facilitate this and the situation at the South Norwalk Community Center.

Mr. Lo said that he would contact the inquiring program coordinator and discuss the proposal.

### **ADJOURNMENT**

**\*\* MR. SACCHINELLI MOVED TO ADJOURN.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 9:15 p.m.

Respectfully submitted,

S. L. Soltes, Telesco Secretarial Services