

FINAL

**THIRD TAXING DISTRICT**  
of the City of Norwalk  
Commission Meeting  
October 25, 2021

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

**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 6:30 p.m. A quorum was present.

**PUBLIC COMMENT**

No one from the public was in attendance to comment.

**MINUTES OF MEETING**

September 27, 2021 Regular Meeting

**\*\* COMMISSIONER PARKINGTON MOVED TO APPROVE THE MINUTES OF  
SEPTEMBER 27, 2021 REGULAR MEETING.**

**\*\* COMMISSIONER SWEENEY 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 September 2021. Total Income is \$2,477,213 versus \$2,266,885 for last year, a difference of 9.28%. Total Expense is \$2,519,779 versus \$2,442,042 for last year, a difference of 3.18%. Net Income before Rate Stabilization is \$6,816 versus (\$11,786) from last year or a difference of 158%. Net Income after Rate Stabilization is \$144,921 versus (\$30,820) for last year, a difference of 570%.

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Total cash balance on hand is \$8,071,660. Of this, the Capital Improvement Fund is \$2,696,605. Current outstanding principal balance with CMEEC is \$4,259,633. Current Fiscal Year Capital additions to date is \$29,479.

Mr. Barber reviewed the P&L for the Electric Department. Income is ahead of budget for the month of September 2021 by 22.49%. Electrical Power Purchased (555-00) which is the cost of purchasing power from CMEEC, is \$447,522 for the month which is over budget by 17.11%. Gain/(Loss) on Investments (420-00) is down \$16,423 due to the market.

The P&L for the District is in very good shape. The only item that is currently over budget for the month of September is Concerts in the Park (980-55). This was due to receiving invoices from the vendors later in the season. Overall, the District is under budget.

KPI's: They remain in good shape.

RSF: The current balance of the RSF (Rate Stabilization Fund) is \$4,080,487, which is still above the target. Mr. Barber directed the Commission to a graph showing the differences between two months (September and October) indicating the fluctuation in the RSF over the next five years. With the current projection the RSF for the year 2026 is projected to be well under the \$3 million target. This is due to the cost of power which is very volatile during the upcoming winter months. Mr. Barber indicated that if the RSF continues to decrease, it may be necessary to review it and make some small changes to keep it in the \$3 million target range.

### **APPOINTMENT OF RATEPAYER REPRESENTATIVE TO CMEEC BOARD**

Mr. Barber explained to the Commission the reason why he brought this agenda item to the Commission now rather than later in the year. The Commission was not required to take action on this item at this time but will need to address it before year-end. Mr. Johnson's appointment will expire on December 31, 2021. If the Commission is ready, they could act on this item now.

Mr. Johnson was asked whether or not he would like to continue in the position of CMEEC Ratepayer Representative. He indicated that he would like to continue in this position.

Be it resolved that the Third Taxing District Commission hereby resolves, pursuant to Public Act 17-73, "AN ACT CONCERNING MUNICIPAL ELECTRIC UTILITY COOPERATIVES AND ESTABLISHING A MUNICIPAL ELECTRIC CONSUMER ADVOCATE," the appointment of the ratepayer representative, Peter Johnson, to the Connecticut Municipal Electric Energy Cooperative (CMEEC) Board of Directors. This appointment, effective January 1, 2022, shall be for a term of two years ending on December 31, 2023. The ratepayer representative shall receive compensation from CMEEC in the manner and amount set forth in the CMEEC Bylaws.

Motion made by: Commissioner Pamela Parkington  
Seconded by: Commissioner Michele Sweeney

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**APPOINTMENT OF REPRESENTATIVES TO CMEEC BOARD**

Mr. Barber indicated that this agenda item does not necessarily need to have action taken at the current meeting but will need to be addressed before year-end.

Currently, Mr. Barber and Ms. Sweeney are the Member Representatives to the CMEEC and CTMEEC Boards. Mr. Scofield is the Alternate Member Representative. Mr. Barber is also the Member Delegate to the CMEEC and CTMEEC Boards and Ms. Sweeney is the Alternate Member Delegate. All current terms will expire on December 31, 2021.

The Commission agreed to keep all parties in their current position(s) for CMEEC and CTMEEC for the upcoming two years with a new expiration date of December 31, 2023.

