

THIRD TAXING DISTRICT  
of the City of Norwalk  
February 6, 2012

ATTENDANCE: Commissioners: Paul Kokias, Chair; David Brown,  
Charles Yost

STAFF: George Leary, General Manager; Ron Scofield, Assist.  
Gen. Mgr.

CALL TO ORDER

Mr. Kokias called the meeting to order at 7:00 p.m.

PUBLIC COMMENT

None

MINUTES OF MEETINGS

Mr. Brown noted a typo of his name on page 4 of the December 5, 2011 minutes under the first motion, as "Rown" and requested it to be corrected to Brown

**\*\* MR. BROWN MOTIONED TO APPROVE THE MINUTES FROM MEETINGS OF DECEMBER 5, 2011 AS CORRECTED, AND THOSE OF JANUARY 9 AND JANUARY 30, 2012 SPECIAL MEETING, AS SUBMITTED.**

**\*\* MR. YOST SECONDED.**

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

General Manager's Report

Mr. Leary stated that the report was included in the packet and was self explanatory, and there were no issues to report with the Financial Statements.

Mr. Brown asked about the reduction of sales being out of balance with the cost of product bought, and Mr. Leary explained that sales are down as an offset with cost of power being down. Mr. Kokias added that if the purchase price is down there is an anticipated lower cost of power.

Mr. Leary replied that they had projected the revenue being down due to the lower cost from CMEEC along with price of natural gas being down, and stated that the items are offset and the budget projections were fine.

Mr. Brown then asked if the bids were in and Mr. Leary replied that there is an item on the agenda on Substation Development, and this would be covered then. Mr. Brown asked if the bids were physically here, and Mr. Leary replied that yes, they were reviewed and most of the firms were present for the bid review. He added that most were turn-key and were all very close, around \$4 million. He explained that the next step is for Joe Cristino, as the potential engineer and liaison to evaluate the proposals, negotiate with the most promising bidders and make a recommendation for the contract award.

#### General Manager's Contract

Mr. Brown asked about the math behind the increase, and Mr. Leary replied that there was no increase and this was simply to keep him on a month-to-month basis.

**\*\* MR. YOST MOTIONED TO APPROVE THE GENERAL MANAGER'S CONTRACT AND TO AUTHORIZE MR. KOKIAS TO SIGN ON BEHALF OF THE DISTRICT COMMISSIONERS.**

**\*\* MR. KOKIAS SECONDED.**

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

#### Annual Meeting Preparation

Mr. Leary presented a draft of the agenda for the annual meeting and it was agreed to change the presenters on items 1 and 2 from Mr. Kokias to

Mr. Yost. Mr. Kokias asked about the practice of waiving the presentation of the Chairman's report, and Mr. Scofield suggested that a statement be read that the full presentation is provided and to request a motion to waive the actual presentation of the full report.

Mr. Scofield then called attention to draft 3 of the 2012-13 District Budget and noted that item 24 represented deck replacement costs and stated that bids were received from both Rings End and Hatch & Bailey.

\*\* MR. BROWN MOTIOND TO ACCEPT THE RINGS END QUOTE FOR MATERIALS TO REPLACE THE DECK ON THE FIRE HOUSE.

Mr. Yost asked if a motion was necessary or if there was a threshold amount that could be approved at the discretion of the Operations manager. Mr. Leary replied that items under \$5,000 could be approved without approval of the Commissioners. Mr. Kokias discussed an item regarding the fencing mechanism for one of the yard gates not having approval, and suggested that there are items such as this that he would like to be kept informed of.

There was no second or vote on the motion.

Mr. Yost stated that he would like to have a walk-through of the Firehouse, and asked if items such as this were the District or City's responsibility. Mr. Leary explained that permanent fixtures are the responsibility of the District and maintenance comes under the City.

Mr. Yost asked if there were any needs for an increased allocation to line item 17 Parks Groundskeeping & Maintenance , and it was suggested that park benches be replaced. Mr. Kokias recommended that the Operations Manager and Assistant go look at the condition of the benches and to use their discretion on repairs or replacement.

Mr. Leary called attention to the \$30,000 Fund Balance and a discussion ensued over how much was necessary as a carryover to next year as a cushion against going over. It was agreed to reduce the Fund Balance of \$20,000 and to put half into the Electric Department and

half into. Mr. Yost added that participation in the Taylor Farm Green Exhibition be included in the budget, and Mr. Leary replied that this would be for the Electric Dept. and not the District.

