



Operations Committee - Board of Representatives

Virgil de la Cruz, Chair

Carmine Tomas, Vice Chair

Committee Report

Date: Thursday, May 22, 2025
Time: 6:30 p.m.
Place: *This meeting was held remotely.*

The Operations Committee met as indicated above. In attendance were Chair de la Cruz, and Committee Member Reps. Boeger, Ley, Mays, Sherwood, and Watkins. Also in attendance were Reps. Adams, Berns, Figueroa, Matheny, and Summerville; Lou Casolo, City Engineer; Joshua Noggle, Building Systems Engineer; Matthew Quiñones, Director of Operations; Chris Dellaselva, Assistant Corporation Counsel; Erik Larson, Purchasing Manager; Scott Butch, Director of Facilities and Sustainability; Shawn Reed, Chief Building Official, and Bill Klous, Fleet Manager. Absent or excused were Reps. Graham, Stella, and Tomas.

Chair de la Cruz called the meeting to order at 6:30 p.m.

| Item No. | Description | Committee Action |
|----------------------------|--|--------------------------------|
| 1. 031.073 | APPROVAL; of a proposed 1 st Amendment to the City's contract with Sanitary Equipment Co. Inc. for Pak Mor Refuse Trucks Pars & Service (BW 2025.0041) 04/28/25 – Submitted by Mayor Simmons 05/08/25 Approved by the Board of Finance 5-0-0 | Motion to approve 5/0/0 |

Purchasing Manager Larson summarized the amendment:

- The City authorized a waiver of the competitive purchasing process for parts and equipment from Sanitary.
- Sanitary is the only authorized seller for American Roll-Off Libre and Pak Mor equipment in the area.
- At the time the waiver was authorized, exceeding \$100,000 was not anticipated.
- Due to the aging fleet, expenses have increased.
- The amendment does not change past actions but seeks authority to exceed the \$100,000 threshold.

Fleet Manager Klous added that:

- Parts and service are purchased for the entire refuse fleet, totaling 65 vehicles.
- Additionally, parts are purchased for highway department vehicles and roll-off trucks, adding approximately 20 more vehicles.
- The cost of parts varies widely, from small amounts to more expensive components like hydraulic pumps and cylinders, which can cost thousands.

A motion to approve Item 1 was made, seconded, and approved by a vote of 5-0-0 (Chair de la Cruz, Reps. Boeger, Ley, Mays, and Watkins in favor).

A motion to group certain Items together was made, seconded, and approved by a vote of 5-0-0 (Chair de la Cruz, Reps. Boeger, Ley, Mays, and Watkins in favor).

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| 2. O31.049 | REVIEW; Obligations of City to Maintain and Repair Unaccepted Roads. 03/06/24 – Submitted by Rep. Pierre-Louis 03/11/24 – Held at Steering 04/15/24 – Recommitted to Steering 7-0-0 05/20/24 – Recommitted to Steering 5-0-0 06/17/24 – No Action Taken 07/15/24 – Held at Steering 08/12/24 – Held at Steering 02/20/25 – Held by Committee 8-0-0 03/20/25 – Recommitted to Steering 8-0-0 04/24/25 – No Action Taken | Motion to recommit 5/0/0 |
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Director Quiñones provided a brief update:

- These roads are currently excluded from the street paving program due to their designation.
- The issue traces back to the merger of the City of Stamford and the Town, where certain roads did not meet standards.
- An outside attorney was hired to determine the number and specific locations of unaccepted roads.
- A preliminary list of unaccepted roads was compiled and later expanded with input from the Board of Representatives members.
- The attorney expects to complete a report next week.
- The goal is to develop an action plan to bring as many roads as possible to acceptance.
- Challenges include funding decisions and whether homeowners should contribute to costs.
- Inspections have been conducted on approximately 90 roads, categorized by the level of remediation required.
- Some roads need simple fixes, while others may require full re-engineering.
- Most of the roads inspected do not require re-engineering.
- Concerns exist about public safety compliance for unaccepted roads.
- The City is interested in addressing this issue and improving road conditions.
- The process has taken longer than expected, partly due to the attorney reviewing over 200 roads.

A motion to recommit Item 2 to steering was made, seconded, and approved by a vote of 5-0-0 (Chair de la Cruz, Reps. Boeger, Ley, Mays, and Watkins in favor).

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| 3. O31.069 | REVIEW; status and update on the South End Community Center Repairs. 03/05/25 – Submitted by Reps. Adams and Graham 03/20/25 – Recommitted to Steering 8-0-0 04/24/25 – No Action Taken | No action taken |
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Director Butch provided an overview:

- Mechanical area abatement began last week and is expected to take 2 - 3 weeks.
- The mechanicals for the project were bid, and a conditional award was issued.
- The award remains conditional as the City awaits a check from the insurance company, expected next week.
- Once the check is received, the City can proceed with the low bidder.
- Josh Noggle is working on submittals and expediting processes to keep the project moving.
- Plans are in place to mill and repave the basketball courts and main parking lot.
- Thomas Turk and the Highway Department are leading the repaving work.
- Repaving is scheduled to begin either late next week or the first week of June.
- The project is progressing on schedule and moving forward as efficiently as possible.

