

**MINUTES
FIRST TAXING DISTRICT
October 11, 2017**

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

ALSO PRESENT: Dominick M. DiGangi, General Manager, Michelle Botero, Office Services Supervisor, David Capolete, Senior Accountant, Michael Elliott, Manager of Water Treatment and Supply, Lauren Mappa, Manager of Operations and Michele McLean, District Clerk

OTHERS: Bradford P. Craighead from Norwalk Green Living Properties, Christopher Schipper and John A. Engel

1. Roll call

The meeting was called to order at 4:07 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

Mr. Bradford P. Craighead gave a brief presentation regarding his properties. located adjacent to The Green. He had formed the Norwalk Green Association to support the livability and walkability of the zone through the expanded use of pedestrian walkways, crosswalks and bike routes to enhance safety and help manage traffic flows through Central Norwalk. No action was required by the Commissioners at this time.

NO ACTION NECESSARY

3. Approval of Minutes

- September 13, 2017 Regular Meeting

*** **COMMISSIONER CULLEN MOVED TO APPROVE THE MINUTES OF THE SEPTEMBER 13, 2017 REGULAR MEETING**

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

*** **THE MOTION PASSED UNANIMOUSLY**

4. Correspondence

- Pages From the Past Journal AWWA (Article)

NO ACTION NECESSARY

5. Receive Financial Report

*** **COMMISSIONER CULLEN MOVED TO RECEIVE THE FINANCIAL REPORT**

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

6. Approval of FY 2018 Operating Budget Transfers

THERE WERE NO FY 2018 OPERATING BUDGET TRANSFERS

7. Receive Monthly Operations Report

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

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

8. Authorize the General Manager to issue a Task Order to Weston & Sampson Engineers, Inc. to perform comprehensive engineering services for the upgrades to various chemical feed systems at the Valley Road Water Treatment Facility in New Canaan for a sum not to exceed \$25,500 (Account No. 30 2012 3210 00, Chemical Feed and Storage Building)

*** **COMMISSIONER BRYANT MOVED TO AUTHORIZE THE GENERAL MANAGER TO ISSUE A TASK ORDER TO WESTON & SAMPSON ENGINEERS, INC. TO PERFORM COMPREHENSIVE ENGINEERING SERVICES FOR THE UPGRADES TO VARIOUS CHEMICAL FEED SYSTEMS AT THE VALLEY ROAD WATER TREATMENT FACILITY IN NEW CANAAN FOR A SUM NOT TO EXCEED \$25,500 (ACCOUNT NO. 30 2012 3210 00, CHEMICAL FEED AND STORAGE BUILDING)**

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

9. Schedule a Public Hearing to be held on Wednesday, November 8, 2017 at 7:00 PM for the purpose of soliciting public comment regarding (a) an additional appropriation to the Fiscal Year 2017 Annual Capital Budget in the amount of \$2,050,000 for Water System Reliability Improvements in the West Rocks Service Area increasing the project cost from \$4,750,000 to \$6,800,000; and (b) a new appropriation to the Fiscal Year 2018 Annual Capital Budget in the amount of \$2,000,000 for Advanced Metering Infrastructure Project, Phase1 for all customers within the West Rocks and Spring Hill High Services Areas; and all high volume customers billed on a monthly basis. These projects are currently listed within the State of Connecticut, Department of Public Health Drinking Water State Revolving Fund (DWSRF) "draft" Fundable Project Priority List and may become eligible for DWSRF funding and/or loans.

***** COMMISSIONER BRYANT MOVED TO SCHEDULE A PUBLIC HEARING TO BE HELD ON WEDNESDAY, NOVEMBER 8, 2017 AT 7:00 PM FOR THE PURPOSE OF SOLICITING PUBLIC COMMENT REGARDING (A) AN ADDITIONAL APPROPRIATION TO THE FISCAL YEAR 2017 ANNUAL CAPITAL BUDGET IN THE AMOUNT OF \$2,050,000 FOR WATER SYSTEM RELIABILITY IMPROVEMENTS IN THE WEST ROCKS SERVICE AREA INCREASING THE PROJECT COST FROM \$4,750,000 TO \$6,800,000; AND (B) A NEW APPROPRIATION TO THE FISCAL YEAR 2018 ANNUAL CAPITAL BUDGET IN THE AMOUNT OF \$2,000,000 FOR ADVANCED METERING INFRASTRUCTURE PROJECT, PHASE1 FOR ALL CUSTOMERS WITHIN THE WEST ROCKS AND SPRING HILL HIGH SERVICES AREAS; AND ALL HIGH VOLUME CUSTOMERS BILLED ON A MONTHLY BASIS. THESE PROJECTS ARE CURRENTLY LISTED WITHIN THE STATE OF CONNECTICUT, DEPARTMENT OF PUBLIC HEALTH DRINKING WATER STATE REVOLVING FUND (DWSRF) "DRAFT" FUNDABLE PROJECT PRIORITY LIST AND MAY BECOME ELIGIBLE FOR DWSRF FUNDING AND/OR LOANS.**

