

FINAL

**THIRD TAXING DISTRICT**  
of the City of Norwalk  
Commission Meeting  
September 26, 2022

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

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

**OTHERS:** Atty. Steve Studer, Berchem Moses (joined at 7:14 p.m.)\*  
Peter Johnson, CMEEC Ratepayer Representative (arrived 6:48 p.m.)

\*Atty. Studer attended via phone. He could hear and be heard.

**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**

August 22, 2022 Regular Meeting

Correction to the August 22, 2022 Minutes: The date at the top of page one needed to be changed from July 25, 2022 to August 22, 2022.

**\*\* COMMISSIONER PARKINGTON MOVED TO APPROVE THE MINUTES OF  
AUGUST 22, 2022 REGULAR MEETING AS AMENDED.**

**\*\*COMMISSIONER SWEENEY SECONDED.**

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

FINAL

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

Mr. Barber reviewed the Financial Highlights with the Commission for August 2022. Total Income is \$1,643,737 versus \$1,461,228 for last year, a difference of 12.49%. Total Expense is \$2,303,042 versus \$1,764,092 for last year, a difference of 30.55%. Net Income before Rate Stabilization is (\$628,348) versus (\$269,168) from last year or a difference of (133%). Net Income after Rate Stabilization is (\$407,563) versus (\$178,490) for last year, a difference of (128%).

Total cash balance on hand is \$7,959,238. Of this, the Capital Improvement Fund is \$2,425,078. Current outstanding principal balance with CMEEC is \$3,479,451. Current Fiscal Year Capital additions to date is \$94,720.

Mr. Barber reviewed the P&L for the Electric Department. Income for the month of August 2022 is \$1,260,377.64. Purchased Power (555-00) for the month of August 2022 is \$740,617.67 and Purchased Power for Cervalis is \$77,879.00. Operating Expenses for the month is \$308,811.57.

The P&L for the District continues to be in good shape. Parks Maintenance and the East Norwalk Cemetery show as being over budget due recent work performed, but will even off as the year progresses.

KPI's: They remain in good shape.

RSF: The current balance of the RSF (Rate Stabilization Fund) is \$3,890,148. Mr. Barber reviewed the 5-Year Forecast with the Commission.

Accounts Receivable: Overall, TTD is doing very well. The greater than 90 days open balances is \$41,746 which is 6.9% of the overall balance.

**CUSTOMER PAYMENT ANALYSIS**

As a follow-up to Commissioner Parkington's question on how many customers utilize "auto-pay" to pay their monthly electric bill, Mr. Barber provided an in-depth analysis of how customers make payments.

Mr. Barber's analysis was performed by analyzing the payment detail for the month of August 2022 compared to August 2019. The analysis shows the transition from mail payments to online payments over the three-year period.

FINAL

The following is the breakdown of percentages:

	<u>2019</u>	<u>2022</u>
Office Payments (includes cash, check, credit card, other)	18.9%	18.0%
Mail Payments (check)	51.4%	43.0%
Online Payments	29.7%	39.0%

### **2023 COMMISSION SCHEDULE**

Mr. Barber presented the proposed 2023 Commission Schedule and noted that all meetings had been scheduled for the fourth Monday of the month with the exception of December due to the Christmas holiday. The December meeting was moved to the third Tuesday of the month.

**\*\* COMMISSIONER PARKINGTON MOVED TO APPROVE THE 2023 COMMISSION SCHEDULE AS PRESENTED.**

**\*\* COMMISSIONER SWEENEY SECONDED.**

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

### **REVIEW OF NET METERING**

Mr. Barber informed the Commission that he received an inquiry from a TTD customer who had recently installed a photovoltaic system (solar array) on their home. Mr. Barber performed an in-depth review of the customer's bills and determined that the customer was billed incorrectly.

Mr. Barber then went back and performed an in-depth review of all the net metering customers. During the review, it was determined that several of the net metering customers were billed incorrectly. After reviewing the customer accounts, 13 of the 20 net metering customers were found to have been billed incorrectly. These customers will be notified in writing about the refunds and sent appropriate backup justifying the refunds.

The cause of the incorrect billings was due to an old spreadsheet used to process the net meter readings and calculate the readings used in TTD's billing system. The spreadsheet was complicated and confusing to use. The spreadsheets have since been updated and revised to simplify the net metering process.

### **GENERAL MANAGER'S EPORT**

Audit – Mr. Barber informed the Commission that the yearly audit is coming along nicely and the company's accountant, Matt Allred (Bliss Allred) is working with the auditor.

FINAL

Double Pole Meeting – Also known as double wood which means that there are two poles at some locations waiting for all utilities to be moved over to the newer pole. Senator Bob Duff, along with Mayor Rilling, will be holding a meeting on October 6, 2022 at 10:00 a.m. in Room 231 at City Hall with the Norwalk utilities to discuss the matter.

**EXECUTIVE SESSION**

- **REAL ESTATE – 213 EAST AVENUE – CGS-1-200(6)(B) AND CGS-1-200(6)(D)**

**\*\* COMMISSIONER PARKINGTON MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS REAL ESTATE – 213 EAST AVENUE.  
\*\* COMMISSIONER SWEENEY SECONDED.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

The Commissioners, Treasurer, Atty. Studer and Messrs. Barber and Scofield entered into Executive Session at 7:14 p.m.

The Commissioners, Treasurer, Atty. Studer and Messrs. Barber and Scofield returned to public session at 7:30 p.m.

**\*\* COMMISSIONER PARKINGTON MOVED TO ACCEPT THE OFFER FROM THE STATE OF CT DEPARTMENT OF TRANSPORTATION FOR THE DEFINED EASEMENT ON A PORTION OF THE DISTRICT'S PROPERTY AT 213 EAST AVENUE IN LIEU OF CONDEMNATION, UPON TERMS SUBSTANTIALLY AS PRESENTED TO THE COMMISSION AT TONIGHT'S MEETING: REVISED OFFER OF \$560,000.**

**I AUTHORIZE GENERAL MANAGER KEVIN BARBER, ON BEHALF OF THE DISTRICT, TO NEGOTIATE THE FORM AND CONTENT OF, AND TO SIGN AND DELIVER, ANY AND ALL DOCUMENTS AND TO DO ANY AND ALL THINGS AS HE, IN HIS JUDGMENT, BELIEVES TO BE NECESSARY, APPROPRIATE OR CONVENIENT IN ORDER TO CONVEY THIS DEFINED EASEMENT TO THE STATE OF CT DOT. I FURTHER AUTHORIZE GENERAL MANAGER BARBER, AS HE DEEMS APPROPRIATE, TO CONSULT WITH THE DISTRICT'S ATTORNEY, STEPHEN STUDER, WITH RESPECT TO THIS MATTER.**

**\*\* COMMISSIONER SWEENEY SECONDED.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

FINAL

**ADJOURNMENT**

**\*\* COMMISSIONER SWEENEY MOVED TO ADJOURN.**

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

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

The meeting adjourned at 7:33: p.m.

Respectfully submitted,

Cynthia Tenney  
Executive Assistant  
Third Taxing District