

**MINUTES
FIRST TAXING DISTRICT
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
MAY 9, 2018**

COMMISSIONERS: Commissioner Marija Bryant, Commissioner Thomas Cullen. Elsa Peterson Obuchowski, Treasurer

ALSO PRESENT: Dominick M. Di Gangi, General Manager; Michele Botero, Office Services Supervisor, David Capolete, Senior Account, Lauren Mappa, Operations Director and Michele McLean, District Clerk

1. Roll call
The meeting was called to order at 7:05 P.M. by Commissioner Thomas Cullen. Ms. Botero called the roll. Commissioners Bryant and Cullen were present.

2. Public participation relating to agenda items

THERE WAS NO PUBLIC PRESENT

3. Approval of Minutes

- April 11, 2018 Regular Meeting

*** **COMMISSIONER BRYANT MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD ON APRIL 11, 2018**

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

- April 25, 2018 Special Meeting – Public Hearing

*** **COMMISSIONER BRYANT MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD ON APRIL 11, 2018**

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

4. Correspondence

THERE WAS NO CORRESPONDENCE

5. Discussion 1124 Valley Road, New Canaan

The General Manger gave a brief presentation with regards to the property located at 1124 Valley Road, New Canaan.

NO ACTION WAS NECESSARY

6. Receive Financial Report

***** COMMISSIONER BRYANT MOVED TO RECEIVE THE FINANCIAL REPORT
*** COMMISSIONER CULLEN SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

7. Approval of FY 2018 Operating Budget Transfers

***** COMMISSIONER BRYANT MOVED TO APPROVE THE FY 2018 OPERATING BUDGET TRANSFERS (ATTACHED)
*** COMMISSIONER CULLEN SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

8. Receive Monthly Operations Report

***** COMMISSIONER BRYANT MOVED TO RECEIVE THE MONTHLY OPERATIONS REPORT
*** COMMISSIONER CULLEN SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

9. Consideration and Approval of the FY 2019 Annual Capital Budget in the amount of \$2,200,000 and Five-Year Capital Improvement Plan.

***** COMMISSIONER BRYANT MOVED TO APPROVE THE FY 2019 ANNUAL CAPITAL AND FIVE-YEAR CAPITAL IMPROVEMENT PLAN AS DESCRIBED ON EXHIBIT 2 ATTACHED HERETO IN THE AMOUNT OF \$2,200,000
*** COMMISSIONER CULLEN SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

10. Consideration and Approval of the Fiscal Year 2019 Annual Budget of the First District Water Department in the amount of \$10,139,971.

***** COMMISSIONER BRYANT MOVED TO APPROVE THE FISCAL YEAR 2019 ANNUAL BUDGET OF THE FIRST DISTRICT WATER DEPARTMENT AS DESCRIBED ON EXHIBIT 4 ATTACHED HERETO IN THE AMOUNT OF \$10,139,371.
*** COMMISSIONER CULLEN SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

11. Consideration and Approval of the Fiscal Year 2019 First Taxing District Annual Budget in the amount of \$ 348,500.

*** **COMMISSIONER BRYANT MOVED TO APPROVE THE FISCAL YEAR 2019 FIRST TAXING DISTRICT ANNUAL BUDGET AS DESCRIBED ON EXHIBIT ATTACHED HERETO IN THE AMOUNT OF \$348,500.**

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

12. Authorize the General Manager to issue Purchase Orders to Ferguson Waterworks and HD Supply Waterworks, sole source procurement, for the purchase of new hydrants, replacement parts and miscellaneous hardware for FY 2019. (FY 2019 Annual Operating Budget – Account No 10 1400 5456 00 – Budget Amount \$7,500.00)

*** **COMMISSIONER BRYANT MOVED TO AUTHORIZE THE GENERAL MANAGER TO ISSUE PURCHASE ORDERS TO FERGUSON WATERWORKS AND HD SUPPLY WATERWORKS, SOLE SOURCE PROCUREMENT, FOR THE PURCHASE OF NEW HYDRANTS, REPLACEMENT PARTS AND MISCELLANEOUS HARDWARE FOR FY 2019.**

