

FINAL

THIRD TAXING DISTRICT
of the City of Norwalk
Commission Meeting
August 6, 2018

ATTENDANCE: Commissioners: David Brown, Chair; Debora Goldstein;
Pamela Parkington; Treasurer: Johnnie Mae Weldon (7:17 p.m.)

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

OTHERS: Matt Allred (Bliss Allred & Co.)
Peter Johnson (CMEEC Ratepayer Representative)

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.

MINUTES OF MEETING

July 2, 2018 Regular Meeting

Correction on page 3: Add name of Commissioner Brown who was opposed to the Motion which removes Item "c" from the proposed Purchasing Policy.

**** COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE MINUTES OF JULY 2, 2018 REGULAR MEETING AS AMENDED.**

**** COMMISSIONER PARKINGTON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

DISCUSSION/ANALYSIS OF FINANCIAL STATEMENTS/KEY PERFORMANCE INDICATORS

Mr. Allred reviewed the Financial Highlights with the Commission. Total Income was \$10,553,664, a decrease of 1.84% over last year. Total Expense was \$9,757,587, a decrease of 5.76% over last year. Other Income is \$1,895,393, an increase of 263%. Net Income Before

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Rate Stabilization was \$2,671,470, an increase of 206%. Net Income was \$2,723,764, an increase of 25% over the previous year.

Cash Balances continue to be in good shape. The Capital Improvement Fund is approximately \$1,992,110 due to the recent CMEEC Equity Distribution. The Outstanding Principal Balance with CMEEC continues to decrease with a current balance of \$3,175,025.

KPI's – The Actual Rate of Return on Rate Base continues to be high, most in part due to the CMEEC Equity Distribution. Rate Stabilization is still above the target of \$3MM, but should start to show a slow decrease now that the CMEEC Billable Rate and PCA have been adjusted for the new fiscal year.

PCA –Mr. Barber reviewed the PCA with the Commission. Specifically, he reviewed the Rate Stabilization Balance Forecast and pointed out that the Rate Stabilization Fund should soon start in a downward trend over the next year and probably stay on this track for the coming two years.

LIBRARY ROOF CONTRACTOR NEGOTIATIONS

Mr. Barber informed the Commission that following multiple meetings regarding the cost of the change orders, the issue has been resolved. TTD has agreed to change orders totaling \$16,837 for the extras relating to the roof project. The base cost of the project was \$21,600, bringing the roof project total to \$38,437.

The Commission had already approved \$31,230 for the replacement of the library roof. At this time, Mr. Barber recommended to the Commission that they approve the additional allocation of \$7,207 to cover the change orders that exceeded the amount previously approved by the Commission.

Mr. Barber told the Commission that Gill & Gill/TTD have requested the contractor verify the status of the roof ventilation system currently installed at the library. To provide proper ventilation for the new roof, the installation of soffit vents may be required. The cost of this is expected to be under \$3,000.

**** COMMISSIONER BROWN MOVED TO APPROVE THE \$7,207 FOR THE ADDITIONAL CHANGE ORDERS TO RICK'S MAIN ROOFING.**

**** COMMISSIONER PARKINGTON SECONDED.**

**** 2 IN FAVOR (COMMISSIONERS BROWN AND PARKINGTON)**

**** 1 ABSTAINED (COMMISSIONER GOLDSTEIN)**

**** THE MOTION PASSED.**

EVENT PARTICIPATION DISCUSSION

Annual Oyster Festival

Mr. Barber reviewed the letter received from the Seaport Association requesting TTD's assistance with the set-up and removal of the temporary electric service for the Oyster Festival. The Seaport Association is asking TTD to provide hourly rates for crew and equipment necessary to accomplish the tasks.

It is Mr. Barber's recommendation that TTD continue to participate as they have in the past in support of the Seaport Association's efforts.

**** COMMISSIONER GOLDSTEIN MOVED TO PROVIDE ASSISTANCE TO THE SEAPORT ASSOCIATION IN CONNECTION WITH THE 2018 OYSTER FESTIVAL AT VET'S PARK SIMILAR TO THE EFFORTS THAT HAVE BEEN DONE IN THE PAST.**

**** COMMISSIONER BROWN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

A Taste of East Norwalk

Commissioner Goldstein said that this was the 2nd Annual festival and explained what takes place. TTD participated last year and had a table with give-aways for those who came by, but it was not manned by any TTD staff or a member of the Commission. Rick Tavella's staff volunteered to do this on TTD's behalf.

Mr. Barber told the Commission the decision to not participate came from him as he had checked with staff and no one was available to man a table. And, if staff was available, they would need to be paid an overtime rate. Commissioner Goldstein indicated that it was possible that a member of the Commission could possibly man a table if available.

Discussion took place as to whether or not to participate in the festival this year. As no one from the staff or Commission is available to man the table, the best option is to not participate. In lieu of having a table, the Commission would still like to support the event. TTD will purchase tickets for any of the Commission that would like to attend.

