

DRAFT

THIRD TAXING DISTRICT
of the City of Norwalk
November 6, 2014

ATTENDANCE: Commissioners: Charles Yost, Chair; David Brown; Debora Goldstein, Dr. Michael Intrieri, Treasurer

STAFF: James Smith, General Manager; Ron Scofield, Assistant General Manager

OTHERS: Will Redden (CMEEC), Michael Imbrogno (Benefit Planning)

CALL TO ORDER

Commissioner Yost called the meeting to order at 7:00 p.m. A quorum was present.

PUBLIC COMMENT

There was no one from the public present to comment at this time.

**** COMMISSIONER YOST MOVED TO HAVE AGENDA ITEMS #4 AND #5 BE MOVED TO AGENDA ITEM #2 AND #3 SO THAT CMEEC STAFF COULD GET BACK ON THE ROAD EARLY.**

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

REVIEW OF WINTER MARKET CONDITIONS

Will Redden, a representative from CMEEC, was in attendance to go over the current winter market conditions. It is expected that our area will experience a warmer than average winter compared to last year. Currently, TTD is hedged at 94% for January and 96% for February of our projected loads at a price of \$65.50/MWh. It is anticipated that additional hedges will be purchased which will bring the number over 100%.

Dr. Intrieri asked if there were any safeguards for any unexpected severe weather. Mr. Redden stated that the additional hedges will cushion this in case of a more severe winter than anticipated.

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SOLAR PRESENTATION

Will Redden gave a presentation on Renewable Energy Integration. He talked about the advantages and disadvantages of retail solar. Some advantages include real time energy, potential transmission cost reduction and potential generation cost reduction.

He then continued his presentation about the Community Solar Gardens that are beginning to be put in place. The garden is being built on “brown field” sites and need to be at least 2 acres in size. The solar garden contains ground-mounted panels. Currently, there are 4 locations within Norwich, Groton and Jewett City which are being developed.

Commissioner Goldstein suggested that they look into the Manresa property as a possibility for one of the gardens.

MINUTES OF MEETING

October 6, 2014 Regular Meeting

The following changes were noted:

Page 1: Correct the spelling of “Hendrick” to “Hedrick”.

Page 3: Last line on the page – change the word “Arborist” to “Landscape Architect.”

**** COMMISSIONER YOST MOVED TO APPROVE THE MINUTES OF OCTOBER 6, 2014 REGULAR MEETING AS CORRECTED.**

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION TO APPROVE THE MINUTES OF OCTOBER 6, 2014 PASSED UNANIMOUSLY.**

October 28, 2014 Special Meeting

The following change was noted:

Page 2: Under Executive Session, Dr. Intrieri should be added to the attendees.

**** COMMISSIONER YOST MOVED TO APPROVE THE MINUTES OF OCTOBER 28, 2014 SPECIAL COMMISSION MEETING AS CORRECTED.**

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED WITH TWO IN FAVOR (YOST AND BROWN) AND ONE ABSTENTION (GOLDSTEIN).**

HEALTH INSURANCE RENEWAL

Mike Imbrogno (Benefit Planning) presented the final recommendations to the Commission for the renewal of the health insurance. The recommendation was to stay with Anthem Blue Cross/Blue Shield's Anthem Preferred DirectAccess plan. The recommended plan will have an increase of approximately 11% over last year and is a close match to the current plan. Mr. Smith then explained that he thought this would be the best choice as there would be no disruption in service, no negative goodwill and will maintain continuity for the employees.

**** COMMISSIONER GOLDSTEIN MOVED TO ACCEPT THE ANTHEM BLUE CROSS BLUE SHIELD GOLD PLAN WITH THE \$1000/\$2000 DEDUCTIBLE AS RECOMMENDED BY OUR HEALTH CARE CONSULTANT AND THE MANAGEMENT OF THE DEPARTMENT FOR THE 2015 ENROLLMENT PERIOD FOR AN APPROXIMATE PERCENTAGE INCREASE OF 11% AND AN ANNUAL RATE OF APPROXIMATELY \$224,540.88.**

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

GENERAL MANAGER'S REPORT

Annual Operating Budget – 1st Quarter Results

Mr. Smith presented results of actual 1st quarter operations as compared to the 2014/15 Operating Budget. The report has been set up to mirror the Operating Budget, showing each line item for comparison. Overall, TTD is on track with their budget from an overall category standpoint. Mr. Smith then went over some of the individual expense line items which appear to be significantly higher or lower than the 25% benchmark.

One very significant item was #923-45-Engineering. This is due to the SCADA project related to the Fitch Street sub-station. Dr. Intrieri asked if there was anything that could be done to control this. Mr. Smith indicated that there are certain obligations (federal) that has caused this number to be so high and unfortunately this particular account was under budgeted when the budget was initially prepared.

Commission Yost asked if the report could include a comparison to the spending in the prior year (2013). Mr. Smith replied that they would ask the accountant to add a column for the prior year.

Interconnection

Mr. Smith informed the Commission that TTD now has Interconnection Applications and Agreements in place for Tier 1 (10kW or less) and Tier 2 (10kW or greater) renewable

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generation projects. One example is the TTD customer at 9 Moore Place, who is just finishing up installing a Tier 2 installation.

Commission Goldstein asked/suggested that publicity be put in place with the current customers that have installed or are going to install solar into their homes. It could be used as a selling tool for future installations.

Discussion continued with regard to pricing and Commission Yost suggested that Mr. Smith have a conversation with Dawn Lund from UFS on this issue and report back to the Commission.

Holiday Party/Holiday Luncheon

Mr. Smith asked if the Commission would like to once again have a Holiday Party for all of the employees/spouses similar to last year. Commissioner Yost replied "yes". Mr. Smith asked the Commission if they would provide some dates that would work for them.

Mr. Smith then spoke about the Holiday Luncheon which is held at the TTD offices during the holiday season for the employees only. Over the next couple of days, Mr. Smith will come up with some available dates and let the Commission know.

CHRISTMAS TREE LIGHTING CEREMONY

Mr. Scofield informed the Commission that Tim Currie's Motown Band had accepted to play at the tree lighting for the budgeted amount. Tim Currie has already given Mr. Scofield the songs they are planning on performing that night. He also indicated that Marvin School was on board and will perform two songs.

The next step is for Mr. Scofield to do a draft program and send it out to the Commission by November 12th/13th. The Commission should then review the program, decide on what part of the program they wish to partake in (if any) and let Mr. Scofield know by no later than November 18th.

2015 COMMISSION MEETING SCHEDULE

The 2015 Commission Meeting schedule was presented at the October 6, 2014 meeting, but no formal vote was taken that night to accept the schedule. Therefore, the Commission was asked to make the motion to accept the final schedule as presented.

**** COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE 2015 COMMISSION MEETING SCHEDULE AS PRESENTED AT THE NOVEMBER 6, 2014 MEETING.**

**** COMMISSIONER YOST SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Third Taxing District
Regular Meeting
November 6, 2014

SIGNAGE

- ** COMMISSIONER GOLDSTEIN MOVED TO TABLE THIS ITEM TO APRIL 2015.**
- ** COMMISSIONER YOST SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

DISCUSSION/ANALYSIS OF FINANCIAL STATEMENTS/KEY PERFORMANCE INDICATORS

Mr. Smith reviewed the September financials with the Commission and informed them that September was not very good. This was due to the fact that sales were down and costs were up. It was also a residual effect of July and August. Discussion ensued and all questions were answered satisfactorily.

Cervalis – Mr. Smith was a bit disappointed with how things netted out with Cervalis. It appears that they over-promised and under delivered in terms of customer load and did not ramp up as quickly as expected. They have indicated that they are in the hope of bringing on a new customer which should help turn things in a more positive direction.

Maplewood – There is no new activity on this. Maplewood appeared on the shut-off list, but Mr. Scofield has taken them off. They are still in arrears with their security deposit in the amount of \$24,400. Their current bill is approximately \$14,000.

Commissioner Goldstein asked if it's possible to put a lien on their property. Mr. Scofield indicated that it can be done, but Mr. Smith felt that this suggestion should be brought to Atty. John Bove to make the decision. Mr. Smith said that he is trying to find a different way to handle the situation, possibly going directly to the owner. It was suggested that the next step be to send a registered letter to the owner and copy the owner's attorney. Mr. Smith will speak to Atty. Bove about getting such a letter written and sent.

ADJOURNMENT

- ** COMMISSIONER BROWN MOVED TO ADJOURN.**
- ** COMMISSIONER GOLDSTEIN SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

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The meeting adjourned at 9:03 p.m.

Respectfully submitted,

Cynthia Tenney
Executive Assistant
Third Taxing District

MOTION FOR MINUTES

COMMISSIONER (name of Commissioner) MOVED TO APPROVE THE MINUTES OF (date of meeting) REGULAR MEETING.

OR

COMMISSIONER (name of Commissioner) MOVED TO APPROVE THE MINUTES OF (date of meeting) REGULAR MEETING AS CORRECTED.

DRAFT

THIRD TAXING DISTRICT
of the City of Norwalk
Special Meeting
November 11, 2014

ATTENDANCE: Commissioners: Charles Yost, Chair; David Brown; Debora Goldstein,
Dr. Michael Intrieri, Treasurer

STAFF: Jim Smith

CALL TO ORDER.

Commissioner Yost called the meeting to order at 7:00 p.m. A quorum was present.

PUBLIC COMMENT.

There was no one present from the public.

EXECUTIVE SESSION.

- ENIA FOI Request – Discussion for Planning and Strategy of a Potential Claim

**** COMMISSIONER BROWN MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS ENIA FOI REQUEST AND ACQUISITION OF REAL ESTATE.**

**** COMMISSIONER YOST SECONDED.**

**** THE MOTION PASSED WITH TWO IN FAVOR (YOST AND BROWN) AND ONE ABSTENTION (GOLDSTEIN).**

The Commissioners, Dr. Intrieri and Mr. Smith entered into Executive Session at 7:02 p.m.

**** COMMISSIONER YOST MOVED TO EXIT EXECUTIVE SESSION AND RETURN TO PUBLIC SESSION.**

**** COMMISSIONER GOLDSTEIN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commission returned to public session at 8:30 p.m.

Third Taxing District
of the City of Norwalk
Special Meeting
November 11, 2014

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ADJOURNMENT.

**** COMMISSIONER YOST MOVED TO ADJOURN.**

**** COMMISSIONER BROWN SECONDED**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:31 p.m.

Respectfully submitted,

Cynthia Tenney
Recording Secretary

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of the City of Norwalk
Special Meeting
November 11, 2014

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COMMISSIONER (name of Commissioner) MOVED TO APPROVE THE MINUTES OF (date of meeting) SPECIAL COMMISSION MEETING.

OR

COMMISSIONER (name of Commissioner) MOVED TO APPROVE THE MINUTES OF (date of meeting) SPECIAL COMMISSION MEETING AS CORRECTED.

DRAFT

THIRD TAXING DISTRICT
of the City of Norwalk
Special Meeting
November 20, 2014

ATTENDANCE: Commissioners: Charles Yost (Chair), David Brown; Debora Goldstein¹,
Treasurer: Dr. Michael Intrieri

STAFF: General Manager: Jim Smith

CALL TO ORDER.

Commissioner Yost called the meeting to order at 3:01 p.m. A quorum was present.

PUBLIC COMMENT.

There was no one present from the public.

WASTE WATER TREATMENT PLANT

The discussion began with the recent article that appeared in The Hour and Nancy on Norwalk dated Tuesday, November 18th with regard to TTD providing rate relief for the City's Waste Water Treatment Plant (WWTP).

Mr. Smith explained his conversation with Robert Koch (writer for The Hour) and indicated that Mr. Koch had quoted him correctly in the article.

The article which appeared in Nancy on Norwalk did prompt contact with Commissioner Goldstein from one of TTD's customers. She asked Commissioner Goldstein if it would be possible to have her electric bills analyzed to see if she has been over-charged in the past. The Commission discussed the fact that a comprehensive rate study would not produce an analysis for an individual customer.

¹ Commissioner Goldstein participated by telephone, and confirmed that she could hear and be heard.

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The Commissioners and Mr. Smith then began to review the history of the situation with the WWTP, going back at least five years when a different General Manager was in place at TTD. Shortly after Mr. Smith came to TTD, he met with the WWTP to discuss the situation. He indicated to them at that time that a cost-of-service study would be conducted at some point in the future which would address issues the WWTP's historical requests for rate relief. Once the rate study was completed, and after a review of the complete relationship between TTD and the WWTP, the Commissioners of the TTD determined that a lower rate could be extended to the WWTP. After reviewing the final recommendations with the rate consultant and the Commission, Mr. Smith met with the WWTP to present possible rate relief to the WWTP. The maximum possible rate relief approved by the Commission included a phased-in rate reduction over the next three years, totaling 11.5%.

The Commissioners and Mr. Smith agreed that they would like to respond to the articles that were written on this issue and discussed what points should be addressed from each of the two articles which appeared in the press.

Commissioner Yost asked if Mr. Smith would write the response the next morning, send to the Commission for approval and then have it sent to the Robert Koch (The Hour) and Nancy Chapman (Nancy on Norwalk) by close of business on Friday, November 21st.

LIBRARY PROJECT

Commissioner Yost has been in contact with a market survey company and would like to set up a meeting/conference call with them. He will be back in touch with the Commission for available dates and times.

Mr. Smith informed the Commission that he had already reached out to SDS Research and received a written proposal from them, which was given out to the Commission for their review.

ADJOURNMENT.

**** COMMISSIONER YOST MOVED TO ADJOURN.
** COMMISSIONER GOLDSTEIN SECONDED
** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 4:13 p.m.

