

FINAL

THIRD TAXING DISTRICT
of the City of Norwalk
Commission Meeting
November 18, 2019

ATTENDANCE: Commissioners: Johnnie Mae Weldon, Chair; Pam Parkington;
Michele Sweeney; Read Auerbach, Treasurer

STAFF: Kevin Barber, General Manager
Ron Scofield, Assistant General Manager/District Clerk

OTHERS: Peter Johnson, CMEEC Ratepayer Representative

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.

Commissioner Weldon welcomed the recently elected Commissioner, Michele Sweeney, and Treasurer, Read Auerbach, to the Board.

MINUTES OF MEETING

October 21, 2019 Regular Meeting

Corrections:

Page 4, First Motion, line 4 – The figure \$151,278 should be \$152,178.

Page 4, Second Motion, line 4 – October 2021 should be October 2022.

**** COMMISSIONER PARKINGTON MOVED TO APPROVE THE MINUTES OF
OCTOBER 21, 2019 REGULAR MEETING AS AMENDED.**

**** COMMISSIONER WELDON SECONDED.**

**** TWO AYES; ONE ABSTENTION.**

**** THE MOTION PASSED 2 TO 1.**

FINAL

DISCUSSION/ANALYSIS OF FINANCIAL STATEMENTS/KEY PERFORMANCE INDICATORS

Mr. Barber explained the financial report in greater detail for the benefit of the new Commissioner and Treasurer.

Mr. Barber reviewed the Financial Highlights with the Commission for September 2019 which is down slightly from last year. Total Income is \$2,452,746 versus \$2,705,458 for last year, a difference of (9.34%). Total Expense is \$2,397,034 versus \$2,514,907 for last year, a difference of (4.69%). Net Income is \$290,367 versus \$552,317 for last year, a difference of (47%).

Total cash balance on hand is \$6,229,988. Current outstanding principal balance with CMEEC is \$3,409,021. Current Fiscal Year Capital Additions to date is \$205,486.

P&L's for both the Operating and Districts accounts are in good shape.

KPI's: Remain in good shape.

PCA: The current balance in the RSF is \$3,917,760. Still working on lowering the amount to the \$2.7MM-\$3.0MM range, which has been a slow process.

HEALTH INSURANCE RENEWAL

Mr. Barber presented the two options for the health insurance renewal, Anthem and United Healthcare. His recommendation was to continue with Anthem Blue Cross Blue Shield. The recommended plan is virtually identical to the plan currently in effect, with slight changes to the deductibles, out of pocket maximums and prescription copays after reaching the deductible. The plan has an increase of 13% in the premiums, which is partially offset by an increase in the employee contributions, as per the union contract. TTD would continue to fund the deductible through a health reimbursement account (HRA), as also agreed upon in the union contract.

**** COMMISSIONER PARKINGTON MOVED TO APPROVE THE EMPLOYEES' HEALTH INSURANCE RENEWAL USING OPTION 1, ANTHEM SILVER PATHWAY CT PPO WITH HSA (HDHP).**

**** COMMISSIONER WELDON SECONDED.**

**** THE MOTION PASS UNANIMOUSLY.**

2020 COMMISSION MEETING SCHEDULE

Mr. Barber said that over the past three years, the Commission has been meeting 18 times per year. Over the past six or seven months, the Commission meetings have become shorter and more effective. Mr. Barber is recommending that the Commission reduce the number of meetings from 18 down to 12, allowing for one meeting per month.

FINAL

The schedule presented to the Commission was to hold the meetings on the first Monday of each month with a start time of 7:00 p.m. Mr. Barber is requesting the Commission to change the meeting date and time to either the third Thursday or the fourth Monday of each month, thus allowing the Commission to receive financial reports which are more current rather than two months old.

After discussion of what could work best for all concerned, the best option would be for the fourth Monday of each month with a start time of 6:30 p.m.

**** COMMISSIONER PARKINGTON MOVED TO CHANGE THE 2020 COMMISSION MEETING SCHEDULE TO THE FOURTH MONDAY OF EACH MONTH STARTING IN JANUARY 2020, THE FIRST MEETING BEING JANUARY 27, 2020, AND ALSO INCLUDE CHANGING THE START TIME FROM 7:00 P.M. TO 6:30 P.M.**

**** COMMISSIONER WELDON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

GENERAL MANAGER'S REPORT

CMEEC Update

- Mr. Barber informed the Commission that CMEEC has selected a new CEO and they are currently working with the candidate on an employment contract. The expected start date is January 6, 2020.
- CMEEC is finalizing their slate of officers for the next year which is being presented to the Board at the November 21, 2019 meeting. Mr. Barber is being put up for the Chair of the CMEEC Board.
- CMEEC appointments that need to be decided on are for the Member Representative and Alternate Delegate, which were previously held by former Commissioner Goldstein. The Commission will need to think about what they would like to do to fill the positions. Currently, Mr. Barber is a Member Representative and the Delegate for TTD. Mr. Scofield is the Alternate Member Representative.