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

10. Schedule a Special Meeting of the Electors to be held on Wednesday, December 13, 2017 to approve (a) an additional appropriation to the FY 2017 Annual Capital Budget in the amount of \$2,050,000 for Water System Reliability Improvements in the West Rocks Service Area increasing the project cost from \$4,750,000 to \$6,800,000; and (b) a new appropriation to the Fiscal Year 2018 Annual Capital Budget in the amount of \$2,000,000 for Advanced Metering Infrastructure Project, Phase1 for all customers within the West Rocks and Spring Hill High Services Areas; and all high volume customers billed on a monthly basis.

***** COMMISSIONER BRYANT MOVED TO SCHEDULE A SPECIAL MEETING OF THE ELECTORS TO BE HELD ON WEDNESDAY, DECEMBER 13, 2017 TO APPROVE (A) AN ADDITIONAL APPROPRIATION TO THE FY 2017 ANNUAL CAPITAL BUDGET IN THE AMOUNT OF \$2,050,000 FOR WATER SYSTEM RELIABILITY IMPROVEMENTS IN THE WEST ROCKS SERVICE AREA INCREASING THE PROJECT COST FROM \$4,750,000 TO \$6,800,000; AND (B) A NEW APPROPRIATION TO THE FISCAL YEAR 2018 ANNUAL CAPITAL BUDGET IN THE AMOUNT OF \$2,000,000 FOR ADVANCED METERING INFRASTRUCTURE PROJECT, PHASE1 FOR ALL CUSTOMERS WITHIN THE WEST ROCKS AND SPRING HILL HIGH SERVICES AREAS; AND ALL HIGH VOLUME CUSTOMERS BILLED ON A MONTHLY BASIS.**

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

11. Schedule a Special Meeting of the Electors to be held on Wednesday, January 10, 2018 to ratify the Electors approval of (a) an additional appropriation to the FY 2017 Annual Capital Budget in the amount of \$2,050,000 for Water System Reliability Improvements in the West Rocks Service Area increasing the project cost from \$4,750,000 to \$6,800,000; and (b) a new appropriation to the Fiscal

Year 2018 Annual Capital Budget in the amount of \$2,000,000 for Advanced Metering Infrastructure Project, Phase1 for all customers within the West Rocks and Spring Hill High Services Areas; and all high volume customers billed on a monthly basis.

***** COMMISSIONER BRYANT MOVED TO SCHEDULE A SPECIAL MEETING OF THE ELECTORS TO BE HELD ON WEDNESDAY, JANUARY 10, 2018 TO RATIFY THE ELECTORS APPROVAL OF (A) AN ADDITIONAL APPROPRIATION TO THE FY 2017 ANNUAL CAPITAL BUDGET IN THE AMOUNT OF \$2,050,000 FOR WATER SYSTEM RELIABILITY IMPROVEMENTS IN THE WEST ROCKS SERVICE AREA INCREASING THE PROJECT COST FROM \$4,750,000 TO \$6,800,000; AND (B) A NEW APPROPRIATION TO THE FISCAL YEAR 2018 ANNUAL CAPITAL BUDGET IN THE AMOUNT OF \$2,000,000 FOR ADVANCED METERING INFRASTRUCTURE PROJECT, PHASE1 FOR ALL CUSTOMERS WITHIN THE WEST ROCKS AND SPRING HILL HIGH SERVICES AREAS; AND ALL HIGH VOLUME CUSTOMERS BILLED ON A MONTHLY BASIS.**

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

***** THE MOTION PASSED UNANIMOUSLY**

12. Authorize the General Manager to issue a Purchase Order to Martinez Couch & Associates to provide professional land surveying services in connection with Project FAWM 2018 - 03, Proposed New Permanent Bypass Water Main along Portions of East Avenue, Fitch Street, Strawberry Hill Avenue and Winfield Street in connection with the Replacement of the East Avenue Metro-North Railroad Bridge, Norwalk, CT for a sum not to exceed \$ 21,100.00 (Account Nos. 30 2018 3610 00 and 30 2018 3620 00) Construction Costs to be reimbursed by the State of Connecticut, Department of Transportation.