Respectfully submitted,

Cynthia Tenney
Recording Secretary

Third Taxing District
of the City of Norwalk
Special Meeting
November 20, 2014

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COMMISSIONER (name of Commissioner) MOVED TO APPROVE THE MINUTES OF (date of meeting) SPECIAL COMMISSION MEETING.

OR

COMMISSIONER (name of Commissioner) MOVED TO APPROVE THE MINUTES OF (date of meeting) SPECIAL COMMISSION MEETING AS CORRECTED.

Memorandum Third Taxing District Electric Department

To: TTD Commissioners

From: Jim Smith – General Manager

Date: November 21, 2014

Subject: Insurance Program Renewals – Calendar Year 2015



Attached please find quotes obtained from our insurance broker, James P. Murphy for the various types of insurance products required by the TTD for calendar year 2015.

Pete Murphy will be making a presentation to the Commission to review his firm's results on our behalf at the December 1st meeting.

Please be prepared to ask any questions based on your review of the material presented at Monday night's meeting.



James P. Murphy & Associates, Inc.

**Third Taxing District Electrical Department
2 Second Street
Norwalk, CT 06855**

**Property & Casualty
Insurance Renewal Proposal
January 1, 2015 to January 1, 2016**

Peter J. Murphy
Phone: (203) 840-8877
Fax: (203) 840-8880
Peter@jpminsurance.com
www.jpminsurance.com

**Third Taxing District City of Norwalk Electrical Department
Insurance Renewal January 1, 2015 to January 1, 2016
Comparison of Expiring to Renewal Coverages**

Policy Type	Expiring Coverage	Renewal Coverage
Commercial Package Policy		
2 Second Street - Office Building	\$571,584.00	\$753,408.00
Business Personal Property	120,120.00	120,120.00
2 Second Street - Garage Building	467,688.00	467,688.00
Business Personal Property	78,000.00	78,000.00
56 Van Zant Street - Firehouse Building	400,400.00	702,684.00
213 East Avenue - Office Building	234,000.00	300,000.00
213 East Avenue - Garage Building	52,000.00	52,000.00
Business Personal Property	52,000.00	52,000.00
213 East Avenue - Electric Substations	3,120,000.00	3,120,000.00
51 Van Zant Street - Library Building	823,680.00	1,133,868.00
Business Personal Property	208,000.00	208,000.00
16 Rowan Street - Electric Substation	3,120,000.00	3,120,000.00
16 Rowan Street - Garage Building	52,000.00	71,488.00
Business Personal Property	10,400.00	10,400.00
East Avenue, Cemetery Street - Cemetery Fence	208,000.00	208,000.00
Headstones	520,000.00	520,000.00
East Avenue, Hanford Switch - Clock	52,000.00	52,000.00
Fifth St/Gregory Blvd/Marvin St - Monument	10,400.00	10,400.00
10 Norden Place - Generators	3,016,000.00	3,016,000.00
6 Fitch Street - Substation	5,175,500.00	5,175,500.00

Policy Type	Expiring Coverage	Renewal Coverage
Deductibles:		
Building and Business Personal Property	5,000.00	5,000.00
Earthquake	25,000.00	25,000.00
Flood	10,000.00	10,000.00
Inland Marine	500.00	500.00
General Liability Rating Basis - Payroll		
Electric Power Payroll	478,290.00	522,158.00
Total Commercial Package Premium	\$45,897.28	\$49,474.88
Boiler and Machinery/Equipment Breakdown Policy		
Property Damage Total Insurance Values, Including Building, Business Personal Property, EDP Equipment/Media, substation, clock and generators	18,686,052.00	19,565,656.00
Business Income Value Including Ordinary Payroll	9,118,431.00	9,955,136.00
Deductibles:		
Direct Coverage	10,000.00	10,000.00
\$1.50 per KVA, subject to minimum	10,000.00	10,000.00
Indirect Coverages	1 Times ADV	1 Times ADV
Transformers - minimum \$1.50 per KVA	3 Times ADV	3 Times ADV
Total Boiler & Machinery Premium	\$30,850.00	\$32,681.00
Commercial Auto Policy		
Combined Single Limit, Hired/Non-Owned Auto Liability		
Uninsured/Underinsured Motorists	\$1,000,000.00	\$1,000,000.00
Comprehensive/Collision Deductible with Full Glass	\$2,000.00	\$2,000.00
6 Trucks, 1 Trailer, 3 Private Passenger	Same	Same
Total Commercial Auto Premium	\$16,140.00	\$17,274.00
Crime Policy		
Employee Theft	\$1,000,000.00	\$1,000,000.00
Deductible	\$5,000.00	\$5,000.00
Total Crime Premium	\$765.00	\$770.00

Policy Type	Expiring Coverage	Renewal Coverage
Workers Compensation Policy		
Electrical Light and Power NOC All Employees/Drivers Payroll	\$522,158.00	\$522,158.00
Clerical Employees NOC Payroll	524,852.00	524,852.00
Mod Rate	1.29	0.90
Total Workers Compensation Premium	\$41,941.00	\$24,174.00
Professional Liability/EPLI Policy		
Public Officials - Per Claim	\$1,000,000.00	\$1,000,000.00
Employment Practices Liability - Per Claim	1,000,000.00	1,000,000.00
Retention for Any Claim	10,000.00	10,000.00
Total Professional Liability/EPLI Premium	\$ 4,668.00	\$ 2,862.00
Liability Limit	\$10,000,000.00	\$10,000,000.00
Retention	10,000.00	10,000.00
Total Umbrella Premium	\$11,088.00	\$16,900.00
GRAND TOTAL OF ALL PREMIUMS	\$151,349.28	\$144,135.88

INSURANCE RENEWAL MOTION

**** COMMISSIONER _____ MOVED TO ACCEPT THE RECOMMENDED 2015
INSURANCE RENEWAL AS PESENTED BY OUR CONSULTANT, JAMES P.
MURPHY & ASSOCIATES, INC., AND THE MANAGEMENT OF THE
DEPARTMENT.**

**** COMMISSIONER _____ SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

GENERAL MANAGER'S REPORT
(Note Page)

Cynthia Tenney

From: Cynthia Tenney
Sent: Monday, November 24, 2014 11:22 AM
To: Charlie Yost; David Brown; Debora Goldstein; Michael Intrieri
Cc: James W. Smith
Subject: Holiday Party Recap

All,

Now that the Commission has decided to combine the dinner and the luncheon into one party, we are looking at three dates (in the evening) at the SNBC for the holiday party. You can delete the luncheon on 12/19 at noon from your calendars.

Dates:

Wed., 12/10
Thurs., 12/11
Wed., 12/17

Charlie: I have your response.

Please let me know what date works best for you.

Thank you.

