

**ALL COMMON COUNCIL ACTIONS TAKEN AT THIS MEETING TO APPROVE EXPENDITURES AND CONTRACTS OR TO ACCEPT BIDS AND OTHER PROPOSALS REQUIRING THE EXPENDITURE OF CITY FUNDS ARE SUBJECT TO THE AVAILABILITY OF FUNDS**

**I. ROLL CALL**

**II. ACCEPTANCE OF MINUTES**

**Regular Meeting(s):**

**October 27, 2015**

**III. PUBLIC PARTICIPATION**

**IV. MAYOR**

**A. RESIGNATIONS AND APPOINTMENTS**

**RESIGNATIONS:**

**APPOINTMENTS:**

**REAPPOINTMENTS:**

**MAYOR'S REMARKS:**

**V. COUNCIL PRESIDENT**

**A. GENERAL COUNCIL BUSINESS:**

**RESIGNATIONS AND APPOINTMENTS**

**B. CONSENT CALENDAR**

**VI. REPORTS: DEPARTMENTS, BOARD AND COMMISSIONS**

**VII. COMMON COUNCIL COMMITTEES**

**A. PUBLIC WORKS**

1. Authorize the Purchasing Agent to issue a purchase order to Tasca Automotive Group CT East, Inc. for the purchase of one (1) 2016 Ford F-550 Dump Body Truck for a sum not to exceed \$41,325.00

**B. FINANCE**

1. For informational purposes only: Monthly Tax Collector's Report Dated: October 31, 2015
2. For informational purposes only: Narrative on Tax Collections dated November 3, 2015

**C. PLANNING COMMITTEE**

1. Approve the Cecil Group as the selected planning and architectural group to collaborate with GGP regarding the final design of the area under the overpass visible to pedestrians

**IX. MOTIONS POSTPONED TO A SPECIFIC DATE**

**X. SUSPENSION OF RULES**

**XI. ADJOURNMENT**

**ALL COMMON COUNCIL ACTIONS TAKEN AT THIS MEETING TO APPROVE EXPENDITURES AND CONTRACTS OR TO ACCEPT BIDS AND OTHER PROPOSALS REQUIRING THE EXPENDITURE OF CITY FUNDS ARE SUBJECT TO THE AVAILABILITY OF FUNDS.**

CALL TO ORDER

Mayor Rilling called the meeting to order at 8:15 p.m. and led the assembly with the pledge of allegiance.

City Clerk King read the notice that this meeting is being video taped and audio recorded for public broadcast, and assisted listening devices are available.

I. ROLL CALL

City Clerk King called the roll. The following Council Members were present:

Council at Large:	Mr. Richard Bonenfant	Mr. Douglas Hempstead
	Mr. Glenn Iannaccone	Mr. Bruce Kimmel
	Ms. Sharon Stewart	
District A:	Ms. Eloisa Melendez	Mr. Travis Simms
District B:	Ms. Phaedrel Bowman	Mr. David Watts
District C:	Mr. John Kydes	Ms. Michelle Maggio
District D:	Ms. Shannon O'Toole-Giandurco	Mr. Jerry Petrini
District E:	Mr. John Igneri	Mr. David McCarthy

Mayor Harry Rilling; Attorney Mario Coppola, Corporation Counsel; Donna King, City Clerk;  
Fifteen members present. Absent: None

II. ACCEPTANCE OF MINUTES - Regular Meeting – October 13, 2015

Ms. Bowman requested a correction to page 11, paragraph 5, last sentence: add 'some people' before 'will'.

**\*\* MR. MCCARTHY MOVED TO APPROVE THE MINUTES FROM THE MEETING OF OCTOBER 13, 2015 AS AMENDED WITH CORRECTION. \*\***  
**\*\* THE MOTION PASSED UNANIMOUSLY. \*\***

PUBLIC PARTICIPATION

*Note: Public comments are not verbatim and represent summarizations of statements made unless otherwise noted.*

Public Comments:

1. Larry Cafero, 6 Weed Avenue, Norwalk, stated he was the Attorney representing GGP and spoke in support of the mall conditions. He explained that they are very pleased the council revisited the condition that was problematic and they did take the unprecedented step of putting the council in the design process for North Water Street. He outlined the collaborative effort and hard work with the Committee and the Redevelopment Agency and expressed how they were cautiously optimistic to keep that process moving quickly. He added that it was key to be careful that the process does not delay or potential kill the project. He noted that we think will be a great project and he urged council members to approve the overpass sought by GGP.
2. Jo-Anne Horvath, 1 Cobblers Lane, Norwalk, said that she had attended many of the meetings and they view North Water Street a key pedestrian artery from West Avenue to SoNo. She presented an apple to Mr. Kimmel as a symbol of a crisp sweet apple rather than a bitter green one. She applauded the collaboration by all and noted that the design plans for the mall will bring jobs to the City.
3. Michael Crafter, 47 Ivy Place, Norwalk spoke in support of the mall and as a life long resident said there is a great need of such a place in the City rather than having to go to Stamford or Trumbull. He asked the Council to approve the development of the mall for the residents.
4. Kras Carlucci, Norwalk Housing Authority spoke of the study that was done on the impact of the mall on jobs in the City and the result of getting residents off of dependence on subsidized housing. He referred to the NCC curriculum training for resident to attain school readiness to promote jobs and the type of opportunity that the mall provides. She quoted studies that reveal jobs that help residents move out of subsidized housing to become self supporting, and she asked the Council to approve the development of the mall for the residents.
5. Patsy Brescia, stated that as a former city councilwoman and having run for the position as Mayor, noted that the development site, was a topic 40 years ago of this much needed redevelopment of the long-vacant site. She noted how she attended all or most of the meetings and commended the collaborative efforts involved. She expressed her concerns on wording of the volumes of documents and the word 'if' throughout and if not, what happens. She noted that Common Council design by committee can be a challenge, and pedestrian issues need to be closely monitored. She expressed support for the project, and said she was asking in a polite way to please make this happen for us.
6. Diane Lauricella, Blue Mountain Ridge Road, Norwalk said she was very impressed with the well-crafted plans for the mall and hopes that concerns have been resolved with the design review. She suggested a computerized model be created to ensure green, sustainable energy measures are being included. She referred to a teachable moment and quoted Thomas Edison on goals to move toward solar energy. She spoke on the goals for the Mayor's Energy Task Force, and her expertise and involvement on solar energy and green building incentives, and while she strongly supports and commends the committee for working on energy efficiency measures to have solar panels, there is a concern for the residents for the Land Use item on the agenda for the proposed city-sponsored solar challenge. She noted that it is encouraging to have this happening, asked to have more than one firm and to have this item be sent back to Committee for further evaluation to ensure that it is the best program for the residents. She referred to other state programs available that have smart loans and green solarized endorsements by solar engineers. She noted that this is being pushed through too quickly and we need to take a step back.

