

FINAL

**THIRD TAXING DISTRICT**

of the City of Norwalk

Commission Meeting

November 27, 2023

**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 6:31 p.m. A quorum was present.

**PUBLIC COMMENT**

No one from the public was in attendance to comment.

**MINUTES OF MEETING**

October 23, 2023 Regular Meeting

**\*\* COMMISSIONER PARKINGTON MOVED TO APPROVE THE MINUTES OF OCTOBER 23, 2023 REGULAR MEETING.**

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

**\*\* 2 IN FAVOR, 1 ABSTENTION. THE MOTION PASSED.**

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

Mr. Barber reviewed the Financial Highlights with the Commission for the month of October 2023. Total Income is \$3,549,125 versus \$3,826,110 for last year, a difference of (7.24%). Total Expense is \$3,792,367 versus \$4,245,513 for last year, a difference of (10.67%). Net Income before Rate Stabilization is (\$683,060) versus (\$489,184) from last year or a difference of (40%). Net Income after Rate Stabilization is (\$631,437) versus (\$223,029) for last year, a difference of (183%).

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The total local cash balance on hand is \$8,633,971. Of this, the Capital Improvement Fund is \$2,395,973. The current outstanding principal balance with CMEEC is \$2,585,854. Current Fiscal Year Capital additions to date is \$189,889.

Funds held at CMEEC include:

|                                      |             |
|--------------------------------------|-------------|
| - Rate Stabilization Fund (RSF)      | \$3,795,676 |
| - Municipal Competitive Trust        | \$2,171,408 |
| - Economic Development Fund          | \$ 159,080  |
| - Conservation & Load Management     | \$ 496,879  |
| - Regional Greenhouse Gas Initiative | \$ 218,126  |
| - Renewable Resource Investment Fund | \$ 34,151   |

Mr. Barber reviewed the P&L for the Electric Department. Income for the month of October 2023 is \$883,126.45. Purchased Power (555-00) for the month of October 2023 is \$369,567.18 and Purchased Power for Cervalis is \$50,688.25. Operating Expenses for the month is \$558,145.25.

The P&L for the District continues to be in good shape. Other District Services shows over-budget but will even off over time.

KPI's: They remain in good shape.

RSF: The current balance of the RSF (Rate Stabilization Fund) is \$3,795,676. 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 \$41,816 which is 10.2% of the overall balance.

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

2024 Annual Meeting Location – Mr. Barber asked the Commission for their opinion as to where to hold the Annual Meeting for 2024. A discussion was held on the pros and cons of either having the meeting at The Marvin or the Norwalk Inn. After discussion of the two locations, staff will contact The Marvin and find out if there is any chance that the meeting can be held there. If not, staff will book the Norwalk Inn.

Conservation & Load Management (C&LM) Update – Mr. Barber talked about the history of the program which has been in existence for more than ten years. The program, which is mandated by the State of Connecticut, was instituted to offer incentives to customers who installed energy saving devices in their homes, i.e., fluorescent light bulbs and energy star rated appliances.

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Over the years, the program has evolved to include incentives for renewable energy projects such as photo voltaic systems and home energy savings (HES) projects which include home inspections and attic/basement insulation.

Over the past 28 months, Third Taxing District (TTD) staff has been working diligently to market these programs to their customers. Mr. Barber reviewed the presented analysis of the programs with the Commission and stated that during FY2022-23 TTD had almost tripled the incentives that were paid out compared to FY2021-22. Staff continues to market the programs to their customers via the website, newsletters and social media.

### **EXECUTIVE SESSION**

- **PERFORMANCE REVIEW (ASSISTANT GENERAL MANAGER)**
- **PERFORMANCE REVIEW (GENERAL MANAGER)**

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

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

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

The Commissioners and Messrs. Scofield and Barber entered into Executive Session at 7:12 p.m.

The Commissioners and Messrs. Scofield and Barber returned to public session at 7:47 p.m.

**\*\* COMMISSIONER PARKINGTON MOVED TO PROVIDE ASSISTANT GENERAL MANAGER RONALD SCOFIELD A SALARY INCREASE TO \$178,000, ONE ADDITIONAL PERSONAL DAY TO BE IN ALIGNMENT WITH THE UNION CONTRACT AND A ONE YEAR EXTENSION TO HIS EMPLOYMENT CONTRACT THROUGH TO JUNE 2026.**

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

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

**\*\* COMMISSIONER SWEENEY MOVED TO APPROVE GENERAL MANAGER KEVIN BARBER A SALARY INCREASE TO \$200,000.**

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

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

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**ADJOURNMENT**

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

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

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

The meeting adjourned at 7:49 p.m.

Respectfully submitted,

Cynthia Tenney  
Executive Assistant  
Third Taxing District