

Draft

THIRD TAXING DISTRICT
of the City of Norwalk
September 10, 2012

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

STAFF: James Smith, General Manager; Ron Scofield, Assist. General
Mgr.
Atty. John Bove;

CALL TO ORDER

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

PUBLIC COMMENT

None

MINUTES OF MEETING: August 13, 2012

Mr. Smith stated that the minutes reflected edits made as grammatical correction and that the context of the minutes was not modified. Mr. Brown asked about the comments made regarding the managerial recommendations on page 5 and if they should be listed as next steps. Mr. Smith replied that the minutes were accurate, and that the comments made were indicative of vendor evaluations that he is doing with regard to many of the consultants that are employed by the district. He added that many of the vendors are adequate, but some may no longer be providing services necessary and he will be bringing forward recommendations for changes to the consultants that we use. He added that this applies to the secretarial services as well, and noted that there is no secretary present and he finds this unacceptable. Mr. Scofield stated that his was a late notification and that for tonight there is a dual tape recording, one for the district to keep and one for the secretary to transcribe the minutes. Mr. Brown noted that this is not verbatim and Mr. Smith replied that there will be summarizations as in the past.

- ** MR. KOKIAS MOVED TO APPROVE THE MINUTES FROM THE MEETING OF AUGUST 13, 2012 AS EDITED AND AMENDED WITH CORRECTION NOTED.**
- ** MR. YOST SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

General Manager's Report

Fly-Over Photographs

Mr. Smith stated that as discussed last month photographs of "fly over" shots were provided for review and selection by the Commissioners. Mr. Brown asked about the sizes and types of frames, and a discussion ensued relative to the size. It was decided to have a large 20 x 14 size done with sample selections made by the photographer as how the layout will maximize the white space on the frame. Mr. Brown noted that the aerial photographs were not really any better than the ground shots as they did not show the relationship of the size of the area.

Analysis of Financials

Mr. Smith referred to the reports on the financial data, and explained that he has provided a summary to capture the highlights and to cut down the detail into a one page summary. He highlighted that there would be a detail report provided to follow with tracking expenses with the substation for state reimbursement, but the Commissioners indicated that this was well worth the level of detail required.

Mr. Smith referred to the written narrative report on the Profit & Loss statements with footnotes as explanations of major variances and fielded questions and comments as part of the monthly report.

Substation Development – Update on Fitch Street Substation Project/Siting Council

Mr. Smith referred to a proposal from Cristino Associates regarding the preparation of a Development and Management plan which is required by the CT Siting Council. There was discussion on the sub-account that this will come from and it was agreed to accept the proposal.

- ** **MR. KOKIAS MOVED TO APPROVE THE PROPOSAL FROM CRISTINO ASSOCIATES FOR THE DEVELOPMENT AND MANAGEMENT PLAN NOT TO EXCEED \$17,500 AS PROVIDED IN DOCUMENTS CONTAINED IN THE AGENDA PACKET.**
- ** **MR. BROWN SECONDED THE MOTION.**
- ** **MOTION PASSED UNANIMOUSLY.**

Assistant General Manager Contract Approval

- ** **MR. BROWN MOVED TO APPROVE THE ASSISTANT GENERAL MANAGER'S CONTRACT.**
- ** **MR. YOST SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY.**

Library Gas Conversion Update

Mr. Smith referred to his memo in the packet and stated that as agreed last month for an explanation of budget funds, and stated that the bids are contained as requested. He added that he recommends going with Effective Plumbing as the lowest bidder to replace the entire heating system.

**** MR. KOKIAS MOVED TO APPROVE THE PROPOSAL FROM EFFECTIVE PLUMBING IN THE AMOUNT OF \$23,500 TO REPLACE THE OIL-FIRED HEATING SYSTEM AT THE EAST NORWALK PUBLIC LIBRARY TO A GAS SYSTEM.**

**** MR. YOST SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY.**

Mr. Brown stated that he had attended a meeting about state grants and recommended that the district go to the City to apply for grants to remove the ramp on ADA accessibility and be able to add parking places. He explained that the district should be allowed to be part of the City program and system to participate in grants.

