

FINAL

**THIRD TAXING DISTRICT**  
of the City of Norwalk  
Commission Meeting  
February 12, 2018

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

**STAFF:** Kevin Barber, General Manager; Ron Scofield, Assistant General  
Manager; Mike Adams, General Line Foreman

**OTHERS:** Matt Allred (Bliss Allred & Co.)  
Diane Cece (E. Norwalk Neighborhood Association)  
Tony D'Andrea (Harbor Keeper Organization)

**CALL TO ORDER**

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

**PUBLIC COMMENT**

Ms. Diane Cece, as a representative of both the East Norwalk Neighborhood Association and East Norwalk Business Association, spoke to the Commission with regard to 230 East Avenue. She is asking for TTD's support and if they would write a letter to the Norwalk Planning and Zoning Commission asking that they deny the Zone Change Request filed for 230 East Avenue.

**\*\* COMMISSIONER GOLDSTEIN MOVED TO SUSPEND THE RULES AND ADD TWO AGENDA ITEMS – COMMUNITY FORUM SPONSORSHIP REQUEST AND LITIGATION BRIEFING FROM THE HARBOR KEEPERS.**  
**\*\* COMMISSIONER PARKINGTON SECONDED.**  
**\*\* THE MOTION PASSED UNANIMOUSLY.**

**COMMUNITY FORUM SPONSORSHIP REQUEST (POCD & TOD)**

Ms. Diane Cece, as a representative of the East Norwalk Neighborhood Association and East Norwalk Business Association, spoke to the Commission with regard to two upcoming forums to take place in East Norwalk at The Marvin. The first one is an Information Forum with Q&A regarding the proposed zoning change for the I1 and NB zone Parcel next to the train station (230 East Avenue) which will be held on Saturday, February 24, 2018 from 10:00 a.m. to 12:00 p.m. at The Marvin Community Room, 60 Gregory Boulevard.

The second is an East Norwalk Community Visioning Workshop in preparation of the 2018 Ten Year Plan of Conservation & Development. The workshop is planned for Saturday, March 10, 2018 at The Marvin Community Room, 60 Gregory Boulevard. There are two sessions to choose from – 9:30-12:30 or 2:00-5:00. These sessions are for informational purposes only.

Ms. Cece is asking for the support of the Third Taxing District in terms of any incidental office supplies and a \$50 donation towards the use of the room at The Marvin for each event. She is also asking if she could utilize Greyskye (TTD's Marketing firm) and have them send out email blasts to TTD's Constant Contact list.

**\*\* COMMISSIONER GOLDSTEIN MOVED TO SUPPORT THE SPONSORSHIP REQUEST PRESENTED BY DIANE CECE WITH A DONATION OF \$50 FOR EACH FORUM AND MISCELLANEOUS IN-KIND SERVICES WITH THE FUNDS COMING OUT OF THE OTHER DISTRICT SERVICES BUDGET.**

**\*\* COMMISSIONER PARKINGTON SECONDED.**

**\*\* COMMISSIONERS GOLDSTEIN AND PARKINGTON ACCEPTED**

**\*\* COMMISSIONER BROWN ABSTAINED.**

**\*\* MOTION PASSED.**

**LITIGATION BRIEFING FROM HARBOR KEEPERS**

Mr. Tony D'Andrea, as a representative of the Harbor Keeper Organization, gave the Commission an update on the litigation going before the Federal Court with respect to the Walk Bridge project. They are asking the Federal Government to stop the project as they are the ones who are funding the project and to take a closer look at the repercussions within the community.

Mr. D'Andrea just wanted to inform the Commission on the subject matter for some thoughtful discourse. After consideration, he would like to come back to the Commission with Mr. Fred Krupp at a future date to request a Letter of Support.

**MINUTES OF MEETING**

January 8, 2018 Regular Meeting

**\*\* COMMISSIONER BROWN MOVED TO APPROVE THE MINUTES OF JANUARY 1, 2018 REGULAR MEETING.**

**\*\* COMMISSIONER PARKINGTON SECONDED.**

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

**\*\* COMMISSIONER BROWN MOVED TO SUSPEND THE RULES TO CHANGE THE ORDER OF THE AGENDA AND BRING ANNUAL MEETING PROCEDURES UP AS THE NEXT AGENDA ITEM.**

**\*\* COMMISSIONER PARKINGTON SECONDED.**

**\*\* COMMISSIONERS BROWN AND PARKINGTON ACCEPTED.**

**\*\* COMMISSIONER GOLDSTEIN ABSTAINED.**

**\*\* MOTION PASSED.**

**ANNUAL MEETING PROCEDURES**

Mr. Scofield reviewed the checklist that was provided to the Commission with regard to the procedures for the upcoming Annual Meeting, as well as the Agenda, Outline and Notice. Discussion took place about the position of equipment at The Marvin and the seating arrangement for the Commission and TTD staff. Commissioner Brown would like to go over to The Marvin prior to the meeting with Scott Tracy to see if the projection screens can be mounted overhead.

The Commission reviewed the packet for the Annual Meeting and made changes to the Agenda, Outline and Notice, as well as eliminated some pages to the packet, i.e., Commission's State of the District Letter and capital budget sheets for the Library, Cemetery and Firehouse. Mr. Scofield asked the Commission if they would like to continue with the use of the postcards to announce the meeting and was told not to send them out this year.