Public comments – continued

7. Mellodye Ragin, 7 Woodbury Avenue, said she was involved with the partners in youth programs and the LIFT program to teach youth about entertainment and the positive impact. She spoke about job opportunities that the mall will provide for citizens and the opportunities for youth in particular and hopes the council will vote yes on the development of the mall.
8. David Westmoreland, Elmwood Avenue, Norwalk spoke of the historical commission goals and how other cities have not preserved historic buildings to make room for parking lots. He spoke in support of the ordinance on the agenda that has revisions crafted which will help reserve the historic fabric of the City, which has become one of the first cities along the 95 corridor that actual represents a New England historic landscape. He spoke of the demolition delay that can be a disincentive for preservation but is an option for Historic Commission efforts to meet with property owners and discuss measures to avoid the demolition. He noted that the 21-day period created a pressure for time and tough to have a public hearing, while the state has 120 to 180 days as required for owner delays. He noted that there were only a few this year and only one resulted in the delay lifted.

Mayor Rilling closed the public participation portion of the meeting at 8:45 p.m.

MAYOR:

RESIGNATIONS/APPOINTMENTS/REAPPOINTMENTS:       None

MAYOR'S REMARKS

Mayor Rilling noted that next Tuesday is Election Day and he encouraged all to get out and vote.

COUNCIL PRESIDENT

CONSENT CALENDAR

Mr. Petrini explained the consent calendar to those in attendance and noted that if their item is on consent it means that no further discussion will take place on the items and representatives in attendance on items on consent are free to leave.

**\*\* MR. PETRINI MOVED THE CONSENT CALENDAR AS FOLLOWS:**

**VII.A.1, VII.A.2, VII.A.3, VII.A.4, VII.A.6, VII.A.7, VII.A.8, VII.E.1, VII.E.2, VII.E.3a, VII.E.3b, VII.E.4, VII.E.5**

**\*\* MOTION TO APPROVE THE CONSENT CALENDAR PASSED UNANIMOUSLY.**

*Items on the Consent Calendar are in bold as follows:*

## **VII COMMON COUNCIL COMMITTEES**

### **A. RECREATION & PARKS**

- 1. Authorize the Mayor, Harry W. Rilling to enter into an agreement with the Norwalk Hospital Foundation for the use of Calf Pasture and Shady Beach for the "Whittingham Cancer Walk" to be held Saturday, April 30, 2016 from 6:00 AM – 1:00 PM. Estimated attendance 2,000.**

Consent Calendar - continued

2. **Authorize the Mayor, Harry W. Rilling to enter into an agreement with the Greenwich Kennel Club for the use of Taylor Farm Park for the 84th Greenwich Kennel Club AKC Dog Show Obedience and Rally to be held Saturday, June 11, 2016 from 8:30 AM – 6:30 PM. Set up to take place Wednesday, June 8, 2016 and tear down no later than 12:00 Noon on Monday, June 13, 2016. Estimated attendance 1,000+.**
3. **Authorize the Mayor, Harry W. Rilling to enter into an agreement with Longshore-Southport Kennel Club, Inc. for the use of Taylor Farm Park for their 84th Longshore-Southport Kennel Club AKC Dog Show to be held, Sunday, June 12, 2016 from 8:00 AM – 7:00 PM. Tear down no later than 12:00 Noon on Monday, June 13, 2016. Estimated attendance 1,000+.**
4. **Authorize the Mayor, Harry W. Rilling to enter into an agreement with Stepping Stones Museum for Children for the use of Mathews Park for an Inter Activity Block Party to be held Thursday, May 5, 2016 from 1:00 PM – 10:00 PM. Estimated attendance 1,600.**
5. **Authorize the Common Council to adopt the listed changes to the current Facility Rental Agreement. ON CONSENT TO BE SENT BACK TO COMMITTEE.**
6. **Authorize the Purchasing Agent to issue a purchase order for a Bobcat to be used in snow removal through Bobcat of Connecticut, Inc. (Sole Source) for an amount not to exceed \$69,571.00. Account #0916-6030-5777-C0486.**
7. **Authorize the Mayor, Harry W. Rilling to enter into an agreement with Sport Tech Construction Corp. for Project #3619 Nathaniel Ely Elementary School Basketball Court Improvement for a sum not to exceed \$129,800.00. Account #09166030-5777-C0321.**

**E. HEALTH, WELFARE & PUBLIC SAFETY**

1. **Approve the installation of new street lights on Red Oak Lane on existing poles by Eversource and the addition of the lights to the city's account for electric lighting in the 4th Taxing District.**
2. **Approve the installation of new street lights at or near 5 Steppingstone Rd on existing poles by Eversource and the addition of the lights to the city's account for electric lighting in the 4th Taxing District.**
- 3a. **Authorize the Mayor, Harry W. Rilling, to execute any and all documents necessary to apply for and accept grant funds from the State of Connecticut for the Preventive Health Block Grant in amount of \$65,898 for the period October 1, 2015 to September 30, 2018.**

Consent Calendar - continued

**3b. Authorize the Mayor, Harry W. Rilling, to execute any and all agreements, documents, instruments or amendments as may be necessary to implement the Preventive Health Block Grant for the period October 1, 2015 to September 30, 2018.**

**4. Authorize the Purchasing Agent to issue a Purchase Order to Tasca Ford, Berlin CT, for the purchase of a 2016 Ford Super Duty F250 XLT crew cab truck for a total not to exceed \$42,265, to be paid from capital account # 09-1631105777C0486.**

**5. Authorize the Purchasing Agent to issue a purchase order to Crowley Ford, Plainville CT, for the purchase of a 2016 Ford F350 XL crew cab truck for a total not to exceed \$29,405.60, to be paid from capital account # 09-1631105777C0486.**

**COMMON COUNCIL COMMITTEES:**

C. LAND USE AND BUILDING MANAGEMENT

1. Authorize the Mayor, Harry W. Rilling, to execute an agreement with Astrum Solar, LLC d/b/a Direct Energy Solar to promote installation of solar energy systems with Norwalk homeowners and small businesses under "The Norwalk Solar Challenge" program. Direct Energy Solar will be responsible for all marketing costs and provide the City with a sample solar photovoltaic system at no cost to the City (location to be determined). Agreement period shall be for one year.