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

13. Authorize the General Manager to issue Purchase Orders to Ti-Sales, Inc', sole source procurement, for the purchase of new meters, replacement parts and miscellaneous hardware for FY 2019 (FY 2019 Annual Operating Budget – Account No 10 1400 5460 00 Budget Amount \$70,000.00)

*** **COMMISSIONER BRYANT MOVED TO AUTHORIZE THE GENERAL MANAGER TO ISSUE PURCHASE ORDERS TO TI-SALES, INC', SOLE SOURCE PROCUREMENT, FOR THE PURCHASE OF NEW METERS, REPLACEMENT PARTS AND MISCELLANEOUS HARDWARE FOR FY 2019.**

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

14. Authorize the General Manager to issue a Purchase Order to South Central Regional Water Authority for Project RFB 2018-08, Laboratory Services to perform various laboratory services during Fiscal Year 2019 at the unit prices bid. (FY 2019 Annual Operating Budget Account No. 10 1500 5545 00 – Budget Amount \$28,245.00)

*** **COMMISSIONER BRYANT MOVED TO AUTHORIZE THE GENERAL MANAGER TO ISSUE A PURCHASE ORDER TO SOUTH CENTRAL REGIONAL WATER AUTHORITY FOR PROJECT RFB 2018-08, LABORATORY SERVICES TO PERFORM VARIOUS LABORATORY SERVICES DURING FISCAL**

**YEAR 2019 AT THE UNIT PRICES BID. (FY 2019 ANNUAL
OPERATING BUDGET ACCOUNT NO. 10 1500 5545 00 –
BUDGET AMOUNT \$28,245.00)**

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

SUSPENSION OF THE RULES TO ADD THE FOLLOWING ITEMS:

***** COMMISSIONER CULLEN MOVED TO SUSPEND THE RULES TO
ADD ITEMS 14a, 14b AND 14c TO THE AGENDA.
*** COMMISSIONER BRYANT SECONDED THE MOTION.
*** THE MOTION PASSED UNANIMOUSLY**

14a. Authorize the General Manager to execute an Agreement with the Standard Insurance Company (The Standard) to provide Group Term Life/Accidental Death and Dismemberment Insurance.

***** COMMISSIONER BRYANT MOVED TO AUTHORIZE THE GENERAL
MANAGER TO EXECUTE AN AGREEMENT WITH THE
STANDARD INSURANCE COMPANY (THE STANDARD) TO
PROVIDE GROUP TERM LIFE/ACCIDENTAL DEATH AND
DISMEMBERMENT INSURANCE.
*** COMMISSIONER CULLEN SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

14b. Authorize the General Manager to execute an Agreement with the Principal Financial Group (The Principal) to provide Group Long Term Disability Insurance.

***** COMMISSIONER BYRANT MOVED TO AUTHORIZE THE
GENERAL MANAGER TO EXECUTE AN AGREEMENT WITH THE
PRINCIPAL FINANCIAL GROUP (THE PRINCIPAL) TO PROVIDE
GROUL LONG TERM DISABILITY INSURANCE
*** COMMISSIONER CULLEN SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

14c. Approve an increase to the authorization for the General Manager to issue Change Orders for an additional amount of \$12,000.00 for Project WF 2018-07, Redevelopment of Wells 1 and 4 at the Norwalk Well Field , increasing the sum not to exceed to \$17,957.00. (Account No. 10 1500 5686 00 FY 2018 and FY 2019)

***** COMMISSIONER BRYANT MOVED TO APPROVE AN INCREASE
TO THE AUTHORIZATION FOR THE GENERAL MANAGER TO
ISSUE CHANGE ORDERS FOR AN ADDITIONAL AMOUNT OF
\$12,000.00 FOR PROJECT WF 2018-07, REDEVELOPMENT OF
WELLS 1 AND 4 AT THE NORWALK WELL FIELD, INCREASING
THE SUM NOT TO EXCEED TO \$17,957.00
*** COMMISSIONER CULLEN SECONDED THE MOTION**

***** THE MOTION PASSED UNANIMOUSLY**

15. Call to the Public

THERE WAS NO PUBLIC PRESENT

16. Adjournment

***** COMMISSIONER BRYANT MOVED TO ADJOURN THE MEETING.
*** COMMISSIONER CULLEVEN SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 8:19 P.M.

Respectfully submitted,

Michele McLean
District Clerk