



Operations Committee - Board of Representatives

Jonathan Jacobson, Chair

John Zelinsky, Jr., Vice-Chair

Committee Report

Date: Tuesday February 27, 2018

Time: 6:30 p.m.

Place: Republican Caucus Room, 4th Floor, Government Center, 888 Washington Boulevard

The Operations Committee met as indicated above. In attendance were Chair Jacobson, Vice-Chair Zelinsky, and Committee Member Reps. Adams, Coleman, Lee, Mahoney, Sherwood and Watkins. Absent was Rep. Saftic. Also in attendance were: Reps. Cottrell, Lion and Nabel. Also in attendance were Ernie Orgera, Operations Dept.; Burt Rosenberg, Law Dept.; Lou Casolo, Engineering Dept.; Bill Brink, WPCA; Thomas Turk, Highways Dept.; Michael Pollard, Mayor's Office; and six members of the public.

Chair Jacobson called the meeting to order at 6:30 p.m.

Item No.	Description	Committee Action
11. O30.003	ORDINANCE <u>for publication</u> ; Amending Section 214-29 , Excavation Permit Required, to Update Street Opening Permit Procedures. 01/03/18 – Submitted by Mayor Martin 01/23/18 – Held in Committee 8-0-0	Approved, as amended, 6-0-2

Mr. Casolo, Mr. Rosenberg and Mr. Pollard answered questions regarding this item. They explained the following:

- There needs to be some type of parameters of containment of contractor and utility work, to limit the impact to the community.
- Ninety days is considered a reasonable time for settlement regarding trench work and excavation.
- Breaking down large projects into smaller increments helps to control what happens in the community.
- The city of Norwalk could be considered a best practices model in the region.
- The process for raising the fee to \$500 for special excavation permits is because there are two levels of approvals, Operations and Engineering.
- If a section of a road fails, it requires a new permit and the process starts over.

¹ Video Time Stamp: 00:33

- The City should not have to assume liability for a utility or contractor trench that fails. Some utility companies fix the trenches in a much better way than other companies.
- Work needs to be done in a controlled way, not just as quickly as possible.
- Regarding curb-to-curb repaving, it can be very difficult to get a utility company to agree to repaving a portion of the road which was not opened by them.
- In 2017 there were 534 utility street opening permits, and 122 non-utility street opening permits.
- Every project must end with a permanent re-paving.
- Mr. Casolo provided the [attached](#) items to the Committee.

A motion was made and seconded to move the item for publication. The committee discussed the item. The motion and the second motion were withdrawn.

A motion was made, seconded and approved to amend the language in Subsection E and Subsection G, as follows: Subsection E, second sentence: Additionally, in the event permanent repairs required by the permit and any associated permit extension periods, if applicable, have not been completed to the standards set forth in the applicable permit or by the expiration date of the permit and associated extension periods, the City reserves the right to complete the project and bill the permit holder for all of the City's direct and indirect costs and expenses, plus additional administrative fees.

Subsection G: All permanent paving of roadway shall be completed to the standards of the City's "Street Opening Restoration Area Guidelines. Failure to so comply shall constitute a violation of this section.

The motion to amend the language passed by a vote of 8-0-0 (Reps. Jacobson, Zelinsky, Adams, Coleman, Lee, Mahoney, Sherwood and Watkins in favor).

A motion to approve the item for publication, as amended, was made, seconded and approved by a vote of 6-0-2 (Reps. Jacobson, Zelinsky, Coleman, Lee, Sherwood and Watkins in favor; Reps. Adams and Mahoney abstaining).

- ²2. [O30.004](#) RESOLUTION and approval of public hearing; **Approved 8-0-0**
 Establishing Fees as Provided by Section 214-29.
 01/03/18 – Submitted by Mayor Martin
 01/23/18 – Held in Committee 8-0-0

A motion was made and seconded to take up this item. A motion to approve this item was made, seconded and approved by a vote of 8-0-0 (Reps. Jacobson, Zelinsky, Adams, Coleman, Lee, Mahoney, Sherwood and Watkins in favor).

- ³3. O30.007 REVIEW; Citizens Services Department Update. **Report Made**
 01/22/18 – Submitted by President Quinones

² Video Time Stamp: 01:03:10

³ Video Time Stamp: 01:04:23

A motion was made and seconded to take up this item. Mr. Pollard gave an update of the Citizens Service Center, and answered questions from Representatives. He explained that a team has been implemented to oversee updating and improving the system ([attached](#)).

- ⁴4. O30.008 REVIEW; WPCA Overview. **Report Made**
01/30/18 – Submitted by Rep. Jacobson

A motion was made and seconded to take up this item. Mr. Brink gave a overview of the WPCA Department ([attached](#) presentation) and answered questions from the Representatives.

- ⁵5. O30.005 REVIEW; Snowplowing by City during January 4, **Report Made**
2018 Snowstorm.
01/08/18 – Submitted by Rep. Zelinsky

A motion was made and seconded to take up this item. Rep. Zelinsky discussed constituent complaints regarding: City plows pushing snow back onto cleared private driveways and sidewalks; broken curbs; and length of time it takes for roads to be cleared. Mr. Orgera and Mr. Turk discussed the process of clearing streets after snowstorms. The main roads are cleared first, then secondary roads. They said it is not possible to avoid getting snow back onto already cleared sidewalks. Curbs that are broken during plowing will get repaired in the Spring.

- ⁶7. O30.010 REVIEW; How to Hold Residents/ Businesses **Report Made**
Accountable for Sidewalk Clearing After Snowstorms.
01/2418 – Submitted by Rep. Cottrell

A motion was made and seconded to take item # 7 out of order to discuss. Rep. Cottrell discussed constituent complaints regarding commercial buildings and condominium complexes not clearing sidewalks. Mr. Turk distributed Ordinance Sec. 214-16 ([attached](#)) that states in Paragraph B property owners are not liable for a citation for snow plowed onto a sidewalk by City plows. Rep. Adams discussed senior citizens having to pay twice for snow removal because the City pushed snow on the sidewalk. Mr. Turk and Mr. Orgera answered questions from the representatives. Mr. Orgera will get back to the Committee regarding how many citations were issued after the last storm.

- ⁷6. O30.009 REVIEW; Christmas Tree Removal Plan. **Report Made**
01/2418 – Submitted by Rep. Cottrell

A motion was made and seconded to take up this item. Rep. Cottrell discussed that the process of Christmas tree removal is not clear to many residents. Mr. Turk explained that there is no specific process. The City has limited resources for it, and removal is often impeded due to weather. Mr. Orgera said the most efficient process would be to have specific pickup dates as is done with leaf pickup.

⁴ Video Time Stamp: 01:42:40

⁵ Video Time Stamp: 02:10:28

⁶ Video Time Stamp: 02:34:21

⁷ Video Time Stamp: 02:47:06

8. O30.011 REVIEW; Snow Removal Plan.
01/2418 – Submitted by Rep. Cottrell

Report Made

This item was discussed by the Committee along with Item # 5.

Chair Jacobson adjourned the meeting at 9:28 p.m.

Respectfully submitted,
Jonathan Jacobson, Chair

This meeting is on [video](#).