Mr. Bonenfant reviewed the background on the item and noted the process of interviewing several firms throughout the RFP process. He spoke on the goal of recommending a firm to partner with the City in a solar marketing approach for residents.

Mr. Kydes referred to the supporting documentation and outlined the goals of the Mayor's Energy Task Force to increase public awareness of benefits of solar energy and to encourage installation of photovoltaic systems. He explained that they reached out to Purchasing for RFP for companies to collaborate with the City on the marketing of solar panel installation to vet the firms to provide a no fault endorsement measure for protection of residents.

Mr. Kimmel suggested that the details be further documented on the RFP and vendor selection and that the item be tabled. There was clarification on the date for the meeting and it was recommended for it to be sent back to Committee. It was agreed that the recommended action was for it to be sent back to Committee for further review.

- \*\* MR. KIMMEL MOVED TO SEND THE ITEM BACK TO COMMITTEE FOR FURTHER REVIEW AND EVALUATION.**  
**\*\* MOTION PASSED UNANIMOUSLY.**

C. PLANNING

1. Approve the Redevelopment Agency's proposed modifications to the Reed Putnam Urban Renewal Plan, as they relate to parcel 1, 2 and 4 of the plan area, inclusive of the modifications to the design guidelines for these parcels.

Mr. Hempstead referred to the supporting documents and noted that this was required as part of the land use approval process for the development.

**\*\* MR. HEMPSTEAD MOVED TO APPROVE THE REDEVELOPMENT AGENCY'S PROPOSED MODIFICATIONS TO THE REED PUTNAM URBAN RENEWAL PLAN, AS THEY RELATE TO PARCEL 1, 2 AND 4 OF THE PLAN AREA, INCLUSIVE OF THE MODIFICATIONS TO THE DESIGN GUIDELINES FOR THESE PARCELS.**

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

2. Approve modifying the conditions of approval associated with the Conceptual Master Site Plan (CMSP) as submitted by Norwalk Land Development, LLC and approved by the Common Council on October 6, 2015.

Mr. Hempstead reviewed the background on the item and referred to supporting documentation. He noted that as stated earlier during public comments, part of the approval, is an unprecedented condition and stipulation that the Council and an architectural firm will have a role in how the area beneath the overpass looks to pedestrians. He said he agreed with Mr. Cafero that engaging the Council in design review is unprecedented, and a precedent--it's the first time we've had a mall of a million square feet, and the first time we've ever built over a public right-of-way in a public street.

There was discussion on the amendment and comments of support by the Council members.

Mr. Kimmel said he wanted to echo comments made by Mr. Hempstead and that he supports the amendment. He noted that the Council won't micromanage the design review of the overpass area, and when we talk about design, we're talking about connectivity, so that the mall doesn't become a barrier to different parts of the city.

Mr. McCarthy noted that the overpass is the front door to the Mall, and it is important that it is a good one. He commended the Committee for the hard work in getting this done on time, and it is the appropriate decision.

Mr. Hempstead explained that there was modified language of the proposed design review process, and read the following amendment to the last paragraph of the Condition Modification Action, as follows:

(Highlighted areas indicate inserted language)

**\*\*NOTE: MODIFICATION REVISED EXHIBIT 1 CMSP AS APPROVED BY THE COMMON COUNCIL**



Condition Modification Action

**ACTION:**

Approve modifying the conditions of approval associated with the Conceptual Master Site Plan (CMSP) as submitted by Norwalk Land Development, LLC and approved by the Common Council on October 6, 2015. The following condition shall be deleted:

*Reduce the massing above North Water Street – The proponent will remove all parking from the easement area and reduce the building area above North Water Street in order to shorten the length of the covered pedestrian area at grade. Minimal travel lanes to the intended parking resources to the north and south of the site will be accommodated in the public easement area.*

The following conditions shall be included:

*North Water Street – The CMSP reflects a maximum of 303' linear feet of development area above North Water Street. The opening through the project in the easement area of 31' linear feet for the purpose of providing natural light is considered an architectural feature which is not part of the ascribed maximum linear feet of development allowed in the easement area.*

*North Water Street Pedestrian Areas – The Redevelopment Agency will contract with a planning /architectural firm to collaborate with GGP regarding the final design of the area under the overpass visible to pedestrians. The selection of said firm shall be advanced to the Common Council for approval prior to the execution of the contract by the Redevelopment Agency. Said collaboration shall commence immediately upon approval of the LDA/CMSP and the Urban Renewal Plan, by both the Common Council and Redevelopment Agency. As part of the Review process the firm hired will issue a technical memo to the Common Council and the Redevelopment Agency. That memo will be filed with the Common Council and Redevelopment Agency for action within fifteen (15) business days of submission of the final design of the underpass area by GGP to the firm. GGP will endeavor to provide said firm with the proposed design plans at approximately 25%, 50% and 75% and 100% completion. If approval of the final design of this area is recommended by said firm neither the Common Council nor Redevelopment will unreasonably withhold such approval. No action by either body within fifteen (15) business days of the firm's memo being filed with them will be considered an approval.*

