



**LAND USE AND BUILDING MANAGEMENT COMMITTEE  
MEETING AGENDA  
WEDNESDAY, DECEMBER 7, 2022 @ 7:00 PM**

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Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Alan Lo at [alo@norwalkct.org](mailto:alo@norwalkct.org) to provide written public comment prior to the meeting.

- I. ROLL CALL**
- II. PUBLIC PARTICIPATION**
- III. MINUTES OF PREVIOUS MEETING(S)**  
November 2, 2022
- IV. OLD BUSINESS (NONE)**

**V. NEW BUSINESS**

- A. Review Recreation and Parks Department's request to use 10 Tito Court as their secondary location for Parks Garage.
- B. School Construction Project update

**VI. MISCELLANEOUS/DISCUSSION ITEMS**

Prepared by Alan Lo  
Date: December 1, 2022

**CITY OF NORWALK  
LAND USE AND BUILDING MANAGEMENT COMMITTEE  
REGULAR MEETING  
NOVEMBER 2, 2022**

**ATTENDANCE:** Tom Livingston, Chairman; Nicol Ayers; Greg Burnett; David Heuvelman; Barbara Smyth; Brian Meek

**STAFF:** Alan Lo

**OTHER:** Neil Rennie; Michael Faenza; Robert Cavello; Bill Hodel; Douglas Hempstead; Joyce Liu; Mark Conte; John Wasilewski; Diane Lauricella; Dave Hopp; Suzy Gilgore

**CALL TO ORDER**

Chairman Livingston called the meeting to order at 7:00 P.M. There was a quorum present.

**ROLL CALL**

**PUBLIC PARTICIPATION**

Ms. Lauricella came forward for public participation. She asked about Item B under New Business. She said that, when she had read the contract or plan from the prior month, she had not seen any accommodation for the installation of solar and wanted to know if solar was planned for the Meadow Street Fire Station. She asked about the energy incentive programs with Eversource and said she hoped it did not include fracked gas lines. She noted that she was happy that they had switched solar companies and said she would have been happy to be part of the selection committee. She also noted that the State currently has an IAQ working group that is working to amend and write regulations for the updated IAQ policies. She wanted to ensure that there was generous accommodation for maintenance and was advocating for an annual walk-through.

**MINUTES OF PREVIOUS MEETING(S)**

**OCTOBER 5, 2022**

**\*\* MR. BURNETT MOVED TO APPROVE THE MINUTES OF OCTOBER 5, 2022.**

Please make the following changes:

- Page 2, Paragraph 3: change the line to indicate that they had met with both principles.
- Page 3, Paragraph 1: change 'Prior to' to 'as a result of'.

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

**OLD BUSINESS**

**A. REVIEW BOARD OF EDUCATION REQUEST FOR THE PURCHASE OF IT SECURITY PLATFORM AND REFER RECOMMENDATION TO THE COMMON COUNCIL FOR APPROVAL (TABLED FROM OCTOBER 5, 2022 MEETING): "AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDERS TO BLACKWOOD ASSOCIATES INC. FOR THE SUPPLY AND INSTALLATION OF IT SECURITY PLATFORM (EXTRAHOP REVEAL(X) 360 SOLUTION) FOR NORWALK PUBLIC SCHOOLS FOR A TOTAL AMOUNT NOT TO EXCEED \$ \$106,639. ACCOUNT 09235010 5777-C0112"**

Mr. Lo came forward to discuss this item. He provided a quick recap of what had happened the prior month.

Mr. Hopp came forward to discuss this item. He reviewed what the network would do. Chairman Livingston asked if this effort had been coordinated with the City to get the most efficient purchasing. Mr. Hopp said that this had been looked at separately and that they had looked at it as them securing different things and were looking at different solutions as a result. Discussion followed.

