

FINAL

**CITY OF NORWALK  
THIRD TAXING DISTRICT  
REGULAR MEETING  
MAY 2, 2011**

ATTENDANCE: Commissioners: Timothy Plunkett, Chair; David Brown;  
Paul Kokias; Connie DiScala, Treasurer.

STAFF: George Leary, General Manager;

OTHERS: John Bove, District Counsel;  
Mark Vida, Investment Advisor, Fairfield County Bank.

Mr. Plunkett called the meeting to order at 7:02 p.m.

**PUBLIC COMMENT**

There were no public comments.

**MINUTES OF MEETINGS**

March 7, 2011

Mr. Plunkett requested that a correction be made to page 4 on the wording of the motion to go into Executive Session to replace Investment Advisor's Report with Labor Relations discussion. Also, the following should be added to page two:

Mr. Leary stated that the Investment Advisor's Report would be tabled to next month's meeting.

Mr. Bove requested corrections on page 3, in the last sentence of the motion, to correct the misspelling of shall and discretion.

- \*\* MR. PLUNKETT MOVED TO ACCEPT THE MINUTES FROM APRIL 4, 2011 WITH CORRECTIONS AS NOTED.**
- \*\* MR. KOKIAS SECONDED**
- \*\* MOTION PASSED UNANIMOUSLY.**

**GENERAL MANAGER'S REPORT**

Mr. Leary presented his written report and stated that his report was self-explanatory, as it represents the standard format with the financial statement of income and expense comments. He then requested a suspension of the rules to move the order of the agenda to have the Investment Advisor's Report the next item for discussion.

Investment Advisor's Report

Mr. Mark Vida, Investment Advisor with Fairfield County Bank presented his reports and gave an overview of the investment performance of the Pension and Capital Improvement funds. He fielded questions relative to the fund performance and explained the asset allocation based on expectation of inflation, interest rates and corporate profits, with historical and relative valuations determined as a combination equities, fixed income and reserves.

Auditor Engagement 2011

Mr. Leary presented a proposal for the 2011 audit and explained that the cost has increased by 2% over last year. He added that Hope & Hernandez has been thorough, reasonable and has given consistent service and lower prices over the last several years.

- \*\* **MR. PLUNKETT MOVED TO ENGAGE THE SERVICES OF HOPE & HERNANDEZ, P.C. TO PERFORM THE THIRD TAXING DISTRICT YEAR 2011 AUDIT FOR A PRICE OF \$19,255 IN ACCORDANCE WITH THEIR PROPOSAL OF APRIL 12, 2011.**
- \*\* **MR. BROWN SECONDED.**
- \*\* **MOTION PASSED UNANIMOUSLY.**

Office Renovations

Mr. Leary presented a copy of his memorandum on the reconstruction proposals as follows:

The following is an update on the office reconstruction project.

The Commission has directed staff to obtain bids on the various facets of renovating the space formerly used for storage in the rear of the office building (back room) to provide for needed building improvements and with a goal of having suitable space for Commission meetings on-site. The project has been divided into the following tasks each of which may or may not be undertaken.

- Level the concrete floor. Project is complete.
- Remove overhead door and enclose wall with masonry. Authorized
- Replace pull-down stairs with new pull-down or fixed stairway.
- If fixed stairs are installed, enclose staircase and install doors.
- Strengthen attic floor over back room area for storage.
- Install thru-the-wall heating and A/C unit.
- Tile floor
- Electrical work and painting by TTD personnel

Bids have been received as follows:

- Floor tile
  - Angione's \$2000
  - Genuario's \$2045
  - A-1 Carpet Super Store \$2300
- Stairs and reinforce ceiling
  - Bryan & Brian \$7150
  - Lamco \$7315
- Heat & A/C \$1500 Est. *+ miscellaneous items*

It is recommended that the commission **vote to approve a budget for the remaining building reconstruction not to exceed \$15,000.** *as discussed in memo*

Mr. Plunkett commented that he wanted to make a statement for the record of full disclosure that he is familiar with the contractors as business associates. It was noted by Mr. Brown that the members were in agreement that this does not present a conflict of interest.

