

**MINUTES
FIRST TAXING DISTRICT
March 12, 2014**

COMMISSIONERS: Commissioner Thomas Cullen and Commissioner Frank Zullo. Commissioner Robert Corbo was not present

ALSO PRESENT: Marija Bryant, Treasurer, Franco Chieffalo, Operations Director, Michelle Costabile, Customer Service Administrator, Michael Elliott, Manager of Water Treatment and Supply and Michele McLean, Executive Assistant

1. Roll call

The meeting was called to order at 7:05 P.M. by Commissioner Frank Zullo. Mrs. Michelle Costabile called the roll. Commissioner Cullen and Zullo were present. Commissioner Corbo was not present

2. Public participation relating to agenda items

THERE WAS NO PUBLIC PARTICIPATION

3. Approval of Minutes

- February 12, 2014 Regular Meeting

*** **COMMISSIONER CULLEN MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 12, 2014 REGULAR MEETING**

*** **COMMISSIONER ZULLO SECONDED THE MOTION**

*** **THE MOTION PASSED UNANIMOUSLY**

- February 24, 2014 Special Meeting

*** **COMMISSIONER CULLEN MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 24, 2014 SPECIAL MEETING**

*** **COMMISSIONER ZULLO SECONDED THE MOTION**

*** **THE MOTION PASSED UNANIMOUSLY**

4. Correspondence

THERE WAS NO CORRESPONDENCE

5. Receive Financial Report

*** COMMISSIONER CULLEN MOVED TO TABLE ITEM 5 UNTIL THE NEXT MEETING

*** COMMISSIONER ZULLO SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY

6. Approval of FY 2014 Operating Budget Transfers

THERE WERE NO OPERATING BUDGET TRANSFERS

7. Receive Monthly Operations Report

*** COMMISSIONER CULLEN MOVED TO RECEIVE THE MONTHLY OPERATIONS REPORT

*** COMMISSIONER ZULLO SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY

8. Authorize the General Manager to issue a Purchase Order for Project GM 2013-7, Grounds Maintenance at Various Reservoirs and Water Department Facilities Located in Lewisboro, New York, New Canaan and Norwalk, Connecticut to Mark Harris, Jr. Landscaping for a sum not to exceed \$34,209.98 and authorize the Manager of Water Treatment and Supply to approve additional work for a sum not to exceed \$5,000 (Account No. 10 1500 5604 00).

*** COMMISSIONER CULLEN MOVED TO AUTHORIZE THE GENERAL MANAGER TO ISSUE A PURCHASE ORDER FOR PROJECT GM 2013-7, GROUNDS MAINTENANCE AT VARIOUS RESERVOIRS AND WATER DEPARTMENT FACILITIES LOCATED IN LEWISBORO, NEW YORK, NEW CANAAN AND NORWALK, CONNECTICUT TO MARK HARRIS, JR. LANDSCAPING FOR A SUM NOT TO EXCEED \$34,209.98 AND AUTHORIZE THE MANAGER OF WATER TREATMENT AND SUPPLY TO APPROVE ADDITIONAL WORK FOR A SUM NOT TO EXCEED \$5,000 (ACCOUNT NO. 10 1500 5604 00).

*** COMMISSIONER ZULLO SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY

9. Authorize the General Manager to issue a Purchase Order for Project GM2013-8, Grounds Maintenance at Various Park Locations to Oman's Garden Center for a sum not to exceed \$18,250.00 and authorize the Operations Director to approve additional work for a sum not to exceed \$5,000 (Account No. 20 2000 5644 00).

*** COMMISSIONER CULLEN MOVED TO AUTHORIZE THE GENERAL MANAGER TO ISSUE A PURCHASE ORDER FOR PROJECT GM2013-8, GROUNDS MAINTENANCE AT VARIOUS PARK LOCATIONS TO OMAN'S GARDEN CENTER FOR A SUM NOT TO EXCEED \$18,250.00 AND AUTHORIZE THE OPERATIONS DIRECTOR

TO APPROVE ADDITIONAL WORK FOR A SUM NOT TO EXCEED \$5,000 (ACCOUNT NO. 20 2000 5644 00).

***** COMMISSIONER ZULLO SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

10. Authorize the General Manager to issue Purchase Order to the lowest responsible bidder for Project PK 2014-2 A, Design, Furnish and Install an Underground Lawn Irrigation System at the Historic Norwalk Town Green, Norwalk, CT (Bid Opening – Wednesday, March 12, 2014 at 10:00 A.M.) (Account No. 40 2014 1000 00)

***** COMMISSIONER CULLEN MOVED TO TABLE ITEM 10 UNTIL THE NEXT MEETING**

***** COMMISSIONER ZULLO SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

11. Authorize the Chairman to execute an Amendment to the Professional Services Agreement with GZA GeoEnvironmental, Inc. dated June 19, 2012 for the Rehabilitation of the Grupes Reservoir Dam, which authorizes the Consultant to proceed with the Final Design Phase II for a sum not to exceed \$163,335.00 (Account Nos. 30 2012 3420 00, 30 2013 3420 00, and 30 2014 3420 00)

***** COMMISSIONER CULLEN MOVED TO AUTHORIZE THE CHAIRMAN TO EXECUTE AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH GZA GEOENVIRONMENTAL, INC. DATED JUNE 19, 2012 FOR THE REHABILITATION OF THE GRUPES RESERVOIR DAM, WHICH AUTHORIZES THE CONSULTANT TO PROCEED WITH THE FINAL DESIGN PHASE II FOR A SUM NOT TO EXCEED \$163,335. (ACCOUNT NOS. 30 2012 3420 00, 30 2013 3420 00, AND 30 2014 3420 00)**

***** COMMISSIONER ZULLO SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

12. Approve Appointments to the Norwalk Public Library Board

***** COMMISSIONER CULLEN MOVED TO APPOINT PATSY BRESCIA TO THE NORWALK PUBLIC LIBRARY BOARD**

***** COMMISSIONER ZULLO SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

***** COMMISSIONER ZULLO MOVED TO APPOINT THOMAS CULLEN TO THE NORWALK PUBLIC LIBRARY BOARD**

***** COMMISSIONER CULLEN SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

13. Distribution Operator Salary Adjustment

***** COMMISSIONER CULLEN MOVED TO THE DISTRIBUTION
OPERATOR SALARY ADJUSTMENT**

***** COMMISSIONER ZULLO SECONDED THE MOTION**

***** THE MOTION PASSED UNANIMOUSLY**

14. Authorize General Manager to execute an Agreement for the purchase and supply of electricity (Accounts 10 1400 5620 00, 10 1500 5620 00, 10 1100 5620 00, 20 2000 5620 00, 20 2000 5656 00)

***** COMMISSIONER CULLEN MOVED TO TABLE ITEM 14 UNTIL THE
NEXT MEETING**

***** COMMISSIONER ZULLO SECONDED THE MOTION**

***** THE MOTION PASSED UNANIMOUSLY**

15. Adjournment

***** COMMISSIONER CULLEN MOVED TO ADJOURN THE MEETING**

***** COMMISSIONER ZULLO SECONDED THE MOTION**

***** THE MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 8:03 P.M.

Respectfully submitted,

Franco Chieffalo
District Clerk