Ratepayer Representative Position: The two-year term for this position will be expiring in December 2019. The Commission will need to act on this position by either re-appointing Peter Johnson or finding a new candidate. Mr. Johnson said he would be interested in being re-appointed to the position.

Other Committees: Due to the change in Commissioners, there are two other Committees that will need to be filled, the TOD Oversight Committee and the Walk Bridge Stakeholder Design

FINAL

Committee. The Commission needs to appoint a new candidate for these positions. Commissioner Parkington volunteered to be on the TOD Oversight Committee.

Audit: The audit is almost complete and is expected to be received within the next 2-3 weeks.

December Commission Meeting: There are two meetings currently on the calendar for December – December 2 and December 16. Mr. Barber is recommending that the Commission cancel the December 2 meeting of the month and keep December 16, 2019 on the calendar, which would allow the Commission to start gearing towards the fourth Monday of the month. December 2 is also the rain date for the Christmas Tree Lighting. The December 2 meeting will be cancelled.

**** COMMISSIONER PARKINGTON MOVED TO SUSPEND THE RULES AND ADD TWO AGENDA ITEMS: APPOINTMENT TO THE TOD OVERSIGHT COMMITTEE AND RE-APPOINTMENTS TO THE CMEEC BOARD (KEVIN BARBER AND RON SCOFIELD) AND.**

**** COMMISSIONER WELDON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

APPOINTMENT TO THE TOD OVERSIGHT COMMITTEE

**** COMMISSIONER PARKINGTON MOVED TO APPOINT COMMISSIONER PAMELA PARKINGTON AS THE EAST NORWALK TOD OVERSIGHT COMMITTEE REPRESENTATIVE FOR THIRD TAXING DISTRICT.**

**** COMMISSIONER SWEENEY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

RE-APPOINTMENTS TO THE CMEEC BOARD

Mr. Barber informed the Commission that the appointments that he and Mr. Scofield hold on the CMEEC Board expired on November 16, 2019 and that the Commission needs to re-appoint them.

**** COMMISSIONER PARKINGTON MOVED TO APPROVE THAT KEVIN BARBER BE RE-APPOINTED THE MEMBER REPRESENTATIVE TO THE CMEEC BOARD OF DIRECTORS AND RONALD SCOFIELD BE RE-APPOINTED AS ALTERNATE REPRESENTATIVE FOR A TERM ENDING DECEMBER 31, 2021 EFFECTIVE NOVEMBER 18, 2019.**

**** COMMISSIONER SWEENEY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY**

**** COMMISSIONER PARKINGTON MOVED TO APPROVE THAT KEVIN BARBER BE RE-APPOINTED THE SOLE MEMBER DELEGATE TO THE CMEEC MEMBER**

FINAL

DELEGATION FOR A TERM ENDING DECEMBER 31, 2021 EFFECTIVE NOVEMBER 18, 2019.

**** COMMISSIONER SWEENEY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY**

**** COMMISSIONER WELDON MOVED TO APPROVE THAT KEVIN BARBER BE RE-APPOINTED THE MEMBER REPRESENTATIVE TO THE CTMEEC (TRANSCO) BOARD OF DIRECTORS AND RONALD SCOFIELD BE RE-APPOINTED AS ALTERNATE REPRESENTATIVE FOR A TERM ENDING DECEMBER 31, 2021 EFFECTIVE NOVEMBER 18, 2019.**

**** COMMISSIONER SWEENEY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY**

**** COMMISSIONER WELDON MOVED TO APPROVE THAT KEVIN BARBER BE RE-APPOINTED THE SOLE MEMBER DELEGATE TO THE CTMEEC (TRANSCO) MEMBER DELEGATION FOR A TERM ENDING DECEMBER 31, 2021 EFFECTIVE NOVEMBER 18, 2019.**

**** COMMISSIONER SWEENEY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY**

PROJECT SUMMARY

T3 Transformer – Live and operating as of October 21, 2019.

Rowan Street Building – Interior work is progressing on the building.

East Avenue Road Widening – Cost estimates for the undergrounding of East Avenue are being developed.

ADJOURNMENT

**** COMMISSIONER WELDON MOVED TO ADJOURN.**

**** COMMISSIONER SWEENEY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:28 p.m.

Respectfully submitted,

Cynthia Tenney
Executive Assistant
Third Taxing District

Third Taxing District
of the City of Norwalk
November 18, 2019