

FINAL

**THIRD TAXING DISTRICT**  
of the City of Norwalk  
Commission Meeting  
December 4, 2017

**ATTENDANCE:** Commissioners: David Brown, Chair; Debora Goldstein;  
Pamela Parkington; Treasurer: Johnnie Mae Weldon

**STAFF:** Kevin Barber, General Manager; Ron Scofield, Asst. General Manager

**OTHERS:** Peter Murphy (Benefit Planning)  
Tony D'Andrea (Norwalk 2.0)  
Matt Allred (Bliss Allred & Co.)

**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.

**INSURANCE RENEWAL**

Mr. Murphy informed the Commission that the insurance renewal went smoothly. Overall, it resulted in less than a 3% increase. Once again the workers compensation experience MOD dropped from 0.89 to 0.88, which is a direct result of the great work from the management and TTD staff to mitigate and continue with the proactive safety of the employees.

The Cyber Liability Policy will renew on February 3, 2018 and will be written as a short-term policy in order to expire on December 31, 2018 thereby aligning it with all other insurance policy renewals. Mr. Murphy does not anticipate any major increase and would like to request that he get approval in advance to renew if there is a 5% increase or less.

**\*\* COMMISSIONER GOLDSTEIN MOVED TO AUTHORIZE JAMES P. MURPHY & ASSOCIATES TO EXECUTE THE RENEWAL OF THE INSURANCE, INCLUDING THE CYBER POLICY IF WE HAVE A 5% INCREASE OR LESS REQUESTED AND PURSUANT TO THE MATERIALS PRESENTED IN THE AMOUNT OF \$144,727.52 ±5% FOR THE AFOREMENTIONED.**

**\*\* COMMISSIONER BROWN SECONDED.**

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

NORWALK 2.0

Mr. Tony D'Andrea, representative for Norwalk 2.0, explained to the Commission the original use of the "pink containers" that were placed in Constitution Park in August 2016. The original programming was intended to foster an open arts exhibit at the site that would attract artists to engage with the site itself and create original artworks. There were some challenges at the site, mainly infrastructure issues, which caused a delay in their launch.

They are currently working on these issues, including the installation of WIFI, a weather station and cameras. Once operational they will have the ability to record and document data, i.e., future work on the walk bridge for historical purposes.

Some of the other activities which are planned for the site include:

- Harbor Exhibit Launch
- Iconic Norwalk 2 Exhibit
- Artists Studio Workshops for Public
- Music Programming
- History of Liberty Square Exhibit
- Plaintoids Exhibit

Norwalk 2.0 is asking for an extension of three years on the lease. Discussion took place about the terms written in the lease, i.e., PR in lieu of rental fee. Commissioner Parkington stated that the end date for the lease was vague and would like to see an actual date in place, as well as adding a clause for a 90-day mutual termination.

**\*\* COMMISSIONER PARKINGTON MOVED TO ACCEPT THE NORWALK 2.0 CONSTITUTION PARK EVENT EXHIBIT SPACE AGREEMENT WITH THE FOLLOWING CHANGES: THE AGREEMENT DATES TO RUN FROM AUGUST 1, 2016 TO JULY 31, 2020 AND TO ADD A MUTUAL TERMINATION AGREEMENT OF 90 DAYS WRITTEN NOTICE.**

**\*\* COMMISSIONER GOLDSTEIN SECONDED.**

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

The Agreement will be updated to reflect the above revisions and submitted for signatures.

(See attached document for further information on Norwalk 2.0.)

**DISCUSSION/ANALYSIS OF FINANCIAL STATEMENTS/KEY PERFORMANCE INDICATORS**

Mr. Allred reviewed the Financial Highlights and Footnotes with the Commission. Net Income was \$513,384, a decrease of 28% over last year. Net Income Before Rate Stabilization was \$377,839, an increase of 665% or \$444,686 over the previous year, which was (\$66,848).