Cynthia Tenney
Executive Assistant
Third Taxing District Electric Dept.
2 Second Street
Norwalk, CT 06855
Ph: 203-866-9271 ext. 137
ctenney@ttd.gov

As of 11/25/14:

Charlie: 12/11, 12/17

Dr. Intrieri: 12/10, 12/11, 12/17

Deb: Schedule without her

MEMORANDUM

To: Commissioners

From: Ron Scofield



Date: November 24, 2014

Re: Christmas Tree Lighting

I was asked to give an update as to where we are currently with preparations for the Christmas Tree Lighting. I have sent a final program to the Commissioners and Treasurer, with my suggestions for their parts in the program. I will do my best to assure that each is comfortable with their part in the program as they respond to me.

Cynthia and Noelle from Jumar are assisting me with various details. I will update everything on the night of December 1st.

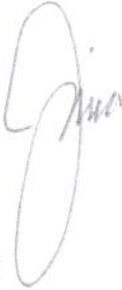
Memorandum Third Taxing District Electric Department

To: TTD Commissioners

From: Jim Smith – General Manager

Date: November 14, 2014

Subject: 2015 Yearly Planning Calendar



Attached please find for your review a draft version of the 2015 Yearly Planning Calendar which is a framework for the routine and non-routine agenda items for next year's Commission meetings.

The calendar will be updated each month based on what has been discussed at each Commission meeting by adding, deleting or moving items/activities as appropriate.

Please review the calendar prior to the meeting so we can discuss any issues at the Commission meeting.

2015

Month	Routine	Non-Routine
January	<ul style="list-style-type: none"> - Monthly Commission Meeting - Library, Firehouse & Cemetary Budget Follow-Up - Review Monthly Financials with Commission - Project Summary Report to Commission - Discussion on Participation in City-wide Summer Concert 	
February	<ul style="list-style-type: none"> - Monthly Commission Meeting - District Budget Presentation to Commission - Preparation for District Annual Meeting - Review Monthly Financials with Commission - Project Summary Report to Commission - Discussion of Summer Concerts with Commission - Annual Performance Recap of Norden Generating Units 	
March	<ul style="list-style-type: none"> - Monthly Commission Meeting - District Annual Meeting - Review Monthly Financials with Commission - P/R Marketing Update 	
April	<ul style="list-style-type: none"> - Monthly Commission Meeting - Review Monthly Financials with Commission - Prepare Capital/Operating Budgets for FY 2015-16 - Project Summary Report to Commission - CMEEC - Regional Competitiveness Presentation 	<ul style="list-style-type: none"> - Signage (tabled from 11/6/14) - Renewal of Jumar Marketing Svc. Contract - Marvin School Grant Request (?)

2015

Month	Routine	Non-Routine
May	<ul style="list-style-type: none"> - Monthly Commission Meeting - Review Monthly Financials with Commission - Prepare Capital/Operating Budgets for FY 2015-16 (Cont'd) - Project Summary Report to Commission - Cost of Service/Rates - Results to Date - Internal Update on Energy Conservation Programs/Activities 	<ul style="list-style-type: none"> - GM Report: By-Law Review
June	<ul style="list-style-type: none"> - Monthly Commission Meeting - Review Monthly Financials with Commission - Present Capital/Operating Budgets to Commission for Approval - Project Summary Report to Commission - CMEEC - Review of Summer Market Conditions - Summer Concerts Held 	
July	<ul style="list-style-type: none"> - Monthly Commission Meeting - Review Monthly Financials with Commission - Capital/Operating Budget Begins for New Fiscal Year - Project Summary Report to Commission - Summer Concerts Held - Develop/Update Department Policies (General Manager/Commission) 	
August	<ul style="list-style-type: none"> - Monthly Commission Meeting - Oyster Festival Participation - Review Monthly Financials with Commission - CMEEC - Presentation on Five-Year Power Supply Projection - Summer Concerts Held - Engagement Letter - FYE June 30, 2015 Audit - Project Summary Report to Commission 	

2015

Month	Routine	Non-Routine
September	<ul style="list-style-type: none"> - Monthly Commission Meeting - Review Monthly Financials with Commission - Project Summary Report to Commission - Summer Concerts Held 	<ul style="list-style-type: none"> - Review of Real Estate Holdings
October	<ul style="list-style-type: none"> - Monthly Commission Meeting - Audit Presented to Commission - Review Monthly Financials with Commission - Project Summary Report to Commission - Approve Next Year's Commission Meeting Schedule - Discussion of Christmas Tree Lighting - Presentation of Budgets (Library, Firehouse & Cemetery) 	
November	<ul style="list-style-type: none"> - Monthly Commission Meeting - Health Insurance Renewal Presented to Commission - Review Monthly Financials with Commission - CMEEC - Review of Winter Market Conditions - Project Summary Report to Commission - Employee Holiday Luncheon - Finalize Tree Lighting Ceremony 	
December	<ul style="list-style-type: none"> - Monthly Commission Meeting - Tree Lighting Ceremony - Insurance Renewal Presented to Commission - Review Monthly Financials with Commission - Project Summary Report to Commission - Present Final Results of FYE 6/30/15 Audit 	

**Third Taxing District
Financial Highlights
July-Oct 2014 vs. July-Oct 2013**

	July-Oct -2014	July-Oct 2013	\$ Change	% Change
Total Income	3,421,854	3,624,582	-202,728	-6%
Total Expense	3,603,519	3,528,779	74,740	2%
Net Ordinary Income	(181,665)	95,803	-277,468	-290%
Other Income	330,496	171,194	159,302	93%
Other Expense	45,554	-	-	-
Net Income before Rate Stabilization	103,277	266,997	-163,720	-61%
Rate Stabilization	355,305	57,269	298,036	520%
Net Income	458,582	324,266	134,316	41%

CASH BALANCES FY 2014

	Oct-14
ACCTS	
Operating Accounts	689,412
Capital Improvements Fund	912,723

Power Supply	Current Fiscal Year-to-Date	Last Fiscal Year-to-Date	\$ Change	% Change
Energy Cost	\$ 2,347,282	\$ 2,453,302	\$(106,020)	-4%
Budget Energy Cost	\$ 2,186,854	\$ 2,404,576	\$(217,721)	-9%
Energy Cost Cents/KWH	10.900	10.700	\$ 0	2%