A discussion ensued on the ADA accessibility and Mr. Brown explained that he has been accused of being against library improvements, and he wanted it noted that he is not anti-library. He added that when it comes to funding issues, the Library should be able to participate in the municipal funding options that the City has and he just wanted to throw this out there for future consideration.

Cervalis Data Center – Project update

Mr. Smith referred to his memo as contained in the packet and the supporting documents in the packet and stated that they have been working with Cervalis for several months to provide one-half of the power supply to their proposed data center on the Norwalk Center (Norden property). He stated that there is now a fifth contract which an agreement between the district and CL&P who is claiming violation of territorial rights relating to a customer where point of the service is being split. Mr. Brown stated that he did not understand that the service was coming from the south their's was coming and Mr. Smith replied that he is right but CL&P is claiming a co-mingling and has thrown a monkey wrench into the matter. He added that he does not have all of the information but it will necessitate another agreement and explained that the draft agreements have reviewed by council, and he recommends council review it from a legal standpoint.

Mr. Smith added that John Bove is working on this and he will provide a legal opinion after review. He added that it is important to make this a priority as from

the customer standpoint, Cervalis is ready with surveyors and construction crews as there is a real push to get this right. He added that this is a recent development and the attorneys are looking at this issue from multiple contract sides, and he recommends that they review all terms to make sure all parties interests are protected prior to approval by the Commissioners.

WWTP Special Contract – Update

Mr. Smith referred to his memo in the packet and provided a snapshot of benefits to both parties. He explained that the district has been negotiating over several years for a contract with WWTP that will provide lower cost electricity while maintaining our current profit from this customer. He summarized that he will be meeting with the WWTP tomorrow to tour the facility and discuss the project in further detail prior to review by the attorneys.

He added that the benefits are a lower cost of 10-20% which is pretty significant, and giving our largest customer a decrease based upon their growth in consumption, is sending a signal that may be the best of both worlds. He stated that it is pretty innovative to give us the ability to keep the customer happy, amidst political issues with the Mayor involved that has been going on for almost two years.

Testing of the Norden Generators

Mr. Smith referred to his memo in the packet and stated that the district is required to test the three 2MW diesel generators at Norden to meet reserve requirement of N.E. ISO. He explained that the plan is to self-test next week and report results to the ISO, then look at all options associated with the units. It was agreed to have a discussion at the next meeting following the test results.

Discussion of 215 East Avenue Home Repairs

There was discussion concerning possible repairs to be done at the 215 East Avenue house.

** **MR. YOST MOVED TO HAVE THE 215 EAST AVENUE
HOUSE INSPECTED BY A QUALIFIED INSPECTOR**
** **MR. BROWN SECONDED**
** **MOTION PASSED UNANIMOUSLY**

Transformer Bids

Mr. Smith explained that it was a better decision to buy a new piece of equipment with a warranty than to purchase a reconditioned one. He reviewed the purchase

comparisons and explained that a reconditioned piece of equipment is merely spray painted and oil changed and it is much better to go with a new one and the \$225 difference has a longer warranty and is a better business practice. He added that this is increased reliability and less risk of mechanical problems.

Mr. Kokias stated that he found it hard to fathom that a new one was only \$225 more. Mr. Smith reviewed the bids and restated that he felt this was the way to go and rather than be accustomed to use these folks. Mr. Brown stated that policy requires three quotes and what we have here is only two and we should pursue having another quote that is apples to apples.

Mr. Smith explained that they are different units from the same company that are based on a production run that meet the required standards. It was agreed to look at another local company and re-look at comparable bids, and to table the item for further

** MR. KOKIAS MOVED TO TABLE THE APPROVAL OF TRANSFORMER BID
RECOMMENDATIONS UNTIL WE GET A THIRD VENDOR
** MR. BROWN SECONDED THE MOTION.
** MOTION PASSED UNANIMOUSLY.

Mr. Smith noted that the Seaport Association Oyster Festival went well as expected. Mr. Brown noted that the layout was different due to relocating the entrance for safety reasons and to prevent field damages from the large ride equipment.

** **MR. KOKIAS MOVED TO ADJOURN.**
** **MR. BROWN SECONDED.**
** **MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:49 p.m.

Respectfully submitted,

Marilyn Knox
Telesco Secretarial Services