Cash Balances continue to be in good shape. Operating Accounts are \$1,768,883, Construction WIP is \$29,659, Savings is \$575,394 and Capital Improvements Fund is \$987,755. The Outstanding Principal Balance with CMEEC continues to decrease.

KPIs – Mr. Allred reviewed the KPIs with the Commission. The Outstanding Receivables continues to decrease. All items continue to be in line with the Industry Average.

PCA – Messrs. Allred and Barber are still working on a new model for the PCA which will assist in forecasting for the PCA and the Rate Stabilization Fund.

**MINUTES OF MEETING**

November 8, 2017 Regular Meeting

- \*\* COMMISSIONER BROWN MOVED TO APPROVE THE MINUTES OF NOVEMBER 8, 2017 REGULAR MEETING.**
- \*\* COMMISSIONER GOLDSTEIN SECONDED.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

November 16, 2017 Special Meeting

- \*\* COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE MINUTES OF NOVEMBER 16, 2017 SPECIAL MEETING.**
- \*\* COMMISSIONER PARKINGTON SECONDED.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

**SECOND 2016 CMEEC EQUITY DISTRIBUTION**

Mr. Barber told the Commission that on November 17, 2017 the CMEEC Member Delegation voted unanimously to distribute the remaining portion of the 2016 Distribution Eligible Equity, of which TTD's original portion was \$638,923. On June 7, 2017, the Member Delegation voted to distribute 44% (or \$282,041) of the distribution.

The remaining balance of TTD's 2016 equity share is \$356,882 and is available for distribution. Mr. Barber stated that there are multiple options in how TTD can take their equity portion, i.e.,

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leave at CMEEC, deposit into CMEEC's Municipal Trust Fund, deposit into the Rate Stabilization Fund, take the funds as a direct check or have the funds offset a CMEEC invoice. Mr. Barber has consulted with Mr. Allred and is recommending that the funds be deposited into the Capital Improvements Fund as this account would yield the best interest.

**\*\* COMMISSIONER BROWN MOVED TO AUTHORIZE THE FUNDS BE DEPOSITED INTO THE CAPITAL IMPROVEMENTS FUND BASED ON THE RECOMMENDATION OF THE GENERAL MANAGER, KEVIN BARBER.**

**\*\* COMMISSIONER GOLDSTEIN SECONDED.**

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

### GENERAL MANAGER'S REPORT

CT Sales Tax Audit – Update – Mr. Allred has been working on this with the State over the last month or so, as a few issues came up in the audit. As a result of their findings, TTD was assessed an additional \$20,000 due to issues mostly related to Cervalis billing which has been corrected.

Audit Status – Almost near completion. Mr. Allred is working with Hope & Hernandez to complete the audit by year-end. The delay was caused by a recent activity with the CT Sales Tax Audit that became a priority.

Chevy Volt – Lease Status – Mr. Barber informed the Commission that the Chevy Volt lease is due to expire at the end of the year and a decision needs to be made whether or not to buyout the vehicle (approximately \$18,000) or lease another vehicle. After discussion with the Commission, leasing a new vehicle would be the best option versus a buyout. The staff will work on obtaining information on leasing a new vehicle. Mr. Barber will bring this item back to the Commission in January with a recommendation for their approval.

Pole Attachments – Mr. Barber informed the Commission that AT&T has reached out to TTD about entering into a Pole Attachment Agreement. Mr. Barber reviewed the current agreement in place with another provider in the hope of being able to use it as a model for AT&T.

During the research, Mr. Barber discovered that TTD has been billing the other provider yearly for the pole attachments, but has also been creating and sending out monthly bills through the Cogsdale system which could mean that they are being over-billed. Mr. Barber will continue to research the situation and bring it back to the Commission at a future meeting.

With regard to AT&T, questions were raised as to what type of attachments they want to put up. Commissioner Goldstein stated that if the attachments have to do with broadband, then she would not be in favor of it. There was discussion as to whether or not TTD has the right to deny AT&T from attaching to their poles or preventing them from dropping new poles within the District. Mr. Barber will consult with Atty. Studer on this subject.

