

FINAL

THIRD TAXING DISTRICT
of the City of Norwalk
Special Commission Meeting
January 26, 2017

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

STAFF: Jim Smith, General Manager

OTHERS: David Moore (David Moore Architecture & Design LLC)
Steve VanderMeer (Hometown Connections)

CALL TO ORDER

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

PUBLIC COMMENT

Dr. Michael Intrieri spoke on behalf of the Exchange Club of Norwalk and presented to the Commission their upcoming Salute to Outstanding Pillars of the Community Recognition Dinner to be held on Saturday, February 25, 2017. They are asking TTD for a donation of \$250 for advertising in the program. He turned in the completed application for Contribution from District Funds. The Commission added the review of the decision of the contribution to the February 6, 2017 agenda.

215 EAST AVENUE – PRESENTATION OF PROPOSAL

Mr. David Moore of David Moore Architecture and Design LLC, located in Ridgefield, CT, spoke to the Commission about the property at 215 East Avenue. Mr. Moore has 14 years experience in architecture and design. He showed examples of his work, which included high-end residential and an art gallery in New York City.

After reviewing Norwalk's zoning regulations, he said there would be a maximum 5,000 sq. ft. and 2-1/2 stories for a building. The one concern he has about the lot is coverage. According to the way zoning is now, there is only a 35% footprint/coverage. His suggestion was to build a two-story building, which would house retail on the first floor and possibly office space on the second floor.

Commissioner Brown asked if he thought a parking garage would be an option. Discussion took place around the possibility and Mr. Moore indicated that he would be willing to conduct a

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feasibility study of any type of structure that the Commission had in mind for the space. Per Mr. Moore's proposal, he would evaluate up to three types of structures for the property which could include a general building and a multi-level parking garage.

The Commission will review all the information and be back in touch with Mr. Moore in the near future.

BYLAWS

Commissioner Brown said he was not prepared at this time to talk about the ByLaws. He stated that Commissioner Goldstein had a conversation with someone from the outside and they mentioned the ByLaws should not stand alone, but should be part of the Charter revision. Commissioner Goldstein stated since the Commission is already in discussion under Strategic Planning to make Charter revisions, perhaps there should be another discussion with Atty. Bove on the matter. Commissioner Brown said he would like to table the subject until a decision can be made as to whether or not the ByLaws would be included in the Charter revisions.

**** COMMISSIONER BROWN MOVED TO TABLE BYLAWS TO A FUTURE DATE TO BE DETERMINED.**

**** COMMISSIONER YOST SECONDED.**

At this time the Commission discussed their reasons why they wanted to table ByLaws prior to voting on the motion.

Mr. VanderMeer explained to the Commission about the two copies of the ByLaws they had received. The first copy with no red-lining was the original copy that had been drafted. The second copy which is red-lined, was the copy that Atty. Phil Sussler (CMEEC) had revised. The notes in the margin of the red-lined copy are comments made by Mr. VanderMeer.

Commissioner Goldstein would like Atty. Bove to look at the document(s) one more time before proceeding. Mr. Smith will set up a meeting with Atty. Bove over the next few days for further discussion.

Commissioner Brown indicated that the Charter revisions have to be voted on by the electors. The last attempt to change the Charter was done under a special meeting specific to the cause.

Mr. VanderMeer posed two questions to the Commission:

- 1) Does the Commission have the ability to enact its ByLaws through a vote of the Commission?
- 2) Does the change in Charter go in front of your electors at a meeting or does it go in front of your electors through one of your elections?

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Discussion then took place as to whether or not the Commission would look to retain an attorney specifically for the matter of the Charter. In the meantime, Mr. Smith will be setting up a meeting with Atty. Bove to see if he has any answers with regard to the procedure for changing the Charter, or possibly get a referral to another attorney who would be more knowledgeable on the subject matter.

It was the consensus that the motion not be tabled indefinitely, but should wait until after the Annual Meeting of March 1, 2017.

**** COMMISSIONER BROWN MOVED TO TABLE BYLAWS TO A SPECIAL MEETING TO BE SCHEDULED FOR MONDAY, MARCH 20, 2017.**

**** COMMISSIONER GOLDSTEIN SECONDED**

**** THE MOTION PASSED UNANIMOUSLY.**

STRATEGIC PLANNING

Mr. VanderMeer asked the Commission if there were any open ended issues that they wanted to discuss at this time with regard to 215 East Avenue, ByLaws, Charter and the Library. The Commission said no and wanted to move on.

Mr. VanderMeer gave a recap of the Strategic Plan Elements to the Commission. He began with the Mission statement that the staff had been working on over the past months. The Commission reviewed the statement and made a couple of minor changes. The draft Mission statement now reads:

“TTD is a proud partner of the community and a reliable, competitive, responsive utility, providing value and added services and programs in an efficient, personalized manner to the neighborhoods of East Norwalk.”

Mr. VanderMeer then presented the TTD Corporate Values. The Commission reviewed them and made a few revisions to them. They now read:

“TTD will fulfill its mission by honoring these values:

- Ethical practices
- Courteous and empathetic relationships with all customers
- Dependability and responsiveness
- Efficiency and financial stewardship
- Embracing mutual ownership of the utility with customers and the community”

Finally, Mr. VanderMeer shared the Draft Vision statement with the Commission. He reminded the Commission that they had been discussing whether or not there should be multiple Vision statements –Utility, District and Corporate. He stated that the current statement felt more utility specific and encouraged the Commission to make changes.

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The Commission discussed the current draft statement. Since the Commission appeared to be struggling with trying to revise the statement, Mr. VanderMeer suggested starting with a clean slate which could help make the process easier.

He asked the Commission to come up with bullet points describing what they would like reflected in the statement.

- Workforce
- Adaptive/flexible to changing environment
- Technology
- Enhance future economic opportunities in the neighborhoods of East Norwalk
- Lifestyle
- Quality of life
- Added value
- Sense of community – community image
- Catalyst
- Nexus
- Innovative

From this list, the Commission will work on drafting a Vision statement. In the meantime, Mr. VanderMeer is going to gather a list of how other utilities are expanding.

ADJOURNMENT

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

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 9:13 p.m.

Respectfully submitted,

Cynthia Tenney
Executive Assistant
Third Taxing District

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