A discussion ensued relative to the outcome of the floor leveling. Mr. Kokias stated that he was disappointed, as his expectation was that it would be a new surface, and he was concerned that it was not properly leveled for tile preparation. After a review of the bid proposals Mr. Plunkett offered to closely examine the bids in detail with the contractors to ensure that they had a clear understanding on what was being done and he would double check if additional work would be necessary. Mr. Brown stated that he would prefer to rely on Mr. Plunkett's expertise in this area and would follow his lead with any recommended changes.

**\*\* MR. PLUNKETT MOVED TO APPROVE A BUDGET FOR THE REMAINING BUILDING RECONSTRUCTION NOT TO EXCEED \$15,000 AS DESCRIBED IN THE ABOVE MEMO WITH THE PROVISION OF THE COMMISSION CHAIR TO DISCUSS WITH THE CONTRACTORS HOW WORK WILL BE DONE IN ACCORDANCE WITH THEIR PROPOSALS AS SUBMITTED.**

**\*\* MR. BROWN SECONDED.**

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

Substation Site Clearing

FINAL

Mr. Leary presented the following:

It is our plan to remove the top soil from the Fitch St. Substation site to clear the site for construction. The top Soil is infused with a large quantity of debris from decades of storage use including glass metal and plastics. We have the following prices from contractors for removing the top Soil and grading the site.

O'Boy	\$29,200
Lametta	\$24,811
Ajay	\$12,000
Seaman	\$10,200

It is recommended that the Commission vote to engage Seaman Construction, Inc. to remove the top soil and grade the Fitch St. Substation site at a cost of \$10,200.

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Mr. Leary presented photographs of the site to show the condition of the topsoil. A discussion ensued relative to the soil removal and Mr. Plunkett explained that based on his experience, the soil will be filtered and sold. He suggested that an amount of \$2,500 be included as a contingency to ensure that the removal includes all debris.

- \*\* **MR. PLUNKETT MOVED THE APPROVAL TO ENGAGE SEAMAN CONSTRUCTION, INC. TO REMOVE THE TOP SOIL AND GRADE THE FITCH ST. SUBSTATION SITE AT A COST OF \$12,700 IN ACCORDANCE WITH THEIR PROPOSALS AS SUBMITTED.**
- \*\* **MR. BROWN SECONDED.**
- \*\* **MOTION PASSED UNANIMOUSLY.**

#### Substation Development

Mr. Leary presented a memorandum on Substation Interconnection Studies, as follows:

A key component of connecting to the transmission system is to conduct engineering studies on the effect we will have on the system under various system conditions and contingencies. We have proposals from three firms experienced in this work including the firm doing the studies for SNEW.

Mott Mac Donald	\$61,300 Less 10% if joint with SNEW = \$55,170
RLC	\$37,500
TRC	\$68,500

Because the RLC proposal is an estimate based on incomplete information and because Mott MacDonald is doing the SNEW studies it is best to use the same engineer to avoid duplication and communications issues. CMEEC and their consultant have reviewed the proposals and recommend that we hire Mott Mac Donald. Accordingly, it is recommended that the Commission **vote to engage Mott MacDonald of Westwood MA to conduct the Fitch Street Substation Interconnection studies in accordance with their proposal of April 20, 2011 at a cost not to exceed \$55,170.**

A discussion ensued on the necessity of this action particularly in view of the incomplete information as stated and the inconsistencies with communication of the actual parameters of the project. Mr. Leary explained that Bruce McKennan did the RFPs as required by ISO. Mr. Plunkett stated that it would seem appropriate to give RLC an opportunity to finalize their bid, and the commissioners were in agreement that it would be best to have Mr. McKennan present the proposals and explain the discrepancies.

- \*\* MR. PLUNKETT MOVED TO TABLE THE ABOVE ITEM PENDING FURTHER REVIEW OF ADDITIONAL INFORMATION THE SUBSTATION INTERCONNECTION STUDIES.**
- \*\* MR. KOKIAS SECONDED**
- \*\* MOTION PASSED UNANIMOUSLY.**

NORDEN GENERATORS

- \*\* MR. PLUNKETT MOVED TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSION OF NORDEN GENERATORS.**
- \*\* MR. KOKIAS SECONDED**
- \*\* MOTION PASSED UNANIMOUSLY.**

The meeting entered into Executive Session at 8:45 p.m. and reconvened into public session at 9:40 PM.

FINAL

On a motion by Mr. Kokias seconded by Mr. Brown it was unanimously voted to adjourn at 9:40 PM.

Respectfully submitted,

Marilyn Knox  
Telesco Secretarial Services