Mr. Meek asked about the contract documents and noted that they were a one-year contract and wished to know why it was even there. He noted that the operating expense allocated was over 75% of the contract and the capex amount was \$7,250. He did not accept that they could not have synergy with the City and why they were still running two separate I.T. departments. Mr. Hopp said that there was an initial cost but there was a hardware piece that went with that as part of one bundle.

Mr. Burnett asked why this resource could not be shared among the entire City and Board of Ed network. Mr. Hopp explained that they used the same cabling throughout the City but the wiring was separate. He further reviewed the technical details of the system.

Ms. Smyth asked if there were security or privacy reasons for the separate system. It was pointed out that there were privacy concerns. Mr. Hopp pointed out that they also had separate internet rules that needed to be followed. Further discussion followed to resolve why the item had come before this Committee. It was noted that there were also bonding issues.

**\*\* CHAIRMAN LIVINGSTON CALLED FOR A VOTE TO APPROVE A. REVIEW BOARD OF EDUCATION REQUEST FOR THE PURCHASE OF IT SECURITY PLATFORM AND REFER RECOMMENDATION TO THE COMMON COUNCIL FOR APPROVAL (TABLED FROM OCTOBER 5, 2022 MEETING): "AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDERS TO BLACKWOOD ASSOCIATES INC. FOR THE SUPPLY AND INSTALLATION OF IT SECURITY PLATFORM (EXTRAHOP REVEAL(X) 360 SOLUTION) FOR NORWALK PUBLIC SCHOOLS FOR A TOTAL AMOUNT NOT TO EXCEED \$ \$106,639.**

**\*\* THE MOTION PASSED WITH FIVE (5) IN FAVOR (LIVINGSTON, AYERS, BURNETT, SMYTH, HEUVELMAN) AND ONE (1) OPPOSED (MEEK).**

**NEW BUSINESS**

**A. REVIEW AND APPROVE PROPOSED PLANS AND SPECIFICATIONS FOR LOCKWOOD MATHEWS MANSION MUSEUM (LMMM) CODES AND SAFETY IMPROVEMENTS PROJECT. INFORMATION TO BE AVAILABLE AT THE MEETING.**

Mr. Hempstead came forward to discuss this item. Mr. Lo reviewed the initial funding that had been provided for the project. Mr. Cavello came forward to discuss this item. He said that a year prior, they had gone through an approval process and selection of their construction manager. They have been providing pre-construction services for the project. They have gone through an extensive structural probing and investigations throughout the building. The design team and contractors have figured ways to construct the various systems that are the primary focus of the project. They have developed a budget that is 50% CD's, and they are currently at 100% CD documents. They have started the bidding process.

The bid packages are out, and they have completed their second mandatory pre-bid meeting. They have started to receive RFI's. Their goal is to open bids with an open date of November 17, 2022 and start construction on or about February 2023. They are expecting a 16–18-month period where the mansion will be vacated due to the extensiveness of the work. He reviewed the preparations the mansion has been doing to get ready. Mr. Lo noted that, aesthetically, there would be no changes. It has not changed from what was previously presented. The details of the work that needed to be done was reviewed including the following:

- Fire Safety and the installation of a sprinkler system.
- Electrical power/wiring/lighting upgrades.
- Mechanical and heating system issues.
- Installing items such as a warming kitchen.
- Putting archival materials in an accessible basement.

Mr. Burnett asked what the dollar amount would be and if they were approving an increase or just approving the concept of the work. Mr. Lo reviewed the details of the funding. It was decided to come back to this item later in the meeting.