Third Taxing District
Profit & Loss Prev Year Comparison
 October 2014

	Oct 14	Oct 13	\$ Change	% Change
Ordinary Income/Expense				
Income				
443-00 Cervalis Data Center Revenues	8,309.00	0.00	8,309.00	100.0%
440-00 · Residential Sales	265,623.61	160,312.27	105,311.34	65.69%
442-01 · Large Commercial Sales	72,804.73	46,551.91	26,252.82	56.4%
442-02 · Small Commercial Sales	197,738.97	140,536.70	57,202.27	40.7%
445-01 · Water Pollutn Contrl Plnt Sales	84,295.32	49,930.86	34,364.46	68.82%
445-02 · Flat Rate	7,243.06	8,651.56	-1,408.50	-16.28%
557-00 · Purchased Power Adjustment	38,305.76	249,928.57	-211,622.81	-84.67%
Total Income	674,320.45	655,911.87	18,408.58	2.81%
Cost of Goods Sold				
555-00 · Electrical Power Purchased	533,671.10	509,822.47	23,848.63	4.68%
Total COGS	533,671.10	509,822.47	23,848.63	4.68%
Gross Profit	140,649.35	146,089.40	-5,440.05	-3.72%
Expense				
904-00 · Substation	23,352.81	0.00	23,352.81	100.0%
930-43 · TTD 100th Anniversary	0.00	-250.00	250.00	100.0%
403-00 · Depreciation Expense	46,636.06	39,426.31	7,209.75	18.29%
408-00 · Taxes	84,483.60	98,990.49	-14,506.89	-14.66%
540-00 · Other Power Generation Expense	4,599.52	1,834.53	2,764.99	150.72%
580-00 · Distribution Expenses	7,711.43	6,529.87	1,181.56	18.1%
590-00 · Maintenance Expenses	75,073.50	48,314.34	26,759.16	55.39%
900-00 · Customer Accounts & Service	27,699.27	49,712.04	-22,012.77	-44.28%
920-00 · Administrative Expenses	174,222.30	128,848.81	45,373.49	35.22%
Total Expense	443,778.49	373,406.39	70,372.10	18.85%
Net Ordinary Income	-303,129.14	-227,316.99	-75,812.15	-33.35%
Other Income/Expense				
Other Income				
418-00 · Dividends	1,700.41	0.00	1,700.41	100.0%
419-00 · Interest Income	0.00	49.56	-49.56	-100.0%
421-00 · Norden Project Income	68,418.02	65,208.07	3,209.95	4.92%
423-00 · Gain/(Loss) from Sale of FA	0.00	12,500.00	-12,500.00	-100.0%
424-00 · Energy Conservation Fund Income	8,734.30	7,582.10	1,152.20	15.2%
Total Other Income	78,852.73	85,339.73	-6,487.00	-7.6%
Other Expense				
426-30 · PERSON TO PERSON	20,000.00	0.00	20,000.00	100.0%
426-10 · Distribution to "District Fund"			0.00	0.0%
426-20 · Energy Conservation Expense	0.00	0.00	0.00	0.0%
999-00 · Miscellaneous Unknown	0.00	0.00	0.00	0.0%
Total Other Expense	20,000.00	0.00	20,000.00	100.0%
Net Other Income	58,852.73	85,339.73	-26,487.00	-31.04%
Net Income before rate stabilization	-244,276.41	-141,977.26	-102,299.15	-72.05%
Rate Stabilization	57,572.45	-15,184.84	72,757.29	479.14%
Net Income	-186,703.96	-157,162.10	-29,541.86	-18.8%

Third Taxing District
Profit & Loss Prev Year Comparison
 July through October 2014

	Jul - Oct 14	Jul - Oct 13	\$ Change	% Change
Ordinary Income/Expense				
Income				
443-00 · Cervalis Data Center Revenues	65,352.01	0.00	65,352.01	100.0%
440-00 · Residential Sales	985,639.02	970,589.28	15,049.74	1.55%
442-01 · Large Commercial Sales	250,200.28	228,110.54	22,089.74	9.68%
442-02 · Small Commercial Sales	723,005.73	711,564.05	11,441.68	1.61%
445-01 · Water Pollutn Contrl Plnt Sales	273,584.70	234,724.98	38,859.72	16.56%
445-02 · Flat Rate	28,972.24	30,011.74	-1,039.50	-3.46%
451-00 · Miscellaneous Service Revenue		57,630.62	-57,630.62	-100.0%
557-00 · Purchased Power Adjustment	1,095,100.45	1,391,950.50	-296,850.05	-21.33%
Total Income	3,421,854.43	3,624,581.71	-202,727.28	-5.59%
Cost of Goods Sold				
555-00 · Electrical Power Purchased	2,347,281.50	2,453,302.13	-106,020.63	-4.32%
Total COGS	2,347,281.50	2,453,302.13	-106,020.63	-4.32%
Gross Profit	1,074,572.93	1,171,279.58	-96,706.65	-8.26%
Expense				
904-00 · Substation	71,750.38	0.00	71,750.38	100.0%
930-43 · TTD 100th Anniversary	0.00	28,240.77	-28,240.77	-100.0%
403-00 · Depreciation Expense	227,747.11	152,963.39	74,783.72	48.89%
408-00 · Taxes	87,362.25	101,803.28	-14,441.03	-14.19%
540-00 · Other Power Generation Expense	12,297.09	41,007.87	-28,710.78	-70.01%
580-00 · Distribution Expenses	24,156.90	17,489.41	6,667.49	38.12%
590-00 · Maintenance Expenses	195,361.59	132,508.15	62,853.44	47.43%
900-00 · Customer Accounts & Service	84,933.22	146,057.16	-61,123.94	-41.85%
920-00 · Administrative Expenses	552,628.56	455,406.44	97,222.12	21.35%
Total Expense	1,256,237.10	1,075,476.47	180,760.63	16.81%
Net Ordinary Income	-181,664.17	95,803.11	-277,467.28	-289.62%
Other Income/Expense				
Other Income				
418-00 · Dividends	6,917.47	0.98	6,916.49	705,764.29%
419-00 · Interest Income	150.00	181.67	-31.67	-17.43%
421-00 · Norden Project Income	286,203.15	133,383.25	152,819.90	114.57%
423-00 · Gain/(Loss) from Sale of FA	0.00	12,500.00	-12,500.00	-100.0%
424-00 · Energy Conservation Fund Income	37,225.80	25,128.06	12,097.74	48.14%
Total Other Income	330,496.42	171,193.96	159,302.46	93.05%
Other Expense				
426-30 · PERSON TO PERSON	20,000.00	0.00	20,000.00	100.0%
426-10 · Distribution to "District Fund"			0.00	0.0%
426-20 · Energy Conservation Expense	24,694.72	0.00	24,694.72	100.0%
942-00 · Interest Expense	859.53	0.00	859.53	100.0%
Total Other Expense	45,554.25	0.00	45,554.25	100.0%
Net Other Income	284,942.17	171,193.96	113,748.21	66.44%
Net Income before rate stabilization	103,278.00	266,997.07	-163,719.07	-61.32%
Rate Stabilization	355,305.48	57,269.51	298,035.97	520.41%
Net Income	458,583.48	324,266.58	134,316.90	41.42%

Third Taxing District
Profit & Loss Statement
Explanation of Major Variances
Jul-Oct -2014 vs. Jul- Oct - 2013