**\*\* COMMISSIONER PARKINGTON MOVED TO APPROVE THAT KEVIN BARBER AND MICHELE SWEENEY 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, 2023 EFFECTIVE JANUARY 1, 2022.**

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

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

**\*\* COMMISSIONER PARKINGTON MOVED TO APPROVE THAT KEVIN BARBER BE RE-APPOINTED THE SOLE MEMBER DELEGATE AND MICHELE SWEENEY BE RE-APPOINTED THE ALTERNATE MEMBER DELEGATE TO THE CMEEC MEMBER DELEGATION FOR A TERM ENDING DECEMBER 31, 2023 EFFECTIVE JANUARY 1, 2022.**

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

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

**\*\* COMMISSIONER PARKINGTON MOVED TO APPROVE THAT KEVIN BARBER AND MICHELE SWEENEY 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, 2023 EFFECTIVE JANUARY 1, 2022.**

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

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

**\*\* COMMISSIONER PARKINGTON MOVED TO APPROVE THAT KEVIN BARBER BE RE-APPOINTED THE SOLE MEMBER DELEGATE AND MICHELE SWEENEY BE RE-APPOINTED THE ALTERNATE MEMBER DELEGATE TO THE CTMEEC (TRANSCO) MEMBER DELEGATION FOR A TERM ENDING DECEMBER 31, 2023 EFFECTIVE JANUARY 1, 2022.**

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

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

**FITCH STREET SUBSTATION BACKUP GENERATOR PROJECT**

Mr. Barber explained that during the past two budget cycles TTD has included a capital project “Backup Generator” for the installation of a backup generator at the Fitch Street Substation. The purpose of this project is to provide a backup power source for the Fitch Street Substation in the event of a loss of AC power and harden the substation infrastructure. During the last budget process, this project was expanded to include backup power for the East Avenue Substation. Between the budget allocations from the fiscal year 2020-21 (\$75,000) and fiscal year 2021-22 (\$75,000), the total allocation for this project is \$150,000.

Because the Fitch Street substation is part of the ISO-NE bulk transmission system, TTD is very particular in the contractors that are allowed to work in the substation. As such, TTD engaged Eaton, the contractor that designed and built the substation, to design and install the backup generator and battery charger. Eaton has provided TTD with a detailed project proposal in the amount of \$149,000, which is below the budget allocation for this project.

The Purchasing Policy requires multiple bids for projects that exceed \$50,000. The policy also requires any project that exceeds \$100,000 to be brought before the Commission for approval. Mr. Barber requested a variance from the policy requiring multiple bids due to the sensitivity and security issues of the project.

**\*\* COMMISSIONER SWEENEY MOVED TO APPROVE THE FITCH STREET SUBSTATION BACKUP GENERATOR PROJECT AT A COST OF \$149,000 AS WELL AS THE REQUESTED VARIANCE.**

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

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

**GENERAL MANAGER’S REPORT**

**Santella Park Seawall Repairs**

Mr. Barber told the Commission he and Mr. Scofield were checking out the park about 1 ½ months ago and discovered a sink hole next to the seawall. The landscapers filled in the hole and planted new seed. Two weeks later the hole reappeared and was a little larger in size. At that time, Messrs. Barber and Scofield discovered that one of the rocks at the bottom of the seawall had pushed out.

TTD has reached out to the contractor who had repaired the seawall approximately six years ago. The contractor came out and inspected the problem. He indicated that this problem would fall under the category of maintenance and would not require the permits the District had to get when a portion of the seawall collapsed six years ago. The cost to complete this project is \$17,000.

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Since this was considered an emergency, Mr. Barber approved the cost. The cost of this project can be taken from the District's Contingency Fund.

Messrs. Barber and Scofield will develop a long-term maintenance program for the seawall with the contractor in order to maintain the rest of the wall. This project will be reflected in next year's District budget.

#### Audit Update

The audit is just about complete. All fieldwork has been completed and the auditors and accountant are now working on finalizing their reports. The audit will be completed before year-end.

#### CMEEC Update

Mr. Barber informed the Commission that the upcoming trials for the former CMEEC employees (CEO, CFO and three Board members) will begin on November 1, 2021. They anticipate the trial to run approximately three weeks.

#### Health Insurance Update

Mr. Barber said the Union and Management has come to an agreement in principle to a health insurance plan. They are working through some small details and hopes to bring this to the Commission soon. Mr. Barber indicated that he may need to call a Special Commission to finalize this.

#### Union Contract

Mr. Barber reminded the Commission that negotiations for the next Union Contract will begin in January 2022. The current contract expires on May 31, 2022.

### **ADJOURNMENT**

- \*\* COMMISSIONER SWEENEY MOVED TO ADJOURN.**
- \*\* COMMISSIONER PARKINGTON SECONDED.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:18 p.m.

Respectfully submitted,

Cynthia Tenney  
Executive Assistant  
Third Taxing District

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