

FINAL

THIRD TAXING DISTRICT
of the City of Norwalk
Commission Meeting
October 2, 2017

ATTENDANCE: Commissioners: David Brown, Chair; Debora Goldstein

STAFF: Ron Scofield, Interim General Manager

OTHERS: Matt Allred (Bliss Allred & Co.)
David Riss and Skye Riss (Greyskye Marketing)
Ryan Hughes (The Rinks at Veteran's Park LLC)

CALL TO ORDER

Commissioner Brown called the meeting to order at 7:00 p.m. A quorum was present.

PUBLIC COMMENT

No one from the public was in attendance to comment.

THE RINKS AT VETS PARK SECURITY DEPOSIT

Mr. Hughes told the Commission that he had been in touch with Mr. Scofield about the security deposit required for The Rinks. He said that cash flow at the beginning of the season is somewhat slow and did not have the required funds for the security deposit in the amount of \$40,000. He wanted to know if the Commission would consider reducing the security deposit.

Mr. Scofield explained to Mr. Hughes why security deposits were required and how they were calculated (the three highest months of usage from the previous year). He also stated that he had reduced the original security deposit by more than one-third because of energy saving equipment and procedures that Mr. Hughes had implemented.

Commissioner Brown asked if he could pay the security deposit over time as the business ramps up. Mr. Hughes replied, yes, it would ease the burden.

Discussion continued on how TTD could help Mr. Hughes with this situation. Commissioner Goldstein explained to Mr. Hughes why he was a higher risk than other commercial properties in the District, as they are permanent structures and can be liened by Third Taxing District whereas he is a temporary structure and there is no one to lien should he not make payments for his electric service.

FINAL

Commissioner Goldstein suggested one possible way to assist Mr. Hughes could be to calculate the security deposit differently since the account is seasonal and only open for six months of the year, not twelve, i.e., use only the top two months instead of three for the calculation. Mr. Scofield explained that the District would not be sufficiently protected in the first 2-3 months.

Mr. Scofield asked Mr. Hughes how much he could pay towards the security deposit in order to open the account. Mr. Hughes said that he could pay \$25,000 initially. He was asked if he could pay the balance of \$15,000 in increments and he agreed that he could.

**** COMMISSIONER GOLDSTEIN MOVED TO AUTHORIZE RON SCOFIELD, INTERIM GENERAL MANAGER, TO ENGAGE ATTY. STEVE STUDER TO CREATE AN INCREMENTAL PAYMENT PLAN FOR THE RINKS AT VETERANS PARK LLC, GIVING A \$25,000 INITIAL DEPOSIT AND INCREMENTAL PAYMENTS OF \$5,000 EVERY TWO WEEKS THEREAFTER. THE COMMISSION RESERVES ALL RIGHTS SHOULD THE PAYMENT DATES NOT REMAIN.**

**** COMMISSIONER GOLDSTEIN AMENDED THE MOTION TO AUTHORIZE RON SCOFIELD, INTERIM GENERAL MANAGER, TO SIGN THE AGREEMENT ON BEHALF OF THE DISTRICT.**

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

**** COMMISSIONER BROWN MOVED TO SUSPEND THE RULES AND MOVE ITEM #3 TTD NEW WEBSITE PROPOSAL BY GREYSKYE AFTER #8 CITY OF NORWALK LIGHT BULB SWAP.**

**** COMMISSIONER GOLDSTEIN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

MINUTES OF MEETING

August 29, 2017 Special Meeting

Noted corrections:

Page 2, 1st Paragraph, 1st Word – Should be “Commissioner.”

Page 2, 2nd Paragraph, 2nd Line – Change “to Eaton” to “from Eaton.”

Page 2, 3rd Paragraph – Commissioner Goldstein asked the Recording Secretary to please go back and provide the explanation as to why the project should not wait until next fiscal year to purchase the breakers.

Page 2, 6th Paragraph, 1st Line – “into” should be two words.

Page 3, 5th Paragraph, 1st Line – Remove the words “It was the consensus of the Commission to leave” and replace with “After discussion, no action was taken to alter.”

Page 3, 9th Paragraph, 2nd Line – Correct spelling of “technical.”

Third Taxing District
of the City of Norwalk
October 2, 2017

Page 2

FINAL

**** COMMISSIONER GOLDSTEIN MOVED TO TABLE THE MINUTES OF AUGUST 29, 2017 SPECIAL MEETING TO THE NEXT SCHEDULED MEETING.**

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

September 11, 2017 Regular Meeting

Noted corrections:

Page 1, Last Paragraph, 2nd Line – “Filed” should be “failed.”

Page 2, 2nd Paragraph, 2nd Line – end the sentence after “approval.”

Page 2, 4th Paragraph (Motion) – The word “ad” should be “add.”

Page 4, Last Paragraph – First line should read, “The reason the report has not been generated...”.

Page 5, 2nd Paragraph (Motion) – The word “ad” should be “add.”

Page 5, 4th Paragraph – First line should read, “The Commission discussed the situation. Mr. Scofield will contact...”.

**** COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE MINUTES OF SEPTEMBER 11, 2017 REGULAR COMMISSION MEETING AS AMENDED.**

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

September 20, 2017 Special Meeting

**** COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE MINUTES OF SEPTEMBER 20, 2017 SPECIAL COMMISSION MEETING.**

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

September 27, 2017 Special Meeting

**** COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE MINUTES OF SEPTEMBER 27, 2017 SPECIAL COMMISSION MEETING.**

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

DISCUSSION/ANALYSIS OF FINANCIAL STATEMENTS/KEY PERFORMANCE

Mr. Allred reviewed the Financial Highlights with the Commission. Net Income is down slightly over last year. Net Income Before Rate Stabilization was \$76,123, an increase from the previous year. Cash Balances are in good shape and the outstanding balance with CMEEC continues to go down.

Third Taxing District
of the City of Norwalk
October 2, 2017

FINAL

KPI's – Outstanding Receivables are down approximately \$6,000 from last year. Electric Customers per Employee is up 40. Overall, everything is in line.

PCA – Still increasing slightly. The last change was in April 2017. The Commission should consider revisiting in the very near future.

**** COMMISSIONER GOLDSTEIN MOVED TO SUSPEND THE RULES AND MOVE UP ITEM, TTD NEW WEBSITE PROPOSAL BY GREYSKYE, TO THE NEXT AGENDA ITEM.**

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

TTD NEW WEBSITE PROPOSAL BY GREYSKYE

Mr. David Riss of Greyskye presented a Website Redevelopment Project Proposal to the Commission. Greyskye has been working on the current TTD website. They have found it relatively simple to make updates. Several of these updates include posting new event dates, various documents, the web scroll, and some graphical elements.

Several weeks ago, they expressed issues that they were having with the website, i.e., design and content, ease of use and expandability. Mr. Riss recently performed some updates to the current software that is running on the website to bring it up-to-date. Greyskye feels that this is the right time to introduce and suggest that TTD consider developing a next-level website. There will be several immediate benefits.

Mr. Riss shared with the Commission his idea of what the new TTD website could look like. The Commission did like the “new” look. Mr. Riss said that the new look and feel would answer many of the issues: brand-new design, more colorful, better use of typography, more readable, dynamically scalable, mobile-friendly and utilizing a platform that is state-of-the-art.

Commissioner Goldstein asked what the cost of this project would be. Mr. Riss said that it would be between \$17,000 and \$20,000, but definitely would not exceed \$20,000. This is an estimate of 75 to 90 “man-hours” in total.

**** COMMISSIONER BROWN MOVED TO TABLE THIS ITEM FOR FURTHER DISCUSSION AND APPROVAL TO THE NOVEMBER 8, 2017 COMMISSION MEETING.**

**** COMMISSIONER GOLDSTEIN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

WALK BRIDGE – FONSI (FINDING OF NO SIGNIFICANT IMPACT)

Commissioner Goldstein included in the packet the response from the State of Connecticut, as well as TTD’s initial response (Statement of Position of the Third Taxing District) from November 17, 2016. Her point for including it on the agenda was to see if the Commission wanted to do anything more to respond to the State regarding the Walk Bridge. She said the Harbor Commission was considering hiring legal counsel to fight the State on some of the issues. The question remains as to whether the TTD Commission, as representatives of the District in East Norwalk, wants to do anything more in the way of talking to the State about the impacts. There is also a compensatory issue that can and should probably be addressed with the State.

Discussion continued about the Walk Bridge. It is Commissioner Goldstein’s intent to be vocal on this case with or without the Commission, for as much compensatory action as possible on behalf of the ratepayers. Commissioner Brown expressed an interest, but would like more information on the subject and include Commissioner Yost in the discussion.

DISCUSSION OF CHRISTMAS TREE LIGHTING

Mr. Scofield told the Commission that plans are beginning this month for the annual Christmas Tree Lighting. The two things he would like to know from the Commission are: 1) do they have anything they would like to add or take-away from what is usually done; and 2) a band needs to be booked and he would like to use Summertime this year instead of Tim Currie.

**** COMMISSIONER BROWN MOVED THAT TTD HIRE SUMMERTIME FOR THE UPCOMING CHRISTMAS TREE LIGHTING ON DECEMBER 3, 2017 AS RECOMMENDED BY MR. SCOFIELD.**

**** COMMISSIONER GOLDSTEIN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Some items that came up for discussion include:

- Having the Emcee/Band encourage audience participation for singing some of the Christmas songs.
- More announcements throughout the program about having children sign-up for the chance to be the Tree Lighter.
- Trip hazards, i.e., legs of tripods that the speakers are on, as well as the cords.
- Contact the Library to see if they would like to participate again this year.
- Possibly contact ENBA to see about any donations from individual businesses.

FINAL

CITY OF NORWALK LIGHT BULB SWAP

Commissioner Goldstein said that once again the City of Norwalk is going to conduct a light bulb swap for their Eversource electric customers, which is being broadly advertised throughout Norwalk. Unfortunately, customers from TTD and SNEW which might show up at City Hall for the bulb swap would not be eligible. Commissioner Goldstein would like to try to take some type of local advertising to inform TTD's customers and let them know about the free light bulb program that is offered through TTD once or twice a year.

Mr. Scofield will contact Greyskye to talk about ways to get the word out to the customers, i.e., email blast, newsletter, website, etc.

ADJOURNMENT

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

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 9:56 p.m.

Respectfully submitted,

Cynthia Tenney
Executive Assistant
Third Taxing District