

**MINUTES  
FIRST TAXING DISTRICT  
REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
NOVEMBER 15, 2017**

COMMISSIONERS: Commissioner Marija Bryant and Commissioner Thomas Cullen. Commissioner Frank Zullo and Treasurer Elsa Peterson Obuchowski were not present.

ALSO PRESENT: Dominick M. DiGangi, General Manager, Michelle Botero, Office Services Supervisor, David Capolete, Senior Accountant and Lauren Mappa, Manager of Operations,

1. Roll call

The meeting was called to order at 7:09 p.m. by Commissioner Thomas Cullen. Ms. Michelle Botero called the roll. Commissioners Bryant and Cullen were present. Commissioner Zullo and Treasurer Peterson Obuchowski were not present.

2. Public participation relating to agenda items

**THERE WAS NO PUBLIC PRESENT**

3. Approval of Minutes

- October 11, 2017 Regular Meeting

\*\*\* **COMMISSIONER BRYANT MOVED TO APPROVE THE MINUTES OF THE  
OCTOBER 11, 2017 REGULAR MEETING**  
\*\*\* **COMMISSIONER CULLEN SECONDED THE MOTION**  
\*\*\* **THE MOTION PASSED UNANIMOUSLY**

4. Correspondence

- First District Charges Unfair to Fifth District

**NO ACTION NECESSARY**

5. Receive Financial Report

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

6. Approval of FY 2018 Operating Budget Transfers

**THERE WERE NO BUDGET TRANSFERS**

7. Receive Monthly Operations Report

**\*\*\* COMMISSIONER BRYANT MOVED TO RECEIVE THE MONTHLY OPERATIONS REPORT**

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

8. Adoption of the 2018 Schedule of Regular Meetings

**\*\*\* COMMISSIONER BRYANT MOVED TO ADOPT THE 2018 SCHEDULE OF REGULAR MEETINGS**

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

9. Consideration and Approval of 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.

**\*\*\* COMMISSIONER BRYANT MOVED TO APPROVE 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.**

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

10. Consideration and Approval of a new appropriation to the Fiscal Year 2018 Annual Capital Budget in the amount of \$2,000,000 for the 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 THE APPROVAL OF A NEW APPROPRIATION TO THE FISCAL YEAR 2018 ANNUAL CAPITAL BUDGET IN THE AMOUNT OF \$2,000,000 FOR THE ADVANCED METERING INFRASTRUCTURE PROJECT. PHASE 1 FOR ALL CUSTOMERS WITHIN THE WEST ROCKS AND SPRING HILL SERVICES AREAS; AND ALL HIGH VOLUME CUSTOMERS BILLED ON A MONTHLY**

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

11. Approve the Appointments of two (2) First Taxing District members to the Board of Directors of the Norwalk Public Library Board. (Current members whose terms expired on December 31, 2016 -Commissioner Thomas Cullen and Patsy Brescia).

\*\*\* COMMISSIONER BRYANT MOVED TO APPROVE THE APPOINTMENTS OF TWO (2) FIRST TAXING DISTRICT MEMBERS TO THE BOARD OF DIRECTORS OF THE NORWALK PUBIC LIBRARY BOARD. (CURRENT MEMBERS WHOSES TERMS EXPIRED ON DECEMBER 31, 2016 – COMMISSIONER THOMAS CULLEN AND PATSY BRESCIA).

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

12. Appoint the Operations Director, Lauren Mappa as the District Clerk.

\*\*\* COMMISSIONER BRYANT MOVED TO TABLE ITEM 12  
\*\*\* COMMISSIONER CULLEN SECONDED THE MOTION  
\*\*\* THE MOTION TO TABLE PASSED UNANIMOUSLY

13. Authorize the General Manager to execute an Agreement with CDM Smith, Inc. for Professional Engineering Services required to provide Construction Administration and Inspection Services for the relocation of the water main on the West Rocks Road Bridge over the Merritt Parkway, Project No. 102-0356 for a sum not to exceed \$ 17, 534.00 (Funds to be Reimbursed by the Connecticut Department of Transportation) Account No. 30 2017 3620 00

\*\*\* COMMISSIONER BRYANT MOVED TO AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT WITH CDM SMITH, INC. FOR PROFESSIONAL ENGINEERING SERVICES REQUIRED TO PROVIDE CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE RELOCATION OF THE WATER MAIN ON THE WEST ROCKS ROAD BRIDGE OVER THE MERRITT PARKWAY, PROJECT NO. 102-0356 FOR A SUM NOT TO EXCEED \$ 17, 534.00 (FUNDS TO BE REIMBURSED BY THE CONNECTICUT DEPARTMENT OF TRANSPORTATION) ACCOUNT NO. 30 2017 3620 00

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

14. Authorize the General Manager to issue Purchase Orders to various vendors to furnish the necessary materials for the relocation of the water main on the West Rocks Road Bridge over the Merritt Parkway, Project No. 102-0356 for a sum not to exceed \$ 75,000.00 (Funds to be partially Reimbursed by the Connecticut Department of Transportation) Account No. 30 2017 3620 00

\*\*\* COMMISSIONER BRYANT MOVED TO AUTHORIZE THE GENERAL MANAGER TO ISSUE PURCHASE ORDERS TO VARIOUS VENDORS TO FURNISH THE NECESSARY MATERIALS FOR THE RELOCATION OF THE WATER MAIN ON THE WEST ROCKS ROAD BRIDGE OVER THE MERRITT PARKWAY, PROJECT NO. 102-0356 FOR A SUM NOT TO EXCEED \$ 75,000 (FUNDS TO BE PARTIALLY REIMBURSED BY THE CONNECTICUT DEPARTMENT OF TRANSPORTATION) ACCOUNT NO. 30 2017 3620 00

\*\*\* COMMISSIONER CULLEN SECONDED THE MOTION

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

15. Authorize the General Manager to issues Purchases Orders to (a) Ti Sales for the purchase of a 6” Neptune Protectus III SS Fire Service E-Coder Gallon 304 SS Body with Epoxy Coated Steel Strainer for a sum not to exceed \$13,500.00 and (b) to Butterworth and Scheck, Inc. for the installation of the 6” Neptune Meter for a sum not to exceed \$3,500.00 (Account No. 30 2016 3800 00, Asset Management Replacement Program)

\*\*\* **COMMISSIONER BRYANT MOVED TO AUTHORIZE THE GENERAL MANAGER TO ISSUE PURCHASE ORDERS TO (a) TI-SALES FOR THE PURCHASE OF A 6” NEPTUNE PROTECTUS III SS FIRE SERVICE E-CODER GALLON 304 SS BODY WITH EPOXY COATED STEEL STRAINER FOR A SUM NOT TO EXCEED \$13,500.00 AND (b) TO BUTTERWORTH AND SCHECK, INC. FOR THE INSTALLATION OF THE 6” NEPTUNE METER FOR A SUM NOT TO EXCEED \$3,500.00 (ACCOUNT NO. 30 2016 3800 00 , ASSET MANAGEMENT REPLACEMENT PROGRAM)**

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

16. Discussion – 1124 Valley Road, New Canaan

\*\*\* **COMMISSIONER CULLEN MOVED TO TABLE ITEM 12**  
\*\*\* **COMMISSIONER BRYANT SECONDED THE MOTION**  
\*\*\* **THE MOTION TO TABLE PASSED UNANIMOUSLY**

17. Call to the Public

**THERE WAS NO PUBLIC PRESENT**

18. Adjournment

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

The meeting adjourned at 7:59 p.m.

Respectfully submitted,

Michele McLean  
District Clerk