Mr. Brown asked about the legal notice as questioned at last month's meeting during public comments, and Mr. Leary replied that the legal notice has been done, along with the newspaper ad and postcard mailer. Mr. Kokias asked about the reminder notice on the bills and Mr. Scofield replied that this was not done. The Commissioners agreed that this was a good idea to do and Mr. Leary stated that a reminder message could be put into the February bills.

Mr. Kokias asked about refreshments and a discussion ensued over his suggestion of donating wine & cheese to use as a possible incentive to increase attendance at the annual meeting. Mr. Leary suggested that it could be included after adjournment, and suggested that the lighted key-chains be used as giveaways to members of the public in attendance. Mr. Leary then recommended that the last page District Budget Presentation comments page be deleted, and Mr. Yost suggested that it be kept. He added that a comment regarding the allocation for replacement of the park benches be included.

### CMEEC BOARD OF DIRECTORS APPOINTMENTS

Mr. Leary stated that periodically the Commission makes appointments to the CMEEC and TRANSCO Boards of Directors. Since there has been a change on the Commission it is appropriate to update our appointments. It is recommended that the Commission vote, in light of the change on the TTD Commission, that David Brown and George Leary be appointed the primary Directors on the CMEEC and TRANSCO Boards and that Paul Kokias, Charles Yost and Ronald Scofield be appointed as alternate directors on these boards.

- \*\* **MR. BROWN MOTIONED THAT DAVID BROWN AND GEORGE LEARY BE APPOINTED THE PRIMARY DIRECTORS ON THE CMEEC AND TRANSCO BOARDS AND THAT PAUL KOKIAS, CHARLES YOST AND RONALD SCOFIELD BE APPOINTED AS ALTERNATE DIRECTORS ON THESE BOARDS.**
- \*\* **MR. YOST SECONDED.**

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

### Substation Development

Mr. Leary presented the timetable of the Fitch Street Development schedule and Mr. Yost asked about the timing of many of the dates that were inconsistent and Mr. Leary replied that this was preliminary. Mr. Yost then asked about the March 2014 completion date, and Mr. Leary replied that the in service date is actually November 2013. Mr. Yost then asked what the purpose of this timetable was when it was inaccurate . Mr. Leary replied that it is required to follow FOI regulations to allow for public review and comment, and noted that public hearings would be scheduled as required.

Mr. Leary distributed the latest draft of the filing with the Site Council as prepared by the Hartford attorney and stated that he hoped to get it to the Mayor's office this week. He asked for a Commissioner to go with him to deliver this and to discuss with the Mayor the plan.

Mr. Kokias suggested that it would be better for this be done with scheduling an appointment with the Mayor after the report was delivered. Mr. Leary explained that the Mayor has 60 days.

Mr. Leary then presented the blueprint plans and made the following comments:

1. The Railroad will be a bear to deal with.
2. The City is losing two parking spaces.
3. One third of the costs are recoverable as they are reimbursable from ISO.

Mr. Brown asked about making the control house bigger and Mr. Yost agreed that it should be as big as they can make it to hide what is behind.

Mr. Brown asked about the risk of moving ahead and spending money when there are potential roadblocks. Mr. Leary replied that he has no concerns for why the project would not go ahead and added that there

are contingencies built in with the engineers to proceed with the timetable. Mr. Leary added that the project will go ahead regardless as the district is in a good position to access cash.

Mr. Leary added that the accountant has been updated to contact CMEEC and, if necessary, ISO to assure maximum recovery of costs, and set up procedures and accounts to document our eligible expenses.

EXECUTIVE SESSION

**\*\* MR. BROWN MOTIONED TO ENTER INTO EXECUTIVE SESSION, FOR PURPOSE OF DISCUSSION OF THE ROWAN STREET SUBSTATION AND THE NORDEN DATA CENTER.**

**\*\* MR. YOST SECONDED.**

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

The meeting went into Executive Session at 8:30. In attendance were Chairman Paul Kokias, Commissioners David Brown and Charles Yost, General Manager George Leary and Asst. General Manager Ron Scofield. The Commissioners reconvened back into public session at 9:16 p.m. There was no action taken.

Adjournment

**\*\* MR. BROWN MOTIONED TO ADJOURN.**

**\*\* MR. KOKIAS SECONDED**

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

The meeting was adjourned at 9:16 p.m.

Respectfully submitted,  
Marilyn Knox  
Telesco Secretarial Services