1. The decrease in the fuel adjustment is due to the fact that the District moved to a revenue neutral rate adjustment in accordance with the results of the independent rate study. The Fuel Adjustment rate was decreased and the adjustments were spread proportionally to the revenues throughout the system. This can be seen by reviewing the October 2014 month to date financial statements versus the October 2013 financial statements.
2. The increase in substation expense of \$71K is due to the fact that a separate payroll expense category was setup for Pete Johnson and Scott Tracey who will be working on the substation.
3. Increase in depreciation expense is up due primarily to the depreciation of substation which came on line in January of 2014. The substation will be depreciated over 20 years and will have an annual depreciation of \$251,328 or monthly depreciation of \$20,944.
4. The approximate \$28K decrease in Other Power Generation expense is due to the timing of the purchasing of Diesel fuel for the generators from Santa Buckley, as well as a decrease in repairs and maintenance expenses from HO Penn Machinery.
5. The approximate \$6K increase in Distribution expense is due primarily to \$3K on meter repair and calibration test work associated with the radio-read conversion project, as well as increased miscellaneous distribution supplies and charges purchased during the month.
6. The \$62K increase in Maintenance Expense is due to approximately \$16K in additional substation maintenance from Eleck & Salvato, Oman's Garden, and Effective Plumbing, related to a water leak below the Fitch Street Substation Control House. These expenses will be offset in December 2014 from a credit received from Eaton Corporation. We also spent \$4K on overhead line maintenance with WESCO. There is an additional \$6,500 increase over prior year for the roof repairs due to the leaking roof at the office facility which was an emergency repair.
7. The approximate \$61K decrease in Customer Accounts & Service is mainly due to payroll associated with the retirement of Ana Aguilar, as well as the fact that wages for Pete Johnson were shown in this category during the prior year and are now listed under Substation expense for the current year. Ana's

decreased wages are now being partially offset by the hiring of customer service rep Kiki Kydes, who began employment in October.

8. The increase of \$97K in Administrative Expenses is due to the following:
 - a. \$20K in engineering fees paid to Cristino Associates for the on-going SCADA project.
 - b. \$3K paid to Cynthia Tenney for temporary staffing services
 - c. \$20K increase over prior year in timing of health insurance premiums/expenses.
 - d. The remainder is due to increases in Admin payroll, payroll taxes and call time charged to this account based on increased customer activity over the period.
9. The Third Taxing District renewed the Person to Person program again during FY' 2015 for the upcoming winter period.
10. The amounts in Energy Conservation expense are due to the purchase of the new LED streetlights as well as LED bulbs for our customers. As these expenses are incurred they are reimbursed to the district through our conservation fund.

THIRD TAXING DISTRICT
KEY PERFORMANCE INDICATORS (KPI'S)

		2014	October 2013	Industry Average (Bandwidth)	
1)	<i>OPERATING RATIO</i>	TOTAL OPERATING EXPENSE / TOTAL OPERATING REVENUE	105.31%	97.36%	87% - 92%
2)	<i>POWER SUPPLY EXPENSE RATIO</i>	TOTAL POWER SUPPLY EXPENSES / TOTAL EXPENSES	65%	70%	65% - 70%
3)	<i>BAD DEBT RATIO</i>	TOTAL CUSTOMER ACCOUNTS OVER 90 DAY / TOTAL ACCOUNTS RECEIVABLE	5.95%	4.91%	3% - 10%
4)	<i>ACTUAL RATE OF RETURN ON RATE BASE</i>	AUTHORIZED BY STATE STATUTE	N/A	N/A	Varies by state
5)	<i>ELECTRIC CUSTOMERS PER EMPLOYEE</i>	TOTAL ELECTRIC CUSTOMERS / TOTAL FULL TIME EMPLOYEES	374	425	200 - 500

THIRD TAXING DISTRICT
PROJECT SUMMARY REPORT
FY 2014-2015

PREPARED BY:
JIM SMITH
GENERAL MANAGER

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THIRD TAXING DISTRICT – PROJECT SUMMARY

UPDATED: NOVEMBER 26, 2014

<u>#</u>	<u>PROJECT</u>	<u>STATUS</u>	<u>TIMELINE</u>	<u>COMMENTS/MONTHLY UPDATE</u>
1)	A-BASE METER REPLACEMENT PROGRAM	<ul style="list-style-type: none"> IN PROCESS WITH METER DEPT. 	LAST QUARTER 2014 START TO CUTOVER	
2)	CUSTOMER SERVICE TRAINING PROGRAM	<ul style="list-style-type: none"> SOLICITED QUOTES THROUGH NEPPA, LEARNING DYNAMICS INC., VARIOUS WEBINARS – NEED TO SELECT FROM VENDORS LISTED 	THIRD QTR 2013 – FOURTH QTR 2014	

PROJECT STATUS TIMELINE COMMENTS/MONTHLY UPDATE

#	PROJECT	STATUS	TIMELINE	COMMENTS/MONTHLY UPDATE
4)	HANDHELD METER READING UPGRADE	<ul style="list-style-type: none"> • EXPLORED ALTERNATIVES TO EXISTING VENDOR • MET WITH JEWETT CITY TO INVESTIGATE ITRON SYSTEM THEY DON'T UTILIZE • AWAITING RECOMMENDATION FROM STAFF • ALSO EVALUATING OTHER OPTIONS 	BEGINNING THIRD QTR 2013 THRU ALL OF 2014 FOR FULL IMPLEMENTATION	<ul style="list-style-type: none"> • NOVEMBER 2014 – APPROXIMATELY 200 ADDITIONAL RADIO-READ METERS WERE INSTALLED IN THE FIELD DURING THE MONTH OF NOVEMBER. OUR GOAL IS TO CONTINUE TO INSTALL 200 METERS PER MONTH UNTIL OUR INITIAL PURCHASE OF METERS FROM JEWETT CITY (APPROXIMATELY 1,100 METERS) HAS BEEN EXHAUSTED. THIS PROCESS SHOULD BE COMPLETED IN THE NEXT TWO/THREE MONTHS.
5)	UPGRADE FLEET VEHICLES	<ul style="list-style-type: none"> • AUCTIONING OFF 1991 BUCKET TRUCK • PURCHASED NEW PICKUP • LEASED NEW BUCKET TRUCK • EVALUATING BODYWORK/ REPAINTING EXISTING VEHICLES TO EXTEND LIFE • DEVELOP FIVE-YEAR FLEET VEHICLE REPLACEMENT SCHEDULE 	ON-GOING WITH PERIODIC UPDATES	<ul style="list-style-type: none"> • NOVEMBER 2014 – DELIVERY OF A 2014 CHEVROLET VOLT WAS TAKEN DURING THE MONTH OF NOVEMBER. THIS VEHICLE WILL BE USED ON A DAILY BASIS FOR METER READING PURPOSES AND AS BACK-UP FOR ADMINISTRATIVE USE. THE VOLT IS AN ELECTRIC HYBRID VEHICLE AND WAS LEASED USING CL&M FUNDS.

