

FINAL

**THIRD TAXING DISTRICT**  
of the City of Norwalk  
July 7, 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:** Jim Keenan, Chowdafest; “Chef Ref”, Chowdafest

**CALL TO ORDER**

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

**PUBLIC COMMENT**

Mr. Jim Keenan of Norwalk came forward to speak about the Chowdafest. He said that the Chowdafest will be held at Calf Pasture. It had previously been held at the Bridgeport Arena. Mr. Keenan said that he wanted to propose a trade-out sponsorship. He said that this would be a chance for the Third Taxing District to have dedicated PR. He said that that his business was moving away from being all electric towards propane. It is scheduled for October 12th because it is soup season. The Chowdafest would like to use Third Taxing District’s poles for advertising. He said that there were VIP tickets that would allow the holders onto the site an hour before the doors open. Last year, there were between 10,000-12,000 participants.

Commissioner Yost asked if Third Taxing District would have a booth. Mr. Keenan said that it might be possible.

Commissioner Brown asked if Mr. Keenan had done banners before. Mr. Keenan said that he had done banners before, but not the same size as Third Taxing District banners. He said that he was looking to have the Third Taxing District replace the current banners with the Chowdafest banners along East Avenue, Gregory Boulevard and Calf Pasture Beach Road for about a month before the event. Mr. Keenan said that they would design it and the Commission would approve it. The event will be rain or shine. He said that there are 36 restaurants, and 14 different sponsors including Stop & Shop, Dannon Yogurt and various other groups.

**MINUTES OF MEETING**

**June 2, 2014 and June 19, 2014 Special Comm. Mtg.**

June 2, 2014 –

FINAL

**\*\* COMMISSIONER BROWN MOVED THE MINUTES OF THE JUNE 2, 2014 MEETING.**

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

**\*\* THE MOTION TO APPROVE THE MINUTES OF THE JUNE 2, 2014 MEETING AS SUBMITTED PASSED WITH TWO IN FAVOR (BROWN AND GOLDSTEIN) AND ONE ABSTENTION (YOST).**

June 19, 2014 –

**\*\* COMMISSIONER BROWN MOVED THE MINUTES OF THE JUNE 19, 2014 MEETING.**

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

**\*\* THE MOTION TO APPROVE THE MINUTES OF THE JUNE 19, 2014 MEETING AS SUBMITTED PASSED UNANIMOUSLY.**

**\*\* COMMISSIONER YOST MOVED TO SUSPEND THE RULES TO ADD AN ITEM REGARDING A \$100.00 DONATION TO THE MARVIN SENIOR HOUSING.**

**\*\* COMMISSIONER BROWN SECONDED.**

Dr. Intrieri said that The Marvin Senior Housing had allowed the Third Taxing District to use a room for a meeting. Commissioner Yost said that he would like to suggest a contribution of \$100 to The Marvin for the use of a room for the Third Taxing District Annual Meeting.

Commissioner Goldstein said that, for the record, she would prefer that this type of issue not be handled as a contribution separate from the room use. It should be a straight-up transaction as part of the Annual Meeting Business and not called a contribution because it was a fee for service. Commissioner Goldstein pointed out that the next agenda item had to do with the establishment of a Contributions Policy, which was not in place yet. This would set a precedent for contributions that she did not think had been contemplated under the policy. It was a service and The Marvin provided it, so the Commission would pay for it. She said that she had no objection to approving this in this particular instance, but that her preference would be that it would not be separated into two transactions. She then reiterated that that this was really a fee for service.

Dr. Intrieri said that The Marvin had not asked for a contribution and provided the space for the District Meeting for free. Discussion followed.

**\*\* THE MOTION TO APPROVE A \$100.00 CONTRIBUTION TO THE MARVIN SENIOR HOUSING FOR USE OF THEIR SPACE FOR THE THIRD TAXING DISTRICT ANNUAL MEETING PASSED UNANIMOUSLY.**

Mr. Scofield asked which account it would be drawn from. Commissioner Goldstein said that it was a District expense. Discussion followed.

FINAL

**POLICY ON CONTRIBUTIONS - DRAFTS FOR REVIEW/COMMENT**

Mr. Smith then directed everyone to page 17 of the information packet for the original donation policy. There is a proposed policy included.

Commissioner Brown said that he did not see a need for this. He said that he did not want various organizations coming to the District for donations. Dr. Intriери pointed out that even with a formalized policy the Commissioners would still have control.

Commissioner Goldstein said that the Commission had just voted to make a contribution to The Marvin. She said that she felt that this would help the Commission to narrow things down. The process will help screen random requests. Commissioner Goldstein also pointed out that the East Norwalk Improvement Association reserves the right to make financial contributions to other groups. Dr. Intriери said that the contribution to The Marvin was in appreciation. He pointed out that the form would let the groups know what the Commission expects.

Commissioner Brown asked whether the rate payers would have a vote. Commissioner Goldstein indicated where this was in the proposed policy. There is no funding available for this item for this budget year. Discussion followed about how much should be included in the budget for this.

Mr. Smith suggested that any potential contributions for this budget year could be transferred from the Operating Budget. Commissioner Goldstein said that these types of items should go before the electors because it does not have to do with the actual operation of the Electric Department.