Other

- East Avenue Road Widening – Mr. Adams recently attended a meeting on this project in New Haven. During the meeting the City of Norwalk began pressuring Mr. Adams about going underground. Mr. Adams informed them that it was above him and that they needed to speak with the General Manager. In turn, Mr. Barber is bringing this to the Commission to see if they have taken a stance on going underground. Currently, there is not enough information to make an informed decision on the matter.
- Eversource Meeting at SNEW – Mr. Barber recently attended a meeting at SNEW with Eversource to see the proposed route of the undergrounding for the Walk Bridge project. At this time the only assets that would be disturbed would be in the area of 25 Van Zant Street, where the electric would potentially come back up from the underground. It does not appear that there would be much disturbance to TTD's distribution system.
- 230 East Avenue – The developer (Spinnaker) has contacted Mr. Barber and has set up a meeting for Wednesday, December 6<sup>th</sup> to discuss their plans for 230 East Avenue.

**APPOINTMENT OF NEW REPRESENTATIVE ON THE  
EAST AVENUE DESIGN COMMITTEE**

Commissioner Goldstein stated that the Planning Commission Chair insisted that TTD appoint a representative to the Committee. She was told that ex-Commissioner Yost was a member of the East Avenue Design Committee by virtue of the fact that he was on the Traffic Commission and he was appointed in that role and he would serve both. Unfortunately, Mr. Yost never reported back to the TTD Commission. Now that Mr. Yost is no longer a member of the TTD Commission, he cannot hold that appointment on behalf of the TTD. Therefore, someone needs to be appointed to the Committee, attend the meetings, keep the dialogue open and report back to the Commission.

**\*\* COMMISSIONER GOLDSTEIN MOVED TO APPOINT COMMISSIONER PARKINGTON AS TTD'S REPRESENTATIVE TO THE EAST AVENUE DESIGN COMMITTEE.**

**\*\* COMMISSIONER BROWN SECONDED.**

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

Third Taxing District will send a letter to the Bruce Chimento at the City of Norwalk, with copies to Frances DiMeglio and Mayor Rilling advising them of this appointment.

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**APPOINTMENT OF NEW REPRESENTATIVE ON THE  
WALK BRIDGE STAKEHOLDERS/DESIGN COMMITTEE**

- \*\* COMMISSIONER BROWN MOVED TO APPOINT COMMISSIONER GOLDSTEIN TO THE WALK BRIDGE STAKEHOLDERS/DESIGN COMMITTEE.**
- \*\* COMMISSIONER PARKINGTON SECONDED.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

Third Taxing District will send a letter to the Bruce Chimento at the City of Norwalk, with copies to Frances DiMeglio, Mayor Rilling and Elizabeth Stocker advising them of this appointment.

**UNDERGROUNDING BY EVERSOURCE RELATING TO WALK BRIDGE**

Commissioner Goldstein is asking whether the Commission wants to take a formal position or issue a written statement in connection with the Eversource undergrounding. Commissioner Goldstein went through the history of the events. The current proposed route for the undergrounding will start at Police Headquarters, go under the visitor's dock at Vet's Park, go in front of Vet's Park and come back up at 25 Van Zant Street, where it will connect to the above ground infrastructure.

Discussion took place and it was suggested that the Commission hear from others, i.e., Harbor Commission and Bloom, continue researching and gather more information before taking a formal position.

**ADJOURNMENT**

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

The meeting adjourned at 9:56 p.m.

Respectfully submitted,

Cynthia Tenney  
Executive Assistant  
Third Taxing District

Third Taxing District  
of the City of Norwalk  
December 4, 2017

## **norwalk 2.0**

Third Taxing District Commissioners:

Dave Brown  
Deborah Goldstein  
Pam Parkington  
Johnnie Weldon

Third Taxing District  
2 Second Street  
East Norwalk, CT 06855

December 4, 2017

Dear Commissioners,

Thank you for your time in reviewing the status of our project. We appreciate your support, and look forward to an exciting year ahead.

