

FINAL

**THIRD TAXING DISTRICT
OF THE CITY OF NORWALK
REGULAR MEETING
MARCH 3, 2014**

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

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

OTHERS: Common Council Member John Kydes

CALL TO ORDER.

Commissioner Yost called the meeting to order at 7:01 p.m. A quorum was present.

PUBLIC COMMENT.

There were no comments from the public at this time.

MINUTES OF THE MEETING.

January 6, 2014.

- ** COMMISSIONER BROWN MOVED TO APPROVE THE MINUTES OF THE
JANUARY 6, 2014.**
- ** COMMISSIONER GOLDSTEIN SECONDED.**
- ** THE MOTION TO APPROVE THE MINUTES OF THE
JANUARY 6, 2014 AS SUBMITTED PASSED UNANIMOUSLY.**

January 9, 2014 Special Meeting.

- ** COMMISSIONER BROWN MOVED TO APPROVE THE MINUTES OF THE
JANUARY 9, 2014.**
- ** COMMISSIONER GOLDSTEIN SECONDED.**
- ** THE MOTION TO APPROVE THE MINUTES OF THE
JANUARY 9, 2014 AS SUBMITTED PASSED UNANIMOUSLY.**

February 3, 2014 Special Meeting.

- ** COMMISSIONER BROWN MOVED TO TABLE THE MINUTES OF THE
FEBRUARY 3, 2014.**
- ** COMMISSIONER YOST SECONDED.**
- ** THE MOTION TO TABLE THE MINUTES OF THE**

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FEBRUARY 3, 2014 PASSED UNANIMOUSLY.

SUMMER CONCERT.

Common Council Member John Kydes came forward and greeted the Commissioners. He said that he had prepared a preliminary proposal for a summer concert for 2015 to benefit a 501c3 organization. There will be a number of corporate sponsors involved with the concert. The benefits will be for support of the "Room to Grow" program located at St. Thomas Church. Council Member Kydes reviewed the details of the proposal. There will be one opening act and one headline. He said that it would also be good to showcase the City. Discussion followed. Council Member Kydes will come back to update the Commissioners on the status of this project.

DISTRICT BUDGET PRESENTATION FOR ANNUAL MEETING.

Mr. Scofield then directed everyone's attention to the budget document. He reviewed the details regarding the Fire Department's request for \$30,000 to remodel one bathroom along with adding two more. Discussion followed about the estimated costs for installing the bathrooms.

The discussion moved to the East Norwalk Library Capital budget request. Commissioner Yost said that the Commission had previously discussed having a Master Plan done for the Library. Discussion followed about the allocation of funding for the library.

The Commissioners then considered the number of summer concerts. Mr. Scofield explained that he had increased the amount allocated because there had been several requests to have more concerts.

Mr. Scofield also clarified the increases in the landscaping line item and the line item for the costs associated with the annual meeting. Commissioner Goldstein pointed out that there may need to be a second special electors' meeting. The District was able to schedule the upcoming March 5, 2014 Electors' meeting at The Marvin Senior Housing complex.

The Commissioners requested additional information be included with the budget for the electors. Mr. Scofield made a note of this. The Commissioners then reviewed the agenda for the electors' meeting. It was agreed that Mr. Scofield would compile a list of the various items that have been past practices in preparation for the annual meeting for the Commissioners' review in the future.

**** COMMISSIONER BROWN MOVED TO APPROVE AND RECOMMEND
THE AMENDED BUDGET TO THE ELECTORS AT THE MARCH 5TH
ANNUAL MEETING.**

**** COMMISSIONER GOLDSTEIN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

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ELECTRIC VEHICLE CHARGING FACILITY.

Mr. Smith said that he would need consensus from the Commission regarding moving forward with the \$4,000 in State grant funding awarded to the TTD. The location of the charging facility would need to be determined.

**** COMMISSIONER YOST MOVED TO ACCEPT THE STATE GRANT FUNDING AND TO MOVE FORWARD WITH THE ELECTRIC VEHICLE CHARGING PROJECT SUBJECT TO MR. SMITH'S RECOMMENDATIONS.**

**** COMMISSIONER GOLDSTEIN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

GENERAL MANAGER'S REPORT.

Follow up on Fitch Street Substation Plaque.

Mr. Smith said that the final draft of the plaque has been done and submitted to the trophy company. It should take 30-60 days for completion.

Mr. Smith said that he would like to schedule a special meeting to discuss the rates. He said that he would email the Commissioners with possible dates.

Discussion/Analysis of Financial Statements/Key Performance Indicator.

Mr. Smith reviewed the details of the financial statements as found on pages 53-58 of the Commissioners' information packet.

Mr. Smith said that Cervalis has not been ramping up as quickly as projected. This will affect their ability to transfer to the contract rate. The projections were based on the best data available at the time.

He added that the Cogsdale billing system needs to be upgraded because it had not been updated since 2006. There have been problems with the estimation billing module for bills and budget billing module.

Mr. Smith said that he had expected the purchased power costs would drop, but this has not happened as quickly as expected. CMEC said that the decreases would not be as great as they originally expected; however it was still decreasing slowly.

Mr. Smith updated the Commissioners on the various projects that were underway. For example, he reported that the payroll module was working. The staff is being trained in Excel and PowerPoint. The draft copy of the Line Foreman's position has been completed. The radio read meters will be installed when the weather improves. The computer data room has been

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completed by the staff. Mr. Smith then reviewed the details of the remaining items on the project list.

Mr. Smith said that he would be sending out the existing pole agreement between the TTD and the telephone company. He informed the Commission that cable companies have attached their cables to the TTD poles. This has been done without any permission or payment to the TTD for the use of their poles. Discussion followed.

Standard pole life is around 20 to 25 years. There are many that will need replacement. He went on to explain how the poles are now treated with Penta rather than creosote, which is a preservative that is better for the environment and extends the pole's service life.

EXECUTIVE SESSION.

Maplewood -

**** COMMISSIONER GOLDSTEIN MOVED TO TABLE THE EXECUTIVE SESSION REGARDING MAPLEWOOD DUE TO THE ABSENCE OF THE THIRD TAXING DISTRICT'S ATTORNEY.**

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

ADJOURNMENT.

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

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 9:12 p.m.

Respectfully submitted

Sharon L. Soltes
Telesco Secretarial Services