

FINAL

**CITY OF NORWALK
THIRD TAXING DISTRICT
REGULAR MEETING
MARCH 7, 2011**

ATTENDANCE: Timothy Plunkett, Chair; David Brown; Paul Kokias (7:18 p.m.)

STAFF: George Leary, General Manager;
Ron Scofield, Assistant General Manager.

OTHERS: John Bove, District Counsel.

Mr. Plunkett called the meeting to order at 7:07 p.m.

PUBLIC COMMENT

There were no public comments.

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Mr. Brown stated that there were a few corrections and other questions, and Mr. Plunkett suggested that the approval of the minutes be tabled to the end of the meeting, so that Mr. Kokias could clarify the wording used in the minutes.

GENERAL MANAGER'S REPORT

Mr. Leary presented his written report and stated that he has very little to comment on, as it represents the standard format with the financial statement of income and expense comments.

Mr. Brown asked about the "per unit of power" as a new term and Mr. Leary replied that it meant per kilowatt hour. Mr. Brown asked about bullet point two, that states the 557 adjustment is up and he asked where it would end up if it was not up, and Mr. Leary replied that it was due to the loss of Norden revenue.

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Mr. Brown asked about the Other Power Generation Expense and Mr. Leary replied that it was an unusual expense in 2009, and Mr. Plunkett asked if that just affected the operating expense and Mr. Leary replied yes and to refer to page 6 of the packet to review the year-to-date P&L comparison versus previous year. He pointed out that on the financial report, the costs of electrical power have gone up and he is anticipating another increase. He added that Norden Project income is down, which represents 90% of the TTD income.

Mr. Brown asked about point three under expense listing deferred maintenance. Mr. Leary explained that due to distractions with Norden and substation work, some projects had been delayed due to limited resources, and that they are now able to catch up on items that need to be done.

Mr. Brown asked about the Chamber of Commerce dinner, and Mr. Leary said the guest speaker was Governor Malloy and RSVPs were needed ASAP.

Annual Meeting Review

Mr. Plunkett asked if post cards were mailed announcing the meeting and Mr. Scofield replied that notification was included in the bills, and public notices in the Hour were done this year to avoid the postage expense. Mr. Plunkett stated that he felt the post cards were better as readership of the Hour is lower and many residents no longer subscribe. He added that a letter to the editor the week prior would be a better way and would attract more readers than a notice, as that is not read. Mr. Scofield replied that this notice had great placement, but agreed that the newsletter should go out prior to the next annual meeting, to send a more effective reminder.

Mr. Brown asked if the verbatim transcript was required, and Mr. Scofield stated that it is very expensive, about \$600 and a discussion ensued as to alternative ways to have a recording on file. Mr. Plunkett suggested that the tape could be converted to a CD and copied very inexpensively if needed.

Mr. Leary explained that the Commissioners had the Annual Meeting handout and there were no questions.

Office Renovations

Mr. Leary presented a memo with a bid for leveling the floor. Mr. Brown stated that "directing staff" should have been "asked to get prices", and Mr. Leary replied that it was in the minutes six months ago to proceed. A discussion ensued relative to the bid process and limits, and purchasing policy. Mr. Leary replied that bids were solicited but not sent in, and Mr. Bove suggested that there is a purchasing policy whereby items over \$5,000 require more than one bid.

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- ** MR. PLUNKETT MOTIONED TO AWARD A CONTRACT TO LAMETTA BROS., INC. FOR FLOOR LEVELING AND DOOR REPLACEMENT AT A COST OF \$10,235 AND TO APPROVE AN ALLOWANCE OF \$3,000 FOR LABOR AND MATERIALS FOR ASSOCIATED CARPENTRY TO REMOVE AND/OR REPLACE THE STORAGE CABINETS AND TO AUTHORIZE THE GENERAL MANAGER TO OBTAIN A BID FROM LAMETTA BROS FOR THAT WORK.**
- ** MR. KOKIAS SECONDED.**
- ** THE MOTION PASSED UNANIMOUSLY.**

LIBRARY FIRE ALARM

Mr. Leary presented the contract proposal page 19 of the packet, and stated that those contractors will not do the installation unless they can also monitor the system. Mr. Plunkett made a phone call to another vendor and stated that Mr. Terry Hennessey will contact Mr. Leary and provide a bid. It was decided to hold off on further action on the item pending receipt of another bid and information. Mr. Leary said that he will bring this item back next month with more information or a proposal and present the item.

SUBSTATION PROGRESS REPORT

Mr. Leary presented a copy of the activities underway relative to engineering and environmental areas. He stated that a full report would follow submission of bids.

Retiree Benefits

A discussion ensued on the opinion letter from Benefit Planning Services and the administrative costs involved with this change for the approval of extending benefits to dependents of deceased retired employees. Atty. Bove stated that he will prepare a draft of the wording of a motion with the specific recommended legal language, and he will e-mail a draft to the commissioners.

NORDEN GENERATORS

Mr. Leary stated that there was nothing new to report since the Executive Session update last month.

ADDITION TO AGENDA

- ** MR. BROWN MOVED TO ADD A DISCUSSION OF THE DAMAGES TO THE POLES TO THE AGENDA.**
- ** MR. PLUNKETT SECONDED**
- ** MOTION PASSED UNANIMOUSLY.**

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Mr. Brown stated that the mystery truck may be identified on security tapes, and he asked if anyone has made an effort to investigate if anyone saw or has information. Mr. Leary stated that he will obtain the tape and view them tomorrow and will notify the commissioners if any information is developed. Mr. Plunkett asked about the potential cost of damages and if there is insurance. Mr. Scofield replied that it could be over \$20,000 and we are self-insured. Mr. Kokias asked if there is any legal action or desired direction, opinion, and Atty. Bove replied that their goal is usually to have two defenders pointing at each other.

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Mr. Bove reminded the commissioners that a review of the minutes that was tabled to the end of the meeting was yet to be done.

Mr. Brown stated that on page 2, under the Annual Meeting, the wording for the interlibrary loan system was confusing. He suggested that in the third sentence to change of to or to read joining the City or State interlibrary loan system. Following a discussion on that issue, Mr. Kokias stated that this was the point he was trying to convey, however Mr. Plunkett suggested that the verbiage in the last sentence could be changed to make it clearer. It was agreed to change the end of the last sentence to read ...in East Norwalk and does not need to associate itself with other libraries.

On page 4, under Retiree Benefits, in sentence two, Mr. Brown asked to change would to wanted to.

- ** MR. PLUNKETT MOVED TO ACCEPT THE MINUTES FROM FEBRUARY 7, 2011 WITH CORRECTIONS AS NOTED.**
- ** MR. KOKIAS SECONDED**
- ** MOTION PASSED UNANIMOUSLY.**

Adjournment

- ** MR. PLUNKETT MOTIONED TO ADJOURN.**
- ** MR. KOKIAS SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,
Marilyn Knox Telesco Secretarial Services