*Discussion on this item was suspended for the time being.*

**B. REVIEW BID RECOMMENDATION FOR THE MEADOW STREET FIRE STATION ROOF REPLACEMENT PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR APPROVAL: "A. AUTHORIZE, THE MAYOR HARRY W. RILLING, TO EXECUTE A CONTRACT WITH GOLD SEAL ROOFING, LLC FOR THE MEADOW STREET FIRE STATION ROOFING REPLACEMENT PROJECT FOR A TOTAL NOT TO EXCEED \$313,000.00. ACCT. #0922/233110-5777-C0796 B. AUTHORIZE THE FIRE DEPARTMENT TO ISSUE CHANGE ORDERS ON CONTRACT FOR A TOTAL NOT TO EXCEED \$31,300.00"**

**\*\* MS. SMYTH MOVED TO APPROVE ITEM REVIEW BID RECOMMENDATION FOR THE MEADOW STREET FIRE STATION ROOF REPLACEMENT PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR APPROVAL:**

**"A. AUTHORIZE, THE MAYOR HARRY W. RILLING, TO EXECUTE A CONTRACT WITH GOLD SEAL ROOFING, LLC FOR THE MEADOW STREET FIRE STATION ROOFING REPLACEMENT PROJECT FOR A TOTAL NOT TO EXCEED \$313,000.00.**

**B. AUTHORIZE THE FIRE DEPARTMENT TO ISSUE CHANGE ORDERS ON CONTRACT FOR A TOTAL NOT TO EXCEED \$31,300.00"**

Mr. Lo said that this was in the process of being put forward by the fire department. He reviewed the processes that this item has gone through. The money for the project has been approved. Mr. Conte came forward to discuss this item. He reviewed the progress that has been done on the project including the following:

- Code-compliant installation which they did not have originally.
- Proper gas line rollers.
- Repairing the coping which was in worse condition than was anticipated.

This is the bid that went before the Finance Committee.

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

**C. REVIEW BOARD OF EDUCATION IT REQUESTS AND REFER RECOMMENDATIONS TO THE COMMON COUNCIL: "A. AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDER TO WHALLEY COMPUTER ASSOCIATES FOR 1,000 DELL CHROMEBOOKS FOR A TOTAL AMOUNT NOT TO EXCEED \$319,000.00. ACCT #09235010-5777-C0112. B. AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDER TO CONNECTICUT BUSINESS SYSTEM (CBS) FOR 18 75" VIEWSONIC BOARDS FOR A TOTAL AMOUNT NOT TO EXCEED \$61,264.00. ACCT. #09235010-5777-C0112."**

**\*\* MR. BURNETT MOVED TO APPROVE ITEM: REVIEW BOARD OF EDUCATION IT REQUESTS AND REFER RECOMMENDATIONS TO THE COMMON COUNCIL:**

**"A. AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDER TO WHALLEY COMPUTER ASSOCIATES FOR 1,000 DELL CHROMEBOOKS FOR A TOTAL AMOUNT NOT TO EXCEED \$319,000.00.**

**B. AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDER TO CONNECTICUT BUSINESS SYSTEM (CBS) FOR 18 75" VIEWSONIC BOARDS FOR A TOTAL AMOUNT NOT TO EXCEED \$61,264.00.**

Mr. Hopp came forward to discuss this item. The Chromebooks are to replace in the Elementary grades and update some of the older ones. The sonic boards are to replace old and failing smart boards. They are appx. 75% done with replacements.

Mr. Meek said he did not know why they were going through the State EO on the no-bid contract. He felt they could save money by going to Dell directly. He felt that the reseller was ripping them off. He also pointed out that they had canceled all capital investment in Norwalk High and this was capital investment and the school was to be bulldozed.

Mr. Hopp said they were just trying to provide educational tools.

Mr. Heuvelman asked how frequently this expense would be coming up if the chrome books needed frequent replacement.

Mr. Hopp said that their lifecycle was around five years.

Mr. Burnett asked if the removed chrome books would be totally useless.

Mr. Hopp said that, once updates for the chrome books ceased coming, there were various technical problems that caused them to stop functioning. They did try to continue using them or recycle them when possible though.