**\*\* MR. HEMPSTEAD MOVED TO APPROVE THE ABOVE AMENDMENT TO THE CONDITION MODIFICATION ACTION.**

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

**\*\* MR. HEMPSTEAD MOVED TO SUSPEND THE RULES TO ADD AN ITEM TO THE AGENDA: AN AMENDMENT TO THE LDA PLAN.**

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

AMENDMENT TO THE LDA PLAN

**An amendment to the LDA Plan, noted below, on pages 11-12 Section 14, where the word "Zoning" was removed.**

**CIRCULATOR. The Redeveloper shall participate in the community circulator program that is being proposed as a result of the Project and surrounding projects by making a one time lump sum contribution. The Redeveloper's required up-front contribution to the circulator program shall be limited to a single up-front payment in the amount of \$550,000.00 to be applied only toward transportation improvements in the area of the Project and shall be held in the Project Operating Account. The contribution shall be made by the Redeveloper upon receipt of Final Land Use Approvals. The community connectivity plan for the Project is attached hereto as Attachment Four to this Amendment #4.**

**\*\* MR. HEMPSTEAD MOVED TO APPROVE THE ABOVE AMENDMENT TO THE LDA PLAN.**

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

Mayor Rilling thanked Council members and GGP for working so diligently to reach agreement on the overpass and noted that many robust discussions were held but to get it done right takes time to make it's vetted properly. He added that this is an amazing project, a turning point for Norwalk, and we're going to see some wonderful things as a result.

#### D. CORPORATION COUNSEL

1. Proposed revisions to Demolition Delay Ordinance. (See attached red-line copy of Ordinance. Underlines are proposed additions and strike-outs are deletions.)

Ms. O'Toole Giandurco spoke in support of the amendment and thanked Mr. Westmoreland for his work on addressing the anonymous complaints that were involved on property demolitions. She noted that the Committee has worked hard this year and have passed ten ordinance amendments this year, and thanked all involved for their work.

Mr. Bonenfant noted that the Ordinance Committee had done due diligence in the review and development of the amendment and he was in full support.

**\*\* MS. O'TOOLE-GIANDURCO MOVED TO APPROVE THE PROPOSED REVISIONS TO DEMOLITION DELAY ORDINANCE AS SUBMITTED.**

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

MOTIONS POSTPONED TO A SPECIFIC DATE – none

IX. SUSPENSION OF RULES – As noted on page 9 after Planning Committee Item VII.C2.

**COMMON COUNCIL  
NORWALK, CONNECTICUT**

**OCTOBER 27, 2015  
REGULAR MEETING MINUTES**

X. ADJOURNMENT

**\*\* MR. MCCARTHY MOVED TO ADJOURN.  
\*\* MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 9:35 p.m.

Respectfully submitted,  
M. Knox;  
Telesco Secretarial Services

ATTEST \_\_\_\_\_  
Donna King, City Clerk      Date:



**VII.A**

**Herring, Erin E.**

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**From:** Chimento, Bruce J.  
**Sent:** Thursday, October 29, 2015 10:53 AM  
**To:** Herring, Erin E.  
**Cc:** Archer, Judy; Cipriano, Monique; Hebert, Kathy; Torre, Chris; McCarthy, David T.  
**Subject:** Clouncil Agenda

Dave McCarthy has asked me to forward the item below for inclusion in the Council Agenda for November 10<sup>th</sup>:

1. Authorize the Purchasing Agent to issue a purchase order to Tasca Automotive Group CT East, Inc. for the purchase of one (1) 2016 Ford F-550 Dump Body Truck for a sum not to exceed \$41,325.00.

Also the DPW Committee meeting scheduled for November 4<sup>th</sup> is to be cancelled.

Bruce J. Chimento, P.E.  
Director of Public Works  
City of Norwalk  
125 East Avenue  
Norwalk, CT 06856-5125  
Tel (203) 854-7990



VII.B

Herring, Erin E.

From: Gilden, Frederic  
Sent: Thursday, November 05, 2015 12:50 PM  
To: Kovacs, Rebecca; Herring, Erin E.; King, Donna  
Subject: for next common council agenda  
Attachments: item01 tax dollar report.pdf; item02 tax narrative.pdf

**Common Council  
Request for Item to be Placed on Agenda**

Date of Request November 5, 2015  
(Note-Agenda closes 12:00 noon on the Thursday before the Council meeting).

Person/Department/Committee making request: Finance Committee

Section on Agenda where item is to appear: Finance  
Committee X \_\_\_\_\_ + \_\_\_\_\_

Has Item been to a Council Committee? Yes \_\_\_\_\_ No \_\_\_\_\_ Which one? Finance  
Chairman is passing it directly to Council

Has the items been reviewed by the Planning and Zoning Commission under Section 8-24 of  
the State Statutes? Yes as applicable X No \_\_\_\_\_ N/A x

List Item/s and Action to be taken: (Attach document to be approved or backup material. If a  
contract is to be awarded, please include name of contractor, amount of contract to be awarded and  
account from which payment will be made).

1. For informational purposes only: Monthly Tax Collector's Report Dated:  
October 31, 2015
2. For informational purposes only: Narrative on Tax Collections dated November 3, 2015.

