

FINAL

**THIRD TAXING DISTRICT**  
of the City of Norwalk  
Commission Meeting  
October 23, 2023

**ATTENDANCE:** Commissioners: Johnnie Mae Weldon, Chair; Pamela Parkington;  
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 6:30 p.m. A quorum was present.

**PUBLIC COMMENT**

No one from the public was in attendance to comment.

**MINUTES OF MEETING**

September 25, 2023 Regular Meeting

**\*\* COMMISSIONER PARKINGTON MOVED TO APPROVE THE MINUTES OF  
SEPTEMBER 25, 2023 REGULAR MEETING.**

**\*\*COMMISSIONER WELDON 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 2023. Total Income is \$2,665,999 versus \$2,920,828 for last year, a difference of (8.72%). Total Expense is \$2,899,252 versus \$3,386,644 for last year, a difference of (14.39%). Net Income before Rate Stabilization is (\$443,307) versus (\$468,072) from last year or a difference of 5%. Net Income after Rate Stabilization is (\$386,783) versus (\$260,962) for last year, a difference of (48%).

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The total local cash balance on hand is \$8,743,942. Of this, the Capital Improvement Fund is \$2,4332,895. The current outstanding principal balance with CMEEC is \$2,597,735. Current Fiscal Year Capital additions to date is \$143,723.

Funds held at CMEEC include:

- Rate Stabilization Fund (RSF)	\$3,764,578
- Municipal Competitive Trust	\$2,167,124
- Economic Development Fund	\$ 158,933
- Conservation & Load Management	\$ 481,311
- Regional Greenhouse Gas Initiative	\$ 217,924
- Renewable Resource Investment Fund	\$ 32,677

Mr. Barber reviewed the P&L for the Electric Department. Income for the month of September 2023 is \$1,201,730.71. Purchased Power (555-00) for the month of September 2023 is \$449,731.63 and Purchased Power for Cervalis is \$59,536.73. Operating Expenses for the month is \$342,929.68

The P&L for the District continues to be in good shape. It was noted that the rent payment was received for the Firehouse.

KPI's: They remain in good shape.

RSF: The current balance of the RSF (Rate Stabilization Fund) is \$3,764,578. The five-year projection currently shows the RSF balance within target.

Accounts Receivable: Overall, TTD is doing very well. The greater than 90 days open balance is \$44,980 which is 8.0% of the overall balance.

### **MARVIN SCHOOL PTA DONATION REQUEST**

Commissioner Parkington informed the Commission that she had been in touch with Jenn McMurrer about the donation request for the Marvin PTA. Commissioner Parkington is in favor of the proposed programs for the school. After a brief discussion, it was agreed to accept the proposal and grant the school the requested funds.

**\*\* COMMISSIONER PARKINGTON MOVED TO APPROVE THE MARVIN PTA DONATION REQUEST AS PRESENTED IN THE PACKET FOR \$5,125 FOR FISCAL YEAR 2023/24.**

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

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

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**CT DOT CONSTITUTION PARK TEMPORARY EASEMENT REQUEST**

Mr. Barber informed the Commission that on September 5, 2023, Third Taxing District was officially notified by the State of Connecticut Department of Transportation (CTDOT) of their intent to acquire a construction easement for the Walk Bridge Project. The location of the construction easement is in the District's Constitution Park and will be used for the installation of a temporary guy anchor. At the end of the Walk Bridge Project, the easement will be extinguished and the property will be restored to its original state. The total size of the easement is 71 square feet.

The offer letter from the CTDOT was received on September 13, 2023 in the amount of \$500 for the acquisition of the temporary construction easement. After review, it is the staff's recommendation to accept the offer.

**\*\* COMMISSIONER PARKINGTON MOVED TO ACCEPT THE COMPENSATION OFFER OF \$500 FROM THE STATE OF CONNECTICUT, DEPARTMENT OF TRANSPORTATION, PROPERTY FILE NUMBER 301-176-45A, FOR A TEMPORARY CONSTRUCTION EASEMENT ON THE DISTRICT'S PROPERTY LOCATED AT 185 LIBERTY SQUARE, ALSO KNOWN AS CONSTITUTION PARK, AND FURTHER AUTHORIZE GENERAL MANAGER KEVIN BARBER TO ACCEPT THE OFFER AND EXECUTE THE ACCEPTANCE AGREEMENT ALONG WITH OTHER REQUIRED DOCUMENTS WITH THE STATE OF CONNECTICUT, DEPARTMENT OF TRANSPORTATION.**

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

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

**CHRISTMAS TREE LIGHTING**

Mr. Scofield informed the Commission that staff is in the planning process of the upcoming Christmas Tree Lighting to be held on Sunday, December 3, 2023 at 5:00 p.m. (rain date of Monday, December 4, 2023 at 6:00 p.m.). He asked the Commission if they would like to take part in the event and if so, what part would they like to play.

Commissioner Parkington would like to remain with the same part as in the past of introducing any City representatives as well as introducing the Mayor. Commissioner Weldon would like to introduce the Commission at the beginning of the program.

Mr. Scofield will reach out to Commissioner Sweeney to see if she would like to partake in the program.

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## **GENERAL MANAGER'S EPORT**

Firehouse Agreement Update – Mr. Barber informed the Commission that the Agreement between the City of Norwalk and Third Taxing District in the amount of \$400,000 has been approved. TTD has executed the Agreement and is now waiting for the City to execute it.

Upon full execution of the Agreement, the first payment of \$30,000 will be made for design and engineering of the project. Upon approval of the plans, the balance of \$370,000 will be paid to the City. At the end of the project, if there are any unused funds, they will be returned to Third Taxing District.

Financial Audit – The audit is proceeding and will be completed before year-end.

Performance Reviews – Mr. Barber said that the performance reviews for the Assistant General Manager (Ron Scofield) and himself will be on the agenda for November 2023. Mr. Barber will be using the same approach as in the past years. The Commission can expect to receive information via email in the very near future for review.

EV Chargers – A discussion was held about the EV chargers at the library and the possibility of putting new chargers in at the railroad station that will charge a fee for their use.

## **ADJOURNMENT**

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

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

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

The meeting adjourned at 7:11 p.m.

Respectfully submitted,

Cynthia Tenney  
Executive Assistant  
Third Taxing District