

FINAL

**THIRD TAXING DISTRICT**  
of the City of Norwalk  
Commission Meeting  
May 6, 2019

**ATTENDANCE:** Commissioners: Johnnie Mae Weldon, Chair; Debora Goldstein;  
Pamela Parkington; Ed Holowinko, Treasurer

**STAFF:** Kevin Barber, General Manager  
Mike Adams, General Line Foreman

**OTHERS:** Peter Johnson, CMEEC Ratepayer Representative  
Sarah Amato, Marvin PTA  
Charles Yost, Norwalk Rotary Club

**CALL TO ORDER**

Commissioner Weldon 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.

**MARVIN PTA DONATION REQUEST**

Ms. Amato told the Commission that the programs they selected for the students at Marvin School remained almost the same as last year. A few items had changed because either a program was no longer offered or it didn't work for them. Also, the school curriculum has changed for this year.

Commissioner Goldstein asked about the Energy Lab Program as it did not list any grade level. Commissioner Goldstein asked for assurance that the grade level assigned would not be one that already had a program assigned to it. Ms. Amato assured the Commission that it would definitely be a grade level that did not have a program already assigned.

**\*\* COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE MARVIN PTA DONATION REQUEST AS PRESENTED IN THE PACKET FOR \$5,500 FOR FISCAL YEAR 2019/20.**

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

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

**NORWALK ROTARY CLUB DONATION REQUEST**

Commissioner Goldstein recused herself from this agenda item given the electoral situation and left the room during the discussion.

Mr. Yost spoke to the Commission about the Norwalk Rotary Club, which is a service organization whose function is to assist other organizations within the City of Norwalk and raise funds for those in need. This is the first time the Club is undertaking this type of event. The proceeds for this fundraiser will benefit the Police Benevolent Association.

Commissioner Parkington indicated that the request is not specific to only East Norwalk as per the Donation Policy of the Third Taxing District.

Mr. Barber informed the Commission that the funds for Other District Services for the current fiscal year have been exceeded.

Based on the facts that the event does not strictly follow the Donation Policy and funds for Other District Services have been depleted, the request was denied.

**\*\* COMMISSIONER PARKINGTON MOVED TO DENY THE REQUEST FOR THE NORWALK ROTARY CLUB DONATION FOR \$1,000 AS IT DOES NOT FALL UNDER THE STRICT POLICY AND THERE ARE NO AVAILABLE FUNDS AT THIS TIME.**

**\*\* COMMISSIONER WELDON SECONDED.**

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

**MINUTES OF MEETING**

April 15, 2019 Regular Meeting

**\*\* COMMISSIONER GOLDSTEIN MOVED TO APPROVE THE MINUTES OF APRIL 15, 2019 REGULAR MEETING.**

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

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

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

Mr. Barber reviewed the Financial Highlights with the Commission for July-March 2019. Total Income is \$7,661,298.53 versus \$7,758,774.99 for last year, a difference of (1.26%). Total Expense is \$7,251,290.40 versus \$7,417,980.87 for last year, a difference of (2.25%). The

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reason for the decrease in both items was due to the reduction in the PCA and the CMEEC billable rate. Net Income is \$1,011,899.21 versus \$1,270,611.42 for last year, a difference of (20%).

Other Income is up just a little bit from last year. Mr. Barber informed the Commission that last year's figure included an equity distribution from CMEEC in the amount of \$500,000. The distribution for this year has not yet come through but is expected over the next few months. He is not sure whether or not it will be received in the current fiscal year or next fiscal year.

Norden Generators - Mr. Barber informed the Commission that the Locational Forward Reserve (LFR) auction came through and it cleared at \$1.899/KW/month. CMEEC budgeted \$1.00/KW/month. This is a 90% boost on the revenue. For the 4-month period from July to September, TTD should see a little bit more revenue.

Outstanding Principal Balance with CMEEC is \$3,500,040. The increase for this obligation is due to the reallocation of Wallingford Electric's ownership in the Microgen project.

P&L's for both the Electric Company and the District are in good shape.

KPI's – On target.

PCA – Rate Stabilization fund is at \$3.7 million and headed in a downward trend towards the target of \$3.0 million.

## **GENERAL MANAGER'S REPORT**

### District Stipend Proposed Policy & Payment Schedule

Mr. Barber told the Commission that he created a draft policy for the Commission's consideration. The reason for doing this is that in the past the Commission (Commissioners, Treasurer, District Clerk, Rate Payer Rep) has always received payment in full at the beginning of a fiscal year. The issue with this is if someone leaves their term early and has already received full pay, collecting a payback from the individual can be difficult. Mr. Barber is suggesting and recommending that the Commission consider paying the Commission in four quarterly payments at the end of each quarter instead of upfront at the beginning of the fiscal year.

The Commission discussed and reviewed the draft policy presented and offered some modifications to the draft policy. Mr. Barber will have the changes made and bring it back to the Commission for their final approval.

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APPA Conference Travel Request

Per Mr. Barber's employment contract, he is requesting the Commission approve travel for him for the upcoming APPA Annual Conference to be held from June 7-12, 2019 in Austin, TX.

**\*\* COMMISSIONER GOLDSTEIN MOVED TO APPROVE KEVIN BARBER'S ATTENDANCE AT THE APPA ANNUAL CONFERENCE FROM JUNE 7-12, 2019 IN AUSTIN, TX AS PRESENTED IN THE COMMISSION PACKET.  
\*\* COMMISSIONER PARKINGTON SECONDED.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

East Norwalk Library

Mr. Barber reminded the Commission that he had reported to them approximately two months ago that the Fire Marshall had paid a visit to the East Norwalk Library for an inspection. The Fire Marshall gave Mr. Barber a list of issues that needed to be addressed. Mr. Barber informed the Commission that all issues have been resolved. Third Taxing District is waiting for a re-inspection by the Fire Marshall.

Operating/Capital Budget for FY2019-20

Mr. Barber told the Commission that staff is working on preparing the upcoming Operating & Capital Budgets for FY2019-20. He is expecting to have the binders out to the Commission by May 24, 2019 in order to formally present at the June 3, 2019 Commission meeting. If any of the Commissioners would like to discuss the budgets with Mr. Barber one-on-one prior to the June 3, 2019 Commission meeting, he will be available during the week of May 27, 2019.

**UNDERGROUNDING**

Mr. Barber said that at the Commission's request, he wrote a report on Undergrounding. The report was written to provide the pros and cons of undergrounding, to identify the related costs wherever possible and to show how undergrounding may affect the Third Taxing District in both the short and long term.

The intent of this report was to provide a fair assessment of undergrounding related to what has been requested of Third Taxing District from the City of Norwalk for the East Avenue project.

Mr. Adams thought the report was well done and provided information on a neutral basis, thereby not forming an opinion. He feels it is now up to the Commission to give staff the direction they would like to follow.

Discussion took place on various aspects of undergrounding, i.e., cost, staff versus outside contractors, and types of system to be installed.

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Mr. Barber also informed the Commission that he has not received a response to the April 22, 2019 letter from the Commission to Mayor Rilling stating Third Taxing District's position on the East Avenue project.

### **PROJECT SUMMARY**

18 Rowan Street Renovation – The footings has been poured and getting ready for the foundation.

Strategic Planning – Next round will be at the June 17, 2019 meeting.

T3 Transformer – Commissioning scheduled for the second week of June.

### **ADJOURNMENT**

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

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

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

The meeting adjourned at 8:13 p.m.

Respectfully submitted,

Cynthia Tenney  
Executive Assistant  
Third Taxing District