

**MINUTES
FIRST TAXING DISTRICT
JULY 9, 2014**

COMMISSIONERS: Commissioner Marija Bryant, Commissioner Thomas Cullen and Commissioner Frank Zullo.

ALSO PRESENT: Dominick M. DiGangi, General Manager, Michelle Costabile, Customer Service Administrator, Michael Elliott, Manager of Water Treatment and Supply, Michele McLean, Executive Assistant and Grace Zweig, Controller

PUBLIC PRESENT: Elsa Peterson Obuchowski – arrived at 7:30 P.M.

1. Roll call

The meeting was called to order at 7:02 P.M. by Commissioner Frank Zullo. Mrs. Michelle Costabile called the roll. Commissioners Bryant, Cullen and Zullo were present.

2. Public participation relating to agenda items

There was no Public present.

3. Treasurer Vacancy and Consideration of Appointment

Commissioner Zullo stated that upon appointing Marija Bryant as Commissioner she simultaneously resigned as Treasurer. As a result of that the Commission has sixty days to appoint a new Treasurer. There were three applicants that showed interest in the Commissioner position although there was only one position available to be filled. Commissioner Zullo stated that he had talked to Mrs. Elsa Peterson Obuchowski about the minimal responsibilities of Treasurer position. Elsa Peterson Obuchowski has shown interest in being the Treasurer.

Commissioner Zullo stated that Mrs. Peterson Obuchowski has lived in Norwalk for a long time, is involved in a host of community activities of noble nature, is very active in Norwalk, knows the community, the geographical territory and understands the functions – water rates, fire protection and water quality but also knows the constituency and has a record of serving the constituency and wants to continue to do so as the Commissioners do.

Commissioner Zullo then recommended that Elsa Peterson Obuchowski be appointed as Treasure to fill the vacancy created when Marija Bryant resigned and became Commissioner.

Commission Bryant added that she felt Elsa is a wonderful choice and that everything said by Commissioner Zullo is true and yes she is very active in the community. Mrs. Peterson Obuchowski took the initiative to contact Commissioner Bryant and talk about the things that the First Taxing District is like and what the District is doing.

*** **COMMISSIONER ZULLO MOVED TO APPOINT ELSA PETERSON
OBUCHOWSKI AS TREASURER OF THE FIRST TAXING DISTRICT OF
THE CITY OF NORWALK FOR THE UNEXPIRED TERM EXPIRING
NOVEMBER 2015**

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

4. Approval of Minutes
 - June 11, 2014 Regular Meeting

*** **COMMISSIONER CULLEN MOVED TO APPROVE THE MINUTES OF
THE JUNE 11, 2014 REGULAR MEETING**
*** **COMMISSIONER ZULLO SECONDED THE MOTION**
*** **THE MOTION PASSED UNANIMOUSLY**

5. Correspondence

Commissioner Zullo read a copy of the letter sent to the Zoning Board on behalf of Tania Leboeuf – 2 Reservoir Avenue regarding the Spring Hill Reliability Improvement Project StorageTank

NO ACTION 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 2014 Operating Budget Transfers

*** **COMMISSIONER CULLEN MOVED TO APPROVE THE FY 2014
OPERATING BUDGET TRANSFERS AS SHOWN ON EXHIBIT 7.**
*** **COMMISSIONER BRYANT SECONDED THE MOTION**
*** **THE MOTION PASSED UNANIMOUSLY**

8. Receive Monthly Operations Report

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

***** COMMISSIONER BRYANT SECONDED THE MOTION**

***** THE MOTION PASSED UNANIMOUSLY**

9. Authorize the General Manager to issue Purchase Orders to recommended bidders as shown on the letter dated June 27, 2014 to the Board of Commissioners from the Manager of Water Treatment and Supply for Project RFB 2014-08, Water Treatment Chemicals. (FY 2015 Annual Operating Budget Account No. 10 1500 5436 00)