**\*\* MR. MEEK MOVED TO TABLE ITEM REVIEW BOARD OF EDUCATION IT REQUESTS AND REFER RECOMMENDATIONS TO THE COMMON COUNCIL: "A. AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDER TO WHALLEY COMPUTER ASSOCIATES FOR 1,000 DELL CHROMEBOOKS FOR A TOTAL AMOUNT NOT TO EXCEED \$319,000.00. TO GET MORE INFORMATION ON PRICING.**

Mr. Hopp said this was not a time-critical item.

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

**\*\* CHAIRMAN LIVINGSTON MOVED TO APPROVE ITEM: B. AUTHORIZE THE PURCHASING AGENT TO ISSUE PURCHASE ORDER TO CONNECTICUT BUSINESS SYSTEM (CBS) FOR 18 75" VIEWSONIC BOARDS FOR A TOTAL AMOUNT NOT TO EXCEED \$61,264.00.**

**\*\* THE MOTION PASSED WITH FIVE (5) IN FAVOR (LIVINGSTON, AYERS, BURNETT, SMYTH, HEUVELMAN) AND ONE (1) OPPOSED (MEEK).**

*The previously suspended discussion was resumed at this point.*

Site utility plans were provided for the Committee and reviewed. It was noted that the lighting systems in the building were old, not energy efficient, areas not adequately lit and replacing them would be helpful. They want to include new LED lighting even on the historical fixtures and increase the lighting level. He reviewed the plans for the fire suppression systems. He reviewed the proposed alternates as well.

Mr. Hempstead requested that they set up a tour if they had not visited the mansion prior. He discussed the treatment that the building required due to its age. He noted that the money was strictly going towards the construction of the building and not for operating expenses.

Ms. Gilgore came forward to discuss this item. She said the upgrades would allow them to protect the visitors to the manor. She reviewed their future plans for the mansion.

**\*\* CHAIRMAN LIVINGSTON MOVED TO APPROVE REVIEW AND APPROVE PROPOSED PLANS AND SPECIFICATIONS FOR LOCKWOOD MATHEWS MANSION MUSEUM (LMMM) CODES AND SAFETY IMPROVEMENTS PROJECT.**

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

**D. REVIEW RECOMMENDATIONS FOR OFFICE IMPROVEMENTS IN THE COMPTROLLER'S OFFICE AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH HV CONTRACTOR CORPORATION FOR SECURITY AND OFFICE IMPROVEMENTS IN THE COMPTROLLER'S OFFICE FOR A TOTAL NOT TO EXCEED \$33,950.00. FUNDS ARE AVAILABLE FROM ACCOUNT #01 011340 5258 B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED \$3,395.00."**

**\*\* MR. HEUVELMAN MOVED TO APPROVE ITEM D. REVIEW RECOMMENDATIONS FOR OFFICE IMPROVEMENTS IN THE COMPTROLLER'S OFFICE AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:**

**"A. AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE AN AGREEMENT WITH HV CONTRACTOR CORPORATION FOR SECURITY AND OFFICE IMPROVEMENTS IN THE COMPTROLLER'S OFFICE FOR A TOTAL NOT TO EXCEED \$33,950.00.**

**B. AUTHORIZE THE OFFICE OF BUILDING MANAGEMENT TO ISSUE CHANGE ORDERS ON THE CONTRACT FOR A TOTAL NOT TO EXCEED \$3,395.00."**

Mr. Rennie came forward to discuss this item. There are two parts to this job. They are looking to add two additional offices for new staff in the controller's office. They also are looking to build a small waiting room.

**\*\* THE ITEM PASSED UNANIMOUSLY.**

Mr. Rennie provided an overview regarding how the City maintains and takes care of its buildings and their role in that process.

