

**CITY OF NORWALK
LAND USE & BUILDING MANAGEMENT COMMITTEE
NOVEMBER 7, 2018**

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

STAFF: Alan Lo, Building & Facilities Manager

OTHERS: Tom Hamilton, Chief Financial Officer NPS; Brenda Meyers, Chief Academic Officer, NPS; James Giuliano, Consultant

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

October 3, 2018

Page 3 Change “a public hearing which is scheduled for October 3, 2018. After the public...” to “a public hearing. After the public...”

Change “Mr. Morris” to “Mr. Gross”

Page 4 Change “PBBs” to “PCBs”

Page 5 Change “is a serious” to “could be”

**** MS. SMYTH MOVED TO APPROVE THE OCTOBER 3, 2018 MINUTES AS AMENDED.**

**** THE MOTION PASSED WITH FIVE VOTES IN FAVOR AND ONE ABSTENTION (MR. SACCHINELLI).**

VI. MISCELLANEOUS/DISCUSSION ITEMS

A. Board of Education – general discussion regarding student enrollment as relates to school facilities improvement plan.

Mr. Tom Hamilton gave a capital projects update. He referred to the Board of Education Strategic Operating Plan Objectives. He stated that we seek to create educationally robust school and program choices for students and parents that meet diverse needs and interests. He stated that we are creating theme-based intra-district magnet schools. There will be K-8 schools of choice. We are developing the International Baccalaureate K-12 Pathway.

Mr. Hamilton stated that we plan on multiple high school pathways, related electives, and capstone requirements. He stated that plans for a year-round school are being discussed. He stated that there are small learning communities like NECA, CGS, Digital & Media Pathway, and the Health Sciences Academy. He stated that we seek to expand music and art offerings and experiences.

Mr. Hamilton stated that districtwide capacity has been assessed in conjunction with Silver/Petruccelli. He stated that we are projected to need about 900 seats at the K-5 level than we currently have available. He stated that actual enrollment since 2015 is running ahead of Milone & MacBroom projections.

Mr. Hamilton provided a chart with enrollment history and projections from 2015-16 to 2015-26 for all schools in the districts. The chart showed % capacity at each school.

Mr. Hempstead stated that he would like to see the actual number of students enrolled at each school. He stated that you will be adding classrooms but in 2023-24 we are still behind 705 seats. He stated he would like to see a chart showing when we have a net gain in seats.

Mr. Hamilton stated that the 900 seat deficit, according to the projections, would go on for some time. This is the justification to say that we can't get by on having portables. We need to build additional capacity for the district. Mr. Lo stated that the projections assume no improvements to facilities.

Mr. Giuliano stated that added seats at Ponus are students that came from other schools. Jefferson and Columbus work is done first, and you will not see an immediate gain in seats. Mr. Hamilton stated that swing space is going to be used as each school is worked on. Net increases in seats depend on the timeline. He stated that some issues with facility work make it difficult to make projections on

when seats are added. Mr. Hempstead stated that we could track the progress and see on the timeline when seats are being added.

Ms. Brenda Myers stated that we are monitoring school enrollments on a month to month basis. Right now, we are running ahead of pace by 100 students. By year end, we will be even farther ahead of projections. How many seats we have live analysis has not been completed. We have to put it against the construction schedule.

Mr. Burnett stated that projections show us at 900 seats short. He stated that he would like to see inflection points based on school construction and how the numbers will differ each year. He stated that we do not see the point at which the 900 seat deficit is expected to reach zero.

Mr. Burnett stated that we are getting requests to approve appropriations for various school projects, but no one is showing us how the projects are impacting the numbers.

Mr. Hamilton stated that we are executing the plan put in place by the City. We do not have it laid out in a graph or table because the time table on facility improvements can change. We are adding seats to address the deficit of 900 seats.

Mr. Burnett stated that we need to know the timeline with the number of students enrolled in each school. Mr. Hamilton stated that he is glad to share information and get feedback, but the responsibility for the school construction projects lies with the Board of Education.

Mr. Burnett stated that the lack of information given makes it difficult for us to approve appropriations in the millions of dollars. Mr. Hempstead stated that present enrollment with projections on the numbers of students enrolled. He stated that he understands there will be changes in the timeline, but we can see our progress. We can hold off on projects if the numbers unexpectedly start to go down.

Mr. Hamilton gave a review of the four major building projects. He stated that the Ponus Ridge Middle school becomes a K-8 STEM intra-District Magnet school with the addition of a lower school and renovation of the upper school.

Mr. Hamilton stated that the Columbus Elementary School moves to the Nathan Ely site and becomes a K-8 intra-district magnet school. Jefferson Elementary School Pre-K-5 will be remodeled as a new neighborhood school. The new Pre-K-5 Global IB Academy will be at the old Columbus site.

