

FINAL

THIRD TAXING DISTRICT
of the City of Norwalk
Commission Meeting
June 1, 2015

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

STAFF: Jim Smith, General Manager

CALL TO ORDER

Commissioner Yost called the meeting to order at 7:03 p.m. A quorum was present.

PUBLIC COMMENT

There was no one present from the public.

MINUTES OF MEETING

May 4, 2015

The following corrections were noted:

Page 5 – Under ByLaw Review – The last paragraph should read:

After further discussion, it was decided that Commissioner Goldstein would work collaboratively on the project with the Commission to produce a rough draft for a future meeting.

Page 6 – Top paragraph – Change the last sentence to read:

Further discussion will take place at a future meeting.

**** COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE MINUTES OF MAY 4, 2015 REGULAR MEETING AS CORRECTED.**

**** COMMISSIONER YOST SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

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May 20, 2015

**** COMMISSIONER YOST MOVED TO APPROVE THE MINUTES OF MAY 20, 2015 SPECIAL MEETING.**

**** COMMISSIONER GOLDSTEIN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

May 21, 2015

**** COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE MINUTES OF MAY 21, 2015 SPECIAL MEETING.**

**** COMMISSIONER YOST SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

**** COMMISSIONER GOLDSTEIN MOVED TO SUSPEND THE RULES TO CHANGE THE ORDER OF THE AGENDA AND MOVE THE EXECUTIVE SESSION UP TO ITEM #3.**

**** COMMISSIONER YOST SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

EXECUTIVE SESSION

**** COMMISSIONER GOLDSTEIN MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS THE MAPLEWOOD CLAIM.**

**** COMMISSIONER YOST SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners, Dr. Intrieri, and Mr. Smith entered into Executive Session at 7:10 p.m.

**** COMMISSIONER GOLDSTEIN MOVED TO EXIT THE EXECUTIVE SESSION AND RETURN TO THE PUBLIC SESSION.**

**** COMMISSIONER YOST SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners, Dr. Intrieri and Mr. Smith returned to public session at 7:25 p.m.

MARVIN SCHOOL GRANT PAYMENT

At the May 4, 2015 meeting, the Commission approved a grant in the amount of \$5,000 for the Marvin School, but no vote was taken as to what account would be used to pay the grant. Mr. Smith presented three options for the payment – CL&M fund (CMEEC), Other District Services

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(in the District Budget) or the Contributions Expense category (2015-16 Operating Budget). Discussion took place about the grant and what account should be used to pay it.

**** COMMISSIONER GOLDSTEIN MOVED TO TAKE THE MARVIN GRANT PAYMENT MONEY OUT OF OTHER DISTRICT SERVICES.**

**** COMMISSIONER YOST SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

**** COMMISSIONER GOLDSTEIN MOVED TO SUSPEND THE RULES AND ADD AN AGENDA ITEM CALLED TREE ADVISORY COMMITTEE.**

**** COMMISSIONER YOST SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

TREE ADVISORY COMMITTEE

Commissioner Goldstein reminded the Commission about the request that had been made from the Tree Advisory Committee for planting trees in the District. Discussion took place about the request and how much should be donated to the Tree Advisory Committee for the upcoming fiscal year.

**** COMMISSIONER GOLDSTEIN MOVED TO TRANSFER \$2,000 FROM OTHER DISTRICT SERVICES AS REQUESTED BY THE TREE ADVISORY COMMITTEE.**

**** COMMISSIONER YOST SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

CAPITAL/OPERATING BUDGETS REVIEW

Mr. Smith presented the Capital/Operating Budgets to the Commission. He went through the 2015-16 Annual Revenue and Expense Budget and based on the work completed, TTD has a \$11,269,000 budget in terms of revenue. After all expenses are taken out, the Net Income is \$557,900 on a cash basis.

Commissioner Yost asked if columns could be added to the report for comparison purposes to last year in order to have a benchmark, specifically last year and year-to-date. Mr. Smith replied that he would get the detail added to the report. Further discussion took place with regard to the Operating Budget and Mr. Smith answered all questions asked.

Mr. Smith then presented the Capital Operating Budget for review. The total capital projects for FY 2015-16 is \$1,710,200 and includes SCADA. He then presented the Priority List Options and said that if we went with the best scenario (all projects), the request would be for approximately \$1.2 million plus the SCADA (\$493,500) project. Mr. Smith's recommendation would be for something between the "middle" (\$1.5 million) and "worst" (\$1 million) case, which includes the SCADA project for \$493,500. He then presented the Funding Schedule for the projects and reviewed the accounts available for the funding.

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Mr. Smith then reviewed the fleet schedule with the Commission and explained that within the next year or two, the fleet vehicles will be in excellent shape.

Mr. Smith indicated to the Commission that this is just a preliminary discussion of the budgets. He will take the Commission's suggestions as to what they would like to see added in terms of comparisons to last year and have it updated. He suggested that the Commission review it in full and then schedule a special meeting later in June to go over further details, answer any additional questions and then have the Commission vote on it.

ROOFING BIDS

Mr. Smith informed the Commission about the extremely poor condition of the roof over the garage area and that we are currently using buckets to catch water when it rains. As a result, TTD solicited Gill & Gill Architects, who drafted a roofing bid document on our behalf and put it out for bid. There were only two qualified bids submitted – J. Antonelli Roofing and Rick's Main Roofing. The reason for the bids being higher than anticipated is that the roof will need to be abated. Based on the results, Mr. Smith is recommending the low qualified bidder, Rick's Main Roofing, be awarded the project.

**** COMMISSIONER GOLDSTEIN MOVED THAT WE TAKE THE RECOMMENDATION FOR THE LOWEST QUALIFIED BIDDER, RICK'S MAIN ROOFING, IN THE AMOUNT OF \$39,231.00 WITH A VARIABLE OF +3%.**

**** COMMISSIONER YOST SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

GENERAL MANAGER'S REPORT

Utility 2.0

Mr. Smith provided the Commission with different articles on the subject of Utility 2.0, which is a hot topic in the industry right now. They are trying to figure out how the public power systems can prepare for the whole concept and how to figure out how to integrate renewable resources into the grid. With all the new products coming out (solar, wind, etc.), they will need to re-develop the business model over the next few years. The articles Mr. Smith provided contain background on the subject.

DISCUSSION/ANALYSIS OF FINANCIAL STATEMENTS/KEY PERFORMANCE

Compared to April 2014, this April was a better month in terms of Net Income. Overall, we had a decent month in April, which contributed to the overall bottom line from July 2014 to April 2015. Currently, we have \$58,662 net income on a cash basis. The big driver is rate

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stabilization. Last year we were at a negative rate stabilization contribution. This year we're at approximately \$326K for the first 10 months of the year, which is approximately \$30K/month.

Sales and expenditures are relatively flat, although there has been more work done this year on the system, therefore keeping our costs down as much as possible.

A new line item has been added to the Profit & Loss Comparison – CMEEC debt, which is being paid off at approximately \$40K/month.

PROJECT SUMMARY

Mr. Smith told the Commission that under Succession Planning he has added the replacement for Bill Ruedeman, who they expect could retire sometime next year.

Commission Goldstein asked about the list of EV owners in the State of Connecticut. To date, TTD has not been able to secure this list, but will work on it for the future in order to help us better promote the EV Charging Station.

ADJOURNMENT

- ** COMMISSIONER GOLDSTEIN MOVED TO ADJOURN.**
- ** COMMISSIONER YOST SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Cynthia Tenney
Executive Assistant
Third Taxing District