Frederic Gilden  
Comptroller  
City of Norwalk  
Tel (203) 854-7711

**TAX COLLECTOR'S REPORT  
OCTOBER 31, 2015**

FISCAL YEAR 2015-2018 (2014 GRAND LIST)	ORIGINAL LEVY	ADJ. TAX COLLECTIONS JUN 15 - OCT 15	COLLECTION %	CORRECTED LEVY*	COLLECTION %
AUTOMOBILE-REGULAR	\$17,433,300.64	\$14,911,194.82	85.53%	\$17,219,614.71	86.59%
PERSONAL PROPERTY	\$18,492,367.14	\$10,048,611.32	54.34%	\$18,493,865.66	54.33%
REAL ESTATE	<u>\$261,229,545.62</u>	<u>\$130,687,447.48</u>	<u>50.03%</u>	<u>\$261,086,227.98</u>	<u>50.06%</u>
TOTAL TAX	\$297,155,213.40	\$155,647,253.62	52.38%	\$296,799,708.35	52.44%
SEWER USE	\$14,660,068.00	\$7,476,985.71	51.00%	\$14,651,729.00	51.03%
IPP FEE	\$189,750.00	\$180,359.49	95.05%	\$216,500.00	83.31%
FISCAL YEAR 2014-2015 (2013 GRAND LIST)	ORIGINAL LEVY	JUN 14 - OCT 14			
AUTOMOBILE-REGULAR	\$16,706,950.43	\$14,172,429.24	84.83%	\$16,463,823.96	86.08%
PERSONAL PROPERTY	\$17,794,935.82	\$9,437,843.19	53.04%	\$17,734,778.98	53.22%
REAL ESTATE	<u>\$257,672,948.38</u>	<u>\$129,394,117.44</u>	<u>50.22%</u>	<u>\$257,570,381.93</u>	<u>50.24%</u>
TOTAL TAX	\$292,174,834.63	\$153,004,389.87	52.37%	\$291,768,984.87	52.44%
SEWER USE	\$13,851,424.00	\$7,017,428.66	50.66%	\$13,770,623.00	50.96%
IPP FEE	\$191,250.00	\$176,971.11	92.53%	\$226,250.00	78.22%
TAX DIFFERENCE 2014 G.L. vs. 2013 G.L. INCREASE/(DECREASE)	<u>\$4,980,378.77</u>	<u>\$2,642,863.75</u>	0.01%	<u>\$5,030,723.48</u>	0.00%
SEWER DIFFERENCE 2014 G.L. vs. 2013 G.L. INCREASE/(DECREASE)	<u>\$808,644.00</u>	<u>\$459,557.05</u>	0.34%	<u>\$881,106.00</u>	0.07%
IPP DIFFERENCE 2014 G.L. vs. 2013 G.L. INCREASE/(DECREASE)	<u>(\$1,500.00)</u>	<u>\$3,389.38</u>	2.52%	<u>(\$9,750.00)</u>	5.09%
BACK TAXES COLLECTED	FISCAL YR 2015-2016 (JUL 15 - OCT 15)	FISCAL YR 2014-2015 (JUL 14 - OCT 14)	CUR YR vs. PRIOR YR INC/(DEC)		
PRIOR TAXES	\$1,001,886.85	\$1,927,388.75	(\$925,501.90)		
PRIOR SEWER USE FEE	\$55,350.36	\$94,770.99	(\$39,420.63)		
PRIOR IPP FEE	<u>\$4,341.89</u>	<u>\$3,567.18</u>	<u>\$774.71</u>		
TOTAL PRIOR TAX, SEWER & IPP	\$1,061,579.10	\$2,025,726.92	(\$964,147.82)		
CURRENT INTEREST	\$191,514.04	\$192,634.44	(\$1,120.40)		
PRIOR INTEREST	\$307,629.57	\$474,851.04	(\$167,221.47)		
SEWER USE FEE INTEREST	\$23,935.23	\$31,847.24	(\$7,912.01)		
IPP FEE INTEREST	<u>\$2,137.49</u>	<u>\$1,509.09</u>	<u>\$628.40</u>		
TOTAL INTEREST COLLECTED	\$525,218.33	\$700,841.81	(\$175,625.48)		
PRIOR LIEN FEE	\$5,520.00	\$9,384.00	(\$3,864.00)		
CURRENT LIEN FEE	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>		
TOTAL LIEN FEE COLLECTED	\$5,520.00	\$9,384.00	(\$3,864.00)		
MISC FEES COLLECTED	\$18,815.00	\$129,587.29	(\$110,772.29)		
TOTAL PRIOR TAX, ALL INTEREST & ALL FEES	\$1,811,130.43	\$2,865,540.02	(\$1,254,409.59)		

\* CORRECTED LEVY INCLUDING CERTIFICATES OF CORRECTION



To: Mayor Harry Rilling; Board of Estimate and Taxation; Finance & Claims Committee  
From: Lisa Biagiarelli, Tax Collector  
Date: November 3, 2015  
Re: Narrative for October, 2015 Tax Collector's Report

As of the end of October 2015, four months into our fiscal year, we collected in excess of \$155.6 million, or **52.44%** of the \$297 million tax levy. In addition, as of the end of October 2015, we collected nearly \$7.5 million of our sewer use levy, or **51.03%**. We also collected in excess of 83% of the year's IPP fee.

Also through the month of October, 2015, we collected more than \$1.6 million in back taxes, interest, lien fees and other fees. That amount falls far short of what we collected in back taxes during the first four months of the prior fiscal year, because we held a large tax sale in July of 2014. Our next tax sale will be July 18, 2016. We have already started working on that sale. Back tax collections drop during non tax sale years and spike during tax sale years, and our finance department budgets accordingly.

Compared with last fiscal year, we are exactly where we were relative to current taxes, and very slightly ahead (.07%) in sewer use collections.

We proceeded throughout the fall with delinquent billing and various collection enforcement measures and there have been no major issues. We have continued working with our state marshals on delinquent business personal property accounts and issued a number of new warrants this fall. Our delinquent tax collector has been working on UCC (Uniform Commercial Code) liens for delinquent businesses, and since September 2015 has filed more than 600 of these liens with the office of the Secretary of the State of Connecticut. Additionally, we are working on a wage garnishment for city and board of education employees who owe back taxes. We undertake this initiative twice a year, in the spring and again in the fall.

As we first reported in June, the Connecticut Department of Motor Vehicles has converted to a new recordkeeping system that changes how the DMV identifies taxpayers and vehicles, and how municipalities report tax delinquencies and payoffs, and otherwise interact with the DMV. DMV worked with Connecticut tax collectors for more than a year to prepare for these changes and DMV offices closed to the public for registration transactions for more than a week over the summer. In spite of this, the transition has not gone well. Our office and the Assessor's office have been working with our city Information Technology Department and with our software vendor to deal with this 'transition.' There are several problems that I will discuss in person at the next meeting. Basically, DMV is attempting to encourage more on line transactions and fewer in-person transactions at the branches. They have attempted to expedite the communication between the municipalities and the DMV, but there have been problems with the new system.