Mr., Hamilton stated that the Ponus Ridge lower school, first preference will be given to current Jefferson students. Second preference will be given to Kendall and Fox Run students. The remaining seats will be subject to a District-wide lottery.

Mr. Hamilton stated that at the upper school, first preference will be given to advancing lower school students. Second preference will be given to Kendall, Fox Run and Jefferson students. The remaining seats will be subject to a District-wide lottery.

Mr. Hamilton stated that at the New Columbus PK-8 at the Nathaniel Ely Site neighborhood preference will be given to student in the immediate neighborhood walk zone designed to accommodate up to 290 neighborhood students. The remaining 190 seats will be subject to a District-wide lottery.

Mr. Hamilton stated that Jefferson Elementary school will be renovated as new and reopened. It is intended to be operate purely as a neighborhood based school within slightly modified boundaries.

Mr. Hamilton stated that at the New Global Academy IB School, neighborhood preference will be given to students in the immediate neighborhood walk zone. The remaining students will be subject to a District-wide lottery.

IV. OLD BUSINESS

A. City owned parking lot on West Avenue located adjacent to the old Norwalk YMCA

1. “Review and consider the proposal from Norwalk Hospital Association for the disposition of City owned West Avenue parking lot located directly across the main entrance to Mathews Park (340 and 350 West Avenue)”

Attorney Liz Suchy stated that we met with the historic district yesterday evening, and discussed the yellow house. She stated that it is not feasible to leave the house

where it is. It is not feasible to work it into our hospital plan. She stated that the historical commission wants the house to be memorialized. Her clients are willing to incorporate the history of the house into a display at the hospital.

Atty. Suchy stated that the hospital is willing to continue the use of their parking for event overflow parking. We have made parking available on nights, weekends, and on holidays. Mr. Gross stated that we get parking requests for overflow parking and we do our best to accommodate the event organizers. Mr. Livingston stated that he would like an official agreement in place so that the City knows that overflow parking will continue to be available.

Mr. Hempstead stated that he would like assurances that the “Center for Healthy Living’ goes forward and the spot does not sit idle. A reverter clause would help. Atty. Suchy stated that it went out to bid and the property was assessed. The appraisal would have to be redone if a reverter clause was included. Mr. Livingston stated that he is against a reverter clause, but a right of first refusal does not seem unreasonable. Mr. Sacchinelli stated that we should protect the City’s interest in the property.

2. Executive Session

- ** MR. HEMPSTEAD MOVED TO ENTER EXECUTIVE SESSION.**
- ** THE MOTION PASSED UNANIMOUSLY.**

The meeting entered executive session at 8:55 and returned at 9:13 p. m.

Mr. Livingston stated that we have concerns about the proposal. He stated that we would like to see the parking arrangement memorialized. He stated that we would like assurances that we don’t end up with the hospital sitting on the property without anything being done.

V. NEW BUSINESS

A. School construction projects

1. Review proposed amendment to Construction Solutions Group’s contract and refer recommendation to the Common Council for action:

“Authorize the Mayor, Harry W. Rilling, to execute an Amendment to Construction Solutions Group, LLC’s contract to provide additional staffing for Program Management Services for school construction projects:

Fiscal Year 2018/2019	\$	8,276
Fiscal Year 2019/2020	\$	141,438
Reimbursable Expenses	\$	18,500

Funds are available in account #09175010 5777 C0585

Mr. Giuliano stated that due to the excessive amount of work and attendance required at meetings, additional manpower will be required to manage the school construction projects currently under way. He stated that an assistant project manager will work three days per week to assist in the management and construction process as well as perform miscellaneous administrative duties.

**** MR. HEMPSTEAD MOVED TO AMEND THE AUTHORIZATION TO READ AS “AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AMENDMENT TO CONSTRUCTION SOLUTIONS GROUP, LLC’S CONTRACT TO PROVIDE ADDITIONAL STAFFING FOR PROGRAM MANAGEMENT SERVICES FOR SCHOOL CONSTRUCTION PROJECTS FOR A SUM NOT TO EXCEED FOR SERVICES AS NEEDED:**

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VI. MISCELLANEOUS/DISCUSSION ITEMS

B. Update on various school construction projects.

Mr. Lo stated that we are experiencing delays with the Cranbury Boiler replacement. Mr. Giuliano stated that the installer has been troublesome. He does not have a sense of urgency with the project. He stated that he has been put on notice. We reached out to another company to help the installer with the project.

Mr. Burnett stated that he would like the school project update list to include completing date including Month and Year and actual costs.

ADJOURNMENT

**** MR. SACCHINELLI MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 9:47 p. m.

Respectfully submitted,

Tom Blaney
Telesco Secretarial Services