***** COMMISSIONER CULLEN MOVED TO GO INTO EXECUTIVE SESSION AT 5:05 P.M**

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

***** THE MOTION PASSED UNANIMOUSLY**

***** COMMISSIONER CULLEN MOVED TO COME OUT EXECUTIVE SESSION AT 5:09 P.M**

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

***** THE MOTION PASSED UNANIMOUSLY**

***** COMMISSIONER BRYANT MOVED TO AUTHORIZE THE GENERAL MANAGER TO ISSUE A PURCHASE ORDER TO MARTINEZ COUCH & ASSOCIATES TO PROVIDE PROFESSIONAL LAND SURVEYING SERVICES IN CONNECTION WITH PROJECT FAWM 2018 - 03, PROPOSED NEW PERMANENT BYPASS WATER MAIN ALONG PORTIONS OF EAST AVENUE, FITCH STREET, STRAWBERRY HILL AVENUE AND WINFIELD STREET IN CONNECTION WITH THE REPLACEMENT OF THE EAST AVENUE METRO-NORTH RAILROAD BRIDGE, NORWALK, CT FOR A SUM NOT TO EXCEED \$ 21,100.00 (ACCOUNT NOS. 30 2018 3610 00 AND 30**

2018 3620 00) CONSTRUCTION COSTS TO BE REIMBURSED BY THE STATE OF CONNECTICUT, DEPARTMENT OF TRANSPORTATION.

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

13. Approve the time change for the Regular Meeting of the Board of Commissioners to be held on December 13, 2017 from 4:00 PM to 7:00 PM.

***** COMMISSIONER BRYANT MOVED THE TIME CHANGE FOR THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS TO BE HELD ON DECEMBER 13, 2017 FROM 4:00 P.M. TO 7:00 P.M.**

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

14. Authorize the General Manager to issue a Task Order to CDM Smith to perform professional engineering services relating to Project DWSRF AMI 2018 – 04, Proposed Implementation of Advanced Metering Infrastructure System, Phase 1 at Various Locations, Norwalk, CT. for a sum not to exceed \$50,000.00. (Account Nos. 30 2018 3690 00 and 30 2018 3695).

***** COMMISSIONER CULLEN MOVED TO AUTHORIZE THE GENERAL MANAGER TO ISSUE A TASK ORDER TO CDM SMITH TO PERFORM PROFESSIONAL ENGINEERING SERVICES RELATING TO PROJECT DWSRF AMI 2018 – 04, PROPOSED IMPLEMENTATION OF ADVANCED METERING INFRASTRUCTURE SYSTEM, PHASE 1 AT VARIOUS LOCATIONS, NORWALK, CT. FOR A SUM NOT TO EXCEED \$50,000.00. (ACCOUNT NOS. 30 2018 3690 00 AND 30 2018 3695).**

***** COMMISSIONER BRYANT SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUS**

15. Approve acceptance of various capital improvement projects as fixed assets at the dollar amounts shown on Exhibit 15.

***** COMMISSIONER CULLEN MOVED TO APPROVE ACCEPTANCE OF VARIOUS CAPITAL IMPROVEMENT PROJECTS AS FIXED ASSETS AT THE DOLLAR AMOUNTS SHOWN ON EXHIBIT 15.**

***** COMMISSIONERS BRYANT SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

SUSPENSION OF THE RULES TO ADD THE FOLLOWING ITEM TO THE AGENDA

***** COMMISSIONER CULLEN MOVED TO SUSPEND THE RULES TO ADD ITEM 15A TO THE AGENDA**

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

15a. Authorize the General Manager to issue a Task Order to Weston & Sampson to provide environmental engineering services related to the demolition of the existing

100,000 gallon West Rocks Elevated Storage Tank and remediation of lead and PCB impacted soils for a sum not to exceed \$ 99,500.
(Account No. 30 2017 3750 00).

- *** **COMMISSIONER BRYANT MOVED TO AUTHORIZE THE GENERAL MANAGER TO A TASK ORDER TO WESTON &SAMPSON TO PROVIDE ENVIRONMENTAL ENGINEERING SERVICES RELATED TO THE DEMOLITION OF THE EXISTING 100,000 GALLON WEST ROCKS ELEVATED STORAGE TANK AND REMEDIATION OF LEAD AND PCB IMPACTED SOILS FOR A SUM NOT TO EXCEED \$ 99,500. (ACCOUNT NO. 30 2017 3750 00).**
- *** **COMMISSIONER CULLEN SECONDED THE MOTION**
- *** **THE MOTION PASSED UNANIMOUSLY**

16. Call to the Public

Mr. Charles Schipper expressed his interest in buying the District property located at 1124 Valley Road, New Canaan. He gave each of the Commissioners an appraisal on the property. He explained how the property would be used and also how the funds would be raised if the Commissioners approved selling the home to Mr. Schipper and his investors.

The General Manager stated that since the District has been unable to sell the property for a reasonable price, he would be recommending that the property be retained by the District until such time as the value approaches the original purchase price. Since the house is no longer occupied and it is not in the best interest of the District to continue the use of the property as a rental property, he would be recommending that the house be demolished at the next Board meeting.

NO ACTION NECESSARY

17. Adjournment

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

The meeting adjourned at 5:58 p.m.

Respectfully submitted,

Michele McLean
District Clerk