

**CITY OF NORWALK
PUBLIC WORKS COMMITTEE
JANUARY 4, 2011**

ATTENDANCE: Andrew Conroy, Chair; Fred Bondi; Douglas Hempstead;
Nora King; Kelly Straniti; John Tobin; Laurel Lindstrom 7:28 p.m.

STAFF: Hal Alvord, Director, DPW

Mr. Conroy called the meeting to order at 7:08 p.m.

PUBLIC INPUT

Public Input

There were no members of the public present this evening.

GENERAL INFORMATION

Project Updates

Mr. Conroy requested that Mr. Alvord provide a monthly update on the major accomplishments of the projects.

Mr. Alvord highlighted the following projects:

DOT Coordination – Rampart Road: Mr. Alvord reported that he has a pre-construction meeting with the DOT tomorrow.

DOT – Coordination – Merritt over Silvermine: Mr. Alvord reported that the DOT held a public meeting a year ago about how they were going to re-hab the bridge; however, the neighbors were not pleased with those plans. A meeting has been scheduled for January 19th in room A330 to review the revised plans.

Buckingham/Lockwood Pipe Replacement: Mr. Alvord reported that this project should be on track to get the bids out.

Watercourse Maintenance: The material characterization came back from the lab and they will be able to dispose the material.

LPP Engineered channel – re-grading: The grading work has been done on the upper section.

Hazard Mitigation – LPP engineered Channel: This is scheduled for an on-site inspection with FEMA in late January.

Traffic Signal Upgrade – Phase 1: Mr. Alvord reported that the bids will be in on January 12, 2011.

Traffic Management Plan: A kick off meeting and orientation tour took place in early December. A presentation with the consulting team will take place in late January. Mr. Alvord said that he will notify the project advisory group as well as this Committee about the date and time.

Annual Roadway Consulting Services: Mr. Alvord said that there is a business item on the agenda regarding this project. He said that VHB has been the pavement consultant for 25 years; however, Stantec Consulting came in ahead of them.

Fairfield Avenue Improvement: There is money set aside for this project, but the DOT is not moving forward. Mr. Alvord said that he plans to put this project in to this year's paving plan, but still pursue federal funding for the total re-construction project.

Mr. Conroy said that they did a nice job with the Tokeneke Bridge. Mr. Alvord said that he had hoped to get the curbing done before the asphalt plant closed for the season.

Norwalk Transfer Station

Mr. Alvord distributed the December report. He noted that July 1, 2010 is the starting point of the report.

Additional Information Items

Customer Service Center – next step

Mr. Alvord explained the item. He said that he was asked if it would be possible to expand the capability of the customer service software to allow residents to submit their request by e-mail and then follow up by e-mail. He said that there is the technological ability to set up something, but it would be web based.

When the software was purchased from Azteca Systems, they had a discussion about having an e-mail connection. Mr. Conroy suggested reaching out to GE and IBM and ask if they could assist with this.

Ms. King said that Norwalk has determined that there is a need to do this. She requested that Ms. DelVecchio and Azteca attend the next meeting so this matter could be discussed further. She recommended looking at outsourcing the department to a company that has the ability mapped into it and paying a fee. She said that would result in having the capability the residents want. Ms. Straniti agreed that they should explore outsourcing the department. She added that whatever system is chosen, it should be able to flag the number of calls received for each problem.

Ms. Lindstrom joined the meeting at 7:28 p.m.

Mr. Conroy said that it would be nice to enhance what the City has in place and to be able to pull up the problem by topic.

Ms. King said that it would be nice to be able to identify the problems and what area is responsible for responding. She said that the main issue is to be able to see patterns.

Mr. Hempstead suggested doing a remote location presentation. Ms. King suggested including Ms. DelVecchio in that presentation. Mr. Hempstead added that he would like to see all of the software options.

Mr. Alvord was asked to coordinate a teleconference with Azteca Systems for the next meeting and asking Ms. DelVecchio to attend. The consensus of the Committee was to move forward on this.

BUSINESS PORTION

**** MR. HEMPSTEAD MOVED TO APPROVE THE MINUTES OF THE PUBLIC WORKS COMMITTEE MEETING OF TUESDAY, DECEMBER 7, 2010**

Ms. King noted that the discussion about which sidewalks were done was not clearly reflected in the minutes. Mr. Alvord said that the following sidewalks were done:

Ponus Avenue (a portion)
Grove Street
Hamilton Street
Cleveland Terrace
Merrit Street (panel replacements)

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George Avenue (panel replacements)
Gregory Blvd. (panel replacements)
First Street (panel replacements)

Mr. Alvord said that \$300,000 gets nothing for sidewalks, but would go a fair bit on footpaths. Ms. King asked who determines which sidewalks get done. Mr. Alvord said that the department makes that determination. He explained how the money gets spent. There are 140 miles of sidewalk in Norwalk and the majority are not in good shape.

**** MOTION PASSED WITH ONE (1) ABSTENTION (MS. STRANITI)**

**** MR. BONDI MOVED TO AUTHORIZE THE MAYOR, RICHARD A. MOCCIA TO EXECUTE AN AGREEMENT WITH STANTEC CONSULTING TO PROVIDE PAVEMENT ENGINEERING AND CONSULTING SERVICES IN CONNECTION WITH THE PAVEMENT MANAGEMENT PROGRAM FOR A SUM NOT TO EXCEED \$200,000 PER YEAR
ACCOUNT # 0911 4021 5777 C0021**

Mr. Alvord explained that VHB was the City's consultant for over 20 years. At times they were the only responder, but this time four firms submitted proposals. He said that they do the kind of services the department needs and that everyone was impressed by them in the interview.

Ms. King stated that she was concerned that the City is not following the recommendations made by the Benefit Index. She said that the City is spending the money and should follow the published advice. Mr. Alvord said that they were following the published advice. He said that there are a number of judgments that determine which streets are on the 5-year plan. The PCI (paving condition index) of one particular street is not older than three years. He described how the paving program is weighed. He said that they spent over \$250,000 with VHB last year. Mr. Alvord said that cul de sacs and dead end streets represent 20% of the paving program.

**** MOTION PASSED UNANIMOUSLY**

**** MS. LINDSTROM MOVED TO ACT ON REQUEST TO RENAME MEADOW STREET EXTENSION**

Mr. Alvord explained that the Planning Commission forward a request made by the Hatch & Bailey Company to rename the Meadow Street extension to Hatch and Bailey Place. They suggested as an alternative, that the applicant investigate adding an honorary street sign. Their concern was that there are no streets with "and" in them and that may cause confusion. They were also concerned about the impact on other businesses on the street.

Mr. Conroy noted that Hatch & Bailey has been a part of Norwalk for many years. He said that if the Committee decides to continue the process, the next step would be to hold a schedule a public hearing. He suggested seeking the advice of the Legal Department to determine if they could overrule the Planning Commission issue with a 2/3 vote from the Common Council.

Mr. Bondi said that he has a problem with re-naming the street to Hatch and Bailey Place because of the confusion it may cause. Ms. Lindstrom said that she would have no problem if the adjacent property owners were in agreement.

This item will be discussed further at the next meeting.

ADJOURN

**** MR. BONDI MOVED TO ADJOURN
** MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 8:15 p.m.

Respectfully submitted,

Rosemarie Lombardi
Telesco Secretarial Services