

**THIRD TAXING DISTRICT  
Of the City of Norwalk  
REGULAR MEETING  
September 8, 2014**

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

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

OTHERS: Jim Anderson  
Joe Cristino  
Stan Siegal  
Dan Shanahan, EVSE

**CALL TO ORDER**

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

**1. PUBLIC COMMENT**

Mr. Anderson said that he had noted in the TTD meeting minutes of July 7, 2014, page 3, that Commissioner Goldstein had stated that the "East Norwalk Library reserves the right to make financial contributions to other groups." He said that this is incorrect and that the East Norwalk Association Library does not make any financial contributions to other groups nor do they support the right to do so. Commissioner Goldstein said that she was only pointing out that they have the right under the bylaws to do so and are chartered to make contributions to other groups.

**2. MINUTES OF MEETING- AUGUST 4, 2014 AND AUGUST 21, 2014**

Dr. Intrieri said that he is the Treasurer and has no voting power, but that he does give input and when he speaks, he would like it reflected in the minutes.

Commissioner Goldstein said that on page 5, paragraph 1, last line, the “residential” should be changed to “commercial.”

Commissioner Goldstein said that on page 8, under the executive session, to remove the comments and that there should be nothing recorded until after the executive session has ended.

Commissioner Brown said that there is no motion to enter into executive session.

**\*\* MR. BROWN MOVED TO APPROVE THE MINUTES OF AUGUST 4, 2014 AS AMENDED**

**\*\* MR. YOST SECONDED THE MOTION**

**\*\* MOTION PASSED UNANIMOUSLY**

**\*\* COMMISSIONER GOLDSTEIN MOVED TO TABLE THE MINUTES OF AUGUST 21, 2014**

**\*\* COMMISSIONER YOST SECONDED THE MOTION.**

**\*\* MOTION PASSED UNANIMOUSLY**

**\*\* COMMISSIONER BROWN MOVED TO SUSPEND THE RULES TO TAKE THE AGENDA OUT OF ORDER, MOVING EAST AVENUE SUBSTATION T1 TRANSFORMER BIDS FROM THE #4 SPOT TO THE #3 SPOT ON THE AGENDA.**

**\*\* COMMISSIONER YOST SECONDED THE MOTION**

**\*\* MOTION PASSED UNANIMOUSLY**

#### **4. EAST AVENUE SUBSTATION T1 TRANSFORMER BIDS**

Mr. Smith said that three companies were sent copies of the bid specifications and that two companies responded. All bidders were requested to submit a “turnkey” bid proposal as part of the original bid specifications. He said that he is recommending that ABB Corporation be awarded the bid for replacing the T1 transformer at the East Avenue substation in the amount of \$487,760. Commissioner Yost asked if this transformer is different from any of the other transformers. Mr. Smith said that this is a power transformer.

**\*\* COMMISSIONER GOLDSTEIN MOVED TO AWARD THE BID TO ABB CORPORATION TO REPLACE THE T1 TRANSFORMER AT THE EAST AVENUE SUBSTATION IN THE AMOUNT OF \$487,760. WITH A VARIANCE OF NO MORE THAN 5%.**

**\*\* MR. YOST SECONDED THE MOTION**

**\*\* MOTION PASSED UNANIMOUSLY**

#### **3. EV PRESENTATION**

Mr. Shanahan gave a presentation and said that EVSE is developing and deploying advanced EV charger technology that addresses the evolving safety and business operational concerns in both public and workplace charging. He discussed the proposed models and the cost.

Mr. Smith said that they have completed the process of the grant and that it is a \$10,000 grant and it includes the reimbursement for the charging units, and if there is money left over it will go towards the installation costs. He said that he is recommending the purchase of two dispensers and four chargers to be installed at the East Norwalk Library. He said that that is the State’s preferred location because of issues with the train stations. Commissioner Brown asked if the grant was per unit. Mr. Smith said “no” and that is in total.

Mr. Smith said that the next vehicle that will need replacement is the meter reading vehicle that is sitting idle because it is un-drivable. This is a good opportunity to upgrade the vehicle and he is recommending leasing a Chevrolet Volt. Commissioner

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Yost asked what year the current car is. Mr. Smith said it is a 2005. Commissioner Brown asked how many miles a day the meter reading car drives. Mr. Smith said two to four miles per day due to the way the routes are now read. He said that the funds to lease the vehicle will not come out of the operating fund. There is still \$156,000 in the energy conservation fund and the lease payments can be made out of those funds along with the balance of the chargers. Commissioner Goldstein asked if the library had any concerns with putting the chargers there. Mr. Smith said he has not had any long discussions with them yet. Commissioner Brown asked what will be done with the old meter reading car. Mr. Smith said it would probably be sold for scrap. Dr. Intriери suggested donating it J.M. Wright Technical High School for their automotive shop class.