- Municipalities are now required to upload files every night identifying taxpayers who have complied with tax issues. This was supposed to expedite the clearance process, but has backfired because the DMV will no longer allow us to use the 'paper' clearance slip or the manual stamp on the back of a taxpayer's registration. Their reliance on the on line clearance process instead means that we can't give a taxpayer a piece of paper and send them directly to DMV – we have to tell them, you will be cleared tomorrow, once the file is uploaded overnight.
- If the taxpayer hasn't complied with their tax issue (or emissions, insurance, or any other compliance issue) and nonetheless sends in their registration, their check gets cashed, and they get put into a 'pending' file. It is all done electronically. Even if they had a stamp on the back, or a paper release indicating that they'd been cleared in the meantime, nobody sees that, and they will remain in this 'pending' file, until the system electronically checks against the compliance files only once a week – on Sundays.

- If the municipality has sent up the change, and it's on file the next time compliance is checked (the next Sunday), the individual is then cleared. If not, they stay in that 'pending' file until the following Sunday, when the compliance file is checked again. Many taxpayers are not going to have the time, stamina or patience to continue to follow up with these issues, and consequently, there are going to be a lot of people driving around with registrations that are not valid, and they'll have no idea. When you get a piece of mail from DMV, do you open it right away? Would you suspect that it may be a form letter from DMV, telling you they cashed your check for registration, but your vehicle isn't registered? That's what is happening.
- There is also an on line 'portal' for tax collectors to use to clear individual taxpayers item by item, but access is restricted to only a certain number of users; the portal is very time consuming to navigate; and we do not have the ability to take cashiers off the window to try to get on line to clear a taxpayer who has just paid. Some tax collectors (in towns that are much smaller than Norwalk) who are doing this report spending up to three hours a day attempting to clear individual names. The system also 'times out,' so if you are waiting and there is no keyboard activity within a certain amount of time, the system kicks you out and you have to begin again. And there have been long periods of time where the system is not available at all, due to 'technical problems.'
- The DMV has created a numeric identifier system that is supposed to identify each taxpayer, and each specific vehicle. Some of our Norwalk taxpayers do not have a DMV identifier number, and some of the vehicles on our system do not have identifier numbers. The only way we can report a name and vehicle to DMV either as owing taxes or as having complied, is to use these numbers. Also, there are situations where some, but not all, of an individual's vehicles have been assigned a number, and other cases where one taxpayer has been assigned multiple numbers. We are still trying to figure out how to deal with this.
- Some of the individuals working at DMV are not as familiar as they should be with the new system. In some cases they have been giving bad information and confusing the taxpayers. In some cases they have blamed the City. Our taxpayers have been told by DMV staff that we are not in compliance with the nightly updates even though we absolutely are in compliance.

The computer server at DMV where our nightly updates are posted to has at times been 'down' for long periods. In one case, the system was down for ten consecutive days. During that time DMV personnel were telling our taxpayers that the City was not in compliance, when in fact it was their own system that was down.

There was another time recently where all of the files that were on the system were inadvertently deleted or purged by somebody at DMV. Everything that had been placed on that server from all the reporting municipalities was gone, and we were instructed to resubmit.

- Other agencies that are considered 'users' of the DMV systems such as the state and local police departments, insurance companies, and motor vehicle dealers, are also having problems. There were I believe 40 or so different 'groups' with whom DMV attempted to work in order to smooth this process. We are not the only ones having problems.

These are only some of the issues. I can discuss this more in person. In the meantime, there is a statewide meeting on November 12 between the tax collectors and some of the officials from the DMV. I will keep everybody informed as this transition progresses.

NORWALK COMMON COUNCIL  
REQUEST FOR ITEM TO BE PLACED ON AGENDA

DATE OF REQUEST: November 6, 2015

(Note – Agenda closes 12:00 Noon on the Thursday before the Council meeting).

Person/Department/Committee Making Request: Timothy T. Sheehan, Redevelopment Agency

Section on Agenda Where Items Is To Appear: PLANNING COMMITTEE

Has Items Been To A Council Committee? Yes  No

Which One? PLANNING COMMITTEE

Has the Item Been Reviewed By the Planning and Zoning Commission under Section 8-24 Of The State Statutes? Yes  No  N/A


List Item/s And Action to Be Taken: (Attach document to be approved or backup material. If a contract is to be awarded, please include name of contractor, amount of contract to be awarded and account from which payment will be made).

Action Requested:

**Approve the Cecil Group as the selected planning and architectural group to collaborate with GGP regarding the final design of the area under the overpass visible to pedestrians.**

STATUTORY AUTHORITY UNDER WHICH ACTION IS BEING TAKEN: \_\_\_\_\_

EFFECTIVE DATE OF ACTION (if applicable): Immediately upon approval

  
Signature of Person Making Request  
Timothy T. Sheehan, Executive Director \*

Norwalk Redevelopment Agency  
125 East Avenue  
Norwalk, CT 06856-5125

This item is being advanced to the Common Council as authorized by Councilman Hempstead, Chairman of the Planning Committee.



**THE PLANNING COMMITTEE  
OF THE COMMON COUNCIL**

**125 East Avenue  
P.O. Box 5125  
Norwalk, CT 06856**

**MEMORANDUM**

**TO: MEMBERS OF THE COMMON COUNCIL**

**FROM: TIM SHEEHAN**

**DATE: NOVEMBER 6, 2015**

**RE: CECIL GROUP CONTRACT FOR SONO COLLECTION DESIGN  
REVIEW SERVICES**

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At its October 27<sup>th</sup> meeting, the Common Council approved the attached condition relative to the Conceptual Master Site Plan (CMSP) for the proposed SoNo Collection development. A specific provision of that condition reads as follows:

*The Redevelopment Agency will contract with a planning /architectural firm to collaborate with GGP regarding the final design of the area under the overpass visible to pedestrians. The selection of said firm shall be advanced to the Common Council for approval prior to the execution of the contract by the Redevelopment Agency.*

The Redevelopment Agency advances to the Common Council a request to approve the Cecil Group to undertake this aspect of the project design review as part of their review of the entire SoNo Collection development. The Redevelopment Agency seeks to advance this contract prior to the commencement of the project review process with GGP which is slated to commence on November 11, 2015.