As an update to our proposal from 2016, we are requesting an extension of our permission to operate the Harbor Containers at Constitution Park for an additional three years.

Our original programming was intended to foster an open arts exhibit at the container site, that would attract artists to engage with the site itself and create original artworks. We have had some challenges at the site which has delayed our launch of the site in an official way. Much of this is due to infrastructure issues.

Three issues have contributed to the delay of final work in preparing the containers for programming. The first, is the delay in getting electricity to the containers. The solar powered system we used at the previous site did not work here, and has been dismantled. We have had ongoing issues with our feeder line losing power since the electricity was installed in May of this year. During the move of the containers last year, we sustained some damage to the one of the garage doors, resulting in it not staying open. We needed to wait for the containers to settle before rebalancing the spring mechanisms that operate the door. We think all of these issues are finally resolved.

Norwalk 2.0 did launch the Iconic Norwalk project though, and for much of 2017, we engaged the community at large to participate in our Iconic Norwalk Instagram exhibit. This program transpired from March through June of 2017, and resulted in over 900 photos of Norwalk submitted to the project. Nineteen prizes were awarded in June, and the winning entries have been displayed on a banner on one of the containers. We have used the location of the containers to promote Iconic Norwalk, and would not have had the number of submissions that we had without the containers.

The electricity serves several purposes, it provides power for a lighting, our environmental art display, and public wifi. We have yet to complete the WIFI installation. We have been appreciative of the park location, and have attempted to secure WIFI and power without altering the landscape and having any aerial wires.

You may have noted that we have cameras, and a weather station attached to one of the containers. This is part of our interactive art program that uses sensors to monitor environmental conditions and then displays those conditions on an interactive OLED panel with infographic art.

Our submission to the State of Connecticut includes the historic documentation of the Harbor, and the Walk Bridge. As you are aware, the significant disruption to the harbor will commence soon, and much like our work on Wall Street, we will be exhibiting historic photos, contemporary photos and videos, and commissioning artists to portray the harbor and bridge.

We are excited about these projects and think that they reflect the importance of honoring the cultural history of Liberty Square and the significance of East Norwalk's maritime history.

We have contracted with Frontier to install the WIFI feed to the containers, which we anticipate will be complete by end of 2017.

Once the WIFI is running, we think we will have the OLED display working within 90 days.

Our timeline of activities now looks like:

March 2018	– Harbor Exhibit launch
May 2018	– Iconic Norwalk 2 exhibit
June 2018	– Artist studio workshops for public
July 2018	– Music Programming
August 2018	– History of Liberty Square exhibit
Sept. 2018	– Plantoids exhibit
Oct. 2018	– tbd

We continue to maintain liability and property insurance at the site. We have partnered with businesses at Liberty Square, to build awareness of the area and participate in our art and history research.

Norwalk 2.0 is a non-profit arts organization that has been creating public art projects celebrating the cultural history of Norwalk for the past 7 years. We are a 5-time grant recipient from the State of Connecticut and enjoy collaborative relationships with a variety of local organizations including the City of Norwalk.

Attached you will a draft of a memorandum of understanding outlining the terms use of Constitution Park.

**Regards,**



Jackie Lightfield  
chief problem solver  
203 434 5506



## **norwalk 2.0**

The purpose of the project is to connect with the community and draw people to Norwalk as part of our Catalyzing Placemaking efforts. Norwalk 2.0 has been a grant awardee by the State of Connecticut for the past three successive years, and this project represents the programming end of our mobile arts center grant.

### **Impact**

At the individual level, we anticipate that participation in the program will result in: improved access to downtown services; increased feelings of coolness; increased integration into the community; increased knowledge of community history; and increased feelings of neighborhood. At the community level, we believe the program will result in: increased utilization of the downtown and increased commercial activity.

### **Evaluation**

During each activity we will initiate data collection by conducting baseline interviews with community residents and businesses in the target zip codes and completing detailed community observations at multiple locations over several occasions. Over time, findings from these interviews and observations will allow us to assess progress towards our community outcomes.

