

FINAL

**THIRD TAXING DISTRICT**  
of the City of Norwalk  
February 3, 2014

**ATTENDANCE:** Commissioners: Charles Yost, Chair; Debora Goldstein,  
Dr. Michael Intrieri

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

**OTHERS:** Joseph Cristino; Rob Foster, Eaton; Chris Elliston, Eaton; Stan Siegel,  
East Norwalk Library; Jim Anderson

**CALL TO ORDER.**

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

**PUBLIC COMMENT.**

No one present wished to comment at this time.

**MINUTES OF MEETING, JANUARY 6, 2014 &**  
**SPECIAL MEETING JANUARY 9, 2014.**

**\*\* COMMISSIONER GOLDSTEIN MOVED TO TABLE THE MINUTES OF THE  
JANUARY 6, 2014 & SPECIAL MEETING JANUARY 9, 2014 TO THE NEXT  
REGULAR MEETING.**

**\*\* COMMISSIONER YOST SECONDED.**

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

**\*\* COMMISSIONER YOST MOVED TO SUSPEND THE RULES TO ADD AN ITEM  
REGARDING AN UPDATE FROM JOE CRISTINO AND ROB FOSTER FROM  
EATON CORPORATION, ON THE RECENT SYSTEM WIDE OUTAGES, TO THE  
AGENDA.**

**\*\* COMMISSIONER GOLDSTEIN SECONDED.**

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

Mr. Smith said Mr. Cristino was TTD'S Engineering consultant on the Fitch Street project and that Eaton was the construction company for that project. Mr. Smith then reported that there were four outages, of varying duration since the 14th of December, related to the operation of the Fitch Street Substation, based on existing Department records.

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They were as follows: one on December 14th, the second on December 17th, the third on January 22nd and the fourth on February 1st. He stated that the December 14th outage lasted from an hour to an hour and a half. The December 17th lasted approximately 35 minutes. The third outage on January 22nd was 45 minutes in duration and the fourth outage on February 1st lasted twenty minutes.

Two of the outages were due to relay settings at the new station. The third one was an equipment failure and the fourth was due to a squirrel getting into the equipment.

Mr. Cristino then said that the turn on of the station was 15 seconds. It was determined that there were two outages on the 14th. Discussion followed about this. Mr. Yost asked if there would be a minute by minute log of the outages including duration and the cost. Mr. Smith said that this would be done from now on.

Mr. Cristino said that two of the major outages were a result of the transfer of a potential power load from one site to another. He then passed around photographs of the area where the transformer exploded. A claim is being prepared for submission to the company for the transformer involved in the January 22nd outage. There will be an analysis of the transformer to determine the cause of the catastrophic failures.

Mr. Foster said that there had been some response to the coordination study, which is an operation that turns the breakers on and off. The primary breaker had settings that were too conservative.

Mr. Cristino then passed out a photo showing where the squirrel had entered the transformer a week later. He then gave an overview of the actions that were taken following this outage. Discussion followed about the age of the technology, the installation of critter guards, and the five year maintenance plan, which has been developed in TTD's existing substations

#### **EAST NORWALK LIBRARY - BUDGET REQUEST.**

Mr. Siegel and Mr. Anderson came forward. Mr. Siegel said that the East Norwalk Library was not asking for an increase in their operating budget. He distributed a newsletter that contained the proposed budget and an additional sheet that analyzed the value of the items borrowed.

Mr. Siegel then gave an overview of the Library's capital budget. One of the requests was for new parking lot signage and striping the parking spaces. He said that he could get the signage done at no cost other than materials to TTD if TTD would stripe the parking lot.

The striping and the signage of the parking lot are a priority. Updating the fixtures in the downstairs hall kitchen would be a priority. Mr. Anderson said that there was a possibility of

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having cabinetry donated. Mr. Siegel said he was working on this. Discussion followed about using the same cleaning company that TTD uses.

Dr. Intrieri asked for a cost estimate of the Capital budget projects. Mr. Smith then directed everyone to the District budget where the Library Capital budget projects were listed. Discussion followed. This item will be included for a vote on the next agenda.

### **DISTRICT BUDGET PRESENTATION FOR ANNUAL MEETING.**

Mr. Scofield then directed everyone's attention to the proposed District budget as outlined in a memo dated January 29, 2014. The Annual meeting will be held at Marvin School due to ADA compliance issues regarding the East Norwalk Library Meeting Room. Discussion followed about the various issues. It was decided that the Commission would approve the budget at the March meeting.

Dr. Intrieri asked about the estimated cost of \$1,000 for renting the school. Discussion followed about the cost of the rental and when the staff would be able to enter the building for set up.

### **AWARD OF BID.**

Mr. Smith said that bids had been released for the demolition of the house and garage at 18 Rowan Street. Two reputable companies submitted bids. He recommended that the Commission approve Conte for the job, which will also include removal of the foundation on the parcel.

**\*\* COMMISSIONER YOST MOVED TO APPROVE THE CONTE CONSTRUCTION AS OUTLINED ON MR. SMITH'S MEMO DATED JANUARY 14, 2014.**

**\*\* COMMISSIONER GOLDSTEIN SECONDED.**

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

### **UPDATE ON CODE RED SYSTEM.**

Mr. Smith said that he had spoken with Fire Chief McCarthy regarding the Code Red System and that Chief McCarthy was recommending that it should be limited to outages exceeding four hours. Mr. Smith said that activating this system would require major compilation of data. Discussion followed whether this would be effective. Mr. Smith suggested developing a more tailored program for TTD. He said that he was working with the various resources to come up with a comprehensive solution to notify people about the outages.

### **OPTIONS - PROJECT FUNDS.**

Mr. Smith said that all the bills for Fitch Street and Cervalis have been paid and there are some excess funds remaining. Mr. Smith then reviewed three options and recommended that the

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excess funds be transferred into the Capital account. This item will be included on the next agenda.

**GENERAL MANAGER'S REPORT.**

**Follow up on Fitch Street Substation Plaque.**

Mr. Smith said that he had contacted the vendor Mr. Brown had recommended.

**\*\* COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE RECOMMENDED VENDOR WITH THE PRICE OF \$995 PLUS SHIPPING AND HANDLING AND A 1% TO 2% PLUS OR MINUS VARIATION.**

Dr. Intieri said that he knew the vendor and might be able to secure a better price.

**\*\* COMMISSIONER GOLDSTEIN MOVED TO WITHDRAW HER PREVIOUS MOTION.**

**\*\* COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE RECOMMENDED VENDOR WITH THE PRICE NOT TO EXCEED \$995.00 PLUS SHIPPING AND HANDLING.**

**\*\* COMMISSIONER YOST SECONDED.**

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

**DISCUSSION/ANALYSIS OF FINANCIAL STATEMENT / KEY PERFORMANCE INDICATORS.**

Mr. Smith reviewed the details of the Financial Highlights as included in the Commissioners' packet. He reported that one of the generators caught on fire approximately 10 days ago and will result in significant spike in the maintenance cost budget line, for the Norden generators.

**ADJOURNMENT.**

**\*\* COMMISSIONER GOLDSTEIN MOVED TO ADJOURN.**

**\*\* COMMISSIONER YOST SECONDED.**

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

The meeting adjourned at 8:36 p.m.

Respectfully submitted,

Third Taxing District  
of the City of Norwalk  
Regular Meeting  
February 3, 2014

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Sharon L. Soltes  
Telesco Secretarial Services