## **E. SCHOOL CONSTRUCTION PROJECTS**

### **1. PROJECT UPDATE**

A slide-show presentation of the update was provided including the following:

- Update on the construction of Cranbury Elementary School.
- The topping-off ceremony for Cranbury has been completed.
- The steel for the Cranbury building has been erected and roof screens installed.
- The second-floor slab is scheduled to begin this month.
- Status on the furniture and technology for Cranbury.
- Status on Norwalk High School.
- Design and development are currently underway and will be completed in December of 2022.
- Status of meetings and presentations for Norwalk High School.
- Construction schedule for Norwalk High School.
- Status update for South Norwalk Elementary School (SNES)
- There have been meetings to discuss the programming requirements for SNES.
- Newfield Construction has been proposed as the construction management services for SNES.
- Planned meetings with the community.

**2. REVIEW REQUEST TO INCREASE CONTINGENCY ALLOWANCE FOR MOVING AT JEFFERSON SCHOOL AND REFER THE FOLLOWING TO COMMON COUNCIL FOR ACTION: "AUTHORIZE TO INCREASE THE CONTINGENCY ALLOWANCE FOR MOVING SERVICES FOR PRECISION PLACEMENT LLC. FOR THE JEFFERSON ELEMENTARY SCHOOL RENOVATE-AS-NEW PROJECT FOR AN ADDITIONAL AMOUNT NOT TO EXCEED \$1,220.45. FUNDS ARE AVAILABLE IN ACCOUNT ACCT. #0919/20 5010 5777 C0619."**



**\*\* MR. BURNETT MOVED TO APPROVE ITEM 2. REVIEW REQUEST TO INCREASE CONTINGENCY ALLOWANCE FOR MOVING AT JEFFERSON SCHOOL AND REFER THE FOLLOWING TO COMMON COUNCIL FOR ACTION: "AUTHORIZE TO INCREASE THE CONTINGENCY ALLOWANCE FOR MOVING SERVICES FOR PRECISION PLACEMENT LLC. FOR THE JEFFERSON ELEMENTARY SCHOOL RENOVATE-AS-NEW PROJECT FOR AN ADDITIONAL AMOUNT NOT TO EXCEED \$1,220.45.**

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

**3. REVIEW REQUEST TO ACCESS EVERSOURCE ENERGY INCENTIVES FOR CRANBURY SCHOOL PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR APPROVAL: "AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS WITH CONNECTICUT LIGHT AND POWER COMPANY D/B/A EVERSOURCE ENERGY RELATING TO ENERGY INCENTIVES FOR THE CRANBURY SCHOOL PROJECT."**

**\*\* MS. SMYTH MOVED TO APPROVE ITEM 3. REVIEW REQUEST TO ACCESS EVERSOURCE ENERGY INCENTIVES FOR CRANBURY SCHOOL PROJECT AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR APPROVAL: "AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE ANY AND ALL DOCUMENTS WITH CONNECTICUT LIGHT AND POWER COMPANY D/B/A EVERSOURCE ENERGY RELATING TO ENERGY INCENTIVES FOR THE CRANBURY SCHOOL PROJECT."**

Mr. Faenza came forward to discuss this item. As part of the design process for Cranbury School they are reaching out to Eversource to seek energy incentives. They are doing a full building energy model. The Committee has previously approved design assistance that was provided by Eversource through a third-party engineer. He reviewed the design aspects that had been talked about. Eversource has presented the energy incentive which is ~\$100,000. The City will not receive this incentive until all the building energy efficient equipment are installed and verified by Eversource. Further discussion followed.

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

**4. REVIEW RECOMMENDATION FOR THE DESIGNATION OF PREFERRED SOLAR/PHOTOVOLTAIC DEVELOPER FOR VARIOUS BUILDING PROJECTS AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION: "A. APPROVE TO DESIGNATE VCP, LLC D/B/A VEROGY AS THE PREFERRED SOLAR/PHOTOVOLTAIC DEVELOPER FOR CRANBURY SCHOOL, NORWALK HIGH SCHOOL AND SOUTH NORWALK SCHOOL DEVELOPMENT PROJECTS. B. REFER THIS DESIGNATION TO THE BOARD OF EDUCATION FOR FUTURE NEGOTIATION OF TERMS AND EXECUTION OF CORRESPONDING POWER PURCHASE AGREEMENTS (PPA)."**