**ACTION:**

Approve the Cecil Group as the selected planning and architectural group to collaborate with GGP regarding the final design of the area under the overpass visible to pedestrians.

This item is being advanced to the Common Council as authorized by Councilman Hempstead, Chairman of the Planning Committee.



Condition Modification Action

ACTION:

Approve modifying the conditions of approval associated with the Conceptual Master Site Plan (CMSP) as submitted by Norwalk Land Development, LLC and approved by the Common Council on October 6, 2015. The following condition shall be deleted:

- *Reduce the massing above North Water Street – The proponent will remove all parking from the easement area and reduce the building area above North Water Street in order to shorten the length of the covered pedestrian area at grade. Minimal travel lanes to the intended parking resources to the north and south of the site will be accommodated in the public easement area.*

The following conditions shall be included:

- *North Water Street – The CMSP reflects a maximum of 303' linear feet of development area above North Water Street. The opening through the project in the easement area of 31' linear feet for the purpose of providing natural light is considered an architectural feature which is not part of the ascribed maximum linear feet of development allowed in the easement area.*
- *North Water Street Pedestrian Areas – The Redevelopment Agency will contract with a planning /architectural firm to collaborate with GGP regarding the final design of the area under the overpass visible to pedestrians. The selection of said firm shall be advanced to the Common Council for approval prior to the execution of the contract by the Redevelopment Agency. Said collaboration shall commence immediately upon approval of the LDA/CMSP and the Urban Renewal Plan, by both the Common Council and Redevelopment Agency. As part of the Review process the firm hired will issue a technical memo to the Common Council and the Redevelopment Agency. That memo will be filed with the Common Council and Redevelopment Agency for action within fifteen (15) business days of submission of the final design of the underpass area by GGP to the firm. GGP will endeavor to provide said firm with the proposed design plans at approximately 25%, 50% and 75% and 100% complete. If approval of the final design of this area is recommended by said firm neither the Common Council nor Redevelopment will unreasonably withhold such approval. No action by either body within fifteen (15) business days of the firm's memo being filed with them will be considered an approval.*





November 5, 2015

Timothy Sheehan  
Norwalk Redevelopment Agency  
125 East Avenue  
Norwalk, CT 06856

By e-mail: tsheehan@norwalkct.org

*Re: Peer Review Services, SoNo Collection/GGP Project, Revised Contract*

Dear Mr. Sheehan:

We have provided the attached updated proposal for peer review services for the SoNo Collection project, a proposed redevelopment within the Reed Putnam Urban Renewal Area that is being advanced by GGP.

Please review the proposal and let me know if you have questions or require further clarification.

If the proposal is accepted, we can execute the appropriate form of contract and initiate the services immediately.

Sincerely,



Steven G. Cecil AIA ASLA  
Principal  
The Cecil Group, Inc.

Encl.



## Peer Design Review Services

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SoNo Collection Development

Reed Putnam Urban Renewal Area

### Scope of Services

#### Overview

The Cecil Group will undertake and coordinate the design review for all stages of project submittals and approvals associated with the City's Land Disposition Agreement and the Norwalk Redevelopment Commission of the proposed SoNo Collection project including relevant on-site and off-site impacts; this review will include the pedestrian area under the proposed Water Street air rights development. The review is anticipated to be undertaken in four stages associated with the approvals required for the project and consistent with with the Concept Master Site Plan (CMSP):

- Review of design progress prior to 25% design submittal, including specific reviews associated with pedestrian areas below the North Water Street air rights development
- 25% design stage review
- 50% design stage review
- 75% design stage review through construction drawings

In addition and as requested, The Cecil Group may provide special studies, prepare presentations or undertake other tasks to assist in advancing the design review process and the conformance of the project will applicable City plans, policies or standards.

The Cecil Group will serve as the coordinating consultant for the various disciplines and special studies that will be associated with a complete review of the project unless otherwise directed by the Norwalk Redevelopment Agency, which may separately contract with specialists at its discretion.

The Cecil Group will be generally responsible for urban design, architecture, landscape architecture and open space, signage and lighting. Traffic planning and engineering reviews including utilities and civil engineering will include Tighe & Bond as a subconsultant. Other specialists may be provided through subconsultant agreements, subject to review and approval by the Norwalk Redevelopment Agency of their qualifications, responsibilities, scope of services and fees.

#### Approach

- Task order management – Each task or subtask for The Cecil Group and any of its subconsultants will be documented in a task order form that summarizes the expected scope of services, deliverable documents and estimate of fee. These forms will be provided to the Norwalk Redevelopment Agency for review prior



to commencing a task and will be subject to their approval or requests for changes or clarifications prior to approval.

- Agency meetings and coordination – The Cecil Group will participate in regular meetings or conference calls with the Norwalk Redevelopment Agency to identify schedules, key issues and questions.
- Proponent meetings and coordination – In order to facilitate timely communication and preparation of design submittals, The Cecil Group will participate in meetings, conference calls or direct communication with the proponent's professionals.
- Briefings and meetings with Common Council, Redevelopment Agency Board, committees, City administration and staff – The Cecil Group will provide information and attend meetings, briefings, of hearings as may be requested by the staff of the Norwalk Redevelopment Agency.

#### Assumptions

The following assumptions are integral to the Scope of Services and the approach that will be taken.

- Timely submittal of materials and adequate time periods for professional review – The proponent will provide required or requested information, plans or documents for review in a timely manner which provides adequate time for the appropriate level and thoroughness of professional reviews. If submittal goals and deadlines are extended, the period allocated for peer review will be similarly extended.
- Availability of proponent professionals for meetings and discussions - The proponent will provide for appropriate availability of its professionals within the disciplines and categories that are subject to review.
- Availability and coordination with City staff – City staff responsible for various aspects of the project review and approval will be available to The Cecil Group for discussions, meetings and exchange of information. However, the relevant City agencies will be responsible for their own internal review and decisions regarding compliance with City policies, requirements or standards.

#### Tasks

##### Task 1. Review of Design Progress

This task will consist of a review of the key topics and issues identified as part of the CMSP review and approval process and other topics and issues as may be identified by the proponent or Norwalk Redevelopment Agency. This task is expected to include:



### 1.1 Design Review of Pedestrian Areas/North Water Street

- Meetings, reviews, studies and other services regarding an appropriate pedestrian environment associated with connections and areas of Water Street that will be impacted by air rights development.