PROJECT STATUS TIMELINE COMMENTS/MONTHLY UPDATE

6)	<p>UPDATE EMERGENCY PLAN FOR DEPARTMENT</p>	<ul style="list-style-type: none"> • LAST PLAN FILED WITH PURA – OCT. 2012 • INCORPORATING CITY EMS INTO PLAN 	<p>THIRD QTR 2014</p>	
7)	<p>UPDATE TERMS/ CONDITIONS OF SERVICE/FEEES</p>	<ul style="list-style-type: none"> • REVIEWING EXISTING DOCUMENTS • NEED TO RE-WRITE POLICIES • SOME FEES ADJUSTED- NEED TO UPDATE ALL OTHER FEES THROUGH DISCUSSION WITH COMMISSION ON IMPLEMENTATION STRATEGY. FORMALIZE ALL FEES IN BOOKLET FORM/ WEBSITE. 	<p>FIRST QTR 2014 – FOURTH QTR 2014</p>	<ul style="list-style-type: none"> • NOVEMBER 2014 – AN INITIAL DRAFT OF A REVISED TERM/CONDITIONS OF SERVICE DOCUMENT WAS DEVELOPED AND IS UNDER INTERNAL REVIEW. IT WILL BE SHARED WITH THE COMMISSION IN EARLY DECEMBER, WITH A ROLL-OUT EXPECTED IN JANUARY 2015.

PROJECT STATUS TIMELINE COMMENTS/MONTHLY UPDATE

8)	I/T UPDATE/ UPGRADE	<ul style="list-style-type: none"> • CONDUCTED SYSTEM AUDIT IN JULY 2013 • SOLICITED QUOTES FOR HARDWARE/SOFTWARE UPGRADE • EVALUATING QUOTES • DECISION BY OCT 1ST 2013 • TRANSITION PROCESS • TRANSITION PROCESS, COMPLETED – NOV. 2013 	ON-GOING	
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#	<u>PROJECT</u>	<u>STATUS</u>	<u>TIMELINE</u>	<u>COMMENTS/MONTHLY UPDATE</u>
9)	CONDUCT COST OF SERVICE/RATE STUDY	<ul style="list-style-type: none"> • STUDY PERFORMED MAY 2013 • STUDY COMPLETED – SEPT. 2013 • REVIEWED WITH COMMISSION SEPT. 2013 • IMPLEMENTATION OF STRATEGIES BASED ON THE STUDY BEING DEVELOPED • WILL BEGIN WITH SET-UP OF WWTP NEGOTIATIONS 	SECOND, THIRD QTR 2013 THRU 2014 FULL IMPLEMENTATION	<ul style="list-style-type: none"> • NOVEMBER 2014 – DISCUSSION WAS HELD WITH THE COMMISSION AT A SPECIAL MEETING TO REVIEW WWTP PUBLIC COMMENTS REGARDING RATE REDUCTION BEGINNING OCTOBER 1, 2014. THE COMMISSION DECIDED TO PREPARE A WRITTEN RESPONSE TO THE MEDIA CLARIFYING THE DEPARTMENT’S POSITION ON THE SPECIFICS OF THE RATE REDUCTION. WE HAVE NOT SEEN THIS RESPONSE PUBLISHED AS OF THIS DATE.
10)	STRATEGIC PLANNING PROCESS	<ul style="list-style-type: none"> • CONTACTED HOMETOWN CONNECTIONS TO INQUIRE ABOUT PROCESS – SEPT. 2013 • RECEIVED PRELIMINARY INFORMATION FOR REVIEW – CURRENTLY EVALUATING 	THIRD QTR 2013 THRU FOURTH QTR 2014	

PROJECT STATUS TIMELINE COMMENTS/MONTHLY UPDATE

11)	MAPLEWOOD	<ul style="list-style-type: none"> COMMISSION APPROACHED BY MAPLEWOOD'S ATTORNEYS IN APRIL 2013 WITH OBJECTIVE OF CHANGING SUPPLIERS DISCUSSIONS/UPDATES GIVEN TO COMMISSION SINCE THEN THRU JOHN BOVE, PHIL SUSSLER, ETC. ON TTD'S LEGAL POSITION ON SERVICE TERRITORY ISSUE ENGAGED BROWN JACOBSON FROM NORWICH TO REPRESENT TTD IF MAPLEWOOD'S ATTORNEYS PURSUE AT STATE LEVEL (PURA) TTD ATTORNEYS CURRENTLY DEVELOPING STRATEGY NO FURTHER DISCUSSIONS WITH MAPLEWOOD'S ATTORNEYS AT THIS TIME 	ON-GOING	<ul style="list-style-type: none"> NOVEMBER 2014 – DEVELOPED A CONTACT WITH NICK GULLUSCI, THE ASSISTANT PROJECT MANAGER AT MAPLEWOOD, WHO IS NOW WORKING WITH US TO RESOLVE THE COLLECTION/DEPOSIT ISSUE AT MAPLEWOOD. WE ARE SENDING CORRESPONDENCE TO HIM IN HOPES OF AVOIDING THE DRAFTING OF A CERTIFIED LETTER TO MAPLEWOOD'S OWNER.
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PROJECT STATUS TIMELINE COMMENTS/MONTHLY UPDATE

12)	WEBSITE/BRANDING PROJECT	<ul style="list-style-type: none"> • SIGNED AGREEMENTS WITH JUMAR MARKETING IN APRIL 2013 FOR 12 MONTHS • NEW WEBSITE/ RE-BRANDING LAUNCHED JULY 2013 AT 100TH ANNIVERSARY CELEBRATION • WEBSITE BEING UPDATED AS NEEDED • RE-BRANDING COLLATERAL • MATERIALS BEING IMPLEMENTED AS TIME/ RESOURCES ALLOW (STATIONARY, TRUCK LETTERING, SIGNAGE, ETC.) 	ON-GOING THROUGH FIRST QTR 2015 BASED ON EXTENSION OF AGREEMENT BY COMMISSION.	<ul style="list-style-type: none"> • NOVEMBER 2014 – DISCUSSED DETAILS RELATED TO THE DEVELOPMENT OF PHASE II OF THE WEBSITE WITH JUMAR DURING THE MONTH. THEY WILL BE PRESENTING FINAL IDEAS TO INTERNAL STAFF THE FIRST WEEK IN DECEMBER. A FOLLOW-UP PRESENTATION WILL THEN BE MADE TO THE COMMISSION AT THE JANUARY 2015 MEETING.
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#	<u>PROJECT</u>	<u>STATUS</u>	<u>TIMELINE</u>	<u>COMMENTS/MONTHLY UPDATE</u>
13)	CATV POLE ATTACHMENTS/AMPLIFIERS	<ul style="list-style-type: none"> • REVIEWED HISTORICAL INFORMATION FROM FILES • POLE ATTACHMENTS SHOULD BE BILLED ON A SEMI-ANNUAL BASIS – HAS NOT BEEN BILLED FOR SEVERAL YEARS – LOSS OF REVENUE • WILL BE CONTACTING CABLE CO. FOR DISCUSSION/ NEGOTIATION OF RATE • HIRED CONSULTANT TO PERFORM RATE STUDY 	FIRST QTR 2014 – FOURTH QTR 2014 THROUGH COMPLETION	<ul style="list-style-type: none"> • NOVEMBER 2014 – WAITING ON JOHN BOVE FINAL LEGAL REVIEW PRIOR TO SENDING TO CABLEVISION.