Norwalk 2.0 Concerts

Commissioner Goldstein stated that Norwalk 2.0 announced a schedule of Tuesday night concerts, three of which conflicted with TTD's concerts at Calf Pasture Beach. When the Commission was originally negotiating the agreement with Norwalk 2.0, the concerts were a big concern that they were going to counter-program against TTD concerts or otherwise create traffic, trash and security issues. There had not been anything done in the way of concerts during

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the original contract, so Commissioner Goldstein was rather surprised to see the concert schedule go out and to also find out there were conflicts.

Commissioner Goldstein spoke with Jackie Lightfield about having Norwalk 2.0 following up on a quarterly basis with the TTD Commission about the programs they are having at Constitution Park either in writing or coming to a Commission meeting.

Based on this information, Commissioner Goldstein also stated that she believed there wasn't a lot of interest in TTD continuing to hold their Tuesday night concerts during the summer. Commissioner Brown agreed that TTD should consider eliminating the Tuesday night concerts from their series, as they also conflict with the Car Show held at the beach.

Commissioner Brown asked if the eight concerts could be done without using Tuesday night. Mr. Scofield replied that it can be done but would probably have to start at the end of June and run through the end of August, provided the Sundays were available through the City of Norwalk. Mr. Barber stated that he and Mr. Scofield had discussed coming back to the Commission after the concert season was over and discuss the issues of the Tuesday night concerts.

Mr. Barber recommends waiting for the concert season to be over and then have Norwalk 2.0 come to a Commission meeting to talk and follow-up.

TTD TREE LIGHTING EVENT

Mr. Scofield told the Commission that he had spoken to Tony Masi (Summertime Band) and has learned that Sunday, December 2, 2018 is not available for the band to play at the Annual Christmas Tree lighting. Mr. Scofield asked the Commission if they wanted him to find another band or if they would be interested in moving the event to the following Sunday, December 9, 2018. After discussion, the Commission voted to move the event to December 9, 2018.

The Commission also discussed whether or not the rain date should be the next night, Monday, December 10, 2018 or the following Sunday, December 16, 2018.

**** COMMISSIONER BROWN MOVED TO HOLD THE CHRISTMAS TREE LIGHTING ON SUNDAY, DECEMBER 9, 2018 WITH THE SUMMERTIME BAND AND RAIN DATE OF MONDAY, DECEMBER 10, 2018.**

**** COMMISSIONER PARKINGTON SECONDED.**

**** 2 IN FAVOR (COMMISSIONERS BROWN AND PARKINGTON)**

**** 1 OPPOSED (COMMISSIONER GOLDSTEIN)**

**** THE MOTION PASSED.**

PROJECT SUMMARY

Cost of Service/Rate Study – Initial discussion was held with UFS (Dawn Lund) regarding a cost of service study.

Strategic Planning – The Commission has scheduled the second meeting in August to discuss Strategic Planning.

Substation – T3 transformer has passed the witness test and was delivered to the substation on July 31, 2018. It is in place and will be connected in late September/early October.

Rowan Street Building – Project submittals are being reviewed and approved by TTD and Gill & Gill.

Norden Generators – Consent order has been paid and accepted by CT DEEP.

Library Solar – Mr. Barber met with the Library Board in July and reviewed the project with them. The project is expected to begin within the next month. An RFP has been created and sent out for the Battery Storage project.

Audit – The audit is in process.

Commissioner Goldstein added that the TOD Study Oversight Committee had their first meeting on July 30th. The Committee has been given access to the bid responses for a consultant. There were seven responses. Two were disqualified. They are currently being reviewed and three will be chosen and interviewed on August 22nd.

Commissioner Goldstein also presented a map to the Commission from Steve Kleppin. She explained that the yellow circle is the half mile diameter from the East Norwalk train station. What Mr. Kleppin is asking for the Committee to do is mark out areas in blue that they don't feel should be included in the TOD zone because they should be preserved for neighborhood character. That, in turn, will leave boundaries of a TOD zone that would be open for being rezoned for development.

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EXECUTIVE SESSION

- CMEEC Litigation Update
- CMEEC Investigation Update

**** COMMISSIONER BROWN MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS CMEEC LITIGATION UPDATE AND CMEEC INVESTIGATION UPDATE.**

**** COMMISSIONER GOLDSTEIN SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners, Treasurer, General Manager, Assistant General Manager and CMEEC Ratepayer Representative entered into Executive Session at 8:22 p.m.

The Commissioners, Treasurer, General Manager, Assistant General Manager and CMEEC Ratepayer Representative returned to public session at 8:52 p.m.

ADJOURNMENT

**** COMMISSIONER BROWN MOVED TO ADJOURN.**

**** COMMISSIONER PARKINGTON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 8:53 p.m.

Respectfully submitted,

Cynthia Tenney
Executive Assistant
Third Taxing District