***** COMMISSIONER BRYANT MOVED TO AUTHORIZE THE GENERAL MANAGER TO ISSUE PURCHASE ORDERS TO RECOMMENDED BIDDERS AS SHOWN ON THE LETTER DATED JUNE 27, 2014 TO THE BOARD OF COMMISSIONERS FROM THE MANAGER OF WATER TREATMENT AND SUPPLY FOR PROJECT RFB 2014-08, WATER TREATMENT CHEMICALS. (FY 2015 ANNUAL OPERATING BUDGET ACCOUNT NO. 10 1500 5436 00)**

***** COMMISSIONER CULLEN SECONDED THE MOTION**

***** THE MOTION PASSED UNANIMOUSLY**

10. Authorize the General Manager to execute a Master State/Municipality Agreement for the Readjustment, Relocation and/or Removal of Municipal Facilities on Highway Projects with the State of Connecticut, Department of Transportation.

***** COMMISSIONER CULLEN MOVED TO AUTHORIZE THE GENERAL MANAGER TO EXECUTE A MASTER STATE/MUNICIPALITY AGREEMENT FOR THE READJUSTMENT, RELOCATION AND/OR REMOVAL OF MUNICIPAL FACILITIES ON HIGHWAY PROJECTS WITH THE STATE OF CONNECTICUT, DEPARTMENT OF TRANSPORTATION.**

***** COMMISSIONER BRYANT SECONDED THE MOTION**

***** THE MOTION PASSED UNANIMOUSLY**

11. Authorize the General Manager to issue a Purchase Order to NIC Systems Corporation to incorporate the Spring Hill Area Reliability Improvement Projects into the SCADA System for a total sum not to exceed \$25,600. (Account No. 30 2012 3620 00)

***** COMMISSIONER CULLEN MOVED TO AUTHORIZE THE GENERAL MANAGER TO ISSUE A PURCHASE ORDER TO NIC SYSTEMS CORPORATION TO INCORPORATE THE SPRING HILL AREA RELIABILITY IMPROVEMENT PROJECTS INTO THE SCADA SYSTEM FOR A TOTAL SUM NOT TO EXCEED \$25,600. (ACCOUNT NO. 30 2012 3620 00)**

***** COMMISSIONER BRYANT SECONDED THE MOTION**

***** THE MOTION PASSED UNANIMOUSLY**

12. Authorize the General Manager to issue Orders on Contract to C.H. Nickerson & Company, Inc and A.J. Penna & Son Construction, Inc. and to issue Purchase Orders to Paul C. Rizzo Engineering, PLLC; TEC Engineering, LLC, and the Sullivan Group to complete Project RES 2011-01, Browns Reservoir Dam Rehabilitation in Lewisboro, New York (Account No. 30 2011 3400 00)

***** COMMISSIONER CULLEN MOVED TO AUTHORIZE THE GENERAL MANAGER TO ISSUE ORDERS ON CONTRACT TO C.H. NICKERSON & COMPANY, INC AND A.J. PENNA & SON CONSTRUCTION, INC. AND TO ISSUE PURCHASE ORDERS TO PAUL C. RIZZO ENGINEERING, PLLC; TEC ENGINEERING, LLC, AND THE SULLIVAN GROUP TO COMPLETE PROJECT RES 2011-01, BROWNS RESERVOIR DAM REHABILITATION IN LEWISBORO, NEW YORK (ACCOUNT NO. 30 2011 3400 00)**

***** COMMISSIONER BRYANT SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

13. Authorize the General Manager to issue Purchase Orders to furnish the materials necessary to replace the 12" Diameter Water Main on the Burnell Boulevard Bridge for a sum not to exceed \$ 20,000. (Account No. 30 2013 3610 00)

***** COMMISSIONER CULLEN MOVED TO ISSUE PURCHASE ORDERS TO FURNISH THE MATERIALS NECESSARY TO REPLACE THE 12" DIAMETER WATER MAIN ON THE BURNELL BOULEVARD BRIDGE FOR A SUM NOT TO EXCEED \$ 20,000. (ACCOUNT NO. 30 2013 3610 00)**

***** COMMISSIONER BRYANT SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

14. Discussion – Revised Employee Handbook

NO ACTION NECESSARY

15. Adjournment

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

The meeting adjourned at 9:07 P.M.

Respectfully submitted,

Franco Chieffalo
District Clerk