

**CITY OF NORWALK
LAND USE AND BUILDING MANAGEMENT
REGULAR MEETING
DECEMBER 6, 2017**

ATTENDANCE: Tom Livingston, Chairman; Greg Burnett; Doug Hempstead; Nick Sacchinelli; Beth Siegelbaum; Barbara Smyth; Chris Yerinides

STAFF: Alan Lo, Building and Facilities Manager

OTHERS: James Giuliano, Consultant; Bill Hodel, NPS Director of Facilities; Doug Stern, Common Council Member

I. ROLL CALL

MR. Livingston called the meeting to order at 7:30 p. m. A quorum was present.

II. PUBLIC PARTICIPATION

No member of the public came forward.

III. MINUTES OF PREVIOUS MEETING

November 1, 2017

**** MR. SACCHINELLI MOVED TO APPROVE THE NOVEMBER 1, 2017 MINUTES AS SUBMITTED.
** THE MOTION PASSED WITH TWO IN FAVOR AND FIVE ABSTENTIONS (MR. BURNETT, MR. HEMPSTEAD, MS. SIEGELBAUM, MS. SMITH, AND MR. YERINIDES).**

IV. OLD BUSINESS

No items were brought forward.

V. NEW BUSINESS

A. Historical Commission

1. Review modifications to the Mill Hill Historic Park grant requirements and refer the following to the Common Council for action:

a. Resolved, that Harry W. Rilling, Mayor of the City of Norwalk be and hereby authorized to execute on behalf of this municipal corporation a Personal Services Agreement with the State of Connecticut for financial assistance to complete improvements to Mil Hill Historic Park, Project CPAP 2016-10.

b. Resolved, that Harry W. Rilling, Mayor, is hereby authorized to enter into such agreements, contracts and execute all documents necessary to said grant with the State of Connecticut."

**** MR. HEMPSTEAD MOVED THAT HARRY W. RILLING, MAYOR OF THE CITY OF NORWALK BE AND HEREBY AUTHORIZED TO EXECUTE ON BEHALF OF THIS MUNICIPAL CORPORATION A PERSONAL SERVICES AGREEMENT WITH THE STATE OF CONNECTICUT FOR FINANCIAL ASSISTANCE TO COMPLETE IMPROVEMENTS TO MIL HILL HISTORIC PARK, PROJECT CPAP 2016-10, AND AUTHORIZE HARRY W. RILLING, MAYOR TO ENTER INTO SUCH AGREEMENTS, CONTRACTS AND EXECUTE ALL DOCUMENTS NECESSARY TO SAID GRANT WITH THE STATE OF CONNECTICUT."**

Mr. David Westmoreland came forward in support of the item. He stated that the City was awarded an Urban Act grant to fund improvements to the Mill Hill Historic Park in the area around the Barn and the Jail. New retaining walls, parking sidewalks, and ADA access to both buildings will be part of the improvements. He stated that the grant was originally administered by the Department of Economic and Community Development. The Department of Energy and Environmental Protection is taking over administration of the grant and has provided new contracts that supplant the DECD contracts.

**** THE MOTION PASSED UNANIMOUSLY.**

VI. MISCELLANEOUS/DISCUSSION ITEMS

B. Oak Hills Park – Discussion on ongoing efforts to improve the facilities. (By Oak Hills Park Authority members)

Mr. Jerry Crowley, Mr. Bill Waters, and Mr. Jim Schell came forward on behalf of Oak Hills Park Authority. Mr. Waters stated that the construction that is part of the \$1,500,000 grant is almost complete. He stated that the golf course has been greatly improved. Work was also done on the Great Lawn and the Fountain Garden. We now have one of the better golf courses in Fairfield County.

Mr. Crowley stated that the current restaurant tenant and we are seeking a new tenant. Prospective tenants have stated that they are only interested in leasing the space if a sit down bar is allowed. Mr. Crowley stated the Oak Hills lease with the City does not allow for a sit down restaurant. He stated that we would like the lease to change so that a sit down bar within the restaurant is permitted. He stated that we would also like outside music to be allowed during weddings and other events.

Mr. Schell stated that there is still a long list of things that need to be improved. The bathrooms are in bad condition. There are leaks in several roofs of buildings, and the patio area outside of the tennis facility floods frequently. One of the residences is in a state of disrepair. The other residence is in need of improvements.

C. School Facilities Improvement Plan – General information and update (By Alan Lo, Tom Hamilton - CFO of Norwalk Public Schools and Jim Giuliano- Program Management Consultant

Mr. Hamilton gave an overview of the School Facilities Master Plan. He reviewed demographic and enrollment projections, school facilities expansion options, guiding principles and program recommendations, building schematics and site layouts, and cost projections.

Mr. Hamilton stated that we are already trending ahead of grade level enrollment projections that were made for the next eight years. Phase one of the School Building Plan will provide 900 new student seats necessary to accommodate enrollment growth. Of the 900 student seats needed, 450 will be provided in South Norwalk. The remaining 450 seats should be provided on the Ponus Ridge campus in order to reduce the over enrollment of Jefferson School and enable its return to a 400 student neighborhood school. He stated that the schools will offer intra-district magnet programs necessary to meet racial balance guidelines of the Connecticut State Board of Education.

Mr. Hamilton stated that the South Norwalk School will be the new Columbus Magnet School with a neighborhood preference component for students within a 0.25 mile walk zone. This will help to reduce the number of unassigned students and will increase the number of students who are able to walk to school.

Mr. Giuliano stated that two new schools are planned as well as the renovation of the Concord Street building now occupied by Columbus Magnet School, and Jefferson Elementary. The Jefferson students will occupy Ponus as their school is renovated. Swing spaces will be used for the students while construction is underway. The swing spaces are necessary so that the construction work can be expedited.

Mr. Giuliano gave a review of the process that the selection committee went through when awarding the contracts to do the construction at the schools. He stated that a construction manager was hired to give us guidance with our budget. He stated that program review was done so that the needs of the educators match with the work that we will be undertaking. Once the program review was completed, we met with State officials to make sure the projects are going to be on the priority list. He stated that we are currently evaluating designs and holding community events to get input from the PTA and the student bodies of the schools.

Mr. Giuliano stated that there is \$6.3 million planned in the 2017-18 capital budget for facilities master plan capital needs implementation. These projects were listed as priorities in the facilities feasibility study done by Silver Petrucelli. He stated that the \$6.3 million includes \$1.9 million for phase two of the West Rocks windows project and \$1.5 million for miscellaneous improvements at Norwalk High School and electrical work at Cranbury and Fox Run elementary schools.

A. Ben Franklin Center – Discussion on the potential of leasing the vacant second floor rooms. (By Alan Lo)

Mr. Lo stated that there are currently multiple tenants in the Ben Franklin Center. Space has been freed up after NEON left. We would like to have one tenant per floor so that safety does not become an issue. Nonprofit organizations are given a rate of \$2.50 per square foot. Religious institutions would be given a rate of \$4.00 per square foot. Mr. Hempstead stated that the \$2.50 per square foot may be too little.

D. For new Committee members - review Land Use and Building Management Committee's responsibilities and related process.

Mr. Lo gave an overview of the responsibilities of the Committee's responsibilities.

ADJOURNMENT

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

The meeting was adjourned at 9:22 p. m.

Respectfully submitted,

Tom Blaney
Telesco Secretarial Services