

FINAL

THIRD TAXING DISTRICT
of the City of Norwalk
ZOOM/Telephonic Commission Meeting
November 23, 2020

ATTENDANCE: Commissioners: Johnnie Mae Weldon, Chair; Pamela Parkington;
Michele Sweeney

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

The Commission Meeting of November 23, 2020 was held via ZOOM and telephonically. All participants could hear and be heard.

CALL TO ORDER

Commissioner Weldon called the meeting to order at 6:35 p.m. A quorum was present.

PUBLIC COMMENT

No one from the public was in attendance to comment.

MINUTES OF MEETING

October 26, 2020 Regular Meeting

**** COMMISSIONER SWEENEY MOVED TO APPROVE THE MINUTES OF
OCTOBER 26, 2020 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 the month of October 2020. Total Income is \$2,964,174 versus \$3,136,521 for last year, a difference of (5.49%) which is a reflection of the PCA being lowered to zero. Total Expense is \$3,105,180 versus \$3,218,819 for last year, a difference of (3.53%) and is off due to the CMEEC billable rate being lowered.

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Net Income before Rate Stabilization is \$56,466 versus (\$29,330) from last year or a difference of 293%. Net Income after Rate Stabilization is \$20,766 versus \$36,422 for last year, a difference of (43%).

Total cash balance on hand is \$6,995,488. Of this, the Capital Improvement Fund is \$2,456,630. Current outstanding principal balance with CMEEC is \$3,224,037. Current Fiscal Year Capital additions to date is \$84,142.

Mr. Barber reviewed the P&L for the Electric Department. At this time, the company is ahead of budget by \$52,000. For year-to-date, the company is behind budget \$249,000. The residential sales are up approximately 25% for the month. Commercial sales for the year are still under budget mostly due to the pandemic. Purchased Power is a little bit lower than budgeted for the period and almost on-target for the year.

The P&L for the District is in good shape. Budgets for Parks, East Norwalk Cemetery, and East Norwalk Improvement Association Library appear to be over-budget, but will even out over time, as the costs were incurred in the early part of the fiscal year. Christmas Tree Lighting overages are due to the donations for the toy and food drive being paid out earlier in the fiscal year.

KPI's: Mr. Barber reviewed the KPI's with the Commission and they remain consistent with the industry average. He did point out that #3 Outstanding Receivables (greater than 90 days) is at \$57,687 which is a small increase over last month. This is directly related to the COVID-19 pandemic. He and Mr. Scofield continue to monitor the situation.

RSF: The current balance of the RSF (Rate Stabilization Fund) is \$4,113,237. During the October meeting, Mr. Barber had reported that the RSF was heading in a downward trend. He stated that for the month of November the new forecast was received from CMEEC for the next five years and some of the cost of purchase power was forecasted to go down again. At the end of the projected five-year period, the balance is expected to be over \$4.3 million.

The explanation for the change which amounted to almost \$1.5 million swing over five years, is a reduction in our forecast peak contribution. TTD's contribution to the coincident CMEEC transmission peak has been reduced. TTD's peak is lower than what was forecasted on the CMEEC peak. TTD is receiving savings with the reforecasting of the transmission peak.

COVID-19 UPDATE

Mr. Barber reported that no new changes have been made inside the office. The lobby is open with a limit of two customers at a time and masks must be worn by all customers/visitors that enter the building.

Mr. Barber told the Commission that the receivables are appearing to be a bit better. The current aging group has gotten better from the previous month including the number of accounts. TTD

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is continuing to track the receivables in order to determine how TTD and the customers are doing with payments. The greater than 90-day balance is increasing, but is being monitored, but certainly not out of control.

GENERAL MANAGER'S REPORT

Walk Bridge Meeting

Mr. Scofield informed the Commission that he received an email from Diane Cece asking if Third Taxing District would please publicize the upcoming virtual meeting for the Walk Bridge Program which will be held on Thursday, December 10, 2020 from 6:00 to 7:00 p.m. Mr. Scofield assured Ms. Cece that Third Taxing District would be happy to assist and will place flyers in the lobby, put the information on the website and send out an email blast to its customers prior to the meeting.

EXECUTIVE SESSION

Collective Bargaining Issue – Health Insurance Renewal

**** COMMISSIONER PARKINGTON MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS COLLECTIVE BARGAINING ISSUE – HEALTH INSURANCE RENEWAL.**

**** COMMISSIONER SWEENEY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners, Treasurer, and Messrs. Barber and Scofield entered into Executive Session at 7:03 P.M.

The Commissioners, Treasurer, and Messrs. Barber and Scofield returned to public session at 7:25 p.m.

**** COMMISSIONER PARKINGTON MOVED TO APPROVE THE RECOMMENDATION OF THE GENERAL MANAGER, KEVIN BARBER, TO RENEW THE EMPLOYEE HEALTH INSURANCE WITH THE ANTHEM SILVER PATHWAY CT PPO WITH HSA HIGH DEDUCTIBLE HEALTH PLAN.**

**** COMMISSIONER SWEENEY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

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Performance Review (General Manager) [Exemption Sec. 1-2600(6)(A)]

**** COMMISSIONER PARKINGTON MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS THE PERFORMANCE REVIEW FOR THE GENERAL MANAGER.**

**** COMMISSIONER SWEENEY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners, Treasurer, and Mr. Barber entered into Executive Session at 7:27 p.m.

The Commissioners, Treasurer, and Mr. Barber returned to public session at 7:43 p.m.

**** COMMISSIONER SWEENEY MOVED TO INCREASE KEVIN BARBER'S, GENERAL MANAGER OF THE THIRD TAXING DISTRICT, ANNUAL SALARY FROM \$162,000 TO \$167,000.**

**** COMMISSIONER PARKINGTON SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

ADJOURNMENT

**** COMMISSIONER PARKINGTON MOVED TO ADJOURN.**

**** COMMISSIONER SWEENEY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Cynthia Tenney
Executive Assistant
Third Taxing District