**\*\* MR. HEUVELMAN MOVED TO APPROVE ITEM 4. REVIEW RECOMMENDATION FOR THE DESIGNATION OF PREFERRED SOLAR/PHOTOVOLTAIC DEVELOPER FOR VARIOUS BUILDING PROJECTS AND REFER THE FOLLOWING TO THE COMMON COUNCIL FOR ACTION:**

**"A. APPROVE TO DESIGNATE VCP, LLC D/B/A VEROGY AS THE PREFERRED SOLAR/PHOTOVOLTAIC DEVELOPER FOR CRANBURY SCHOOL, NORWALK HIGH SCHOOL AND SOUTH NORWALK SCHOOL DEVELOPMENT PROJECTS.**

**B. REFER THIS DESIGNATION TO THE BOARD OF EDUCATION FOR FUTURE NEGOTIATION OF TERMS AND EXECUTION OF CORRESPONDING POWER PURCHASE AGREEMENTS (PPA)."**

Mr. Lo reviewed the history of the item. A company has been designated as the preferred developer for the City. With the completion of rooftop PV installation at Naramake School, Ponus School and Jefferson School and with changes in the solar industry, Mr. Lo felt that the City should issue a new RFP to consider new developers. He noted that the fee proposal will continue to change due to the involvement of incentive money and final design of the system. The final cost will not be known until they finish the design process. This will provide a parameter for the financial relationship. Further review followed. Because this is a lease system the number is based on the amount of electricity generated.

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

**5. REVIEW REQUEST TO SUBMIT SCHOOL REIMBURSABLE GRANT APPLICATION FOR AIR CONDITIONING AT NATHAN HALE MIDDLE SCHOOL AND SILVERMINE ELEMENTARY SCHOOL AND REFER THE FOLLOWING TO THE COUNCIL FOR ACTION: "A. RESOLVED, THAT THE NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE NATHAN HALE MIDDLE SCHOOL AIR CONDITIONING/IAQ PROJECT. B. RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE NATHAN HALE MIDDLE SCHOOL AIR CONDITIONING/IAQ PROJECT. C. RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE CITY OF NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES AND TO ACCEPT OR REJECT A GRANT FOR THE NATHAN HALE MIDDLE SCHOOL AIR CONDITIONING/IAQ PROJECT. D. RESOLVED, THAT THE NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE SILVERMINE AIR CONDITIONING/IAQ PROJECT. E. RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE SILVERMINE AIR CONDITIONING/IAQ PROJECT. F. RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE CITY OF NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES AND TO ACCEPT OR REJECT A GRANT FOR THE SILVERMINE AIR CONDITIONING/IAQ PROJECT."**

**\*\* MS. SMYTH MOVED TO APPROVE ITEM 5. REFER THE FOLLOWING TO THE COUNCIL FOR ACTION: "A. RESOLVED, THAT THE NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE NATHAN HALE MIDDLE SCHOOL AIR CONDITIONING/IAQ PROJECT.**

**B. RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE NATHAN HALE MIDDLE SCHOOL AIR CONDITIONING/IAQ PROJECT.**

**C. RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE CITY OF NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES AND TO ACCEPT OR REJECT A GRANT FOR THE NATHAN HALE MIDDLE SCHOOL AIR CONDITIONING/IAQ PROJECT.**

**D. RESOLVED, THAT THE NORWALK LAND USE & BUILDING MANAGEMENT COMMITTEE IS HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE SILVERMINE AIR CONDITIONING/IAQ PROJECT.**

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**E. RESOLVED, THAT THE NORWALK COMMON COUNCIL HEREBY AUTHORIZES AT LEAST THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE SILVERMINE AIR CONDITIONING/IAQ PROJECT.**