**\*\* COMMISSIONER YOST MOVED TO APPROVE THE PURCHASE OF 2- 3722-1000D AND 1- 3722-105 TO BE PAID OUT OF THE ENERGY CONSERVATION FUNDS LESS ANY GRANT MONEY THAT COMES AVAILABLE FROM THE CONNECTICUT DEEP**

**\*\* COMMISSIONER GOLDSTEIN SECONDED THE MOTION**

**\*\* MOTION PASSED UNANIMOUSLY**

**\*\* COMMISSIONER YOST MOVED TO LEASE (1) CHEVROLET VOLT FOR DEPARTMENT USE TO BE FUNDED OUT OF THE ENERGY CONSERVATION FUND TO BE LEASED FOR 36 MONTHS**

**\*\* COMMISSIONER GOLDSTEIN SECONDED THE MOTION**

**\*\* MOTION PASSED UNANIMOUSLY**

## **5. GENERAL MANAGER'S REPORT**

Mr. Smith said that island at the intersection of East Avenue and Van Zant Street is available and that Mr. Alvord had sent an e-mail with the two types of signs that are

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authorized to be used in the Adopt-A-Spots. Mr. Smith asked the members of the commission which type of sign they would like to use. It was decided that the Enjoy Norwalk with the TDD name on the bottom of the sign. Commissioner Goldstein asked if this is costing anything other than the cost for maintenance. Mr. Smith said “no”. Commissioner Goldstein asked if these are the same terms as everyone else that gets the signs. Mr. Smith said “yes”.

Mr. Smith said Mr. Bonenfant could not attend the photo session for the LED lights on Gregory Blvd. and that it will be postponed.

Mr. Smith reported on the rate study and said that a representative from Cogsdale will be here for approximately one week to make changes to the CIS system with the new rates and they will try and modify the bill format at the same time. He said that the letter to the customers has gone out in the September bills. He said that he will also be preparing a four page printed rate schedule for customers who do not have website access, and that they have finalized a lot of the behind the scenes issues on the rate design with the consultant.

## **6. REVIEW OF REAL ESTATE HOLDINGS**

Mr. Smith presented a summary real estate property schedule and said that it outlines all the properties that are currently owned by the department per the City of Norwalk’s Tax Assessors office, which is supported by individual detailed record of each property. He said that in conducting the review, it was determined that no records existed regarding ownership of the three parks that are listed on the schedule that he believes the TDD owns and maintains. Commissioner Brown said that “Hanford Switch” and the bank islands should also be included on the schedule. He said that it is his tentative recommendation, at a minimum, to have these properties appraised and record ownership with the City’s Tax Assessor’s office. Commissioner Goldstein asked why the tax records are being used and suggested that the information be obtained in the clerk’s office because all of the deeds are recorded there. Mr. Smith said that they are pursuing this issue further and will update the Commission as additional information becomes available. He also said that in addition they are cross referencing all the current property records with the TDD’s property insurance carrier to verify and update the values.

## **7. DISCUSSION/ANALYSIS OF FINANCIAL STATEMENTS/KEY PERFORMANCE INDICATORS**

Mr. Smith reported and said that the revenue numbers are down from last July and he attributes a vast majority of that to the weather. He said that he received a call from a representative from Norden Systems and they want to renegotiate their lease.

Commissioner Brown asked how long the lease is. Mr. Smith said that it is supposedly good until August, 2014, and that it is his preference to start from scratch because the conditions are totally different today than they were back then. He said that before it is finalized he will send it to the members of the commission.

### **Follow-Up Questions on Project Summary Report:**

Commissioner Goldstein asked for a status update of the interview process for the executive secretary. Mr. Smith said that it has been completed. Commissioner Goldstein asked if the Wastewater Treatment Plant has been formally notified of the results of the rate study and if the rate negotiation process has yet been pursued. Mr. Smith said that he has spoken to Mr. Alvord and he will be scheduling a meeting to discuss the rate deduction for the Wastewater Treatment Plant. Commissioner Goldstein asked for the status of Maplewood. Mr. Scofield said last week they paid the past due amount. Commissioner Yost asked how much they currently owe. Mr. Scofield said \$24,500. Mr. Smith said that he received a call from Mr. Gregory Smith's assistant (the owner of Maplewood) two weeks ago and they had guaranteed to make a payment this week.

## **8. ADJOURNMENT**

**\*\* COMMISSIONER YOST MOVED TO ADJOURN**

**\*\* COMMISSIONER GOLDSTEIN SECONDED THE MOTION**

**\*\* MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 9:20PM

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Respectfully Submitted,

Dilene Byrd  
Telesco Secretarial Services