#	<u>PROJECT</u>	<u>STATUS</u>	<u>TIMELINE</u>	<u>COMMENTS/MONTHLY UPDATE</u>
14)	UPGRADE/ENHANCE FUEL TANKS @ 2 SECOND STREET	<ul style="list-style-type: none"> • RECEIVED NOTICE OF NON-COMPLIANCE IN MAY 2013 BASED ON TANK INSPECTION • CONTACTED VENDORS IN JUNE 2013 FOR REMEDIATION • RECEIVED QUOTES IN JULY/AUGUST 2013 • SELECTED VENDOR SEPT. 2013 • PERFORMED WORK SEPT./OCT. 2013 TO INSURE COMPLIANCE 	LAST QTR 2013 – PROJECT COMPLETED	<ul style="list-style-type: none"> • NOVEMBER 2014 – RECEIVED MONTHLY TANK INSPECTION REPORTS FROM OUR TANK INSPECTION SERVICE, QUALITY NOZZLE COMPANY. NO PROBLEMS WERE FOUND OTHER THAN A MINOR AMOUNT OF WATER IN THE “SPILL BUCKETS” LOCATED IN THE TOP OF THE TANK.
15)	SUBSTATION UPGRADES AND IMPROVEMENTS	<ul style="list-style-type: none"> • UPGRADE EXISTING SUBSTATIONS – ROWAN STREET & EAST AVENUE • BUILDING NEW FITCH STREET SUBSTATION TO COMPLY WITH NERC REQUIREMENTS • FOCUS ON CYBER-SECURITY/ SECURITY CONCERNS BASED ON REGIONAL/ NATIONAL INCIDENTS 	ON-GOING	<ul style="list-style-type: none"> • NOVEMBER 2014 – CONTINUED THE RFP PROCESS FOR THE SCADA SYSTEM DURING THE MONTH.

#	<u>PROJECT</u>	<u>STATUS</u>	<u>TIMELINE</u>	<u>COMMENTS/MONTHLY UPDATE</u>
16)	PURCHASE OF HOUSE – 18 ROWAN ST.	<ul style="list-style-type: none"> DISCUSSION HELD IN SPRING OF 2013 WITH COMMISSION TO CONSIDER ACQUISITION OF PROPERTY FOR SALE ADJACENT TO THE ROWAN ST. SUBSTATION FOR POSSIBLE EXPANSION. 	SECOND QTR 2013 THROUGH FOURTH QTR 2014	<ul style="list-style-type: none"> NOVEMBER 2014 – STAFF BEGAN THE PROCESS OF DEVELOPING BID SPECIFICATIONS FOR CONSTRUCTING A MATERIALS STORAGE FACILITY ON THE SITE.
		<ul style="list-style-type: none"> CONCEPT WAS DEVELOPED TO USE PROPERTY FOR OVERALL STORAGE NEEDS THROUGH CONSTRUCTIONS OF A STORAGE FACILITY AND CONSOLIDATION OF MATERIALS IN ONE LOCATION. 		

COMMENTS/MONTHLY UPDATE

TIMELINE

STATUS

PROJECT

#

17)	CONSTRUCTION OF ELECTRIC VEHICLE CHARGING STATION	<ul style="list-style-type: none">• CONCEPT DEVELOPED THROUGH DISCUSSIONS WITH COMMISSION BASED ON POTENTIAL LOCATION AT EAST AVE. HOUSE LOCATED NEXT TO TRAIN STATION.• A SECONDARY LOCATION (EAST NORWALK LIBRARY PARKING LOT) IS ALSO UNDER CONSIDERATION	ALL OF 2014	<ul style="list-style-type: none">• NOVEMBER 2014 – INSTALLATION WAS COMPLETED ON THE E/V CHARGING STATION AT THE EAST NORWALK LIBRARY LOCATION DURING THE MONTH. WE HAVE MET THE DEADLINES OUTLINED IN THE GRANT AND ARE IN THE PROCESS OF SUBMITTING FINAL PAPERWORK. WE WILL BE FOLLOWING UP WITH JUMAR TO “SHOWCASE” THE PROJECT OVER THE NEXT COUPLE OF WEEKS.
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COMMENTS/MONTHLY UPDATE

TIMELINE

STATUS

PROJECT

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#	<u>PROJECT</u>	<u>STATUS</u>	<u>TIMELINE</u>	<u>COMMENTS/MONTHLY UPDATE</u>
18)	<u>MISCELLANEOUS</u> <ul style="list-style-type: none"> • ANNUAL REVENUE/EXPENSE BUDGET/FIVE-YEAR CAPITAL BUDGET 	<p>COMPLETED DURING MONTH OF JUNE</p>	<p>SECOND QTR 2014, PRESENT TO COMMISSION FOR JULY 1, 2014 IMPLEMENTATION</p>	<ul style="list-style-type: none"> • NOVEMBER 2014 – PRESENTED THE FIRST QUARTER “BUDGET VS. ACTUAL” REPORTS TO THE COMMISSION AT THE NOVEMBER MEETING.
	<ul style="list-style-type: none"> • SOLAR P/V PROJECT ROOFTOP AT SECOND STREET OFFICE 	<p>DISCUSSION STAGE</p>	<p>SECOND QTR 2014 TO FOURTH QTR 2014</p>	
	<ul style="list-style-type: none"> • LOBBY RENOVATION 	<p>COMPLETE</p>	<p>SECOND QTR 2014 TO FOURTH QTR 2014</p>	<ul style="list-style-type: none"> • NOVEMBER 2014 – COMPLETED THE LOBBY RENOVATION DURING NOVEMBER. THIS “CUSTOMER FRIENDLY” RENOVATION AFFORDS US MORE SPACE, GREATER EFFICIENCY, AND HAS BEEN MET WITH OVERWHELMING SUPPORT FROM OUR “OVER-THE-COUNTER” CUSTOMERS.
	<ul style="list-style-type: none"> • LEASE NEGOTIATION – NORDEN GENERATORS 	<p>DISCUSSION STAGE</p>	<p>FOURTH QTR 2014</p>	<ul style="list-style-type: none"> • NOVEMBER 2014 – EXCHANGED EMAILS WITH NORDEN MANAGEMENT ON LEASE NEGOTIATIONS. JOHN BOVE AND I ARE READY TO NEGOTIATE ONCE WE CAN AGREE ON A DATE.

COMMENTS/MONTHLY UPDATE

TIMELINE

STATUS

PROJECT

MISC. (Cont.)

- NOVEMBER 2014 – TWO SOLAR PROJECTS (MID-FAIRFIELD AIDS HOUSE AT 9 MOORE PLACE AND TERRI BELL OF 10 NORPORT DRIVE) HAVE COME ON-LINE DURING THE MONTH. THESE CUSTOMERS HAVE COMPLETED ALL FACETS OF OUR NEWLY DEVELOPED INTERCONNECTION PROCESS AND WILL BECOME ‘NET METERING’ CUSTOMERS IN THE FUTURE.

ON-GOING

DISCUSSION STAGE/
POTENTIAL PROJECTS

• SOLAR PROJECTS