Discussion followed about how this item would be described in the District budget. It was agreed that this would be included as "Other District Services".

**\*\* COMMISSIONER GOLDSTEIN MOVED TO APPROVE A POLICY ON DISBURSEMENTS FOR OTHER DISTRICT SERVICES FOR THE THIRD TAXING DISTRICT FUNDS, ROUGHLY THE FORM THAT APPEARS ON PAGES 19-20 OF THE COMMISSIONERS' JULY 7, 2014 INFORMATION PACKET, TO BE EFFECTIVE AS OF AUGUST 1, 2014, SUBJECT TO MINOR EDITS ON THE FORM. \*\* COMMISSIONER YOST SECONDED. \*\* THE MOTION PASSED WITH TWO IN FAVOR (YOST AND GOLDSTEIN) AND ONE OPPOSED (BROWN).**

**REVIEW OF POLE ATTACHMENT FEE QUOTES**

Mr. Smith said that he had three firms come back to the District with quotes. He said that he had dealt with Management Application Consulting in the past and they were the low bidder. He said that the goal was to create a fee structure for attachments to the poles. The Third Taxing District owns about 30% of the poles. At the end of project, the Third Taxing District will be in the position to negotiate with cable companies. Mr. Smith said this should have been done some

FINAL

time ago. Commissioner Brown asked how the figures were arrived at. Mr. Smith said that they had calculated the number of poles multiplied by the average rate.

Commissioner Goldstein said that it will be important to complete the arrangement with AT&T before the merger happens. Otherwise, the District could end up with having the new company end up with taking over the poles without an agreement.

Commissioner Brown asked about the joint pole agreement. He said that the District had sent SNET a bill and SNET had sent the District a bill and neither party had paid it. Discussion followed about the details. Commissioner Brown asked what the study would give the District since there was some previous policy. Mr. Smith said that this would provide the District with a formal structure and provide a rate structure for the cable companies. The FCC is also involved with this process. Discussion followed.

Commissioner Yost asked if the company would assess the condition of the poles. Mr. Smith then said that this would be part of the report.

**\*\* COMMISSIONER YOST MOVED TO ACCEPT THE BID FROM MANAGEMENT APPLICATION CONSULTING FOR \$2,520.00.**  
**\*\* COMMISSIONER GOLDSTEIN SECONDED.**  
**\*\* THE MOTION PASSED UNANIMOUSLY.**

**PRESENTATION AND DISCUSSION OF 2014-2015 ANNUAL REVIEW/EXPENSE BUDGET AND FIVE YEAR CAPITAL BUDGET FORECAST**

Mr. Smith said that at the last budget meeting there had been requests from both Commissioner Brown and Commissioner Goldstein to review the budget. He said that there had been a number of items that needed to be followed up. One item was that Atty. Bove confirmed that the Third Taxing District does not have to pay real estate taxes on the Rowan Street property and there may even be a partial rebate. The discussion then moved to the sewer fee.

Mr. Smith said that he had sent out a meeting notice for the 9th. The information will be sent to the Commissioners via email tomorrow for the meeting on the 9th.

**DISCUSSION/ANALYSIS OF FINANCIAL STATEMENTS/KEY PERFORMANCE INDICATORS - JUNE AND JULY 2014**

Mr. Smith then reviewed the Key Performance Indicators listed on page 41 of the information packet with the Commissioners. Commissioner Goldstein asked about the increase of the electrical costs. Mr. Smith reminded everyone that the past winter had several sharp spikes in electrical costs.

June was a solid month for sales and July has also been very good so far.

FINAL

Commissioner Brown asked for clarification on several items on the figures listed on pages 48 and 49 in the information packet. Mr. Smith reviewed the figures with the Commission.

Commissioner Brown asked about the break out of the two employees who are working at Fitch Street. Mr. Smith said that he would verify this and let Commissioner Brown know.

Mr. Smith continued the review of the Key Performance Indicators. He said that the District is struggling right now to maintain a healthy operating ratio due to purchased power costs being up this past winter and relatively flat sales. He suggested that the Commission consider revisiting the results of the Rate Study in August.

Mr. Smith said that he expected about \$100,000 in savings from two retirees and the restructuring of a position. Commissioner Goldstein pointed out that there was one recent hire and the possibility of hiring another employee.

### **EXECUTIVE SESSION**

**\*\* COMMISSIONER YOST MOVED TO ENTER IN TO EXECUTIVE SESSION TO DISCUSS ENIA NEGOTIATIONS.**

**\*\* COMMISSIONER BROWN SECONDED.**

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

The Commission, Michael Intrieri, Treasurer, Mr. Smith and Mr. Scofield entered into executive session at 8:44 p.m.

The Commission returned to public session at 9:16 P.M.

### **ADJOURNMENT**

**\*\* Commissioner Goldstein moved to adjourn.**

**\*\* Commissioner Brown seconded.**

**\*\* The motion passed unanimously.**

The meeting adjourned at 9:17 P.M.

Respectfully submitted

Sharon L. Soltes  
Telesco Secretarial Services