Review coordination for design submittals with the proponent and City boards,

### 1.2 Other Design Topics and Progress Reviews

- Meetings to discuss topics, issues and progress with the proponent and the Norwalk Redevelopment Agency
- Review coordination for design submittals with the proponent and City boards, commissions, agencies
- Review of progress documents
- Preparation of technical evaluations regarding identified topics and issues

## Task 2. 25% Design Stage Review

### 2.1 Summary of Review Criteria and Standards for this Design Stage

The Cecil Group will prepare a list and description of the submittal requirements and applicable review standards relevant to this design stage based on the LDA, the Urban Renewal Plan and related City plans and policies. This list and description will be subsequently updated as appropriate for later stages of design review.

### 2.2 Submittal Completeness Review

The review team will review the submitted documents and provide an opinion of completeness relative to the review criteria and standards for this design stage. Incomplete or insufficient information will be described and requested.

### 2.3 Design Conformance Review

The review team will undertake a technical review of the submittals relative to the applicable criteria and standards. This is likely to include consultation and information meetings with the proponent and their professionals, and with participating City agencies and staff. The traffic study and associated reviews and project refinements are expected to be concentrated during the 25% review phase; if outstanding issues are largely resolved, subsequent reviews may not require the same level of effort.

### 2.4 Draft Findings and Recommendations

The review team will prepare a draft memorandum of findings and recommendations based on its review, including any updated documents. The memorandum will include recommended conditions or changes.





## 2.5 Findings and Recommendations

The team will review any questions or requests for clarifications provided by the Norwalk Redevelopment Agency, participating City agencies and the proponent. A final memorandum will then be prepared and submitted. The team will provide presentations, attend meetings, or support subsequent discussions and decisions.

### Task 3. 50% Design Stage Review

The Cecil Group will undertake review activities similar to those listed for Task 1 using updated information and documents provided by the proponent. This will include:

- 3.1 Summary of Review Criteria and Standards for this Design Stage
- 3.2 Submittal Completeness Review
- 3.3 Design Conformance Review
- 3.4 Draft Findings and Recommendations
- 3.5 Findings and Recommendations

### Task 4. 75% Design Stage Review through Construction Drawings

The Cecil Group will undertake review activities similar to those listed for Task 1 using updated information and documents provided by the proponent. This will include:

- 4.1 Summary of Review Criteria and Standards for this Design Stage
- 4.2 Submittal Completeness Review
- 4.3 Design Conformance Review
- 4.4 Draft Findings and Recommendations
- 4.5 Findings and Recommendations

### Task 5. Special Tasks

If requested, The Cecil Group team will undertake additional special tasks such as special studies, prepare presentations or undertake other tasks to assist in advancing the design review process and the conformance of the project will applicable City plans, policies or standards.



## Compensation

The Cecil Group will be compensated on hourly basis for professional time and for direct project expenses within the allowances indicated below. This will be based on the standard hourly rates listed below, or as modified according to standard annual adjustments of each participating firm, beginning in January, 2016 for the duration of that year. Direct expenses will include travel costs, printing and supplies directly associated with the professional services for this project, and postage or delivery charges. Direct costs will include a 5% administrative fee for direct expenses other than mileage for handling, pre-payment, bookkeeping and project tracking.

Billings will be organized according to the tasks and subtasks and include summary descriptions of the activities accomplished.

The extent of the design reviews at any stage will be dependent upon the quality and completeness of submitted materials and the resolution of issues associated with previous reviews. As a result, the level of effort among the tasks may vary. Allowances within any task may be adjusted if the overall allowance is not expected to be exceeded. However, if the accumulated fees are expected to exceed the project allowance, The Cecil Group must provide an updated scope of services and fee allowance for review and approval prior to proceeding.

Task	Fee Allowance
Task 1. Review of Design Progress	\$25,000
Task 2. 25% Design Stage Review	\$60,000
Task 3. 50% Design Stage Review	\$30,000
Task 4. 75% Design Stage Review	\$25,000
Task 5. Special Tasks	\$25,000
Direct Costs	\$16,000
Total	\$181,000

## Standard Hourly Rates

As of January 1, 2015

### The Cecil Group

- \$ 175 per hour for Principals
- \$ 140 per hour for Professional Level A (Senior Designers and Senior Project Managers)
- \$ 115 per hour for Professional Level B (Project Managers and Senior Job Captains)
- \$ 95 per hour for Professional Level C (Senior Professional Staff)
- \$ 85 per hour for Professional Level D (Senior Technical Staff and Junior Professional Staff)
- \$ 70 per hour for Professional Level E (Junior Technical Staff)



Tighe & Bond

## Technical Professionals

Principal \$215.00  
Principal Coastal Engineer \$175.00  
Principal Engineer 1 \$165.00  
Senior Consultant \$300.00  
Traffic Consultant \$180.00  
Senior Project Manager \$165.00  
Project Manager \$160.00  
Senior Engineer \$160.00  
Project Engineer \$129.00  
Staff Engineer 3 \$120.00  
Staff Engineer 2 \$100.00  
Staff Engineer 1 \$90.00  
Senior Planner \$125.00  
Project Planner \$95.00  
Planner 2 \$85.00  
Planner 1 \$75.00  
Construction Services Manager \$138.00  
Construction Observer \$110.00  
Principal Compliance Specialist \$160.00  
Senior Compliance Specialist \$135.00  
Project Compliance Specialist \$96.00  
Compliance Specialist 2 \$90.00  
Compliance Specialist 1 \$78.00  
Principal Environmental Scientist \$140.00  
Senior Environmental Scientist \$133.00  
Project Environmental Scientist \$100.00  
Environmental Scientist 2 \$83.00  
Environmental Scientist 1 \$73.00

## Support Staff

Remediation Technician\* \$81.00  
Senior Designer/Drafter \$130.00  
Designer/Drafter\* \$91.00  
CAD Technician\* \$62.00  
Engineering Technician\* \$75.00