### **Key Personnel**

**Jackie Lightfield, Project Manager:** As an entrepreneur since 1996, Jackie Lightfield has been a driving force in overseeing Norwalk 2.0's growth. Lightfield served as Chairman of the City of Norwalk's Zoning Commission and Arts Commission prior to co-founding Norwalk 2.0 Lightfield brings extensive experience in managing projects, conducting research, and analyzing policy around a variety of topics within the field of economic development. She will manage all aspects for the duration of the project.

**Maribeth Becker, Project Manager:** A renowned Norwalk community activist and social change leader, Maribeth Becker co-founded Norwalk 2.0 following a decade of work in Norwalk as a community volunteer. Becker has many years of experience in organizing for the betterment of our communities. She previously served as Vice Chair of the Norwalk Arts Commission and as a lifelong advocate for building teamwork and strategic community partnerships.

### **Project Partners**

**DECD Department of Arts & Culture:** The **Office of the Arts** develops and strengthens the arts in Connecticut and makes artistic experiences widely available to residents and visitors. Through its grant programs, the office invests in Connecticut artists and arts organizations and encourages the public's participation as creators, learners, supporters, and audience members. Through its program and services, the office connects people to the arts and helps to build vital communities across the state.



## Information for Property Owners

Want to lure throngs of the tri-state area's art-loving residents and tourists who visit or work in Norwalk to pop over to your property?

That's the goal with the pop-up exhibit initiatives from Norwalk 2.0. Norwalk 2.0 is transforming vacant real estate into new temporary creative spaces where art, startups and creative economy energy fill retail spaces to excitement and additional foot traffic in downtowns.

Starting with three projects in 2008, we have successfully created events and exhibits that have drawn thousands of active visitors to SoNo, Mathews Park, Wall Street and Freese Park. The economic benefit was immediate, more people, more sales, more awareness of the exciting opportunities to create new business ventures in Norwalk. With the support of the Department of Economic and Community Development, Connecticut Office of the Arts which also receives support from the National Endowment for the Arts, a federal agency (**DECD Office of the Arts**) we have developed a project focusing on Wall Street. Our goal is to expand throughout the Norwalk, supporting the work of artists and Norwalk's business community at the same time. We need your help to make it happen!

### Benefits of Temporarily Donating Space

- Provides an exciting new way to market your property;
- Increases pedestrian traffic to surrounding businesses;
- Showcases vacant retail spaces as attractive sites;
- Your property and your donation will be prominently featured on both the POP City and Norwalk 2.0 web sites;
- Generates economic development in the Liberty Square and East Norwalk Area through increased traffic to area stores and restaurants;
- Helps create good will that the public and media will embrace;
- Your property will be part of an ongoing PR campaign;
- Recognition for your donation in the Norwalk 2.0 newsletter; (distribution 3,000)

Norwalk 2.0 will work with you to set the guidelines for your space and find an appropriate match to showcase your space throughout the exhibit.

All Norwalk businesses are eligible to participate.

Your generosity is the cornerstone of this program and our first priority is to safeguard your

interests by returning your property in the same or better condition than received.

Norwalk 2.0 is part of a growing national movement that leverages technology to increase social engagement in and participation in communities. **Gov 2.0**, **Code for America** and **Startup America** all focus on delivering tech tools to local organizations and communities to enable better and more efficient ways of making communities better.

Maribeth Becker and Jackie Lightfield founded Norwalk 2.0 in the summer of 2010 to address needs in Norwalk after extensive work as civic leaders.

Norwalk 2.0's mission is to engage residents, businesses and community organizations to work together and create an authentic, creative, economically diverse and sustainable future.

For more information visit the website: [www.norwalk2.org](http://www.norwalk2.org)

**Please contact:**

Jackie Lightfield

Program Manager & Curator

**[jackie@norwalk2.org](mailto:jackie@norwalk2.org)**

203.434.5506