**F. RESOLVED, THAT THE CITY OF NORWALK COMMON COUNCIL AUTHORIZES THE CITY OF NORWALK BOARD OF EDUCATION TO APPLY TO THE COMMISSIONER OF ADMINISTRATIVE SERVICES AND TO ACCEPT OR REJECT A GRANT FOR THE SILVERMINE AIR CONDITIONING/IAQ PROJECT.”**

Mr. Hodel came forward to discuss this item. The governor’s office mentioned a HVAC grant for various districts in many cities and towns. No criteria were included for the grant until late September. Mr. Hodel reviewed the criteria. There is a 60 day time limit. The Committee and Common Council has already approved funding for the HVAC program. He reviewed the plans for the grant. They wish to use the grant so it does not come out of the City budget. They will reimburse projects that were completed in the past year as well. This would include the project at Silvermine Elementary School. Further discussion followed.

Ms. Smyth asked how many schools needed to be completed still.

Mr. Hodel said that there were about 3-4 schools that needed completion.

Mr. Smyth asked if the funds set aside for Nathan Hale would be moved to the next project if the grant was obtained.

Mr. Hodel confirmed this.

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

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

There were no miscellaneous/discussion items at this time.

#### **ADJOURNMENT**

**\*\* MR. HEUVELMAN MOVED TO ADJOURN.**

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

*The meeting adjourned at 8:47 P.M.*

Respectfully Submitted

Ian A. Soltes

Telesco Secretarial Services



To: The Planning and Zoning Commission

Request for 10 Tito Ct. Building and site

With the increase demand for More Recreation and Park Programs Open Space and activities, Our parks and facilities have continued to grow and so have costs. With the Growth Maintenance needs have grown and staff and fleet vehicles have increased along with equipment and supplies. At the main Garage (Crew Headquarters) there is no space left for storage, supplies or equipment. Cost continues to increase for travel, gasoline, and staff overtime. It has been our goal to acquire a Satellite location that would put staff closer to their work, closer to the Parks that they maintain. It will result in a savings on gas, overtime, and Vehicle maintenance. We are requesting a permit to use 10 Tito Ct. for a Recreation and Parks Assets grounds and facility maintenance South Crew Headquarters.

Norwalk Parks Department currently works out of 1 South Smith Street, a building constructed in the mid 70's. While we have maintained the building over the years, we are outgrowing the space. The Department stores equipment at remote sites around the City, including in steel containers at City Hall, Oyster Shell Park, and Mathews Park, and in outbuildings at Cranbury Park, Vets Park, Fodor Farm and the Beach. This makes it extremely inefficient when staff needs to use certain pieces of equipment, as they first need to travel for pickup. The current parking situation at 1 South Smith Street sees employees having to park 3 rows deep in the back lot, as well as trucks/mowers parking 4 deep inside the garage. It is difficult having to move pieces of equipment to get to another, or if an employee has to leave, having others first move their vehicles.

With the recent investment by the Common Council in additional staff and ballfield equipment for the garage, I have spent the last several years looking for additional space. There is a current vacant garage on Reynolds St, behind the existing garage, for sale for over \$900,000, which was damaged twice by recent fires. This building needs quite a bit of work and doesn't have the parking which would suit our needs.

10 Tito Court works perfectly for several reasons. The building is already owned by the City. It is already setup and previously used as a garage, and the building is in good condition. Any interior upgrades can be done by the parks Department staff over time with our existing Carpenter, Plumber, Maintenance Trades worker and Electrician. We would be able to clean up the exterior of the property, which has looked to have been neglected for quite some time. Having additional garage space in South Norwalk, would enable the department to consolidate its equipment and operations, therefore becoming more efficient in work response as we would no longer need to drive equipment all the way from Cranbury Park to Roton School. 10 Tito Court puts us in the immediate vicinity of many of our South Norwalk sites we are responsible for maintaining.

Robert Stowers, City Of Norwalk Recreation and Parks Director