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| 4. O31.064 | REVIEW; status of opening day for cafeteria at government center 01/07/25 – Submitted by Rep. Figueroa 01/13/25 – Moved to pending 03/20/25 – Recommitted to Steering 8-0-0 04/24/25 – No Action Taken | A report made |
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Director Quiñones shared a status update:

- The City's contract with a food service provider at the Government Center expired.
- A Request for Proposal (RFP) process was conducted, and a vendor was selected.
- The contract or lease agreement was approved by the Board.
- The selected vendor agreed to work with the City to reopen a food vending area on the 4th floor.
- A seating area is now available on the 4th floor, where food can be picked up.
- No vendor in the RFP process proposed a full cafeteria service, citing low foot traffic in the building.
- A multi-station cafeteria is no longer feasible.
- The food service is operational, and people are using the space.
- The area has been remodeled and upgraded, though it does not fully replicate the pre-COVID food service model.

Director Butch added:

- The remodeling work was completed in-house by the City's internal teams, including plumbers, carpenters, and electricians.
- To reopen with a new vendor, the project had to comply with the City's Department of Public Health regulations.
- Upgrades were required in the kitchen to meet health permit standards, including new equipment and electrical work.
- The City purchased new equipment to bring the kitchen up to code.
- Repairs were made to refrigeration systems, tiling, and other necessary areas.
- All work was done internally and followed city and Health Department requirements.
- Records of the work are publicly available through the Department of Public Health.

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| 5. O31.065 | REVIEW; organizations allowed to use city hall for public meetings and the money generated from it. 01/07/25 – Submitted by Rep. Figueroa 01/13/25 – Moved to pending 03/20/25 – Recommitted to Steering 8-0-0 04/24/25 – No Action Taken | No action taken |
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Director Quiñones offered a short overview:

- Events require a permit to be secured for their activities.
- Ongoing meetings or meeting requests are managed by the Facilities Department and do not generate fees.
- The City generally permits civic-minded organizations and Stamford-based agencies to use the Government Center for meeting space when available.
- The distinction between permitted events and general meeting space is based on whether a permit is required.

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| 6. O31.051 | REVIEW; Status of Design and Implementation of Long-Term Solutions to Toilsome Brook Flooding Upstream of Culverts at Dannell Drive, Silver Hill Lane and White Birch Lane. 02/18/24 – Submitted by Rep. Berns 03/11/24 – Held at Steering 04/15/24 – Recommitted to Steering 7-0-0 05/20/24 – Recommitted to Steering 5-2-0 06/17/24 – No Action Taken 07/15/24 – Held at Steering 08/12/24 – Held at Steering 09/16/24 – Recommitted to Steering 7-0-0 10/21/24 – Held by Committee 6-0-0 11/18/24 – Recommitted to Steering 7-0-0 04/24/25 – No Action Taken | No action taken |
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City Engineer Casolo gave a progress report:

- The project includes five main steps, previously discussed in prior meetings.
- Walk Shop #1 took place on April 22, where 257 residents participated in a 2 - 3 hour neighborhood walk, sharing concerns about ponding and flooding.
- Information from Walk Shop #1 was recorded and incorporated into the plan.
- Walk Shop #2, an interactive meeting with residents, city officials, and consultants, will be held on June 5 at 12 pm and June 10 from 5:30 - 7:15 PM.
- The workshops aim to understand neighborhood risks and gather feedback from the community.
- Many properties fall within flood hazard areas, and residents are encouraged to review this data.
- The project schedule includes:
 - Existing conditions review & mapping with consultants.
 - Gap analysis & data collection through community outreach.
 - Hydraulic & hydrologic modeling is currently in progress.
 - Development of mitigation concepts based on walk shop findings and data.
 - Cost-benefit analysis and creation of a flood resilience plan.
- Findings from the project will help support grant applications for future funding opportunities.

7. O31.071 REVIEW; Confidentiality of Blight Complaints
04/09/25 – Submitted by Rep. Berns
04/24/25 – No Action Taken

**No action
taken**

Chief Reed gave a summary:

- The department has a strict policy of not disclosing complainant information.
- During inspections, if blight is found, records are created in Viewpoint Cloud, but complainant details are never included.
- The name, address, and phone number of the complainant are not part of public records, documentation, or notices.
- Civil citations do not contain complainant information.
- If anyone calls or emails requesting details, the department denies the request every time.
- The commitment to confidentiality in handling complaints has been upheld under current leadership.

8. [O31.074](#) REVIEW; Flooding and drainage issues at intersection of
Guinea and June Roads (Mead Farm), and at intersection
of Mayapple and High Ridge Roads.
05/07/25 – Submitted by Rep. Mays

**No action
taken**

City Engineer Casolo provided a recap:

- A low spot on June Road is causing water accumulation due to the area's topography.
- Some curbs in North Stamford are damaged by plowing, affecting runoff flow.
- Runoff is directed toward the Meat Farm, a long-established property.
- The ponding issue occurs on private property, but water originates from public roads.
- A proposed drainage system includes pipes, catch basins, and manholes to intercept runoff from Guinea and June Road.
- This subsurface system will help prevent overland flow and mitigate road icing issues.
- The design includes five new catch basins and two new manholes within the City's right-of-way.
- Since no nearby public right-of-way exists for water discharge, the only option is a private property outlet leading to a pond.
- The project requires an easement, which has been discussed with the property owner but has not yet been obtained.
- The pond is partially on Meat Farm's property but also touches another property, requiring discussions with abutting owners.
- Once the easement is secured, proper permitting through the Environmental Protection Board (EPB) must be completed.
- Funding is in place, and the design is advanced, but final approvals and permits are needed before proceeding.

Chair de la Cruz adjourned the meeting at 8:17 p.m.

Respectfully submitted,
Virgil de la Cruz, Chair

This meeting is on [video](#).