The Commission discussed an alternate way of voting. Mr. Scofield indicated that in the past they attempted to use ballot boxes and would have the ratepayers fill out forms, place them in the ballot box, and then count the ballots. The Commission was not in favor of this idea and prefers to keep the voting cards that have been used over the past years.

The Meeting Chairman was discussed and the Commission has asked Mr. Scofield to contact John Bove, Craig Cuttner and Liz Lyons to see if they are planning on attending the Annual meeting and if so, would they be interested in serving as the meeting Chairman should the ratepayers nominate them.

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Discussion took place about whether or not the Library would be allowed to give a presentation at the Annual Meeting. The Commission is not in favor of having the Library do so.

Commissioner Brown is proposing that a Special Commission Meeting be put on the calendar to meet with the Library to go over this and the Commission's recommendation of funds on the District Budget. No date has been put in place at this time.

The Commission discussed the roles that Commissioner Parkington and Treasurer Johnnie Mae Weldon would take at the Annual Meeting. A line was added to the agenda titled, Third Taxing District and Your Community. This topic will be broken down into two segments and they will share the role.

**\*\* COMMISSIONER GOLDSTEIN MOVED TO SUSPEND THE RULES AND ADD AN AGENDA ITEM TO DISCUSS AND VOTE ON DR. MICHAEL INTRIERI'S LAPTOP.  
\*\* COMMISSIONER BROWN SECONDED.  
\*\* THE MOTION PASSED.**

The Commission discussed whether or not the laptop should be returned or allow Dr. Intrieri to purchase it. It is TTD property and should be returned. The Commission has asked Mr. Scofield to contact Dr. Intrieri and retrieve the laptop. Commissioner Goldstein suggested that if the laptop is not returned within a reasonable period of time (2 weeks), Atty. Studer should notify Dr. Intrieri in writing about the matter.

**\*\* COMMISSIONER GOLDSTEIN MOVED TO INSTRUCT MR. SCOFIELD TO CONTACT DR. INTRIERI AND HAVE THE LAPTOP RETURNED TO TTD WITHIN THE NEXT TWO WEEKS.  
\*\* COMMISSIONER PARKINGTON SECONDED.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

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

Mr. Allred, the District's Accountant, reviewed the Financial Highlights and Footnotes with the Commission. Net Income was \$922,469, an increase of 12% over last year. Net Income Before Rate Stabilization was \$796,682, an increase of 539% over the previous year, which was (\$181,667).

Cash Balances continue to be in good shape. Operating Accounts are \$2,119,256, Construction Work in Process \$29,688, Savings is \$516,066 and Capital Improvements Fund is \$1,367,630 which reflects the CMEEC Equity Transfer of approximately \$356,000. No current information is available at this time on the Outstanding Principal Balance with CMEEC.

KPIs – Mr. Allred reviewed the KPIs with the Commission. All items continue to be in line with the Industry Average.

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PCA – The PCA went up slightly and remains in over-collection.

**ROWAN STREET BUILDING BIDS FOR APPROVAL**

Mr. Barber informed the Commission that four bids were received for the Rowan Street Building. The bids came in higher than anticipated, with the low being \$1 million and a high of \$1.5 million. Messrs. Barber and Adams will be meeting with Gill & Gill on February 15, 2018 to review Valued Engineering to see if there is anything that can be downscaled/eliminated, i.e., skylights. The result of the meeting will be brought back to the Commission to keep them informed.

- \*\* COMMISSIONER GOLDSTEIN MOVED TO TABLE THE ROWAN STREET BUILDING BIDS TO THE MARCH 5, 2018 MEETING.**
- \*\* COMMISSIONER BROWN SECONDED.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

**DISTRICT BUDGET**

The Commission picked up where they left off on the District Budget from the February 5, 2018 meeting. They continued to review each budget line item. Some of the changes that were made are:

- \$2,000 reduction to the Annual Electors Meeting
- \$20,000 reduction to the Library Building/Major Capital
- \$2,000 reduction to Other District Services
- A reduction of \$23,000 was made to the East Norwalk Improvement Association's request of \$185,900. In so doing, a new line item, Library Contingent Fundraising Match, was added with an amount of \$11,500 (50% of the \$23,000). For every dollar raised by the Library, the District Budget will match up to \$11,500. This is an incentive for the Library to fundraise and fill in the gap of what was taken from their request.

Once the Commission finished their review of the budget, the new amount of Transfer from Electric Department is \$313,070.

- \*\* COMMISSIONER BROWN MOVED TO RECOMMEND THE DISTRICT BUDGET GO BEFORE THE RATEPAYERS ON MARCH 7, 2018.**
- \*\* COMMISSIONER PARKINGTON SECONDED.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

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**DISTRICT CONCERTS**

Mr. Scofield said that he had been instructed by the Commission last year to grandfather three of the bands into the concert series, one of which is Tim Currie's Motown Band. A discussion took place about the use of Tim Currie's Motown Band due to an incident that occurred at one of the concerts last year and whether or not the band should be invited back for this year. Mr. Scofield explained the incident in full.

**\*\* COMMISSIONER BROWN MOVED TO ACCEPT THE RECOMMENDED CONCERTS DATES AND LIST SUBMITTED BY MR. SCOFIELD.**

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

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

**ADJOURN**

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

**\*\* COMMISSIONER PARKINGTON SECONDED.**

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

The meeting adjourned at 10:32 p.m.

Respectfully submitted,

Cynthia Tenney  
Executive Assistant  
Third Taxing District